

V. Public Works

1. Monthly reports - no questions

2. Final Report from Civic Design Ctr-BMB Demonstration Project

Commissioner Bryan stated that the final report had just been received from the Civic Design Center noting that they had provided results to all the questions as well as their short-term, medium-term and long-term recommendations.

Bryan reviewed take-aways from the survey

- Majority of people walk alone on Belle Meade Boulevard, followed by walking with a friend, pet, and stroller.
- 1/3 of people feel safe, 2/3 feel somewhat or not safe walking on Belle Meade Boulevard.
- The survey question asked do you feel safe walking on the temporary median pathway? Most respondents did not walk on the pathway, they only looked at it. The people who did walk on it did feel safe.
- The survey did indicate that people do like the idea of sidewalks on Belle Meade Boulevard.
- There was an overwhelming yes on the question "Do you believe that with the right design pedestrians and motorists can safely share Belle Meade Boulevard."

The takeaway is that 60 percent of people want some improvements, but it is important to understand that the people who live on Belle Meade Boulevard, those we call the most impacted, they do not want any changes to the Boulevard. They do however feel there is a better way to use the Boulevard.

The recommendations from the Civic Design Center:

1. Short-term conclusion is there must be a way to make the Boulevard safer. The street as designed, the left lane for passing and turning only, is not communicated effectively and it is not being used effectively. They believe there is an opportunity to improve signage and communication to neighbors and newcomers. Suggestions:
 - a. add rumble strips to the left-hand lane
 - b. expand shoulder allowing more space for pedestrians
 - c. texturize the left-hand lane.
2. Medium-term recommendation is that when Belle Meade Boulevard is repaved in 2026 that it would provide an opportunity to restripe the Boulevard, narrow the lanes and create a pedestrian shoulder.
3. Long-term recommendation for complete safety of pedestrians is that the left-hand lane becomes a pedestrian, biking only lane.

Again, none of these are under consideration at this time. These are only recommendations.

Mayor Moore added that 99 percent of the people that responded to the survey live in Belle Meade noting that the total number was 25 percent of Belle Meade residents.

Bryan stated that the purpose of this project was to create discussion and receive feedback, and that was a success. It was not to create a long-term recommendation or to promote something. This project was always intended to be a demonstration.

Public Comment on the Demonstration Project and Report.

Gray Thornburg, 1212 Nichol Lane, asked how many people were pulled over for violating the left-hand lane restriction.

Chief Williams responded that the average daily traffic on Belle Meade Boulevard is 5,000 vehicles. For the month of July to date, we have stopped 38 people. Over 40 percent of those did not know they were in the wrong. We will be continuing a left-lane enforcement focus.

Charles Thornburg, 1212 Nichol Lane, Is it possible that we institute some of the changes to the left lane that were mentioned, prior to repaving in 2026?

Commissioner Bryan stated that the short-term recommendations could be done prior to the repaving.

Commissioner Weigel stated that for health reason he had recently started a walking program. He believes that if pedestrians will walk where they should that there is no safety issue if the laws of the city of Belle Meade for pedestrians and vehicles are enforced.

Eddie Orr, 1001 Belle Meade Boulevard, I also walk and jog the Boulevard on a regular basis, I have almost been hit twice; I see it very differently.

Mayor Moore stated that he also walks the same area of the Boulevard that Weigel and Orr walk and that he feels safe while walking toward the park from East Brookfield, but not as safe on the return. Some of these short- and mid-term solutions certainly appear to be less costly than a path down the middle of the Boulevard and something that I believe this commission will entertain. And rest assured that if there is going to be an action item on our agenda to approve any project on the Boulevard, it will be published and there will be notification.

Neal Clayton, 4402 Harding Place, asked Chief Williams "Do we have more traffic from Harding Place to Harding Road than Harding Place to Percy Warner Park."

Chief Williams stated that we do.

Clayton stated that we are talking about ways for everyone to be safe, but I am trying to work through my mind, is the traffic so bad, and is it prudent that as stewards of the city's money to do this. I am a fan of studies and statistics, and possibly we should look at sectioning the Boulevard and see where the traffic is.

Commissioner Weigel stated that he had been a commissioner for 8 years and that there had been two sidewalk projects during that time, and each one required a one hundred percent approval of the neighbors that faced the sidewalk. I believe that before we start doing anything that we get approval from everybody on both sides of Belle Meade Boulevard.

Commissioner Bryan stated that the Civic Design Center does not recommend the median pathway as demonstrated.

Public Comment Closed

3. Update on Grant Projects

City Manager Reardon stated that a draft advertisement for the multi-modal sidewalk project, sidewalk consultant had been sent to TDOT for review. Once approved it will be placed on TDOT's website and we can advertise as well. The deadline for consulting firms to submit proposals is Wednesday, August 31. For Phase I review we will have a panel of staff and at least one commissioner. Reardon stated she is asking for Commissioner Bryan to serve in that capacity as she has been involved in the project, in early stages. The selection panel will select 3 qualified firms from the submissions. Phase two would be to go through those firms with different criterion with in-person interviews. The hope is to have this done by the end of September so the project can hopefully begin with the NEPA phase in mid-October. Commissioner Bryan suggested that a member of St. George's Church also be on this selection committee, as the church will be impacted by this project. Reardon stated that she and Public Works Director Smith were enrolled in a webinar for Tuesday, August 2, for the TDEC Grant/American Rescue monies, when grant requirements and infrastructure scorecard requirements would be updated. Deadline to submit the actual grant application is November 1. We are planning on using this funding for a sewer modeling project.

VI. City Services

A. Public Safety

1. Monthly Reports - submitted by Police Chief Williams

Statistics Summary March 2022

<u>319</u> Citations Issued	<u>7</u> Traffic Crashes	<u>24</u> Alarms
<u>0</u> Burglary	<u>3</u> Theft of Property	<u>9</u> Arrests

License Plate Recognition (LPR) Report

<u>5</u> - Stolen Vehicles	<u>5</u> - Stolen License Plates
<u>0</u> - Missing Person	<u>0</u> - Wanted Person

2. Purchase of HVAC Unit for Chief's Office

Chief Williams stated that the HVAC Unit in his office had ceased to work properly, and it had been determined the unit was over 15 years old and had run its course.

The new system is an 18k BTU Cassette Style Minisplit with controller and new condenser. This system comes with a 10-year part warranty and a 1-year labor warrant.

This purchase is in the 2022-2023 budget.

Chief presented three bids from reputable HVAC companies for a new system

Bradshaw Heating and Cooling (Lebanon, TN) - \$7,000.00

Clark Heating and Cooling (Dickson, TN) - \$7,660.00

Precision Air (Murfreesboro, TN) - \$7,981.00

Chief recommended the bid from Bradshaw Heating and Cooling; it is the lowest bid.

Motion to approve purchase of HVAC unit for Chief's office: Dale

Second: Weigel Vote: All aye

B. Health and Sanitation

Public Works Director Larry Smith began with an update he had received from Steve Casey at CEC Engineering on Stormwater projects, culverts have been surveyed on Belle Meade Boulevard and Jackson Boulevard, they are now surveying on Walnut Drive.

1. Monthly Reports - submitted by Dylan Hood

C. Building/Zoning/Planning

1. Monthly Reports - submitted by Building Official Lyle Patterson, reviewed

- 6 Permits Issued \$7,012,550.00 estimated construction cost
- 3 Permit Closed
- 2 Grading/Soil/Disturbance Permits
- 0 Stormwater Complaints Filed

3. Request for a Permit for Activities - The Temple

This item was addressed earlier in the meeting.

D. Waste Collection - No Matters

E. Beautification/Landscape

1. Monthly Report - Laura Katherine Wood was unable to attend the meeting, no update

F. City Communications - No Matters

VII. Administration

A. Finance - Submitted and reviewed by Finance Director Leigh Mills

- 1. Financial Statements** - May 2022 reviewed
- 2. Investment Schedules** - reviewed
- 3. Approval of Invoices over \$5,000:**

Civic Design Center	\$ 5,000.00
Gibbs Brothers Construction, Inc	\$ 8,016.75
Gibbs Brothers Construction, Inc	\$ 9,085.00
J.R. & Associates	\$ 14,640.00
J.R. & Associates	\$ 11,712.00
J.R. & Associates	\$ 14,640.00
Kimley Horn	\$ 12,055.00
Public Entity Partners	\$ 40,441.00
Public Entity Partners	\$ 15,961.00
Public Entity Partners	\$ 38,489.00
Straeffler Pump & Supply, Inc	\$ 13,425.00
Miller & Martin PLLC	\$ 10,428.50

Motion to approve invoices: Weigel Second: Dale Vote: All aye

Commissioner Bryan wanted to note that the Ceres Society would be paying half of the Civic Design Center Bill

Commissioner Dale inquired if we had the draft code from Kimley Horn, noting that she would like to offer to read for edit the draft. Building Official Patterson provided information on the stage the process is currently in. City Attorney Doug Berry provided information on the legal process, noting that once the final draft was ready, then the review process with the Boards would begin.

4. Update on new Online Payment System

Mills and Reardon looked at several vendors and concluded the Sturgis was the best option for several reasons:

- There is no cost to the City as long as the processing fee to customers is kept at a level to cover our costs. Currently, that fee is 2.5% or

minimum of \$1.95. That is less than what Square (our current processor) charges now.

- In addition to debit and credit card counter and online processing, Sturgis offers payment by e-check/ACH, Venmo, and PayPal.
- Sturgis will provide two EMV card readers for in-person payments at no charge.
- All e-checks, regardless of amount, incur a processing fee of \$1.95.
- Sturgis offers the ability to direct specific payment types (Ceres, Employee Fund, Sewer) to the appropriate bank checking account, which will make the accounting for deposits much simpler and cleaner as there will no longer be the need to manually transfer funds to the correct bank account.
- In addition to payment processing, Sturgis is able to add the city property tax and stormwater payment information to the website, so anyone can look up this information to print a bill or check payment status. We also asked if the history (10 years) of payment information could be accessible and was told that this option could also be made available.
- There is a Sturgis representative here in Nashville, so if we have problems or questions, we will be able to speak with someone and get assistance quickly.

Motion to approve online payment processing system from Sturgis: **Bryan**
Second: **Weigel** **Vote:** **All aye**

B. Facilities

1. Award Contract for Janitorial Services

City Manager Reardon stated that at 10:00 a.m. CST on Tuesday, July 19, 2022, the City held a public bid opening for its Janitorial Services Contract for the city hall building. Six contractors submitted bids, and the bid tabulation is provided here as well for the commissioner's review.

Reardon recommended the contract be awarded to the low bidder, Chano & Sons for the monthly price of \$1,749.00. The City's current janitorial services contract has been in place for four years and the monthly cost is \$1,402.00.

Reardon also noted that the references she checked for Chano gave positive feedback on their service. This company meets all insurance and bonding requirements as set forth in the bid specifications and contract.

Motion to approve: **Dale** **Second:** **Hunt** **Vote:**
All aye

C. Human Resources / Personnel

1. Update on City Manager Search Process - City Manager Reardon provided an update on information provided by Patti Heminover at Baker Tilley. There are currently 26 applicants, most are from out of state; they will be focusing on securing more Tennessee applicants over the next two weeks. Heminover also reported to Reardon that everything was working fine. Reardon noted that the application deadline is August 22.

VIII. LEGISLATION

1. Ordinance 2022-5, Amending Section 5-109 (3), (4) of the Belle Meade Municipal Code Regarding Purchasing and Competitive Bidding, on second reading

Motion to approve: Bryan **Second:** Weigel **Vote:** All aye

2. Resolution 2022-08, Honoring Wentworth and Barry Caldwell for Donation of Real Property to the City

Motion to approve: Hunt **Second:** Bryan **Vote:** All aye

Commissioner Dale had asked for some clarification on an engineering service invoice from CEC at the June Board of Commissioners meeting. Dale contacted Steve Casey and had a conversation with him; she shared the information provided by Casey with fellow board members on how billing is done by CEC. She feels there is an opportunity to communicate information better to residents so that the engineers they hire start with the knowledge that they create a solution for that property based on guidelines referenced in our codes.

3. Resolution 2022-09, To Reduce the Speed Limit to 25 mph on Lynwood Blvd. Between Harding Road and Harding Place

Motion to approve: Dale **Second:** Bryan

Motion to amend resolution to insert the words "and Lynwood Terrace" after Lynwood Blvd Dale **Second:** Bryan **Vote:** All aye

Motion to approve resolution as amended: All aye

VIII. Other Matters - None

Meeting Adjourned at 5:46 p.m.

Mayor Rusty Moore

City Recorder Rusty Terry