



**CITY OF BELLE MEADE
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA PACKET
APRIL 15, 2024, 04:00 PM**



**AGENDA BOARD OF COMMISSIONERS
REGULAR MEETING
APRIL 15, 2024, 04:00 PM
BELLE MEADE CITY HALL, 4705 HARDING PIKE**

Call To Order

I. PLEDGE OF ALLEGIANCE

II. PUBLIC COMMENTS

III. MINUTES - pg 5

Consideration of the Minutes of the Board of Commissioners Regular Meeting held March 20, 2024.

Attachment: [Minutes BoC March 20.pdf](#)

IV. PUBLIC WORKS

A. Monthly Reports - Nathan McVay pg 11

Attachment: [March Public Works Activities Report.pdf](#)

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B. Approve an Agreement, not to exceed \$16,000, with Barge Civil Associates, LLC for civil engineering services related to the annual street paving program - Nathan McVay pg 15

Attachment: [Annual Paving 2024 - Professional Services Agmt.pdf](#)

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V. CITY SERVICES

A. Public Safety

1. Monthly Reports - Chief Williams pg 23

Attachment: [PD combined monthly reports - March 2024.pdf](#)

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2. Accept a scholarship award, valued at \$3,000 and covering registration and all travel related expenses, for Chief Williams to attend the International Association of Chiefs of Police Conference in Boston, October 19-22, 2024 - Chief Williams pg 28

Attachment: [Williams Award Letter.pdf](#)

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B. Health and Sanitation

1. Monthly Reports - Nathan McVay pg 31

Attachment: [HS - Monthly Service Calls.pdf](#)

Attachment: [March TN One Calls Report.pdf](#)

C. Building/Zoning/Planning

1. Monthly Reports - Mary Samaniego pg 35

Attachment: [Planning March 2024 Report.pdf](#)

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2. Zoning Ordinance Update - Mary Samaniego - at meeting

D.Waste Collection - No Matters

E.Beautification/ Landscape

1. Monthly report - Laura Katherine Wood - at meeting

F.City Communications and Technology

1. Municode Update (online, self-publishing municipal code software) - Jennifer Moody - at meeting

VI.ADMINISTRATION

A.Capital Projects Update - Jennifer Moody pg 43

Attachment: [2024_04 Memo Grant Projects.pdf](#)

Finance - Leigh Mills

1. Financial Statements - February 2024 - pg 45

Attachment: [February 2024 Financial Statements.pdf](#)

2. Investment Schedules - March 2024 - pg 53

Attachment: [Investment Schedules combined March 2024.pdf](#)

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3. Approval of Invoices Over \$5,000 - pg 57

1) Commonwealth Chemical, Inc. \$25,500

Attachment: [Commonwealth Chemical invoice.pdf](#)

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B.Facilities - No Matters

C.Human Resources / Personnel - No Matters

VII.LEGISLATION

A.ORDINANCE 2024-1 - AN ORDINANCE TO CLOSE, VACATE AND ABANDON THE RIGHT OF WAY OF REDWING AVENUE - for approval on the first of two readings - Doug Berry pg 59

Attachment: [ORD 2024_1 Abandon Redwing Avenue 27114707.1 .pdf](#)

Attachment: [Redwing Avenue Map 27115368.1 .pdf](#)

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B.Set a Public Hearing for 4:00 p.m. on May 15, 2024 on Ordinance 2024-1 to Close, Vacate and Abandon the Right of Way of Redwing Avenue - Doug Berry - at meeting

C.ORDINANCE 2024-5 - AN ORDINANCE TO AMEND CERTAIN SECTIONS OF TITLE 13, CHAPTERS 1-3 ("PROPERTY MAINTENANCE REGULATIONS") TO CLARIFY AND SIMPLIFY ENFORCEMENT PROCEDURES, for approval on the first of two readings - Doug Berry pg 63

Attachment: [Ordinance 2024-5 Draft 27402846.1..pdf](#)

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D.ORDINANCE 2024-3 - AN ORDINANCE TO REPEAL TITLE 3, SECTION 205 "ELECTRONIC CITATION REGULATIONS AND FEES" OF THE MUNICIPAL CODE OF THE CITY OF BELLE MEADE IN ACCORDANCE WITH ITS FIVE-YEAR SUNSET PROVISION, for approval on the second and final reading - pg 71

Attachment: [ORD 2024-3 Repeal 3 205 to Sunset E citation Fee.pdf](#)

E.ORDINANCE 2024-4 - AN ORDINANCE TO AMEND TITLE 11, SECTION 812 "COURT COSTS" OF THE MUNICIPAL CODE OF THE CITY OF BELLE MEADE TO RECOVER INCREASED COSTS ASSOCIATED WITH WRITTEN AND ELECTRONIC CITATIONS, for approval on the second and final reading - pg 73

Attachment: [ORD 2024-4 Amend 11 812 to Increase Court Costs.pdf](#)

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F.RESOLUTION 2024-04 - A Resolution Amending Resolution 2022-05 Establishing Amounts of Fees to be Charged by the City of Belle Meade for Permit Applications and Other Fees - Mary Samaniego pg 75

Attachment: [RES 2024-04 Amending Permit Fee Scheudule with Exhibit of red line copy.pdf](#)

VIII.OTHER MATTERS

IX.ADJOURN

The next scheduled meeting of the Board of Commissioners will be Wednesday, May 15, 2024 at Belle Meade City Hall 4705 Harding Pike Nashville, TN



MINUTES
BOARD OF COMMISSIONERS – REGULAR MEETING
MARCH 20, 2024, 4:00 PM
BELLE MEADE CITY HALL, 4705 HARDING PIKE

Call To Order

Mayor Rusty Moore called the meeting to order at 4:01 p.m.

Board Members Present

Mayor Rusty Moore
Vice-Mayor Haley Dale
Louise Bryan
Neal Clayton
Marty Dickens

Staff Present

City Manager Jennifer Moody
Chief of Police Chuck Williams
Public Works Director Nathan McVay
Finance Director Leigh Mills
Planning Director Mary Samaniego
City Recorder Rusty Terry
City Attorney Doug Berry

PLEDGE OF ALLEGIANCE

The Pledge to Allegiance was led by Mayor Moore.

PUBLIC COMMENTS

Metro Councilman Thom Druffle provided an update on the Nashville City Council.

Public Comment Closed

MINUTES

Consideration of the Minutes of the Board of Commissioners Regular Meeting held February 21, 2024

Motion to approve: Dale Second: Clayton Vote: All aye

Mayor Moore asked City Manager Jennifer Moody to move Administration Item D, Human Resources and Personnel to the beginning of the Meeting.

Human Resources / Personnel

Promotion of Nathan McVay to Public Works Director - Jennifer Moody

City Manager Moody stated she was pleased to inform the board and the public that Nathan McVay had been promoted to Public Works Director.

Following congratulations and a round of applause, Moody announced that there would be a reception at the next Board of Commissioners meeting on Monday afternoon, April 15, at 3:00

PUBLIC WORKS

Monthly Reports - Nathan McVay

There were no questions on the monthly reports.

Approve a Proposal, totaling \$24,295, from Landscape Services, Inc (LSI) for citywide irrigation system improvement project - Nathan McVay

Public Works Director Nathan McVay reviewed the proposal and need for the project, answering questions from the board.

Motion to approve: Dale Second: Dickens Vote: All aye

Approve a one-year extension of the Contract with JR and Associates for Creek Debris Removal and Maintenance, not to exceed \$140,000, for FY 2024-2025 - Nathan McVay

Public Works Director McVay provided details on the contract extension, answering questions from the board.

Motion to approve: Dale Second: Clayton Vote: All aye

Approve two Proposal's, totaling \$6,782, with Gibbs Brothers Construction to repair two areas of the City of Belle Meade parking lot; 1) the entrance at Harding Pike and 2) In front of the Maintenance Shop - Nathan McVay

Public Works Director McVay reviewed the proposal, providing scope of work, answering questions from the board.

Motion to approve: Bryan Second: Dale Vote: All aye

CITY SERVICES

Public Safety

Monthly Reports - Chief Williams

Chief Williams stated they had 3 successful, out of 3 attempts, with the new

StarChase system and reviewed the two most recent cases.

There were no questions on the monthly reports.

Approve a Parade Permit for the annual Cheekwood Classic Car Parade on Sunday, June 16, 2024

Mark Mason, Director of Music and Public Programs at Cheekwood Estate & Gardens, provided details and answered questions from the board about the parade request.

Motion to approve: Moore Second: Dale Vote: All aye

Health and Sanitation

Monthly Reports - Nathan McVay

Public Works Director McVay noted that several pumps had been installed at new construction homes.

There were no questions regarding the monthly reports.

Building/Zoning/Planning

Monthly Reports - Mary Samaniego

Planning Director Mary Samaniego reviewed the reports as submitted, and answered questions from the board.

Zoning Ordinance Update - Mary Samaniego

Planning Director Samaniego answered questions from the board about the zoning ordinance re-write.

Waste Collection - No Matters

City Communications and Technology - No Matters

ADMINISTRATION

Capital Projects Update - Jennifer Moody

City Manager Jennifer Moody provided updates on Grant and Capital projects that the city is working on.

Approve a Proposal, not to exceed \$40,500, with KCI Technologies to deliver conceptual design and an opinion of probable cost for the Belle Meade Boulevard Pedestrian Pathway project - Jennifer Moody

City Manager Moody reviewed the proposal, answering questions from the board about the proposal.

Motion to move forward with the agreement with KCI with the understanding that we are not spending over \$40,000: Clayton Second: Dale

A board discussion ensued

Motion amended: Approve the contract subject to the City Manager and Legal Counsel making sure the contract states we can take it by phases and if we are not satisfied we will be concluded with the transaction with KCI:
Moore Second: Dale Vote: All aye

Motion to amend the amended motion to exclude the first three paragraphs on page 65 of the board packet and page 11 of the KCI Contract beginning with "The client agrees to indemnify... ": Dale Second: Clayton
Vote: All aye

Vote on the motion as amended: All aye

Beautification/ Landscape

Monthly report - Laura Katherine Wood

Beautification Committee chairman Laura Katherine Wood provided an update on the projects and plans of the committee.

Finance - Leigh Mills

Financial Statements - January 2024

Finance Director Mills provided highlights on the financial statements through January 31, 2024.

Investment Schedules - February 2024

Finance Director Mills provided highlights of the investment schedules for the General & Sewer funds.

Approval of Invoices Over \$5,000

1) SkyCop, Inc \$44,500.00

Motion to approve: Dale Second: Dickens Vote: All aye

Approve a Proposal, not to exceed \$29,070, with KraftCPAs to perform the city's annual financial audit for the year ending June 30, 2024

Finance Director Mills reviewed the proposal from KraftCPAs.

Motion to approve: Dale Second: Dickens Vote: All aye

Facilities - No Matters

LEGISLATION

ORDINANCE 2024-3 - AN ORDINANCE TO REPEAL TITLE 3, SECTION 205 "ELECTRONIC CITATION REGULATIONS AND FEES" OF THE MUNICIPAL CODE OF THE CITY OF BELLE MEADE IN ACCORDANCE WITH ITS FIVE-YEAR SUNSET PROVISION, for approval on the first of two readings - Jennifer Moody

City Manager Moody reviewed the purpose of Ordinance 2024-3

Motion to approve 2024-3: Dale Second: Dickens Vote: All aye

ORDINANCE 2024-4 - AN ORDINANCE TO AMEND TITLE 11, SECTION 812 "COURT COSTS" OF THE MUNICIPAL CODE OF THE CITY OF BELLE MEADE TO RECOVER INCREASED COSTS ASSOCIATED WITH WRITTEN AND ELECTRONIC CITATIONS, for approval on the first of two readings - Jennifer Moody

City Manager Moody explained the need for the increase for Ordinance 2024-4.

Motion to approve: Dickens Second: Clayton Vote: All aye

ORDINANCE 2024-5 - AN ORDINANCE TO AMEND CERTAIN SECTIONS OF 13, CHAPTERS 1-3 ("PROPERTY MAINTENANCE REGULATIONS") TO CLARIFY AND SIMPLIFY ENFORCEMENT PROCEDURES, for approval on the first of two readings - Doug Berry

City Manager Moody requested a deferral on Ordinance 2024-5

Motion to Defer: Dale Second: Bryan Vote: All aye

RESOLUTION 2024-03 - A Resolution to Declare Certain Property Owned By The City To Be Surplus To The City's Needs And Directing Disposal Of The Same - Jennifer Moody

City Manager Moody reviewed the need for the request to declare certain items, as listed in the memo provided with the agenda, as surplus for sale or disposal.

Motion to approve: Dickens Second: Bryan Vote: All aye

OTHER MATTERS

Confirm the Mayor's appointment of Julie Frist to the Budget and Finance Committee - Rusty Moore

Mayor Moore thanked former Mayor and Budget and Finance Committee Member Peggy Warner for her service to the city and announced that Julie Frist has been appointed to the Budget and Finance Committee.

The meeting adjourned at 5:24 p.m.

Mayor Rusty Moore

City Recorder Rusty Terry

City of Belle Meade - Public Works Department Activity Report

Date Reported	Complaint Request	Name	Street No.	Street Name	Phone	Referred to	Action taken	Date Performed
3/1/2024	Picked up cones from a traffic crash.			City Hall / Harding Road		Dylan	Completed	3/1/2024
3/4/2024	Weedeated some over grown grass in a island.			Sutherland / Belle Meade Blvd		Nathan & Dylan	Completed	3/4/2024
3/4/2024	Cut a few holes in the wall and pulled up some tiles in the cleaners closet to try and find a leak.			City Hall		Nathan & Dylan	In Progress	3/4/2024
3/5/2024	Cecked on a tree that fell in the ROW			Bellevue Dr W / Bellevue Dr S		Nathan & Dylan	Completed	3/5/2024
3/5/2024	Removed all of the delineators from the city			Park Hill / Harding Pl / Tyne		Nathan & Dylan	Completed	3/5/2024
3/7/2024	Put some silicone around the cleaners sing to try and stop the water from coming out.			City Hall		Nathan	Completed	3/7/2024

Date Reported	Complaint Request	Name	Street No.	Street Name	Phone	Referred to	Action taken	Date Performed
3/11/2024	Vacummed water out of the floor in the hallway.			City Hall		Nathan	Completed	3/11/2024
3/12/2024	Went around City Hall with American Leak Detection trying to find the water leak.			City Hall		Nathan	Completed	3/12/2024
3/13/2024	Found the leak and helped the heating and cooling guys fix the unit that was leaking			City Hall		Nathan	Completed	3/13/2024
3/15/2024	Straightened two speed limit signs.			Westview		Nathan	Completed	3/15/2024
3/19/2024	Picked up some trash in a few of the islands.			Belle Meade Blvd.		Nathan	Completed	3/19/2024
3/21/2024	Straightened a stop signs			Jackson		Nathan & Dylan	Completed	3/21/2024
3/26/2024	Trimmed some overgrowth.			Lynwood / Abbot Martin		Nathan & Dylan	Completed	3/26/2024

Date Reported	Complaint Request	Name	Street No.	Street Name	Phone	Referred to	Action taken	Date Performed
3/27/2024	Trimmed some more of the overgrowth.			Honeywood		Nathan & Dylan	In Progress	3/27/2024
3/28/2024	Removed a few yard signs			City		Nathan & Dylan	Completed	3/28/2024
3/28/2024	Went and looked at the stone wall that was hit.			Harding Road		Nathan & Dylan	Completed	3/28/2024

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CITY OF BELLE MEADE

Memo

To: Belle Meade Commissioners
From: Nathan McVay, Public Works Director
Date: April 15, 2024
Re: Agreement with Barge Civil Associates, LLC for 2023-2024 Street Paving Projects

Background

The City of Belle Meade regularly solicits contractors to perform road resurfacing/repaving within our municipal boundaries. Barge Civil Associates, LLC developed the city's street condition inventory and schedule for resurfacing in 2021 and we continue to use that to inform our recommendations for which streets are funded for repaving each year. Streets are ranked or scheduled according to need – with those in the poorest condition being paved prior to those in better condition. Belle Meade has 63 road segments in the plan and currently resurfaces each street on an average of every 13 years. The condition scores can generally be expressed from worst to best as poor, marginal, fair, good, or excellent condition. The city had no streets scoring in "poor" condition. Since 2021, when the last condition inventory was conducted, we have prioritized repaving of all "marginal" streets and anticipate that all "marginal" streets will receive funding for repaving by the fiscal year 2026.

As in years past, Barge Civil Associates, LLC has provided a proposal to assist the City with developing opinions of cost, construction plans, and bid documents for the annual street paving program. The cost of services has varied based upon the specific streets selected for repaving, but has generally ranged between \$14,000 - \$16,500. This year, the following streets are proposed for repaving:

Bellevue Drive South
Royal Oaks Place
Manor Drive
Harding Place (East)
Harding Place (West)
Drew Place

The fee proposal for civil engineering services would be \$14,500 for development of all construction documents and \$1,500 for construction administration for a total, not to exceed, cost of \$16,000.

Recommendation

The Board is recommended to approve an Agreement with Barge Civil Associates, LLC to provide civil engineering services for the annual street paving program for a total fee not to exceed, \$16,000, exclusive of reimbursables.

Fiscal Impact

Funding is available to support this expenditure in the FY 2024 General Fund Capital Expenditures for “Highways & Streets – Improvements Other Than Buildings” – account 110-43100-930.

Attachments

Professional Services Agreement



April 9, 2024

Via Email Only jmoody@citybellemeade.org

Ms. Jennifer Moody, City Manager
City of Belle Meade
4705 Harding Road
Nashville, Tennessee 37205

**Re: Proposal for Civil Engineering Services
Annual Street Resurfacing Projects for 2023-2024
City of Belle Meade
BCA No. 2327-48**

Dear Ms. Moody:

Barge Civil Associates, LLC (BCA) is pleased to provide this proposal to the City of Belle Meade for civil engineering services in connection with the repaving of FY 2023-2024 selected streets in the city. Our firm is very proud of our continued relationship with the City of Belle Meade, and we will work diligently to make these projects a success.

DESCRIPTION OF PROJECT

Based on discussions with the former Public Works Direct, we understand the scope to include repaving of the following streets in the city.

1. Bellevue Drive South
2. Royal Oaks Place
3. Manor Drive
4. Harding Place (East)
5. Harding Place (West)
6. Drew Place

SCOPE OF SERVICES

Based on our understanding of the City's repaving program and goal, BCA offers the following scope of services in connection with preparing a bid package for the City to solicit competitive bids for the construction of the repaving projects.

1. Construction Plans for Repaving

Using large-scale aerial photographic mapping as base sheets, BCA will produce a set of construction plans for the repaving of the aforementioned streets. We understand that the projects are to be solicited as one project, and our plans will reflect that scope. The plans will include any desired features such as asphalt curbing for drainage, speed bumps, etc. Should the project require more than one bid package, BCA will adjust our fee accordingly.

2. Construction Technical Specifications

BCA will prepare technical specifications for work related to the repaving project that will be in accordance with the technical specifications used by the Tennessee Department of Transportation. In addition to the technical specifications, our documents will include a bid form for a lump sum bid, with a request for line item prices for additions or deletions to the scope of the project. The City will be responsible for providing the desired contract form, terms and conditions, and other required front-end documents to BCA prior to the assembly of the bid packages. BCA will provide seven sets of bidding instruments to the City for their use in distributing bid packages. The City will be responsible for advertising the project, issuing the bid instruments and any necessary addenda, opening the bids, and awarding the project. BCA can attend a prebid conference (if required), review bids at the request of the City and provide a written recommendation for awarding the construction contract.

Ms. Jennifer Moody

April 9, 2024

Page 2 of 4

3. Construction Administration

This phase will begin with the preconstruction conference. Our scope for this phase will include providing a Notice to Proceed letter to the awarded contractor and attending the preconstruction conference. Site observation visits, reviewing and approving shop drawings, and reviewing pay requests are not included in this scope but can be provided as an additional service on an hourly basis.

FEE

BCA proposes to provide the above-described tasks for the following lump sum fees:

Construction Documents:	\$14,500.00
Construction Administration	\$ 1,500.00
TOTAL	\$16,000.00

REIMBURSABLE EXPENSES

BCA shall be reimbursed at a rate of 1.15 times actual cost for expenses incurred directly or indirectly in connection with the project. These expenses shall include, but not be limited to: review fees, recording fees, printing, reproduction, overnight or express shipping, fees for fire hydrant flow tests, purchase of other consultants' agency materials to complete the civil design, or other similar project-related items. The actual cost of any fees which BCA pays for securing approval from local authorities having jurisdiction over the project will be reimbursed.

ADDITIONAL SERVICES

Any work, other than the Scope of Services outlined herein, shall be designated as Additional Services. At such time it is determined that these Additional Services are required, BCA reserves the right to amend this proposal or execute a separate agreement that will provide such services. Additional services also can be provided on an hourly basis in accordance with the rates listed in the attached Terms and Conditions.

ACCEPTANCE OF TERMS AND NOTICE TO PROCEED

The attached Terms and Conditions are an integral part of this agreement. Client understands this proposal is valid for 90 days after which time BCA reserves the right to resubmit. Client agrees that execution of this Agreement is a material element of the consideration BCA requires to execute the services, and if services are initiated by BCA prior to execution of this Agreement as an accommodation for the Client at the Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties.

Please review this proposal and advise if you have any questions or comments. If you concur with the terms of this proposal, please indicate by signing in the space provided below and returning one executed original to our office as your official notice to proceed.

We thank you for your consideration of Barge Civil Associates, LLC to assist you with this project.

Sincerely,

CITY OF BELLE MEADE

Seth Sparkman
Seth Sparkman (Apr 9, 2024 13:18 CDT)

Seth Sparkman, RLS
Project Manager

Signature

APPROVED BY:

Title

Jeff Hooper
Jeff Hooper (Apr 9, 2024 13:19 CDT)

Jeff Hooper, P.E.
Principal

Date

cc: Mr. Nathan McVay, Director of Public Works (nmcvay@citybellemead.org)

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TERMS AND CONDITIONS FOR BCA PROFESSIONAL SERVICE AGREEMENTS**JANUARY 2022**

Acceptance/Assignment: Client agrees that execution of this Agreement is a material element of the consideration BCA requires to execute the services, and if services are initiated by BCA prior to execution of this Agreement as an accommodation for the Client at the Client's request, both parties shall consider that the commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement.

Billings and Payments: BCA shall submit invoices for services either upon completion of such services or on a monthly basis. Invoices shall be payable within 30 days after the invoice date. Should BCA's compensation be based on a percentage of total construction cost, no deductions shall be made from BCA's compensation on the account of penalty, liquidated damages, or other sums withheld from payment to Contractors. Accounts unpaid after the 31st day of the invoice date may be subject to a monthly service charge of 1.5% on the then unpaid balance (18.0% true annual rate), at the sole election of BCA. The Client shall pay all costs of collection, including reasonable attorney's fees, in the event any or all of an account remains unpaid 90 days after billing.

Changed or Hidden Conditions: If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to BCA are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, BCA may call for renegotiation of appropriate portions of this Agreement. BCA shall notify the Client of the changed conditions necessitating renegotiation, and BCA and the Client shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions. If terms cannot be agreed to, the parties agree that either party has the absolute right to terminate this Agreement in accordance with the Termination provision hereof.

Code Compliance: BCA shall put forth reasonable professional efforts to comply with applicable laws, codes and regulations in effect as of the date of the agreement between BCA and the Client. Design changes made necessary by newly-enacted laws, codes and regulations after this date shall entitle BCA to a reasonable adjustment in the schedule and additional compensation in accordance with the Additional Services provisions of this Agreement.

Construction Observation: BCA shall visit the site at intervals appropriate to the stage of construction, or as otherwise agreed to in writing by the Client and BCA. Such visits and observations are not intended to be an exhaustive check or a detailed inspection of the Contractor's work but rather are to allow BCA to become generally familiar with the Work in progress and to determine, in general, if the Work is proceeding in accordance with the Contract Documents. Based on this general observation, BCA shall keep the Client informed about the progress of the Work and shall advise the Client about observed deficiencies in the Work. BCA shall not supervise, direct or have control over the Contractor's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. BCA shall not be responsible for any acts or omissions of the Contractor, any subcontractor, any entity performing any portions of the Work or any agents or employees of any of them. BCA does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

Design Without Construction Phase Services: If the Scope of Services under this Agreement excludes project observation or review of the Contractor's performance or any other construction phase services, and that such services will be provided for by the Client, it is understood and agreed that the Client assumes all responsibility for interpretation of the Contract Documents and for construction observation and the Client waives any claims against the Consultant that may be in any way connected thereto. In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless BCA, its officers, directors, employees and subconsultants (collectively, Consultant) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising out of or in any way connected with the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of BCA.

Fees and Hourly Rates: The total lump sum fee, if applicable, shall be understood to be an estimate and shall not be exceeded by more than ten percent without written approval of the Client. Hourly contracts shall be invoiced using the following rate charges. BCA reserves the right to modify the hourly rates.

Principal Engineer	\$225 to \$250
Sr. Civil Engineer	\$170 to \$200
Project Engineer	\$150 to \$170
Senior Civil Designer	\$150 to \$170
Civil Engineer	\$135 to \$150
Engineer Intern II	\$110 to \$125
Engineer Intern I	\$ 95 to \$110
Engineering Technician	\$ 90 to \$110
Administrative	\$ 85 to \$110

Governing Law and Jurisdiction: The Client and BCA agree that this Agreement and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of Nashville, Davidson County, Tennessee.

Groundwater: BCA's scope does not include building foundation drainage design or foundation pumping systems. In addition, BCA does not offer nor provide hydrogeological investigations or engineering services related to groundwater flow rates, patterns, or pressure levels. If basements or other subsurface structures are anticipated, BCA suggests the Owner/Client retain experts in this field to make the appropriate recommendations. BCA will provide design services for conveyance of groundwater at the location, (depth and rate provided by others) as part of our surface-based stormwater design services but will not be held responsible for the determination of said flow rates.

Hazardous Materials: Both parties acknowledge that BCA's scope of services does not include any services related to the presence of any hazardous or toxic materials. In the event BCA or any other person or entity involved in the project encounters any hazardous or toxic materials, or should it become known to BCA that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of BCA's services, BCA may, at its sole option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until the Client retains appropriate qualified consultants and/or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations.

Insurance: BCA shall secure and maintain such insurance as will protect it from claims of negligence, bodily injury, death or property damage which may arise from the performance of services under this Agreement. Certificates of insurance may be requested by the Client.

Indemnification: BCA agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its officers, directors and employees (collectively, Client) against damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by BCA's negligent performance of professional services under this Agreement and that of its subconsultants or anyone for whom BCA is legally liable. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless BCA, its officers, directors, employees and subconsultants (collectively, BCA) against damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Client's negligent acts in connection with the Project and the acts of its contractors, subcontractors or consultants or anyone for whom the Client is legally liable. Neither the Client nor BCA shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence or for the negligence of others.

Limitation of Liability: In recognition of the relative risks and benefits of the Project to both the Client and BCA, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of BCA and BCA's officers, directors, partners, employees, shareholders, owners and subconsultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of BCA and BCA's officers, directors, partners, employees, shareholders, owners and subconsultants shall not exceed \$50,000.00 or BCA's total fee for services rendered on this Project, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

Ownership of Documents: All documents produced by BCA under this Agreement shall remain the property of BCA and may not be used by the Client for any other endeavor without the written consent of BCA. The Client agrees to defend, indemnify and hold harmless BCA should any claims, damages and expenses, including attorney's fees, arise out of any unauthorized reuse of the documents by the Client or others acting through or on behalf of the Client.

Standard of Care: In providing services under this Agreement, BCA shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality. BCA makes no warranty, either express or implied, as to the professional services rendered under this Agreement.

Stepped Dispute Resolution: In the event of a dispute arising out of or relating to this Agreement or the services to be rendered hereunder, the Client and BCA agree to attempt to resolve such disputes in the following manner: First, the parties agree to attempt to resolve such disputes through direct negotiations between the appropriate representatives of each party. Second, if such negotiations are not fully successful, the parties agree to attempt to resolve any remaining disputes by formal nonbinding mediation conducted in accordance with rules and procedures to be agreed upon by the parties. Third, if the dispute or any issues remain unresolved after the above steps, the parties agree to attempt resolution by submitting the matter to a court of competent jurisdiction.

Suspension of Services for Non-Payment: If the Client fails to reconcile any invoices 90 days old or otherwise is in breach of this Agreement, BCA may suspend work, terminate the contract, engage lien rights, open dispute resolution measures and/or begin litigation to collect on past due accounts. BCA shall have no liability whatsoever to the Client for any costs or damages as a result of such engagements caused by any breach of this Agreement by the Client. Upon payment in full by the Client, BCA may resume services under this Agreement, and the time schedule and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expense necessary for BCA to resume performance.

Sustainability and Green Design (if applicable): LEED Certification. If the Project goal is to achieve certification under the U.S. Green Building Council's (USGBC) Leadership in Energy and Environmental Design (LEED®) green-building rating system, BCA makes no warranty or assurance that LEED certification will be attained for or by the Project, and the Client releases BCA from any claims or liabilities arising out of or relating to the failure of the Project to attain or retain any expected LEED certification. The Client assumes all risk for the foregoing and releases BCA from any claims arising out of or relating to the foregoing. In addition, the Client releases BCA from any claims or liabilities associated therewith, as well as any incidental or other consequential damages suffered by the Client, however caused, in any way related to the failure of the Project to attain or retain any anticipated cost benefits, credits, incentives or grants.

Termination of Services: This Agreement may be terminated by the Client or BCA should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay BCA for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses. The Client shall have the right to terminate this agreement by giving written notice BCA of such termination and specifying the effective date thereof, at least five days before the effective date of such termination.

Validity Period: Proposals for services are valid for 90 days.

END OF TERMS AND CONDITIONS

Annual Street Resurfacing 2023-2024 Proposal

Final Audit Report

2024-04-09

Created:	2024-04-09
By:	Liza Rivers (lrivers@bcacivil.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAADrLiugQ1j_MrzUQoGoANHIOWwZMSNZE

"Annual Street Resurfacing 2023-2024 Proposal" History

-  Document created by Liza Rivers (lrivers@bcacivil.com)
2024-04-09 - 6:15:08 PM GMT- IP address: 23.24.237.129
-  Document emailed to ssparkman@bcacivil.com for signature
2024-04-09 - 6:16:11 PM GMT
-  Email viewed by ssparkman@bcacivil.com
2024-04-09 - 6:16:45 PM GMT- IP address: 23.24.237.129
-  Signer ssparkman@bcacivil.com entered name at signing as Seth Sparkman
2024-04-09 - 6:18:47 PM GMT- IP address: 23.24.237.129
-  Document e-signed by Seth Sparkman (ssparkman@bcacivil.com)
Signature Date: 2024-04-09 - 6:18:49 PM GMT - Time Source: server- IP address: 23.24.237.129
-  Document emailed to jhooper@bcacivil.com for signature
2024-04-09 - 6:18:50 PM GMT
-  Email viewed by jhooper@bcacivil.com
2024-04-09 - 6:19:10 PM GMT- IP address: 23.24.237.129
-  Signer jhooper@bcacivil.com entered name at signing as Jeff Hooper
2024-04-09 - 6:19:33 PM GMT- IP address: 23.24.237.129
-  Document e-signed by Jeff Hooper (jhooper@bcacivil.com)
Signature Date: 2024-04-09 - 6:19:35 PM GMT - Time Source: server- IP address: 23.24.237.129
-  Agreement completed.
2024-04-09 - 6:19:35 PM GMT

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**Board of Commissioners Meeting
Police Department Statistical Summary
March 2024**

Call Type	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24
Alarms	34	31	33	28	38	31	35
Arrests	14	5	9	3	1	3	12
Burglary	0	1	0	0	0	0	0
Citations Issued	389	277	306	277	237	426	455
Community Contacts	292	205	231	195	89	227	241
Fingerprint Customers	18	15	13	24	14	15	26
House Checks	578	602	999	1,472	858	927	1,110
LPR Camera Hits	5	13	3	16	4	6	6
Non-Residential Checks	890	887	868	926	745	803	778
Reports Taken	33	20	21	16	23	13	29
Theft of Property	1	2	3	0	3	2	0
Traffic Crashes	8	4	5	4	5	3	9
Total Patrol Miles	9,514	10,074	10,076	9,761	7,612	9,728	10,187
P.D. Monthly Revenue	\$18,012.15	\$21,886.05	\$30,836.00	\$32,614.65	\$29,536.79	\$18,798.24	\$20,266.70

Belle Meade Police Department
Monthly Statistics

March 2024

Officer	Calls Answered	Citations Written	Traffic Stops	Verbal Warnings	Community Contacts	Reports Completed	Auto Crash Property	Auto Crash Injury	Arrests	Fingerprint Calls	Child Seats Installed	Houses Checked	Business Checks	Miles Patrolled
Bowker	13	5	2		3	1	1			2	6	94	32	1102
Cloxtan	16	47	41	21	64							60	144	670
Cortier	10	6	14	8		2	1					118	99	675
Donegan	10	4	5	6		2	2					121	90	972
Doty	22	23	29	18	3	9	1		6			135		1,211
Dunn		3	4	1										12
Germany		52	71	36	36									336
Parrish	11	17	22	12	4	1			1			155	112	563
Read	15	71	49	15	71	5	1			2		72	43	785
Roark	19	66	52	30	44					8		90	44	1,102
Samol	13	24	20	8	3	1						95	126	852
Scarbrough	21	31	32	7	7	3	1			6		132		860
Wright	18	28	33	9	6	5	2			8		38	88	720
Yokley		78	67	23					5					327
Totals:	168	455	441	194	241	29	9	0	12	26	6	1,110	778	10,187

LPR/StarChase REPORT - March 2024

Bolo

1- Officers checked the area but were unable to locate the vehicle.

Stolen Tags

2- Officers checked the area but were unable to locate the vehicle.

1- Officers located and stopped the vehicle. The tag on the vehicle had been recovered but the reporting agency had not removed it from the system.

Stolen Vehicles

2- Officers were able to locate the stolen vehicle and deploy StarChase darts. The driver was taken into custody and the vehicle was recovered.

City of Belle Meade
Wex Fuel Statement Activity

Gallons Purchased At The Pump				
Police	Streets	Sewer	Codes	Admin

Mar-23	1643.652	214.330	172.073	0.000	79.606
Apr-23	1500.809	158.512	126.600	0.000	87.459
May-23	1689.391	221.689	159.741	0.000	78.753
Jun-23	1518.494	211.238	173.446	0.000	76.488
Jul-23	1621.122	160.372	99.224	0.000	50.300
Aug-23	1723.780	138.584	187.860	0.000	22.813
Sep-23	1683.678	128.890	72.200	0.000	13.829
Oct-23	1714.593	62.580	154.920	16.913	20.449
Nov-23	1723.518	116.997	155.210	0.000	0.000
Dec-23	1462.804	89.357	138.200	0.000	10.960
Jan-24	1594.581	73.440	142.690	0.000	0.000
Feb-24	1565.147	91.310	156.623	0.000	0.000
Mar-24	1515.081	90.484	125.232	10.950	13.970

Fuel Cost Per Month For Each Department				
Police	Streets	Sewer	Codes	Admin

Mar-23	\$5,214.63	\$683.43	\$530.82	\$0.00	\$248.10
Apr-23	\$4,984.07	\$515.05	\$404.59	\$0.00	\$273.11
May-23	\$5,414.00	\$718.83	\$477.84	\$0.00	\$236.38
Jun-23	\$4,787.50	\$648.62	\$503.78	\$0.00	\$226.24
Jul-23	\$5,206.58	\$509.00	\$298.85	\$0.00	\$144.03
Aug-23	\$5,920.93	\$478.23	\$631.80	\$0.00	\$76.31
Sep-23	\$5,787.28	\$443.93	\$260.90	\$0.00	\$44.47
Oct-23	\$5,421.18	\$203.75	\$445.21	\$45.78	\$59.33
Nov-23	\$5,176.42	\$341.45	\$418.63	\$0.00	\$0.00
Dec-23	\$4,156.94	\$236.78	\$346.13	\$0.00	\$28.64
Jan-24	\$4,368.70	\$195.61	\$359.10	\$0.00	\$0.00
Feb-24	\$4,458.80	\$258.43	\$423.84	\$0.00	\$0.00
Mar-24	\$4,595.08	\$277.56	\$375.06	\$33.28	\$47.62



Police Department Monthly Report

April 1, 2024

To: Charles Williams, Chief of Police

From: Tom Sexton – Detective

Dates: March 1, 2024 to April 1, 2024

NEW CASES ASSIGNED

24-0050 Theft Vehicle stolen from worksite. Investigation ongoing.

24-0054 Identity Theft Resident had identity stolen and forged checks were cashed. Money was returned to victim. Suspects identified and investigation is ongoing.

Continuing Investigations:

Identity theft investigation case is still on-going. We are working with multiple police agencies across the United States to co-ordinate prosecution. The loss sustained by the victims in this investigation is well over seven figures at this time.

ASSISTING RESIDENTS

Assisting local Church with individuals experiencing mental health issues.

Assisting Resident with an individual who continues to cause them great concern with their internet postings and apparent mental health issues.

Assisting Resident with an individual who has sent various individuals concerning letters, texts and phone calls that has apparent mental health issues as well.

Assisting Resident with a possible elder abuse situation.

ASSISTING OTHER AGENCIES

Metro Nashville Police- Brentwood Police – Mount Juliet Police - Intel provided on international theft group working in the area. This is ongoing.

Metro Nashville Police Assisted by providing information and research into a possible criminal operation in the West Nashville area.

Metro Nashville Police Assisting in property crime investigations occurring in the West Nashville area.

Spring Hill Police – Brentwood Police Assisting with individuals suffering from mental health issues who frequent Belle Meade.

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Suite 103
Nashville, TN 37228

PHONE
615.726.8227

E-MAIL
admin@tacz.org

VISIT US AT
www.tacz.org

PRESIDENT
David Griswold

1ST VICE PRESIDENT
Mark Gibson

2ND VICE PRESIDENT
Don White

PAST PRESIDENT
Deborah Falkner

EXECUTIVE DIRECTOR
Sharry Dedman-Beard

SACOP REPRESENTATIVE
Tyler Haley (interim)

TREASURER
Jason Head

DIRECTORS:

Chief Jason Shaw
Chief Richard Catlett
Chief Robin Smith
Chief Felix Vess
Major Scott Winfree
Chief Nichole Mosley
Chief Jason Williams
Chief Don Brite
Chief David Crockarell
Chief Walter Smith
Chief Bobby Sellers
Colonel Keith Watson
Asst. Chief Michelle Jones
Chief Sammie Williams

March 12, 2024

Dear Chief Williams:

I am pleased to notify you that the TACP Training Committee has selected you to receive a scholarship to attend the International Association of Chiefs of Police (IACP) Conference in Boston, October 19-22, 2024. The scholarship is funded by the TACP JAG Grant #5114, received from the Tennessee Office of Criminal Justice Planning, and will include the following:

- IACP Conference Registration Fee
- Lodging Expense (3 nights, October 19-22 at the negotiated rate)
- Airfare
- Per Diem (state/federal rate)

We are excited for you to participate and represent TACP at the largest and most impactful law enforcement event of the year, where more than 16,000 of your fellow law enforcement professionals will be attendance. Your commitment and support of the TACP is sincerely appreciated and we look forward to seeing you in Boston for the IACP Conference.

In the coming weeks you will be contacted about the logistics planning and registration for the conference. In the meantime, please let us know if you have any questions about the conference or covered expenses.

The candidate pool for this year's scholarships was large and unfortunately the committee could not select everyone due to limited available funding. So, if for some reason you can no longer attend the conference, please let us know so the scholarship can be awarded to the next individual on the list.

Thank you again for applying and congratulations on being a scholarship recipient!

Respectfully,

Chief David Griswold
TACP President

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Service Calls

Date	St #	Address	ServiceTech	Problem	Remarks	PM	Parts Replaced	Serial #	Reason for Installation
3/5/2024	1214	Nichol Ln	Nathan/Dylan	Red Light	Bad Pump		☒ Replaced Pump	WH123456	Replacement
3/5/2024	612	Westview Ave	Nathan/Dylan	Red Light	T/R 244 11.2		☒		
3/5/2024	108	Bellevue Dr S	Dylan Hood	Red Light	T/R 243 11.7		☒		
3/5/2024	10	Lynwood Ln	Dylan Hood	Red Light	T/R 240 10.5		☒		
3/7/2024	100	Bellevue Dr S	Nathan/Dylan	Issues	No issues found		☒		
3/7/2024	409	Ellendale Ave	Nathan&Dylan	Backing Up	Bad Pump		☒ Replaced Pump	WH539690	Replacement
3/13/2024	415	Sunnyside Dr	Nathan McVay	Issues	Broken discharge line		☒ Repaired the discharge line		
3/13/2024	6	Lynwood Ln	Nathan McVay	Noise	Bad start relay		☒ Replaced start relay and adjusted the floats		
3/14/2024	407	Lynwood Blvd	Nathan McVay	Red Light	Bad off float		☒ Replaced off float		

Wednesday, April 3, 2024

Page 1 of 2

Date	St #	Address	ServiceTech	Problem	Remarks	PM	Parts Replaced	Serial #	Reason for Installation
3/18/2024	630	Royal Oaks Pl	Dylan Hood	Red Light	T/R 240 12.2	☒			
3/18/2024	303	Lynwood Blvd/	Dylan Hood	Red Light	Hung on float.	☒	Moved the on float.		
3/19/2024	703	Belle Meade B	Nathan McVay	Issues	Pump woking fine. Possible spring	☒			
3/20/2024	401	W Brookfield A	Nathan/Dylan	Red Light	Bad Pump	☒	Replaced Pump	WGL20-21	Replacement
3/21/2024	4403	Honeywood Dr	Nathan/Dylan	Red Light	T/R 244 11.8	☒			
3/25/2024	4400	Chickering Ln	Nathan/Dylan	Issues	Broken discharge line	☒			

Wednesday, April 3, 2024

Page 2 of 2

City of Belle Meade

March TN One Calls

ticketId	workStreet	workdonefor
9427660	WARNER PL	OWNER MICHEAL HAYES
9427671	BELLEVUE DR S	CLIENT
9429248	BELLE MEADE BLVD	PATRICK AND BRIANNA LEWIS
9429590	ROYAL OAKS PL	CHANDELIER DEVELOPMENT
9429591	BELLEVUE DR S	CHANDELIER DEVELOPMENT
9431346	ELLENDALE AVE	MATT DANIEL
9432136	LYNNWOOD BLVD	MONTGOMERY CLASSIC CONSTRUCTION
9432701	HARDING PL	THE PARENT COMPANY INC
9433801	CHICKERING RD	METRO WATER AND SEWER
9435444	HARDING PL	THE PARENT COMPANY
9436957	LEAKE AVE	COMCAST
9437119	HARDING PL	THE PARENT COMPANY INC
9439407	CLARENDON AVE	JL PLUMBING
9439669	HARDING PL	NOVO DESIGN
9440960	BELLE MEADE BLVD	FRANKLIN RESIDENCE
9441427	FORSYTHE PL	JOHNSTON
9442941	DEER PARK DR	JON FOSTER
9445034	WARNER PL	SABINE BEHNAM
9447975	BELLE MEADE BLVD	ASHLEY RESIDENTS
9451666	WARNER PL	MICHAEL HAYES
9452218	WESTVIEW AVE	AT&T
9452440	HARDING PL	DONLEE TIMMONS COMPANY
9453587	BELLEVUE DR S	COMCAST
9454062	BELLE MEADE BLVD	PROPERTY OWNER
9455231	DEER PARK DR	PROPERTY OWNER
9460419	DEER PARK DR	JON FOSTER
9461356	SUNNYSIDE DR	METRO WATER AND SEWER
9461542	WESTHAMPTON PL	HAMMOND
9465403	BELLE MEADE BLVD	BOONE CREEK PLUMBING
9468177	WESTVIEW AVE	ROGERS BUILD
9469506	ROYAL OAKS DR	MITCH PUIN
9471318	WESTHAMPTON PL	ELIZABETH WALLACE
9471450	BELLE MEADE BLVD	PATRICK AND BRIANNA LEWIS
9471598	FORSYTHE PL	APPLE
9472956	JACKSON BLVD	RICHARD FRANCIS
9474427	LYNNWOOD BLVD	MONTGOMERY CLASSIC CONSTRUCTION
9475888	TYNE BLVD	TENNESSEE VALLEY HOMES, INC.
9476957	NICHOL LN	ELIZABETH HASSELBACK
9478838	JACKSON BLVD	NDOT
9481914	FORSYTHE PL	JOHNSTON
9482808	HARDING PL	THE PARENT COMPANY INC
9483118	BELLE MEADE BLVD	GEORGE DAHIR
9484271	LYNNWOOD LN	ALISON UCHRIN

City of Belle Meade

March TN One Calls

9486749	LEAKE AVE	COMCAST
9490590	JACKSON BLVD	GEORGE AND ELLEN WRIGHT
9492200	TRUXTON PL	PAMELA CRUNGER
9492361	PARK HILL	COYOTE CREEK OUTDOORS
9494034	BELLE MEADE BLVD	PHIPPS CONSTRUCTION
9495633	CLARENDON AVE	CAROL MCDONALD
9496002	SHEPARD PL	LISE MARROW
9497721	FORSYTHE PL	NDOT
9497771	HARDING PL	NDOT
9499141	NICHOL LN	COMCAST
9499621	LEAKE AVE	DUGMAN
9501327	HARDING PL	MIKE BLACKBURN
9501449	WESTHAMPTON PL	HAMMOND
9501562	NICHOL LN	HOMEOWNER
9502844	BELLEVUE DR S	CHANDELIER DEVELOPMENT
9507672	BELLEVUE DR S	CLIENT
9507678	WARNER PL	OWNER MICHEAL HAYES
9507744	JACKSON BLVD	LORI ORR
9507954	PARK HILL	ELLE MCCAULTY
9513839	LYNNWOOD BLVD	DREW KITCHEN
9513884	GEORGIAN PL	VEE VEE SCOTT
9514055	LYNNWOOD TER	PATRICK LOWRY
9514358	BELLE MEADE BLVD	CARYN FRIST
9515730	HARDING PL	MCQUIRE
9515804	BELLE MEADE BLVD	PATRICK AND BRIANNA LEWIS

March 2024 – Monthly Building, Stormwater, Planning and Code Enforcement Report

Building Activity

- Building Permits Issues – 7
 - Valuation - \$4,831,074
 - Permit Fees - \$22,310
 - Permit Fees for working without a permit - \$0
- Building Inspections – 13
 - Inspections passed – 12
 - Inspections failed – 1

Stormwater Activity

- Land Disturbance Permit Applications – 1 (626 Royal Oaks Place)
- Land Disturbance Permit Issued – 3 (905 Westview Avenue, 1106 Nichol Lane, 424 Westview Avenue)
- As-Built Completed – 1 (607 Belle Meade Boulevard)

Planning Activity

- Board of Zoning Appeals applications – 4
 - The application of Karyn Frist, BZA 2024-1, 701 Belle Meade Boulevard, for Conditional Use for a swimming pool and a Variance for a fence in an alternative location. APPROVED
 - The application of Stephen and Carolyn Taylor, BZA 2024-2, 1022 Chancery Lane, for Conditional Use for a swimming pool cabana and a Variance for the rear yard setback from 90' to 82'. APPROVED
 - The application of Ethan Colclasure representative of Michael and Yvonne Ralsky, BZA 2024-3, 606 Westview Avenue, for Conditional Use for a swimming pool and two Variances for retaining walls over 3' in height and a fence in an alternative location. APPROVED

- The application of Ethan Colclasure representative of Brian and Megan Fox, BZA 2024-4, 550 Belle Meade Boulevard, for Conditional Use for a swimming pool and two Variances for maximum building height and a fence in an alternative location.

APPROVED

- Planning Commission applications – 1

- Recommendation for approval of the revised City of Belle Meade Zoning Ordinance.

CONTINUED

- Historic Zoning Commission applications – 4

- The application for a Certificate of Appropriateness, HZC2024-5, of Michael Hoff representing George and Ellen Wright, 303 Jackson Boulevard, to construct an addition to a single-family residence. APPROVED
- The application for a Certificate of Appropriateness, HZC2024-6, of Michael Marchetti representing Jane Entrekin, 304 Bellevue Drive West, to construct an addition to a single-family residence. APPROVED
- The application for a Certificate of Appropriateness, HZC2024-8, of Patricia Fonseca representing Drew and Shelton Kitchen, 313 Lynwood Boulevard, to construct an addition to a single-family residence. DEFERREED FOR 90 DAYS
- The application for a Certificate of Appropriateness, HZC2024-7, of Rankin and Bill McGugin, 402 West Brookfield Avenue, to construct a new single-family residence.

APPROVED

Code Enforcement Activity

- Building Cases – 1

- New - 0
- Resolved - 0

- Stormwater Cases – 1

- New - 0
- Resolved - 0

- Property Maintenance Cases – 8

- New - 1

- Resolved – 2
- Planning Cases – 2
 - New – 0
 - Resolved - 1

2024 Permit Tracking

Date	Permit #	Address	Improvement Type	Project Cost
3/12/2024	9313	905 Westview Ave	Swimming Pool	\$208,000.00
3/12/2024	9314	424 Lynnwood Blvd	Renovation/Addition	\$846,399.94
3/12/2024	9315	121 Bellevue Dr. S.	Renovation/Addition	\$2,100,000.00
3/12/2024	9316	4406 Chickering Ln.	Swimming Pool Remodel	\$250,675.48
3/14/2024	9317	303 Jackson Blvd.	Addition	\$426,000.00
3/25/2024	9318	1220 Chickering Road	Addition	\$350,000.00
3/28/2024	9319	311 Sunnyside Drive	Renovation/Addition	\$650,000.00

Permit Fee	Company	Phone Number
\$1,108.00	Absolute Pools LLC	615-426-2138
\$3,392.00	Red Oak Building Company LLC	615-944-6785
\$9,660.00	Mighty Oak Builders	615-533-5388
\$1,364.00	Basin Pool Designs	615-979-1935
\$2,416.00	Wills Company	615-352-1228
\$1,960.00	Center Stone Building Group	615-584-7898
\$2,410.00	Mark Poe Builders Inc.	615-300-7008

1 of 1 Find | Next



Permit Inspection Report

03/01/2024 - 03/31/2024

Permit #	Date	Jurisdiction	Project Address	Inspection Type	Description	Inspection Status
11288	3/26/2024	Belle Meade - TN	424 Lynnwood Blvd	Footings		Pass
11287	3/22/2024	Belle Meade - TN	432 Royal Oaks Dr.	Framing		Pass
11285	3/18/2024	Belle Meade - TN	1104 Belle Meade Blvd	Insulation		Pass
11286	3/18/2024	Belle Meade - TN	1106 Nichol Lane	Final Inspection	Ok to issue Temp. 90 day CO	Fail
11282	3/13/2024	Belle Meade - TN	815 Belle Meade Blvd	Final Inspection		Pass
11283	3/13/2024	Belle Meade - TN	4421 Warner Place	Framing		Pass
11279	3/12/2024	Belle Meade - TN	717 Westview Ave.	Final Inspection		Pass
11281	3/12/2024	Belle Meade - TN	4408 Shepard Place	Final Inspection		Pass
11278	3/11/2024	Belle Meade - TN	621 Westview Ave	Insulation		Pass
11280	3/11/2024	Belle Meade - TN	705 Belle Meade Blvd	Other	Pool - Rebar	Pass
11276	3/11/2024	Belle Meade - TN	306 Clarendon Ave	Final Inspection		Pass
11277	3/11/2024	Belle Meade - TN	7 Carriage Hill	Final Inspection		Pass
11274	3/1/2024	Belle Meade - TN	812 Westview Ave.	Final Inspection		Pass

Total Records: 13

4/1/2024

Page: 1 of 1

PROPERTY MAINTENANCE CODE - COMPLAINTS RECEIVED AND STATUS OF VIOLATIONS - MARCH 2024							
	Date of Complaint	Violation Address	Owner	Description	Department	Status upon Follow-up (Open/Closed)	NOTES
1	3/28/2023	207 Scotland Pl	Margaret Davitt	overgrown; vehicles parked on grass	Property Maintenance	OPEN	sent NOV letter. Given until March 30 2024 to remedy site or will be given a court date 2/23/2024.
2	5/12/2023	215 Lynwood Terr		no erosion control in place; no ROW permit	Stormwater	OPEN	On 3/11/24 Mary Samaniego directed that construction entrance is to be removed, sodded, and all landscaping in place. Then all silt fence and construction debris to be removed.
3	6/2/2023	717 Lynwood Blvd	Elaine Glezer	lot overgrown and inoperable vehicle; not habitable	Property Maintenance	OPEN	Came to court. Judge gave 60 days to remove remaining vehicles and revisit status of property.
4	7/5/2023	4435 E Brookfield Ave	Susan Freeman	dilapidated structure (possible not habitable and without power); broken windows; tarps, gutters on ground; outdoor storage	Property Maintenance	OPEN	sent NOV letter; sister is in communication and making progress. Lucy Freeman has obtained a building permit for the exterior condition, window, and roof work on Susan Freeman's house.
5	7/13/2023	216 Deer Park Dr	Anna Molette	backyard shed with vegetation/overgrown	Property Maintenance	CLOSED	Property is now in compliance.
6	10/16/2023	4309 Glen Eden Drive	Brian & Amy Williams	pool fence is down	Property Maintenance	OPEN	Pool fence is down. Temporary fence in place. Two NOV sent. Fence damage was caused due to a tree that fell during a storm. Owner is waiting for his insurance company to settle his insurance claim so he can make needed repairs.
7	11/20/2023	513 Lynwood Blvd.	Walter L. Wilson	Maintenance of Structure	Property Maintenance	OPEN	Sent NOV. 11/20/2023. Spoke with homeowner. Is in communication with a contractor to make repairs. Has received estimate from the Wills Company for repairs.
8	1/8/2024	4424 Shepard Place	Tori Alexander	Unapproved demolition of home contrary to historic zoning commission	Building	OPEN	Scope of work exceeds building permit and HZC approval. Stop work issued 01/22/24; homeowners to provide updates scope description and obtain proper permits prior to any further work.
9	2/26/2024	403 Sunnyside Dr.	Craig Clark	Storage shed build in rear of property on rear property line	Zoning	OPEN	Scheduled for a variance in April.
10	2/29/2024	4429 Warner Pl.	George Hetzel	Commercial vehicles parked multiple locations on property	Zoning	CLOSED	All violations have been removed. 03/04/2024
11	3/12/2024	718 Enquirer Ave.	George Creagh	Maintenance of Structure	Property Maintenance	CLOSED	Unfounded
12	3/12/2024	344 Walnut Dr.	Michael King	Downed tree in yard	Property Maintenance	OPEN	Performed site visit. Took pictures. Opened new code enforcement case. NOV sent.

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CITY OF BELLE MEADE ADMINISTRATION

Memo

To: Belle Meade Commissioners
From: Jennifer Moody, City Manager
Date: April 15, 2024
Re: Updates on Capital Projects

1. TDEC GRANT – SEWER SYSTEM IMPROVEMENT PROJECT – RFQ for ENGINEERING SERVICES

- a. Attending monthly town halls and participated in a one-on-one meeting with TDEC on 3/19/2024 to better understand guidelines and required milestones for the grant administration, including new rules released related to streamline recordkeeping.
- b. Submitted our pre-bid documents for review and they were approved by TDEC; the bid package is advertised with statements of qualifications from engineering firms to be opened on April 30, 2024.
- c. In May, the Board of Commissioners agenda should anticipate an item to consider awarding a contract to a qualified engineering firm to assist the City with developing an Asset Management Plan for the City's Sewer utility, which will include creating digital mapping of the entire system and an electronic work order management system with the purpose of improving and supporting maintenance of the sewer system.

2. MASTER PLAN PROJECT – BELLE MEADE BLVD PEDESTRIAN PROJECT – KCI ENGINEERING

- a. Mary and Jennifer held a kickoff meeting with KCI on March 26th and will meet again on the progress the week of April 22nd.
- b. Delivery of at least 3 concepts for a pedestrian safety improvement between Harding Pl and Page Rd is anticipated to be delivered at an in-person workshop with Commissioners the week of April 29 – May 2nd – exact date/time TBD.
- c. April resident newsletter article about the project.

3. MASTER PLAN PROJECT – TRAFFIC CALMING – KCI ENGINEERING

- a. KCI delivered a presentation of the final concepts and estimates of probable costs for all traffic calming recommendations on February 23rd. The Board will consider, along with the annual budget review process, how much funding to allocate towards final design on any of the recommended concepts in the next 12 months. A new scope of work would need to be solicited and approved by the Board authorizing the next phase of these projects.

4. TDOT GRANT – HARDING PIKE (SR1/US70S) SIDEWALKS – BENESCH ENGINEERING

- a. Completed reimbursement requests to TDOT for all Phase 1 activities.
- b. Received a fully executed copy of Amendment 1 to our Grant Contract.

- c. TDOT Local Programs is currently reviewing our NEPA submittal, and we are awaiting a Notice to Proceed to the next phase, Phase 2 Engineering Design.

5. ARPA FUNDING – WALNUT DR PROJECT – CEC ENGINEERING

- a. Project webpage at <https://citybellemead.org/walnut-drive-project/>
- b. The project is currently on hold, while we evaluate alternatives and timing for rebidding.
- c. March resident newsletter article about the project being delayed.
- d. ARPA funding must be obligated by 12/31/2024 and fully expended prior to 12/31/2026.

City Of Belle Meade - General Fund
Condensed Financial Statement - (Budget vs Actual)
February 29, 2024

	Fiscal 2024 Budget	YTD 2024 Budget	YTD February-24 Actual	YTD Actual vs Budget	YTD Actual vs Budget
Operating Revenue					
Property and other taxes	\$ 3,334,202	\$ 3,053,796	\$ 3,044,819	\$ (8,977)	0%
Mixed drink taxes	60,000	35,000	37,057	2,057	6%
Permits and fees	394,500	263,000	227,935	(35,065)	-13%
State sales taxes	348,120	203,070	204,885	1,815	1%
State income taxes	-	-	-	-	0%
Gross receipts - TVA	34,812	26,109	17,776	(8,333)	-32%
Franchise taxes	80,000	40,000	29,853	(10,147)	-25%
In lieu of tax - utilities	5,000	-	-	-	0%
Road Maintenance Fee MOU	333,533	333,533	333,533	0	0%
Public safety charges	40,000	26,667	63,653	36,986	139%
Stormwater User Fee	308,200	308,200	298,219	(9,981)	-3%
Court fines and costs	235,000	156,667	157,901	1,234	1%
State beer tax	1,334	778	699	(79)	-10%
State-city streets	5,309	3,097	3,100	3	0%
Sports betting tax	2,901	1,692	2,704	1,012	60%
Other revenues	371,176	-	74,394	74,394	0%
Interest earnings	353,000	235,333	430,320	194,987	83%
Net Change in Value of Investments	-	-	106,283	106,283	0%
Contributions	20,000	13,333	17,750	4,417	33%
	<u>\$ 5,927,087</u>	<u>\$ 4,700,275</u>	<u>\$ 5,050,882</u>	<u>\$ 350,606</u>	<u>238%</u>
Operating Expenditures					
General government	\$ 1,015,921	\$ 677,281	\$ 615,493	\$ 61,787	-9%
Police	2,236,649	1,491,099	1,374,590	116,510	-8%
Building inspection	178,110	118,740	107,529	11,211	-9%
Highways and streets	498,159	332,106	328,497	3,609	-1%
Stormwater	232,960	155,307	147,080	8,227	-5%
Solid waste collection	642,200	428,133	455,761	(27,628)	6%
Parkways and Blvds	230,000	153,333	98,786	54,547	-36%
	<u>\$ 5,033,999</u>	<u>\$ 3,355,999</u>	<u>\$ 3,127,737</u>	<u>\$ 228,263</u>	<u>-62%</u>
Excess rev vs (exp) from Operations	<u>\$ 893,088</u>	<u>\$ 1,344,276</u>	<u>\$ 1,923,145</u>	<u>\$ 122,344</u>	<u>300%</u>
Capital Revenue and Expenditures					
Transfer In from Undesignated Fund Balance	-	-	-	-	0%
Capital Project Expenses	1,273,264	848,843	505,059	343,784	-41%
Net rev vs net (exp)	<u>\$ (380,176)</u>	<u>\$ 495,433</u>	<u>\$ 1,418,086</u>	<u>\$ 922,653</u>	<u>-177%</u>
Assets			February 29, 2024	February 28, 2023	
Cash			\$ 648,203	\$ 276,262	
Investments			7,678,688	11,270,481	
Investments - Designated			10,126,793	6,358,473	
Property taxes receivable			3,357,543	3,329,233	
Other receivables			65,440	165,072	
Other assets			53,047	34,171	
			<u>\$ 21,929,713</u>	<u>\$ 21,433,691</u>	
Liabilities and Reserves					
Payables and accrued liab			\$ 11,380	\$ 159,395	
Deferred rev - prop taxes			3,357,543	3,329,233	
Deferred rev - ARPA grant			747,679	848,007	
Designated reserves			10,126,793	6,358,473	
Unrestricted funds			6,268,231	9,275,907	
Revenues < expenditures			1,418,086	1,462,676	
			<u>\$ 21,929,713</u>	<u>\$ 21,433,691</u>	

City of Belle Meade - General Fund
Condensed Financial Statement - 4 Year Summary
February 29, 2024

	YTD February-24 Actual	YTD February-23 Actual	YTD February-22 Actual	YTD February-21 Actual	Average February 2021 to 2024
Operating Revenue					
Property and other taxes	\$ 3,044,819	\$ 2,969,162	\$ 3,024,035	\$ 1,346,223	\$ 2,596,060
Mixed drink taxes	37,057	40,767	35,846	14,996	32,166
Permits and fees	227,935	332,051	347,129	156,316	265,858
State sales taxes	204,885	224,347	212,699	193,390	208,830
State income taxes	-	-	-	-	-
Gross receipts - TVA	17,776	26,160	22,590	24,964	22,873
Franchise taxes	29,853	43,482	44,460	31,197	37,248
In lieu of tax - utilities	-	-	-	-	-
Sports betting tax	2,704	2,609	1,304	-	1,654
Road Maintenance Fee MOU	333,533	323,191	297,872	253,191	301,947
Public safety charges	63,653	59,124	39,520	4,098	41,599
Stormwater User Fee	298,219	293,639	100,573	94,817	196,812
Court fines and costs	157,901	191,858	171,683	80,404	150,461
State beer tax	699	1,325	1,325	1,379	1,182
State-city streets	3,100	3,544	3,584	3,854	3,520
Other revenues (includes grants)	74,394	24,113	114,479	92,298	76,321
Interest earnings	430,320	235,383	40,882	92,844	199,857
Net Change in Value of Investments	106,283	(23,610)	(91,378)	(53,118)	(15,456)
Contributions	17,750	26,005	50,745	51,755	36,564
	<u>\$ 5,050,882</u>	<u>\$ 4,773,149</u>	<u>\$ 4,417,348</u>	<u>\$ 2,388,606</u>	<u>\$ 4,157,496</u>
Operating Expenditures					
General government	\$ 615,493	\$ 618,246	\$ 550,161	\$ 481,421	\$ 566,330
Police	1,374,590	1,461,642	1,313,529	1,216,507	1,341,567
Building inspection	107,529	121,777	87,165	80,755	99,306
Highways and streets	328,497	193,942	181,783	221,776	231,499
Stormwater	147,080	145,416	146,292	119,303	139,523
Solid waste collection	455,761	420,019	326,949	338,433	385,291
Parkways and Blvds	98,786	110,478	101,060	76,046	96,593
	<u>\$ 3,127,737</u>	<u>\$ 3,071,520</u>	<u>\$ 2,706,939</u>	<u>\$ 2,534,240</u>	<u>\$ 2,860,109</u>
Excess rev vs (exp) from Operations	<u>\$ 1,923,145</u>	<u>\$ 1,701,629</u>	<u>\$ 1,710,410</u>	<u>\$ (145,633)</u>	<u>\$ 1,297,388</u>
Capital Revenue and Expenditures					
Transfer In from Undesignated Fund Balance	-	-	-	-	-
Capital Project Expenses	505,059	238,953	170,608	764,736	419,839
Net rev vs net (exp)	<u>\$ 1,418,086</u>	<u>\$ 1,462,676</u>	<u>\$ 1,539,801</u>	<u>\$ (910,369)</u>	<u>\$ 877,549</u>
Assets					
Cash	\$ 648,203	\$ 276,262	\$ 322,754	\$ 179,149	
Investments	7,678,688	11,270,481	10,301,368	9,917,223	
Investments - Designated	10,126,793	6,358,473	6,015,020	5,009,065	
Property taxes receivable	3,357,543	3,329,233	3,306,275	1,787,609	
Other receivables	65,440	165,072	135,955	101,544	
Other assets	53,047	34,171	32,555	22,195	
	<u>\$ 21,929,713</u>	<u>\$ 21,433,691</u>	<u>\$ 20,113,927</u>	<u>\$ 17,016,785</u>	
Liabilities and Reserves					
Payables and accrued liab	11,380	159,395	26,282	53,076	
Deferred rev - prop taxes	3,357,543	3,329,233	3,306,275	1,787,609	
Deferred rev - ARPA grant	747,679	848,007	424,004	-	
Designated reserves	10,126,793	6,358,473	6,015,020	5,009,065	
Unrestricted funds	6,268,231	9,275,907	8,802,545	11,077,404	
Revenues < expenditures	1,418,086	1,462,676	1,539,801	(910,369)	
	<u>\$ 21,929,713</u>	<u>\$ 21,433,691</u>	<u>\$ 20,113,927</u>	<u>\$ 17,016,785</u>	



Capital Budget Report - General Fund - February 29, 2024



Project/Budget Item	FY 24	FY 25	FY 26	FY 27	FY 28	Total	Actual Spent FY 24	Budget Variance FY 24
Fleet Replacement								
Vehicle Replacement	\$183,896	\$228,091	\$257,745	\$106,441	\$111,763	\$887,937	\$262,654	(\$78,758)
Total Fleet Replacement	\$183,896	\$228,091	\$257,745	\$106,441	\$111,763	\$887,937	\$262,654	(\$78,758)
Machinery and Equipment								
UTV, Starchase, Video Security System	\$113,712	\$82,000	\$86,100	\$92,169	\$100,764	\$474,745	\$68,216	\$45,496
Computers, Monitors, Servers	\$21,784	\$0	\$0	\$0	\$0	\$21,784	\$0	\$21,784
Total Machinery and Equipment	\$135,496	\$82,000	\$86,100	\$92,169	\$100,764	\$496,529	\$68,216	\$67,280
Streets								
Street paving- Per paving plan	\$497,872	\$300,000	\$315,000	\$330,750	\$347,288	\$1,790,910	\$5,756	\$492,116
Street paving- Master Plan, other	\$240,000	\$500,000	\$525,000	\$551,250	\$578,813	\$2,395,063	\$82,439	\$157,561
Total Streets	\$737,872	\$800,000	\$840,000	\$882,000	\$926,100	\$4,185,972	\$88,195	\$649,677
Stormwater								
Stormwater Imp- Undesignated	\$50,000	\$52,500	\$55,125	\$57,881	\$60,775	\$276,282	\$85,995	(\$35,995)
Total Stormwater	\$50,000	\$52,500	\$55,125	\$57,881	\$60,775	\$276,282	\$85,995	(\$35,995)
Total	\$1,107,264	\$1,162,591	\$1,238,970	\$1,138,492	\$1,199,403	\$5,846,719	\$505,059	\$602,205

**** Any fiscal years beyond the current approved fiscal year are for planning purposes only.**

City of Belle Meade
Other Revenue Breakdown
For the month ended, February 29, 2024

Grant - State of TN: Highway Safety	\$	12,925
Grant - VCIF		60,120
Vending Machine proceeds/Other		254
Voting Space rental		750
Recycle Cans		345
Totals	\$	<u>74,394</u>

City of Belle Meade, Tennessee
Statement of Net Position
Proprietary Fund (Sewer Fund)
February 29, 2024

ASSETS	FY 2024	FY 2023
Current assets:		
Cash and cash equivalents	\$ 251,449	\$ 240,760
Cash and cash equivalents- restricted		
Investments	1,763,419	1,487,433
Receivables (net of allowance for uncollectible)		44,961
Prepays	2,563	1,798
Inventory	13,439	15,064
Total current assets	<u>2,030,869</u>	<u>1,790,015</u>
Noncurrent assets:		
Capital assets		
Construction in progress	-	-
Improvements other than buildings	555,598	555,598
Machinery and equipment	7,333,337	7,167,699
Accumulated Depreciation	(6,765,664)	(6,499,371)
Total capital assets (net of accumulated depreciation)	<u>1,123,271</u>	<u>1,223,926</u>
TOTAL ASSETS	<u>\$ 3,154,140</u>	<u>\$ 3,013,942</u>
LIABILITIES		
Current Liabilities:		
Accounts payable	19,311	34,276
Purchase orders payable	-	-
TOTAL CURRENT LIABILITIES	<u>19,311</u>	<u>34,276</u>
Long-term liabilities:		
Accrued leave	6,730	4,431
TOTAL LONG-TERM LIABILITIES	<u>6,730</u>	<u>4,431</u>
TOTAL LIABILITIES	<u>26,041</u>	<u>38,707</u>
NET POSITION		
Change in Net Position	304,974	367,269
Net investment in capital assets	322,627	588,920
Restricted	-	-
Unrestricted	2,500,497	2,019,046
TOTAL NET POSITION	<u>3,128,098</u>	<u>2,975,235</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 3,154,140</u>	<u>\$ 3,013,942</u>

City of Belle Meade, Tennessee
Statement of Revenues, Expenses and Change in Net Position
Proprietary Fund (Sewer Fund)
For the month ended February 29, 2024

	FY 2024 BUDGET	FY 2024 BUDGET YTD	FY 2024 ACTUAL YTD	FY 2023 ACTUAL YTD	Variance Actual vs Budget
Operating revenues:					
Sewer user fees	\$ 506,837	\$ 337,891	\$ 375,571	\$ 376,176	11%
Permits	1,600	1,067	1,200	2,200	13%
Total operating revenues	508,437	338,958	376,771	378,376	11%
Operating expenses:					
Salaries	62,332	41,555	34,770	35,669	16%
Payroll Taxes	4,309	2,873	2,570	2,654	11%
Health/Dental & Life Ins.	13,166	8,777	8,816	8,032	0%
Retirement	4,506	3,004	2,943	2,808	2%
Clothing & Uniforms	1,330	887	373	771	58%
Education & Training	820	547	150	400	73%
Telephone, Internet	1,500	1,000	782	779	22%
Professional Services	16,430	10,953	3,473	3,425	68%
Insurance	8,400	5,600	5,301	3,597	5%
Repair & Maintenance Pumps	43,950	29,300	49,315	17,230	-68%
Repair & Maintenance Vehicle	2,500	1,667	1,914	1,697	-15%
Repair & Maintenance Other Equipment	1,000	667	-	-	100%
Operating Supplies	1,350	900	260	386	71%
Chemicals	115,000	86,250	76,395	80,923	11%
Gasoline, Oil	8,000	5,333	1,566	3,523	71%
Consumable Tools	500	333	-	-	100%
Depreciation	265,000	-	-	-	0%
Total operating expenses	550,094	199,646	188,628	161,896	6%
Operating income	(41,657)	139,312	188,143	216,480	-35%
Nonoperating revenues:					
Interest income	66,000	44,000	51,831	29,739	-18%
Other income	333,323	-	-	-	0%
Gain (loss) on sale of assets	-	-	-	-	0%
Total nonoperating revenues (expenses)	399,323	44,000	51,831	29,739	-18%
Income before contributions and transfers	357,666	183,312	239,974	246,220	-31%
Contributions and transfers					
Tap and access fees	16,000	10,667	12,000	22,000	-13%
Capital contributions	55,850	37,233	53,000	99,049	-42%
Total contributions and transfers	71,850	47,900	65,000	121,049	-36%
Change in position	\$ 429,516	\$ 231,212	\$ 304,974	\$ 367,269	-32%

City of Belle Meade, Tennessee
4 Year summary
Proprietary Fund (Sewer Fund)
February 29, 2024

ASSETS	FY 2024	FY 2023	FY 2022	FY 2021
Current assets:				
Cash and cash equivalents	\$ 251,449	\$ 240,760	\$ 168,247	\$ 247,020
Cash and cash equivalents- restricted	-	-	-	-
Investments	1,763,419	1,487,433	1,280,234	979,882
Receivables (net of allowance for uncollectible)	0	44,961	39,262	35,771
Prepays	2,563	1,798	1,713	1,168
Inventory	13,439	15,064	5,548	8,689
Total current assets	<u>2,030,869</u>	<u>1,790,015</u>	<u>1,495,004</u>	<u>1,272,530</u>
Noncurrent assets:				
Capital assets				
Construction in progress	-	-	-	-
Improvements other than buildings	555,598	555,598	555,598	541,158
Machinery and equipment	7,333,337	7,167,699	6,900,168	6,739,570
Accumulated Depreciation	(6,765,664)	(6,499,371)	(6,251,659)	(6,008,193)
Total capital assets (net of accumulated depreciation)	<u>1,123,271</u>	<u>1,223,926</u>	<u>1,204,107</u>	<u>1,272,535</u>
TOTAL ASSETS	<u>\$ 3,154,140</u>	<u>\$ 3,013,942</u>	<u>\$ 2,699,111</u>	<u>\$ 2,545,065</u>
LIABILITIES				
Current Liabilities:				
Accounts payable	19,311	34,276	20,216	4,779
Purchase orders payable	-	-	-	-
TOTAL CURRENT LIABILITIES	<u>19,311</u>	<u>34,276</u>	<u>20,216</u>	<u>4,779</u>
Long-term liabilities:				
Accrued leave	6,730	4,431	4,543	3,412
TOTAL LONG-TERM LIABILITIES	<u>6,730</u>	<u>4,431</u>	<u>4,543</u>	<u>3,412</u>
TOTAL LIABILITIES	<u>26,041</u>	<u>38,707</u>	<u>24,759</u>	<u>8,192</u>
NET POSITION				
Change in Net Position	304,974	367,269	246,076	267,530
Net investment in capital assets	322,627	588,920	836,632	1,080,100
Restricted	-	-	-	-
Unrestricted	2,500,497	2,019,046	1,591,644	1,189,243
TOTAL NET POSITION	<u>3,128,098</u>	<u>2,975,235</u>	<u>2,674,352</u>	<u>2,536,873</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 3,154,140</u>	<u>\$ 3,013,942</u>	<u>\$ 2,699,111</u>	<u>\$ 2,545,065</u>

City of Belle Meade, Tennessee
Statement of Revenues, Expenses and Change in Net Position
Proprietary Fund (Sewer Fund)
For the month ended February 29, 2024

	February 2024 FY Actual YTD	February 2023 FY Actual YTD	February 2022 FY Actual YTD	February 2021 FY Actual YTD	4 Year Average
Operating revenues:					
Sewer user fees	\$ 375,571	\$ 376,176	\$ 348,539	\$ 311,221	\$ 352,877
Permits	1,200	2,200	600	3,400	1,850
Total operating revenues	\$ 376,771	\$ 378,376	\$ 349,139	\$ 314,621	\$ 354,727
Operating expenses:					
Salaries	\$ 34,770	\$ 35,669	\$ 33,762	\$ 30,891	\$ 33,773
Payroll Taxes	2,570	2,654	2,416	2,239	2,470
Health/Dental & Life Ins.	8,816	8,032	6,374	4,186	6,852
Retirement	2,943	2,808	2,741	2,417	2,727
Clothing & Uniforms	373	771	700	732	644
Education & Training	150	400	810	-	340
Telephone, Internet	782	779	725	735	755
Professional Services	3,473	3,425	2,466	2,716	3,020
Insurance	450	3,597	3,402	2,336	2,446
Repair & Maintenance Pumps	49,315	17,230	17,448	20,636	26,157
Repair & Maintenance Vehicle	1,914	1,697	410	542	1,141
Repair & Maintenance Other Equipment	-	-	-	-	-
Operating Supplies	260	386	867	375	472
Chemicals	76,395	80,923	69,983	75,560	75,715
Gasoline, Oil	1,566	3,523	2,039	792	1,980
Consumable Tools	-	-	122	-	31
Depreciation	-	-	-	-	-
Total operating expenses	\$ 183,777	\$ 161,896	\$ 144,266	\$ 144,159	\$ 158,524
Operating income	\$ 192,994	\$ 216,480	\$ 204,872	\$ 170,462	\$ 196,202
Nonoperating revenues:					
Interest income	51,831	29,739	280	1,306	20,789
Other income	-	-	12,500	26,559	9,765
Gain (loss) on sale of assets	-	-	-	-	-
Total nonoperating revenues (expenses)	51,831	29,739	12,780	27,865	30,554
Income before contributions and transfers	244,825	246,220	217,652	198,326	226,756
Contributions and transfers					
Tap and access fees	12,000	22,000	6,000	14,200	13,550
Capital contributions	53,000	99,049	22,424	55,004	57,369
Total contributions and transfers	65,000	121,049	28,424	69,204	70,919
Change in position	\$ 309,825	\$ 367,269	\$ 246,076	\$ 267,530	\$ 297,675

City of Belle Meade

Investment Schedule - General Fund

Local Government Investment Pool

Balance at March 31, 2024

<u>Investment Type</u>	<u>Financial Institution</u>	<u>Balance</u>	<u>Current Rate</u>	<u>Previous Rate</u>	<u>Comments</u>
Liquid Investment Account	Local Government Investment Pool	\$ 10,588,282	5.32%	5.32%	Earnings rate is monthly average
<u>Interest Earnings</u>					
	Current month		\$ 47,263.66		
	Fiscal year-to-date		\$ 376,655.93		
<u>Cash Transfers</u>					
<u>From Investment Pool to Operating Cash (withdrawal):</u>					
Total			\$ -		
<u>From Operating Cash to Investment Pool (deposit):</u>					
3/6/2024			\$ 500,000.00		
Total			\$ 500,000.00		
<u>Restricted funds in the LGIP balance:</u>					
**** American Rescue Plans Act (ARPA) fund restricted for specific uses.			\$ 747,679.00		
** David & Cindy Wilds Exemplary Service Award funds restricted to police department employees per specific guidelines.			12,354.91		
			<u>\$ 760,033.91</u>		

City of Belle Meade

Investment Schedule - Sewer Fund

Local Government Investment Pool

Balance at March 31, 2024

Investment Type	Financial Institution	Balance	Current Rate	Previous Rate	Comments
Liquid Investment Account	Local Government Investment Pool	\$ 1,879,252	5.32%	5.32%	Earnings rate is monthly average

Interest Earnings

Current month	\$ 8,380.39
Fiscal year-to-date	\$ 67,665.36

Cash Transfers

From Investment Pool to Operating Cash (withdrawal):

Total	\$ -
--------------	-------------

From Operating Cash to Investment Pool (deposit):

03/06/2024	\$ 100,000.00
-------------------	----------------------

Total	\$ 100,000.00
--------------	----------------------

**City of Belle Meade
Investment Schedule
Certificates of Deposit Laddering
March 31, 2024**

First Horizon Advisors Account	2024	
	Current Period	
Beginning Balance	\$	6,819,070.78
Additions & Withdrawals		938,137.41
Interest Income		17,502.26
Taxes, Fees & Expenses		-
Change in Value		(5,946.49)
Ending Balance	\$	7,768,763.96

Interest Income (includes First Horizon Checking Account):

July 2023	\$	17,801.06
August		10,529.25
September		23,546.54
October		14,704.59
November		33,844.33
December		14,474.45
January 2024		25,438.47
February		9,711.40
March		17,502.26
TOTAL	\$	167,552.35

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4/8/2024 6:00 PM FROM: Staples

TO: +16152970255 P. 1

412-52210-322

MM
INVOICE
Commonwealth Chemical INC.
PO Box 2723
Cookeville, TN 38502
931-265-7208
Invoice Number:

105

Invoice Date:

4-5-24

Bill To: City of Belle Meade **Ship To:**
4705 Harding Rd
Same
Nashville, TN 37205

SALESPERSON	P.O. NUMBER	ORDER DATE	SHIP DATE	SHIP VIA	F.O.B
JR	3901	4-1-24	4-2-24	CC INC	

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
750 gals	Pot Perm - Westview	\$6.00 gal	\$4,500.00
800 gals	Pot Perm - Park Hill	\$6.00 gal	\$4,800.00
900 gals	Pot Perm - Lynwood	\$6.00 gal	\$5,400.00
	Westview		
800 gals	Pot Perm - Milaca	\$6.00 gal	\$4,800.00
600 gals	Pot Perm - Clarendon	\$6.00 gal	\$3,600.00
200 gals	Pot Perm -	\$6.00 gal	\$1,200.00
	Westview Main		
200 gals	Pot Perm	\$6.00 gal	\$1,200.00
	Lynwood Main		

☐	NET
☐	CASH
☒	CHECK
☐	CREDIT CARD MC VISA DC AX
NAME	
CARD NO	
EXPIRATION DATE	

SUBTOTAL	\$25,500.00
SALES TAX	
DEPOSIT	
SHIPPING & HANDLING	
INVOICE TOTAL	\$25,500.00

Thanks for your business!

Jimm
Office Use Only

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ORDINANCE 2024-1

AN ORDINANCE TO CLOSE, VACATE AND ABANDON THE RIGHT OF WAY OF
REDWING AVENUE.

WHEREAS, there is shown on the final plan of Pendleton and Blair's Subdivision of Lynwood Park dated June 1913 and of record in Book 421, Page 45, Register's Office of Davidson County, Tennessee ("RODC"), a proposed street.

WHEREAS, a revision of the plan of Lynwood Park, dated May 8, 1974, and recorded at Book 4675, Page 109 (RODC), identifies the proposed street as "Redwing Avenue" (hereinafter sometimes called "the Street"); and

WHEREAS, the Street is also shown on the recorded plan of the Resubdivision of Lots 21, 22, 23, and the Southerly 50 Feet of Lot 24 as Shown on the Unrecorded Plat of Honeywood Subdivision, of record in Plat Book 5200, Page 324 (RODC) and on the Recorded Plan of Deux Properties, of record in Plat Book 6900, Page 227 (RODC); and

WHEREAS, based upon the above recorded instruments, the right of way of the proposed Street is forty (40) feet in width wide, except for the portion extending in a more or less west-easterly direction, where it intersects with Lynwood Boulevard, which is fifty (50) feet wide; and

WHEREAS, a portion of the original right of way of the Street has already been abandoned and conveyed to one of the adjacent owners pursuant to Ordinance 2016-4, and is therefore excluded from this ordinance;

WHEREAS the Board of Commissioners of the City of Belle Meade hereby finds that the Street has never been improved or used as a public thoroughfare, is not required for public use, and that the closure of the Street as a public street and the abandonment of the right-of-way of the Street will not destroy or damage the access to any adjacent properties or properties intended to be served thereby; and

WHEREAS, the Street and its right way are shown on the map attached as Exhibit 1.

NOW, THEREFORE, BE IT ORDAINED by the City of Belle Meade as follows:

Section 1. The right-of-way of Redwing Avenue is hereby declared closed, vacated and abandoned.

Section 2. Any and all public utility or other easements in said right-of-way are hereby retained by the City of Belle Meade, its agents, servants and/or contractors, and utility companies operating under franchises from the City of Belle Meade, or from the Metropolitan Government of Nashville and Davidson County, Tennessee, for the right to enter, construct, operate, maintain, repair, rebuild, enlarge and patrol its now existing and/or future utilities, including sewer, water and drainage facilities, together with their appurtenances, and for the doing of any and all things necessary and incidental thereto.

Section 3. This Ordinance shall take effect immediately.

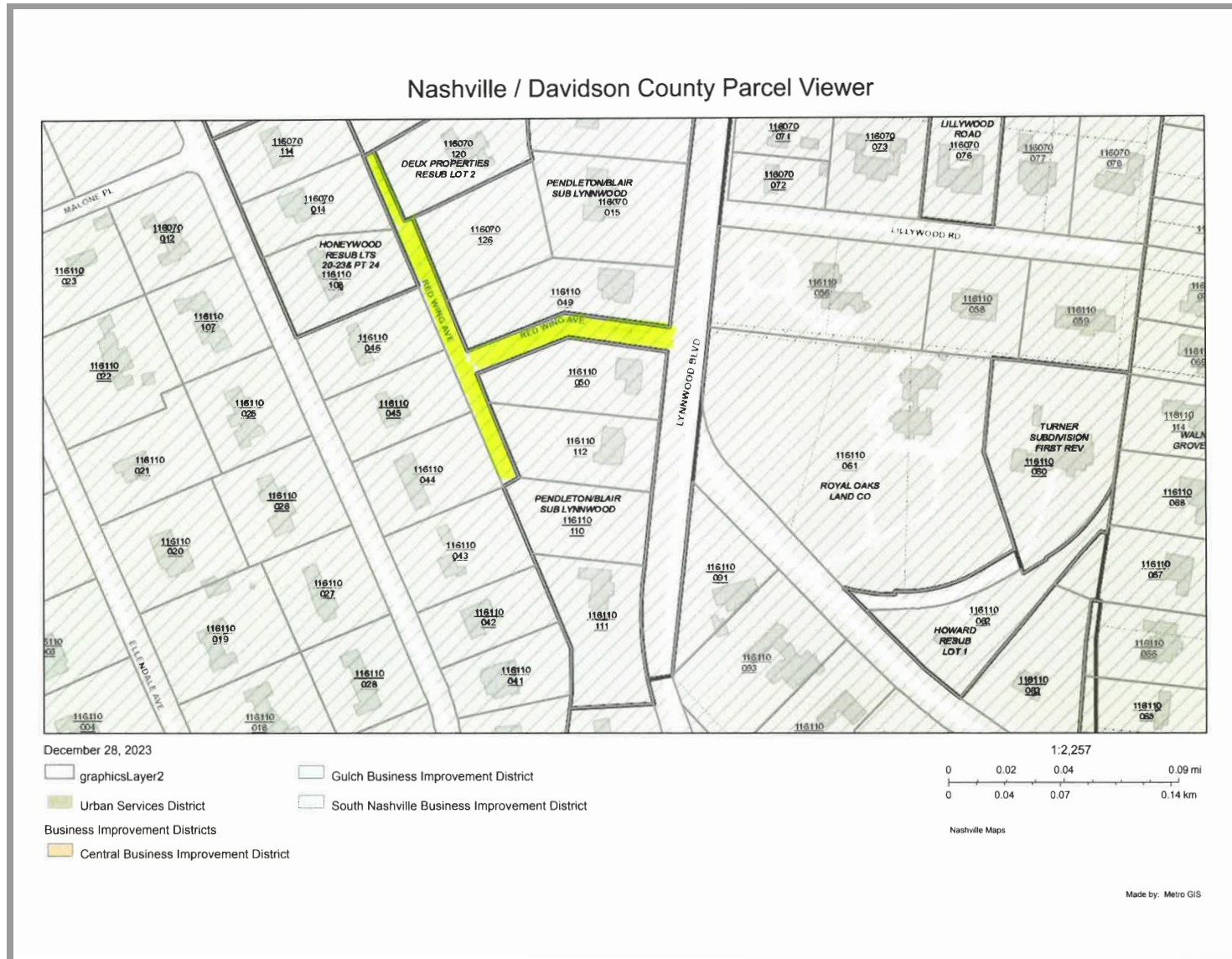
Rusty Moore, Mayor

Rusty Terry, City Recorder

Passed on first reading _____

Approved by Municipal Planning Commission December 19, 2023

Passed on second reading _____



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ORDINANCE 2024-5**AN ORDINANCE TO AMEND CERTAIN SECTIONS OF TITLE 13, CHAPTERS 1-3 (“PROPERTY MAINTENANCE REGULATIONS”) TO CLARIFY AND SIMPLIFY ENFORCEMENT PROCEDURES.**

WHEREAS, the Property Maintenance Regulations of the City of Belle Meade, as contained in Title 13, Chapters 1 to 3 of the Municipal Code, contain unnecessarily cumbersome provisions for the appeal of citations and other enforcement actions to either the board of commissioners or the board of building code appeals; and

WHEREAS, the Board of Commissioners of the City of Belle Meade hereby finds that the more efficient procedure for addressing a failure to comply with citations or orders from the city manager, building official, or other officer, without sacrificing fairness or due process, would be simply for the cases to be taken to city court.

NOW THEREFORE:**BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF BELLE MEADE AS FOLLOWS:**

SECTION 1. Chapter 2 of Title 13 (“Unsafe Buildings”) of the Belle Meade Municipal Code is hereby amended to delete Section 13-204 in its entirety, renumber all subsequent sections of the said chapter, and to add the following new section:

13-208. Enforcement in City Court. In addition to all other remedies provided in this chapter, the city manager or codes official may bring an action in city court as for any other violation of a city ordinance, pursuant to Title 3 and Title 11 of the Municipal Code.

SECTION 2. Chapter 3 of Title 13 (“Maintenance Code”) is hereby amended to delete Section 13-308 in its entirety and to substitute the following therefor:

13-308. Notice of violation. (1) The city manager, building inspector, or other authorized official of the city is hereby directed to cause to be made regular inspections of all premises in the city of to determine if any violation of this maintenance code exists.

(2) In the event that the city manager or other authorized official determines that there exists a potential violation of the code, they shall prepare a draft notice of violation ("notice"), prepared in accordance with subsection (3) herein, setting forth the code section

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that is under review, describing the nature of the violation and appending to the draft notice photographs or other documentation of the violation and, if appropriate, the cost to correct such violation.

(3) Any notice, including the draft notice referenced above, shall be prepared as follows:

(a) be in writing.

(b) include a description of the premises and the owner of the premises; additionally, insofar as it is appropriate to the notice, the notice shall identify occupants of the premises.

(c) include a statement of the violation or violations and why the notice is being issued.

(d) include a correction order allowing a reasonable time to make the repairs and improvements required to bring the premises or structure into compliance with the provisions of this code.

SECTION 4. Chapter 3 of Title 13 (“Maintenance Code”) is further amended to delete Section 13-309 in its entirety and to renumber the subsequent code sections accordingly.

SECTION 5. Chapter 3 of Title 13 (“Maintenance Code”) is further amended to delete the following language from Section 13-310 (1) (now, as renumbered, Section 13-309 and captioned **Remedies for Violations**) and to renumber the subsequent sub-sections accordingly:

(1) “Upon determination of the board of building codes appeals as set forth in §13-309(2)(b) above”

SECTION 6. Chapter 3 of Title 13 (“Maintenance Code”) is further amended to delete The following language from Section 13-310 (4) (now, as renumbered, Section 13-309):

(4) “the board of building code appeals determines that”

SECTION 7. Chapter 3 of Title 13 (“Maintenance Code”) is further amended to delete the following language from Section 13-311 (now, as renumbered Section 13-310 and captioned **Demolitions**):

Introductory paragraph: “and hearing in accordance with §13-309 above. . .”

Subsection (1)(b): “by the board of building code appeals. . .”

Subsection (2): “by the board of building code appeals. . .”

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Subsection (3). Deleted in its entirety and subsequent subsections renumbered.

SECTION 8. Chapter 3 of Title 13 (“Maintenance Code”) is further amended to delete from Section 13-312 (now section 13-311) (1), (2) and (3) the following language:

- (1) “members of the board of building code appeals”
- (2) “or board member”
- (3) “or board member”

SECTION 9. This ordinance shall become effective fifteen days after its passage, the health, safety, and welfare of the citizens of Belle Meade requiring it.

Passed on First Reading: _____

Passed on Second Reading: _____

Rusty Moore, Mayor

Rusty Terry, City Recorder

ORDINANCE 2024-5---EXHIBIT A

CHAPTER 2

UNSAFE BUILDINGS

* * *

~~13-204. Appeal or hearing. The owner, agent, or person in control of a building or structure shall have the right, except in cases of emergency, to appeal from the decision of the city manager, as hereinafter provided, and to appeal before the board of commissioners at a specified time and place to show cause why he should not comply with said notice. All owners of property contiguous to or affected by the unsafe building or structure shall be afforded notice of said hearing in the manner prescribed herein.~~

13-208. Enforcement in city court. In addition to all other remedies provided for in this chapter, the city manager or codes official may bring an action in city court as for any other violation of a city ordinance, pursuant to Title 3 and Title 11 of the Municipal Code.

CHAPTER 3

MAINTENANCE CODE

* * *

13-308. Notice of violation. (1) The ~~City Manager~~city manager, building inspector, or other authorized official of the ~~City of Belle Meade~~city is hereby directed to cause to be made regular inspections of all premises in the ~~City~~city of ~~Belle Meade~~to determine if any violation of ~~the Belle Meade Maintenance Code~~this maintenance code exists.

(2) In the event that the city manager or other authorized official determines that there ~~exists~~ exist a potential violation of the ~~Belle Meade Maintenance Code, the city manager code, they~~ shall prepare a draft notice of violation ("notice"), prepared in accordance with subsection (3) herein, setting forth the code section ~~of the Belle Meade Maintenance Code~~that is under review, describing the nature of the violation and appending to the draft notice photographs or other documentation of the violation and, if appropriate, the cost to correct such violation.

(3) Any notice, including the draft notice referenced above, shall be prepared as follows:

(a) ~~Be~~ be in writing.

(b) ~~Include~~include a description of the premises and the owner of the premises; additionally, insofar as it is appropriate to the notice, the notice shall identify occupants of the premises. 13-11

(c) ~~Include~~ include a statement of the violation or violations and why the notice is being issued.

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(d) ~~Include~~ include a correction order allowing a reasonable time to make the repairs and improvements required to bring the premises or structure into compliance with the provisions of this code.

(e) ~~Inform the owner of the right to hearing before the board of building code appeals on a date set forth in the notice.~~

(f) ~~Include a statement directing the owner to the range of remedies available to the city in accordance with §~~

13-309.

(4) ~~The draft notice prepared in accordance with subsection (3) herein shall be presented to the board of building code appeals for review along with all supporting information, after which the board of building code appeals shall make a determination how to proceed.~~

(a) ~~The board of building code appeals may direct any additional investigation that it determines necessary to its decision.~~

(b) ~~If the board of building code appeals determines that a notice should issue, then it shall finalize the notice.~~

(e) ~~The final notice as approved by the board of building code appeals prepared in accordance with subsection (3) above shall set a date on which a hearing will be held to ascertain whether there has been compliance with the notice.~~

(d) ~~Insofar as the board of building code appeals determines that there is a violation of the Belle Meade Maintenance Code that presents an immediate risk of harm to the city or its residents:~~

(i) ~~The board of building code appeals may direct that the city file suit in either the City Court of the City of Belle Meade or the Courts of Davidson County to enforce the Belle Meade Maintenance Code; and/or~~

(ii) ~~The board of building code appeals may order the necessary work to be done, including the boarding up of openings, to render such structure temporarily safe whether or not the legal procedure herein described has been instituted; and shall cause such other action to be taken as the city manager deems necessary to meet such emergency; and direct that city manager employ the necessary labor and materials to perform the required work, including demolition, as expeditiously as possible.~~

(A) ~~The costs incurred in the performance of emergency work shall be paid by the City of Belle Meade.~~

(B) ~~The city attorney shall institute appropriate action against the owner and/or occupant of the premises for the recovery of such costs. (as added by Ord. #2011-10, Oct. 2011)~~

13-309. Hearing before board of building code appeals. ~~At the hearing scheduled in accordance with § 13-308(4)(c) above, the board of building code appeals may take any of the following actions:~~

(1) ~~Upon advice by the city manager of compliance with the notice, no further action will be required and any fines that could have been assessed shall be automatically waived;~~

(2) ~~Upon advice by either the city manager or the owner of a dispute regarding compliance with the notice, a hearing upon whether there has been compliance with the notice, and a judgment that:~~

(a) ~~There has been compliance with the notice, the city shall waive its right to a fine (as might be assessed in accordance with § 13-310(1) below) and no additional action is required;~~

~~(b) There has not been compliance with the notice and that the matter should be referred to the city for prosecution along with a recommendation of the board of building code appeals of the sanction that should be sought by the city; and~~

~~(c) If necessary, that the city institute an action in the Courts of Davidson County to order compliance with the actions required by the notice; or~~

~~(d) That additional action is required, in which event an amended notice shall issue and a new hearing date scheduled for a hearing on the new notice. (as added by Ord. #2011-10, Oct. 2011)~~

13-310. Remedies for violation. ~~(1) Upon determination of the board of building code appeals as set forth in § 13-309(2)(b) above, any~~

(1) Any person who fails to comply with the notice, or with any of the requirements thereof, shall be prosecuted within the limits provided by state law or ~~local law~~ **this ordinance.**

(a) Each day that a violation continues after notice has been served shall be deemed a separate offense and subject to a fine.

(b) The fine for each offense may be in an amount up to fifty dollars (\$50.00) a day.

(2) The imposition of the remedies herein prescribed shall not preclude the city from instituting appropriate action to restrain, correct or abate a violation, or to prevent illegal occupancy of the premises, or to stop an illegal act, conduct, business, or utilization of the premises.

(3) It shall be unlawful for the owner of any dwelling premises who has received a notice to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the notice have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of the notice and shall furnish to the city manager a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such notice and fully accepting the responsibility without condition for making the corrections or repairs required by such notice.

~~(4) If the board of building code appeals determines that~~ (4) If the owner of the premises fails to comply with the notice, the city shall cause a lien to be placed upon the real estate for all costs incurred by the city in connection with the notice, and the actions required by the notice. ~~(as added by Ord. #2011-10, Oct. 2011)~~

13-311310. Demolition. After notice in accordance with § 13-308 above ~~and hearing in accordance with § 13-309 above~~, a structure may be ordered demolished and removed subject to the following terms and conditions:

(1) Any premises that is:

(a) ~~So~~ **So** old, dilapidated or has become so out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human habitation or occupancy; and

(b) ~~Cannot~~ **cannot** be reasonably repaired shall be ordered demolished and removed ~~by the board of building code appeals.~~

(2) Any structure on which there has been a cessation of normal construction for a period of more than two (2) years shall be ordered demolished and removed ~~by the board of building code appeals.~~

~~(3) Provided, however, if, after hearing in accordance with § 13-309 above, the board of zoning appeals~~ (3) If the city manager or other authorized official finds that such structure

is capable of being made safe by repairs, then the owner, at the owner's option, may elect to demolish and remove the structure, or to repair and make safe and sanitary the structure, on such terms and conditions as may be imposed by the ~~board of building code appeals in its sole discretion~~city.

(4) Any costs incurred by the ~~City of Belle Meade~~city in the enforcement of this provision shall be borne by the owner.

(a) ~~If~~ the owner fails to comply with an order issued in accordance with this provision, then the ~~City of Belle Meade~~city may enforce the order and incur costs that shall be paid by the ~~City of Belle Meade~~owner.

(b) The city attorney ~~shall~~may institute appropriate action against the owner and/or occupant of the premises for the recovery of such costs. ~~(as added by Ord. #2011-10, Oct. 2011)~~

~~**13-312. Limitation of liability.** (1) The city manager, members of the board of building code appeals, building inspector or employee charged with the enforcement of this code, while acting for the City of Belle Meade, shall not thereby be rendered liable personally, and are hereby relieved from all personal liability for any damage accruing to persons or property as a result of an act required or permitted in the discharge of official duties.~~

~~(2) Any suit instituted against any officer, employee or board member because of an act performed by that officer, employee or board member in the lawful discharge of duties and under the provisions of this code shall be defended by the legal representative of the City of Belle Meade until the final termination of the proceedings.~~

~~(3) The city manager, employee, officer or board member, or any subordinate, shall not be liable for costs in an action, suit or proceeding that is instituted in pursuance of the provisions of this code, when acting in good faith and without malice, and shall be free from liability for acts performed under any of its provisions or by reason of any act or omission in the performance of official duties in connection therewith. (as added by Ord. #2011-10).~~

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ORDINANCE 2024-3

AN ORDINANCE TO REPEAL TITLE 3, SECTION 205 “ELECTRONIC CITATION REGULATIONS AND FEES” OF THE MUNICIPAL CODE OF THE CITY OF BELLE MEADE IN ACCORDANCE WITH ITS FIVE-YEAR SUNSET PROVISION

WHEREAS, the State of Tennessee, under T.C.A. 55-10-207, authorized electronic citations to be filed in court, along with a fee to recover costs associated with both written and electronic citations;

WHEREAS, the City of Belle Meade adopted such regulations and fee by Ordinance 2015-4 which amended Title 3, Chapter 2 of the Municipal Code as follows:

SECTION 1. The Municipal Code of the City of Belle Meade be amended by adding this new section to Title 3, Chapter 2:

3-205. Electronic citation regulations and fees.

- (a) As used in this section, “electronic citation” means a written citation or an electronic citation prepared by a law enforcement officer on paper or on an electronic data device with the intent the citation shall be filed, electronically or otherwise, with a court having jurisdiction over the alleged offense.
- (b) Pursuant to and in accordance with state statutory requirements found in T.C.A. 55-10-207(e), each court clerk shall charge and collect an electronic citation fee of five dollars (\$5.00) for each citation which results in a conviction.

SECTION 2. Date of effect. This Ordinance shall take effect on July 1, 2015, the public welfare requiring it.

SECTION 3. Sunset provision. This Ordinance and its fee requirement shall terminate five (5) years from the date of adoption of this Ordinance and the City’s Code shall be so annotated.

NOW, THEREFORE, BE IT ORDAINED by the City of Belle Meade, as follows:

SECTION 1. That Title 3, Chapter 2 of the Municipal Code of the City of Belle Meade be amended by deleting section 3-205. “Electronic citation regulations and fees.” in its entirety.

SECTION 2. This Ordinance shall take effect immediately upon its final passage.

Passed on first reading _____

Passed on second reading _____

Rusty Moore, Mayor

Rusty Terry, City Recorder

ORDINANCE 2024-4

AN ORDINANCE TO AMEND TITLE 11, SECTION 812 “COURT COSTS” OF THE MUNICIPAL CODE OF THE CITY OF BELLE MEADE TO RECOVER INCREASED COSTS ASSOCIATED WITH WRITTEN AND ELECTRONIC CITATIONS

WHEREAS, the Municipal Court of the City of Belle Meade regularly hears cases involving traffic and other violations of the Ordinances of the City, which result in some instances in the imposition of a fine upon the guilt party; and

WHEREAS, the City of Belle Meade is authorized under T.C.A. 6-21-507 for the Board of Commissioners to establish rates for the recovery of court costs; and

WHEREAS, the Commissioners are advised that the court clerk currently charges a cost of \$75.00 for each conviction of a moving traffic violation and/or other violations of the ordinances of the city, with or without a hearing, based on a guilty plea; and

WHEREAS, the Commissioners are additionally advised that the authority to charge a separate, additional cost of five dollars (\$5.00) to recover costs associated with electronic citations has sunset, as of July 1, 2020, in accordance with provisions of state law; and

WHEREAS, the administrative costs of operating municipal court have increased upon the City of Belle Meade since court costs were previously amended in 2019.

NOW, THEREFORE, BE IT ORDAINED by the City of Belle Meade, as follows:

SECTION 1. That Title 11, Chapter 8 of the Municipal Code of the City of Belle Meade be amended by replacing Section 11-812, in its entirety, to read as follows:

11-812. Court Costs. A court cost of \$95.00 per offense is hereby established for all moving traffic and other criminal offenses in violation of ordinances of the City of Belle Meade, which cost shall be in addition to any fine that may be assessed by the Court, or in addition to any fine that may be due in the form of an Appearance Bond paid in advance of, and/or in lieu of, a trial. The court costs of \$1.00 for state training fees as authorized by T.C.A. 6-18-304 shall not be included in the \$95.00 court cost, but treated as a separate, additional cost.

SECTION 2. This Ordinance shall take effect on July 1, 2024.

Passed on first reading _____

Passed on second reading _____

Rusty Moore, Mayor

Rusty Terry, City Recorder

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RESOLUTION 2024-04**A RESOLUTION AMENDING RESOLUTION 2022-05 ESTABLISHING
AMOUNTS OF FEES TO BE CHARGED BY THE CITY OF BELLE
MEADE FOR PERMIT APPLICATIONS AND OTHER FEES**

BE IT RESOLVED BY THE CITY OF BELLE MEADE, as follows:

Section 1.

A. Building Permit Fees:

(1). New residences, accessory structures, and alterations or additions to

existing structures (other than those described below), will use the factor of \$450.00 per square foot to determine the Total Valuation Cost. Building permit fees will be based on the Total Valuation Cost, as follows:

Total Valuation Cost	Fee
\$2,000.00 and less	\$100.00 unless inspection required, in which case a \$50.00 fee for each inspection shall be charged.
\$2001.00 to \$50,000.00	\$115.00 for the first \$1,000.00 plus \$8.00 for each additional thousand or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$250.00 for the first \$50,001 plus \$7.00 for each additional thousand or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$460.00 for the first \$100,001.00 plus \$6.00 for each additional thousand or fraction thereof, to and including \$500,000.00
\$500,001.00 and up	\$1,660.00 for the first \$500,001.00 plus \$5.00 for each additional thousand or fraction thereof

(2). Other building permit fees: the following items will be determined by the construction cost/scale method with the following fees as the minimum:

Plumbing.....	200.00
Mechanical.....	200.00
Electrical	300.00
Swimming pool	3,500.00
Ornamental pools/spas/hot tubs	500.00
Fences	300.00
Masonry Walls	400.00
Decks, uncovered porches, patios, or terraces	400.00
(including stepping stones/pavers)	
Driveways.....	400.00
Demolition - Principal structure.....	1,000.00
Demolition - Accessory structure	500.00
Moving Fee.....	1,000.00
Grading/Stormwater/Land Disturbance	500.00
Major Drainage/Hydrology Review	Reimbursement of City Engineer's cost
Roof Re-shingle or Repair (Flat Fee).....	150.00

(3). Extra Fees: The above fees cover the normal and routine inspections, plans review, and services conducted by the office of the building inspector prior to and during construction. For any additional services required to effect compliance with or enforcement of building and zoning codes in connection with construction under the permit granted or made at the request of the applicant or owner, or otherwise deemed necessary by the building

official, there shall be additional fees in the amount of direct expense to the City incurred in providing such services. Additional inspections will be made at \$50.00 each.

(4). *PROVIDED, HOWEVER*, that repairs and routine maintenance projects costing less than \$2,000.00 and not requiring inspection by the City Building Inspector shall be exempt from such fees. For the purposes of this subsection, the cost of a "project" shall include all costs associated with any coordinated activity of improvements regardless of whether such costs are incurred concurrently or effect more than one area of the property.

(5). Other Fees:

Street Cut permit	500.00
R-O-W Excavation permit.	300.00
Explosive permit	500.00
Sewer permit	200.00
Sewer tap-on (Access fee)	2,000.00
Traffic School Fee for Online Class	\$76.00

B. Board of Zoning Appeals fees:

Variance and/or Conditional Use.....	500.00
Administrative Appeal	800.00

C. Municipal Planning Commission fees:

Two lot subdivision	400.00
More than two lots plus \$200.00 for each over four	800.00
Combining lots.....	400.00

D. Historic Zoning Commission fees:

Additions / Renovations1,500.00

New Construction.....2,000.00

Demolition.....1,000.00

E. **Section 3 of Resolution 87-01 is amended** as to provide for refunding of one-half of the Appeal fee paid to the City for expenses incurred relative to Appeals to the Board of Zoning Appeals and petitions to the Municipal Planning Commission when the proposal is withdrawn prior to the mailing of notices, that being one week prior to the meeting date.

F. **Moving Fee:** For the moving of any building or structure, the fee shall be \$1,000.00, plus any police service needed to be determined by the City Manager.

G. **Penalties:** Where work for which a permit is required by the Code is started or proceeded prior to obtaining said permit, the fees herein specified shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of this Code in the execution of the work nor from any other penalties prescribed herein.

Section 2. This Resolution shall become effective on

DATE OF ADOPTION:

EXHIBIT A
(FEE SCHEDULE WITH CHANGES SHOWN)

Section 1.

A. Building Permit Fees:

(1). New residences, accessory structures, and alterations or additions to existing structures (other than those described below), will use the factor of \$450.00 per square foot to determine the Total Valuation Cost. Building permit fees will be based on the Total Valuation Cost, as follows:

<u>Total Valuation Cost</u>	<u>Fee</u>
\$2,000.00 and less	\$100.00 unless inspection required, in which case a \$50.00 fee for each inspection shall be charged.
\$2001.00 to \$50,000.00	\$115.00 for the first \$1,000.00 plus \$8.00 for each additional thousand or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$250.00 for the first \$50,001 plus \$7.00 for each additional thousand or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$460.00 for the first \$100,001.00 plus \$6.00 for each additional thousand or fraction thereof, to and including \$500,000.00
\$500,001.00 and up	\$1,660.00 for the first \$500,001.00 plus \$5.00 for each additional thousand or fraction thereof

(2). Other building permit fees: the following items will be determined by the construction cost/scale method with the following fees as the minimum:

Plumbing	200.00
Mechanical	200.00
Electrical	300.00
Swimming pool.....	3,500.00
Ornamental pools/spas/hot tubs.....	500.00
Fences	300.00
Outdoor Fireplace.....	400.00
Masonry Walls	400.00
Decks, uncovered porches, patios, or terraces	400.00
(including stepping stones/pavers)	
Arbors.....	construction cost/scale
Driveways.....	400.00
Demolition - Principal structure.....	1,000.00
Demolition - Accessory structure	500.00
Moving Fee.....	1,000.00
Grading/Stormwater/Land Disturbance.....	500.00
Major Drainage/Hydrology Review	Reimbursement of City Engineer's
actual cost	
Roof Re-shingle or Repair (Flat Fee).....	150.00

(3). Extra Fees: The above fees cover the normal and routine inspections, plans review, and services conducted by the office of the building inspector prior to and during construction. For any additional services required to effect compliance with or enforcement of building and zoning codes in connection with construction under the permit granted or made at the request of the applicant or owner, or otherwise deemed necessary by the building

official, there shall be additional fees in the amount of direct expense to the City incurred in providing such services. Additional inspections will be made at \$50.00 each.

(4). *PROVIDED, HOWEVER*, that repairs and routine maintenance projects costing less than \$2,000.00 and not requiring inspection by the City Building Inspector shall be exempt from such fees. For the purposes of this subsection, the cost of a "project" shall include all costs associated with any coordinated activity of improvements regardless of whether such costs are incurred concurrently or effect more than one area of the property.

(5). Other Fees:

Street Cut permit	500.00
R-O-W Excavation permit.	300.00
Explosive permit	500.00
Sewer permit	200.00
Sewer tap-on (Access fee)	2,000.00
Traffic School Fee for Online Class	\$76.00

B. Board of Zoning Appeals fees:

Variance and/or Conditional Use.....	500.00
Administrative Appeal	800.00
Fences/driveways.....	300.00
House/addition/detached structures.....	500.00
Pools/ornamental pools/spas, etc.....	600.00
Grade change.....	500.00

C. Municipal Planning Commission fees:

One two Two lot subdivision.....	400.00
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More than two lots plus \$200.00 for each over four 800.00

Combining lots..... 400.00

D. Historic Zoning Commission fees:

Additions / Renovations 1,500.00

New Construction..... 2,000.00

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