



**CITY OF BELLE MEADE
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA PACKET
NOVEMBER 20, 2024, 04:00 PM**



**AGENDA BOARD OF COMMISSIONERS
REGULAR MEETING
NOVEMBER 20, 2024, 04:00 PM
BELLE MEADE CITY HALL, 4705 HARDING PIKE**

Call To Order

I. PLEDGE OF ALLEGIANCE

**II. COMMISSIONERS' OATH OF OFFICE - City Recorder Rusty Terry at meeting
Commissioners Haley Dale and Tom Starkey**

III. ELECTION OF MAYOR BY BOARD OF COMMISSIONERS

IV. APPOINTMENT OF VICE MAYOR

V. PUBLIC COMMENTS

VI. MINUTES - pg 6

Consideration of the minutes of the Regular Meeting of the Board of Commissioners, held October 16, 2024

Attachment: [BoC Minutes October 16 2024.pdf](#)

VII. PUBLIC WORKS

A. Monthly Reports - Nathan McVay pg 12

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

Attachment: [THIS PAGE LEFT INTENTIONALLY BLANK.pdf](#)

B. Update on Belle Meade Boulevard Signage - Nathan McVay pg 16

Attachment: [memo Blvd Sign Inventory.pdf](#)

Attachment: [THIS PAGE LEFT INTENTIONALLY BLANK.pdf](#)

C. Approve a Bid Award and authorize a Contract with Jarvis Award, Sign and Flag Co., not to exceed \$87,640.00, for the Belle Meade Street Sign Upgrade project - Nathan McVay pg 18

Attachment: [memo bid award for sign upgrade project.pdf](#)

Attachment: [THIS PAGE LEFT INTENTIONALLY BLANK.pdf](#)

D. Approve emergency purchase of tree removal services, totaling \$3,848.00, from Bartlett Tree Experts for a dead tree on Park Hill Drive - Nathan McVay pg 42

Attachment: [memo emergency tree work.pdf](#)

Attachment: [THIS PAGE LEFT INTENTIONALLY BLANK.pdf](#)

E. Approve street maintenance and roadway repair expenditures, totaling \$5,640, with Gibbs Brothers Construction - Nathan McVay pg 50

Attachment: [Gibbs street repairs 2024.pdf](#)

Attachment: [THIS PAGE LEFT INTENTIONALLY BLANK.pdf](#)

VIII.CITY SERVICES

A.Public Safety

1. Introduction of new patrol officer Tim Bailey - Chief Williams at meeting

2. Monthly Reports - Chief Williams pg 54

Attachment: [combined October 2024 Stats.pdf](#)

Attachment: [THIS PAGE LEFT INTENTIONALLY BLANK.pdf](#)

3. Approve annual subscription, totaling \$12,730.00, with StarChase for continued support of the Starchase (GPS live tracing darts) by the Police Department - Chief Williams pg 60

Attachment: [MEMO for StarChase 2024.pdf](#)

B.Health and Sanitation

1. Monthly Reports - Nathan McVay pg 62

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

Attachment: [October TN One Call Report..pdf](#)

Attachment: [THIS PAGE LEFT INTENTIONALLY BLANK.pdf](#)

C.Building/Zoning/Planning

1. Monthly Reports - Mary Samaniego pg 70

Attachment: [OCTOBER PBSCE 2024 Report.pdf](#)

Attachment: [THIS PAGE LEFT INTENTIONALLY BLANK.pdf](#)

D.Waste Collection - No Matters

E.Beautification/ Landscape

1. Monthly report - at meeting

2. Approve Bid Award and authorize a Contract with Landscape Service Inc. for land clearing and mulching at Caldwell Meadow, total lump sum expense of \$8,950.00 - Jennifer Moody pg 78

Attachment: [memo bid award for land clearing at caldwell meadow.pdf](#)

3. Consider approval of donations, valued at \$5,000, to improve green space along Deer Park Circle known as the "Deer Park Pocket Park" with a bronze mother doe and baby deer statue set - Jennifer Moody pg 94

Attachment: [Donation for Deer Park Pocket Park.pdf](#)

F.City Communications and Technology - No Matters

IX.ADMINISTRATION

A.City Manager Reports - Jennifer Moody pg 96

Attachment: [2024 11 Memo Capital Projects.pdf](#)

Attachment: [CM complaint log - Nov 2024.pdf](#)

Finance - Leigh Mills

1. Financial Statements - September 2024 pg 100

Attachment: [combined Sept 2024 financial reports.pdf](#)

Attachment: [THIS PAGE LEFT INTENTIONALLY BLANK.pdf](#)

2. Investment Schedules - October 2024 pg 110

Attachment: [combined Oct 2024 investment schedule.pdf](#)

Attachment: [THIS PAGE LEFT INTENTIONALLY BLANK.pdf](#)

3. Monthly Check Register - September 2024 pg 114

Attachment: [September 2024 Check Register.pdf](#)

4. Approval of Invoices Over \$5,000 pg 120

1. BSA TROOP 6 (Holiday Wreaths - Beautification Fund)	\$6,498.00
2. CEC (October engineering reviews)	\$7,346.22
3. Clean Earth Collections LLC (November brush/chipper)	\$15,700.00
4. Kraft CPAs PLLC (Annual Audit)	\$10,200.00
5. Landscape Services Inc. (Fall Plantings - Beautification Fund)	\$15,663.38
6. Local Government Corp. (NextGen Property Tax Software)	\$7,141.30
7. Mixed Drink Tax Distribution (50% of monthly receipts)	\$6,842.50
8. Miller and Martin (October bill)	\$5,000.00
9. Starchase (Annual Subscription)	\$12,730.00
10. Straeffer Pump and Supply, Inc. (Myers Pumps - Sewer Fund)	\$17,440.00
11. Wascon, Inc. (E/One Pumps - Sewer Fund)	\$8,059.04
12. Wascon, Inc. (E/One Pumps - Sewer Fund)	\$8,059.04
13. Wex (September Fuel)	\$5,242.09
14. Wex (October Fuel)	\$5,407.54
15. Franklin Disposal (December service)	\$33,417.20

Attachment: [Invoices over _5_000.pdf](#)

Attachment: [THIS PAGE LEFT INTENTIONALLY BLANK.pdf](#)

B.Facilities - No Matters

C.Human Resources / Personnel - No Matters

X.LEGISLATION

A.ORDINANCE 2024-15 - An Ordinance Amending Title 9, Chapter 1 of the Belle Meade Municipal Code to Add Time Restrictions Upon Licensed Peddlers, Solicitors, and Salespersons and to Authorize the Creation of a "Do Not Solicit" List, on the 2nd and final reading - Doug Berry pg 142

Attachment: [Ordinance 2024-15 Amend Peddlers and Solicitors Ordinance.pdf](#)

XI.OTHER MATTERS

A.Adopt Board of Commissioners Regular Meeting Calendar for 2025 - Jennifer Moody pg 144

Attachment: [BOC 2025 Meeting Dates.pdf](#)

XII.ADJOURN

The next scheduled meeting of the Board of Commissioners will be Wednesday, December 18, 2024 at Belle Meade City Hall 4705 Harding Pike Nashville, TN



**MINUTES
BOARD OF COMMISSIONERS – BOARD OF COMMISSIONERS
OCTOBER 16, 2024, 4:00 PM
BELLE MEADE CITY HALL, 4705 HARDING PIKE**

Call To Order

Mayor Rusty Moore called the meeting to order at 4:00 p.m.

Commissioners Present

Mayor Rusty Moore
Louise Bryan
Neal Clayton
Marty Dickens

Commissioners Not Present

Vice-Mayor Haley Dale

Staff Members 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 - Led by Mayor Moore

PUBLIC COMMENTS

Scott Kendall, resident at 104 Clarendon Avenue, stated that he was also representing other residents. Kendall addressed the commissioners regarding the Belle Meade Boulevard project asking that the commissioners slow the project and provide a plan to the residents.

Raymond Pirtle, 231 Deer Park Circle, asked that the city give permission to the neighbors of Deer Park Circle and Deer Park Drive to purchase a small bronze cast statute of a mother deer and baby, about the size of the colt in the horse group at the beginning of Belle Meade Boulevard, to be placed in the Deer Park pocket park. Pirtle stated the neighbors would fund the cost and would not be asking for money from the city.

Commissioner Louise Bryan asked that there be community engagement on the project.

MINUTES

Consideration of the minutes from the Board of Commissioners Meeting held September 18, 2024

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

PUBLIC WORKS

Monthly Reports - Nathan McVay

Public Works Director Nathan McVay stated that all paving and striping had been completed.

There were no questions on the report.

CITY SERVICES

Public Safety

Monthly Reports - Chief Williams

Chief Chuck Williams began by inviting the community out to Nichol Lane on October 31, stating the road would be closed from about 4:00 p.m. until 8:30 p.m. and were expecting a lot of trick or treaters.

Mayor Moore stated that he continues to hear from residences that they would like more patrolling of speed and left lane violations on Belle Meade Boulevard.

There were no questions on the monthly reports.

Approve a Parade Permit for St. George's Christmas Eve Overflow Parking on Belle Meade Boulevard - Chief Williams

Chief Williams stated that St. George's had a challenging time around Christmas Eve and Easter Sunday services every year, the church asked if there was anything that the city could do to help; Williams reviewed the plan to close a lane on Belle Meade Boulevard. This would be the right north bound lane, to assist with parking issues, this would require two officers to assist.

A discussion on the proposal ensued, including questions of Laura Zabaski, Parrish Administrative Officer at St. George's.

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

Approve an Amendment to a Law Enforcement Training Assistance Grant Contract with the State of Tennessee to reduce the grant award from \$200,000 to \$50,000 for the five-year grant term - Chief Williams

Chief Williams reviewed the Grant amendment as requested by the State of Tennessee.

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

Approve an annual grant award totaling \$25,000 from the Tennessee Highway Safety Office to support traffic enforcement - Chief Williams

Chief Williams reviewed the grant, and the benefit to the city.

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

Approve an annual grant award totaling \$31,700 from the Tennessee Highway Safety Office to support traffic enforcement (specifically DUI enforcement) - Chief Williams

Chief Williams provided details on the grant, and the benefit to the city.

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

Health and Sanitation

Monthly Reports - Nathan McVay

Commissioner Bryan asked for an update on the dumpsters.

Public Works Director McVay stated they were working on signage and a plan with Franklin Disposal to haul off on an as needed basis large items that could not be placed in the dumpster for a fee of \$750 per time.

City Manager Jennifer Moody stated that instead of our Public Works Director spending the time to locate a place to dispose of the items left by residents that should not be left, the disposal company would for a fee haul it away.

There were no questions on the the reports.

Approve the non-competitive purchase of ten (10) Myers grinder pumps from Straeffer Pump & Supply Inc., totaling \$17,440.00, to support sewer maintenance during the current budget year - Nathan McVay

Public Works Director McVay reviewed the need for the pump purchase.

Questions from the board ensued, which were addressed by McVay.

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

Building/Zoning/Planning

Monthly Reports - Mary Samaniego

Planning Director Samaniego reviewed highlights from the monthly reports as submitted.

Samaniego addressed questions as asked by the board regarding code enforcement.

Waste Collection - No Matters

Beautification/Landscape

Monthly report

City Manager Jennifer Moody provided an update on the Beautification Committee in the absence of Laura Katherine Wood, noting that moving forward Chip Wilkison and Leslie Lynch would be helping co-chair the committee as Laura Katherine steps back, but is still available. Moody also stated the committee had been working on Fall plantings and their float for the Christmas Parade. Moody stated the committee had filled all Spring spots for the Garden Tours, but there are still slots for the Fall tours.

Approve the non-competitive purchase of annual holiday wreaths, totaling \$6,498.00, from Boy Scouts of America Troop 6 - Nathan McVay

Public Works Director reviewed the bid as submitted, explaining that they had attempted to obtain other bids but the people contacted did not yet have their pricing and did not submit a bid.

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

City Communications and Technology - No Matters

ADMINISTRATION

City Manager Reports - Jennifer Moody

City Manager Moody reviewed the report on Capital Projects as submitted, answering questions as asked by the board.

Approve an Engineering Design Services Proposal with KCI Technologies, not to exceed \$89,470.00, for traffic calming projects on West Tyne Boulevard and Lynwood Boulevard as recommended in the Belle Meade Together Master Plan- Jennifer Moody

City Attorney Doug Berry stated that the general conditions included in the contract had been negotiated out and would need to be removed and the negotiated terms and conditions substituted in the contract.

Brandon Taylor with KCI stated this contract was submitted before the general conditions had been re-negotiated.

City Manager Moody reviewed the proposal and answered questions as posed by the commissioners.

A discussion ensued which included comments by Tom Starkey, resident at 420-B

Lynwood Avenue.

Motion to approve, subject to review by City Attorney Doug Berry: Dickens
 Second: Clayton Vote: All aye

Finance - Leigh Mills

Financial Statements - August 2024

Finance Director Leigh Mills reviewed highlights of the August 2024 financials.

There were no questions on the reports.

Investment Schedules - September 2024

Finance Director Leigh Mills reviewed highlights of the September 2024 investment schedules.

Mills asked City Recorder Rusty Terry about late Stormwater Fees.

Mayor Moore inquired of Terry when the tax bills would be mailed out.

Terry provided an update on the new system and the expected mailing date.

There were no questions on the reports.

Approval of Invoices Over \$5,000

- | | |
|---|---------------|
| 1. CEC (monthly engineering review) | \$ 5,690.75 |
| 2. Four Star Paving (annual paving) | \$ 171,050.00 |
| 3. Wascon Inc. (TDEC Grant - Telemetry Units) | \$ 98,964.13 |
| 4. KCI (Belle Meade Blvd Design Concept) | \$6,905.00 |
| 5. Landscape Services Inc. (October) | \$ 6,995.00 |
| 6. Wascon Inc. (Sewer Fund) | \$ 7,911.25 |
| 7. Omnigo Software (PD Records Management) | \$ 8,600.01 |
| 8. Kraft CPA (FY 2024 Audit) | \$ 7,650.00 |
| 9. Franklin Disposal (October) | \$ 33,417.20 |
| 10. Landscape Services Inc. (Fall Pine Straw) | \$ 9,600.00 |
| 11. Clean Earth Collections LLC (October Brush) | \$ 15,700.00 |
| 12. LDA Engineering (TDEC grant/Sewer Project) | \$ 12,185.00 |

Additional Invoices Provided at Meeting

13. Wascon Inc. (Duplex Station/Sewer) \$ 7689.56

14. Landscape Services Inc \$ 9,079.54

15. Miller and Martin \$5,000.00

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

Facilities

Approve a 1-year contract extension of the janitorial services contract with Chano and Sons, Inc., total contract not to exceed \$25,000 annually - Jennifer Moody

The contract extension was reviewed by City Manager Moody.

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

Human Resources / Personnel - No Matters

LEGISLATION

ORDINANCE 2024-15 - An Ordinance Amending Title 9, Chapter 1 of the Belle Meade Municipal Code to Add Time Restrictions Upon Licensed Peddlers, Solicitors, and Salespersons and to Authorize the Creation of a "Do Not Solicit" List, on the 1st of two required readings - Doug Berry

City Attorney Berry reviewed the history leading to the ordinance and specific about the ordinance.

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

OTHER MATTERS - None

The meeting adjourned at 5:28 p.m.

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
10/2/2024	Washed street signs throughout the city.			City		Dylan	Completed	10/2/2024
10/3/2024	Removed debris from a catch basin.			Westview / Iroquois		Dylan	Completed	10/3/2024
10/3/2024	Removed debris from a catch basin.			Deer Park Dr / Jackson Blvd		Dylan	Completed	10/3/2024
10/3/2024	Removed debris from a catch basin.			Glen Eden / Lynwood Blvd.		Dylan	Completed	10/3/2024
10/4/2024	Straightened street signs throughout the city.			City		Dylan	Completed	10/4/2024
10/7/2024	Straightened a speed limit sign.			West Brookfield Ave.		Dylan	Completed	10/7/2024

Date Reported	Complaint Request	Name	Street No.	Street Name	Phone	Referred to	Action taken	Date Performed
10/7/2024	Straightened a stop sign.			Harding Pl. / Westview		Dylan	Completed	10/7/2024
10/9/2024	Picked up trash on the side of the road.			Harding Pk. / Lynwood Blvd.		Nathan & Dylan	Completed	10/9/2024
10/10/2024	Picked up trash in the parking lot.			City Hall		Dylan	Completed	10/10/2024
10/14/2024	Installed a new "No Left Turn" sign.			Harding Pk. / Jackson Blvd.		Nathan & Dylan	Completed	10/14/2024
10/15/2024	Checked on a line hanging down in the street.		700 Block	Lynwood Blvd.		Nathan & Dylan	Completed	10/15/2024
10/16/2024	Checked on a street name sign that was hit.			Sunnybrooke / Westview		Dylan	Completed	10/16/2024
10/22/2024	Straightened a few signs.			Lynwood Blvd.		Dylan	Completed	10/22/2024

Date Reported	Complaint Request	Name	Street No.	Street Name	Phone	Referred to	Action taken	Date Performed
10/23/2024	Straightened a few signs and picked up a bag of straw from the road.			Belle Meade Blvd.		Dylan	Completed	10/23/2024
10/24/2024	Helped Clean Earth remove a large tree that fell on a vehicle.			Belle Meade Blvd / Jackson		Dylan	Completed	10/24/2024
10/25/2024	Trimmed trees that were growing into the lane of travel.			Honeywood		Dylan	Completed	10/25/2024
10/28/2024	Picked up some boxes laying on the ground beside the dumpster.			City Hall		Dylan	Completed	10/28/2024
10/30/2024	Met with Kerr Electric about some issues with the lights.			City Hall		Dylan	Completed	10/30/2024
10/30/2024	Restocked the paper products for the bathrooms.			City Hall		Dylan	Completed	10/30/2024
10/31/2024	Mounted a tv in Toms office.			Police Department		Dylan	Completed	10/31/2024

**THIS PAGE LEFT
INTENTIONALLY
BLANK**



CITY OF BELLE MEADE

Memo

To: Belle Meade Commissioners
From: Nathan McVay, Public Works Director
Date: November 21, 2024
Re: Update for Belle Meade Blvd signpost project

Background

During the October monthly meeting, the City Commissioners requested that Public Works do an inventory of signs and sign posts on Belle Meade Boulevard. Here are the existing conditions:

Left Lane Passing	15	Stop Ahead	5	Wrong Way	5	Left Lane Must Turn	2
Bicycle Ord.	5	Weight Limit	2	Yield to Pedestrians	3	Left Lane Arrow	1
Walkers & Joggers	6	Incoming Lane	2	Traffic Lanes	1	Do Not Enter	2
Reflective Clothing	6	Left Curve	1	No Parking	3	Left & Right Turn	1
Speed 35mph	15	Truck Speed	1	Entering Belle Meade	1	Right turn Arrow	1

There are currently 54 signposts and 92 individual signs (some share posts).

Recommendation

Most of the regulatory signs need to remain. Some signs are purely discretionary and informational; therefore, the Board may wish to consider their removal in coordination with design and construction of the pedestrian improvement project. We believe that the current number could be reduced by approximately 35% to 35 signposts and 60 signs. Additionally, the Board could budget for sign upgrades as part of the pedestrian project or as a stand alone project in the next budget year (FY 2025-2026).

**THIS PAGE LEFT
INTENTIONALLY
BLANK**



CITY OF BELLE MEADE

Memo

To: Belle Meade Commissioners
From: Jennifer Moody, City Manager
Date: November 20, 2024
Re: Contract for Belle Meade Sign Upgrade Project

BACKGROUND

At 9:00 a.m. CST on Friday, November 1, 2024, the City held a public bid opening for a Sign Upgrade project to improve all stop signs and yield signs at intersections throughout the city of Belle Meade. Each existing sign post will be removed and replaced with new, round black metal posts and signs will be reinstalled with new black mounting frames and back plates. The final look should be consistent with the look of the city's existing street name signs.

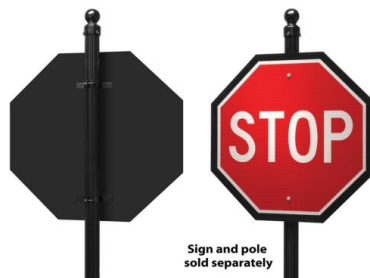


ILLUSTRATION – not exact item

Three contractors submitted bids, and the bid tabulation is attached on a separate sheet and summarized below:

Bidder Name:	Lump Sum Bid:
LU Inc.	\$ 292,952.10
Superior Traffic Control, LLC	\$ 104,292.00
Jarvis Award, Sign and Flag Co.	\$ 87,640.00

I am recommending the contract be awarded to the lowest qualified bidder, Jarvis Award, Sign and Flag Co. for a total cost not to exceed \$ 87,640.00. This work will include the labor to remove and reinstall approximately 160 signposts and the contractor will provide all materials at the unit costs provided on the bid form.

The contract anticipates a December 2nd start date and that would reasonably be completed within twelve weeks, depending upon the availability of all materials. The contract term is for 180 days beginning on December 2, 2024.

RECOMMENDATION

The Board is recommended to approve the bid award and contract with Jarvis Award, Sign and Flag Co., not to exceed \$87,640.00, for the Belle Meade Sign Upgrade project.

FISCAL IMPACT

The FY 2025 budget includes anticipated capital expenses for this project and the Harding Place/Belle Meade Boulevard Signal Upgrade project, therefore, \$800,000 (ARPA dollars) are available to support these two projects in the General Fund – Capital Expenditures – Public Works – machinery and equipment – 110-43100-940.

ATTACHMENTS

Bid Tabulation

Contract

CITY OF BELLE MEADE, TN**PROJECT:** Belle Meade Sign Upgrade Project**BID OPENING:** Friday, November 1, 2024 9:00 a.m. CST

BID FORM				1) LU, Inc.		2) Superior Traffic Control, LLC		3) Jarvis Award, Sign and Flag Co.	
Item No.	Description	Pay Unit	Est. Qty	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
SP-1	2 3/8" OD (12' height) Round Posts (for Stop Signs and other regulatory signs)	Each	160	\$ 91.00	\$ 14,560.00	\$ 70.00	\$ 11,200.00	\$ 110.00	\$ 17,600.00
SP-2	Heavy Duty Pipe Post Clamps (for Round Posts)	Each	448	\$ 19.50	\$ 8,736.00	\$ 7.00	\$ 3,136.00	\$ 25.00	\$ 11,200.00
SP-3	Flat Post Caps for Round Posts	Each	160	\$ 13.00	\$ 2,080.00	\$ 5.55	\$ 888.00	\$ 35.00	\$ 5,600.00
SP-4	30" Mounting Frame with Back Plates in Black (Metal) for Stop Signs	Each	148	\$ 91.00	\$ 13,468.00	\$ 145.00	\$ 21,460.00	\$ 95.00	\$ 14,060.00
SP-5	30" Mounting Frame with Back Plates in Black (Metal) for Yield Signs	Each	12	\$ 91.00	\$ 1,092.00	\$ 134.00	\$ 1,608.00	\$ 115.00	\$ 1,380.00
	SUBTOTAL 1: materials				\$ 39,936.00		\$ 38,292.00		\$ 49,840.00

BID FORM continued				1) LU, Inc.		2) Superior Traffic Control, LLC		3) Jarvis Award, Sign and Flag Co.	
Item No.	Description	Pay Unit	Est. Qty	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	Sign Post Removal & Installation	L.S.	160	\$ 1,087.96	\$ 174,073.60	\$ 100.00	\$ 16,000.00	\$ 180.00	\$ 28,800.00
	SUBTOTAL 2: labor (plus subtotal 1)				\$ 214,009.60		\$ 54,292.00		\$ 78,640.00
	Mobilization	L.S.	1	\$ 61,392.50	\$ 61,392.50	\$ 35,000.00	\$ 35,000.00	\$ 5,500.00	\$ 5,500.00
	Traffic Control	L.S.	1	\$ 17,550.00	\$ 17,550.00	\$ 15,000.00	\$ 15,000.00	\$ 3,500.00	\$ 3,500.00
	SUBTOTAL 3 (mobilization and traffic control only)				\$ 78,942.50		\$ 50,000.00		\$ 9,000.00
	GRAND TOTAL (sum of subtotals 2 and 3)				\$ 292,952.10		\$ 104,292.00		\$ 87,640.00

**CONTRACT FOR 2024 STREET SIGN UPGRADE PROJECT
IN THE CITY OF BELLE MEADE
BEGINNING DECEMBER 2, 2024 AND
ENDING MAY 31, 2024**

THIS CONTRACT is made and entered into this day of November 20, 2024 by and between the City of Belle Meade, Tennessee (the "City"), and Jarvis Award, Sign and Flag Co., a corporation located in the City of Nashville, Tennessee, (the "Contractor").

WHEREAS, the City of Belle Meade ("the City") desires to upgrade stop signs and other regulatory street sign posts to round, black metal posts, including adding black mounting frames for all such signs, throughout the city.

1. Jarvis Award, Sign and Flag Co., ("the Contractor"), will provide personnel and all equipment necessary to remove all existing, specified sign posts and install new black, round posts, affixed with the appropriate regulatory signs placed into new black mounting frames and affixed to the post, for an amount not to exceed \$ 87,640.00 (eighty seven thousand, six hundred and forty dollars) for all locations designated throughout the city.

Holidays upon which work will not be required are New Year's Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

2. The Contractor agrees that these services shall be provided in compliance with all laws, ordinances and regulations of the United States, State of Tennessee, Metropolitan Government of Nashville and Davidson County, and the City of Belle Meade, now or hereafter in effect during the term of this contract.

3. The Contractor shall keep a sufficient number of full time employed personnel satisfactory to the City for carrying out its duties.

4. (a) The Contractor shall assign a qualified person or persons to be in charge of this operation in the City and shall assign a permanent dependable crew. Contractor shall give the name or names to the City with information regarding their experience.

(b) The Contractor's employees shall wear a clean uniform or shirt bearing the Contractor's name.

(c) Each driver shall, at all times, carry a valid driver's license for the type of vehicle he is driving.

(d) The City may require the dismissal of any employee of the Contractor who violates any provision hereof, or who is wanton, negligent, or discourteous in the performance of his duties.

(e) The Contractor shall provide operating and safety training for all personnel.

(f) No person shall be denied employment by the Contractor for reasons of age, race, sex, creed, religion or national origin.

2024 City of Belle Meade Street Sign Upgrade Project Contract

(g) The Contractor shall be responsible for calling the local "State One-Call System" (Dial 811) at least 48 hours before penetrating the ground and have a utilities representative on site.

5. The Contractor shall maintain its equipment in operable condition and suitable capacity (at the City's sole discretion) available to the City at all times during the terms of this agreement.

6. No work shall be conducted when there are climatic conditions present or forecast that would make such an operation ineffectual or dangerous. The climatic conditions include, but are not limited to, heavy rain, fog, snow, ice, sleet, and high winds.

7. The Contractor shall be required to satisfy the City Manager that they have adequate equipment and experience to perform the contract and complete the project within 180 days from the start date of this Contract.

8. The Contractor will furnish all materials, incidentals, equipment and perform all labor necessary to perform the work authorized by the City and detailed in project plans and specifications.

9. All work will be assigned by the City Manager as needed. Payment for goods and services shall be as measured and be complete and in-place, including all mobilization, labor, materials and incidentals.

10. Payment – In consideration of and upon the faithful performance by the Contractor and compliance with the conditions set forth herein, the City shall pay to the Contractor the unit costs for materials as shown on the bid form and shall pay lump sum amounts for sign post installation and removal (labor), mobilization and traffic control as described on the bid form, and the total project costs shall not exceed \$87,640.00.

Payment may be made no more frequently than monthly and upon submission by the Contractor to the City Manager of an itemized invoice for services completed within the period. Invoices should include date of work, location, itemized list of sign materials installed, and the number of sign posts removed and installed, with the unit costs of each matching the bid form.

11. It is agreed that if the Contractor is adjudged bankrupt, either voluntarily or involuntarily or files a bankruptcy petition, then this Contract may be terminated at any time by the City.

12. The Contractor will defend, indemnify, save harmless, and protect the City, its officers, agents, servants, and employees from and against any and all suits, actions, legal proceedings, claims demands, damages, costs, expenses, and attorneys' fees resulting from injury to person or damage to property arising out of work done in the performance of this Contract. The City reserves the right to retain counsel of its choice at its own expense, or, in the alternative, approve counsel obtained by the Contractor.

13. Indemnity and Insurance Requirements – It is specifically understood and agreed between the parties that the Contractor shall indemnify City, defend and save it harmless against any and all claims, causes of action and/or suits which may be presented or brought,

2024 City of Belle Meade Street Sign Upgrade Project Contract

arising out of the conduct of the Contractor or any of its employees, servants or agents or subcontractors, in the performance of this agreement. In furtherance of this agreement for indemnity, but not by way of limitation thereof, Contractor shall obtain and keep in effect during the term hereof, and any extension, at his own expense, policies of insurance, indemnifying itself, and the City against all claims, causes of action and other liabilities or whatsoever kind and nature arising out of, or in any way connected with its activities pursuant to this contract, such insurance to cover:

- Workers Compensation benefits as required under the statutory limits for the State of Tennessee,
- General Liability to include damages for Bodily Injury, Property Damage, and Personal Injury in the amount of one million dollars (\$1,000,000) per occurrence with a two million dollar (\$2,000,000) annual aggregate.
- Automobile Liability to include owned, hired, and non-owned motor vehicles in the amount of one million dollars (\$1,000,000) per occurrence.

In addition to Insurance Certificates for the above coverages, an ENDORSEMENT NAMING THE CITY OF BELLE MEADE AS AN ADDITIONAL INSURED is required for the Liability and Automobile coverages.

14. Delays and Damages - If the Contractor refuses or fails to do the work with such diligence as will ensure its completion within the time specified herein and in the time specified in agreed to schedule hereinafter provided for, the City may terminate his right to proceed. In such event, the City may require the Surety to fully perform and complete the work in the manner required by the performance bond or the City may take over the work and do it by Contract or otherwise and the Contractor and his surety shall be liable to the City for any excess cost.

15. Disposal Site – Contractor agrees to dispose of all materials collected and transported by it pursuant to this agreement in a proper and lawful manner in accordance with any and all governmental requirements.

16. Assignment – This Contract shall not be assigned by the Contractor, except upon the express prior written consent of the City.

17. Hours of Commencement – Service under this contract shall not commence prior to 7:00 a.m. nor extend past 5:00 p.m. No work shall be performed on any Sunday or on federal holidays.

18. Terms and Renewal Option - The term of the contract shall be for 180 days beginning December 2, 2024 and ending May 31, 2025. After completion of the initial contract period, the contract may be renewed for a period not to exceed one (1) year per renewal up to two (2) years upon written confirmation from the City and the Contractor.

19. The City has a right to cancel this contract on thirty (30) days written notice for failure of bidder to properly perform the duties herein.

20. It is the intention and agreement of the parties of this Contract that all legal provisions of law that are required to be inserted herein, shall be and are inserted herein. However, if by mistake or otherwise, some such provision is not herein inserted or is not

inserted in proper form, upon the application of either party, the Contract shall be amended so as to strictly comply with the law without prejudice to the right of either party hereunder.

This contract along with Information for Bidders, Contract Bid Form, Bidders Qualification Form, Iran Divestment Act Certification, and the Contractor Certification per TCA 12-104-101 (a) and (b), constitutes the entire Contract and understanding between the parties hereto, and it shall not be considered modified, altered, changed, or amended in any respect unless in writing and signed by the parties hereto. All the aforementioned documents are hereby incorporated by reference into this Contract and become a part hereof as though fully set out herein.

DISPOSAL

Removal and disposal of debris during the project shall be the responsibility of the Contractor. The Contractor shall comply with all applicable Federal, State, and local laws and ordinances related to the hauling, handling, and disposal of such material.

EQUIPMENT

All equipment shall have the Company name and/or logo prominently displayed.

Equipment to be utilized:

Makes: (1) _____	(2) _____	(3) _____
Model _____	_____	_____
Unit # _____	_____	_____
Year: _____	_____	_____

CITY

The City will provide Contractor with a designated individual that will help coordinate sign replacements, verify that work has been completed as scheduled, and handle problems that may arise in areas of the City's responsibilities. The City will furnish the Contractor with a list of all sign locations/intersections within the city limits.

HOURS

Hours of operation will be:

Day Time: 7:00 a.m. until 5:00 p.m., Monday – Friday

INVOICING

Contractor will submit a monthly statement to the City listing all sign posts removed and those installed by location or intersection. Payment will be made by the City within sixty (60) days of receipt.

The contract represents the entire agreement between the City and the Contractor. Both parties reserve the right to add additional streets, parking lots, etc., to this agreement upon the written consent of each party.

IN WITNESS WHEREOF, the parties have caused this Contract to be executed on the day and date first above written.

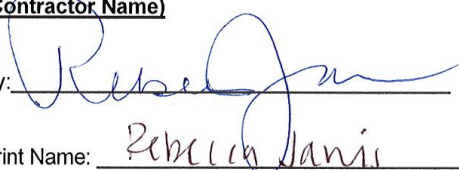
THE CITY OF BELLE MEADE

By: _____

Print Name: _____

Title: Mayor

(Contractor Name)

By:  _____

Print Name: Rebecca Janis

Title: Owner



CONTRACTOR CERTIFICATION

Date: November 20, 2024

To: Jarvis Award, Sign and Flag Co.

Contract description: **2024 Street Sign Upgrade Project**

The City of Belle Meade has executed and hands you herewith an executed counterpart of its contract with you for the performance of the above work. In your performance on this contract, we call to your attention the provisions of Tennessee Code Annotated Section 12-4-101 (a) and (b), which provide in part that "it is unlawful for any...person whose duty it is to...overlook or in any manner to superintend any work or any contract in which" the City "shall or may be interested" to be directly or indirectly interested in such contract. Accordingly, it will be a violation of the law of the state and the policies of the City of Belle Meade for any employee of the City to participate in any manner in the performance of this contract or to share in the proceeds of the same. In your performance of this contract, we shall expect full compliance with the requirements of this statute and request your confirmation of this fact upon the line provided below.

THE CITY OF BELLE MEADE

By: _____
Mayor

Date: _____

Jarvis Award, Sign and Flag Co. (Contractor) certifies that it understands the requirements of the above-referenced statute and agrees that it will comply fully with the same in the performance of the above contract.

By: 
(Contractor's Representative)

Date: 11/5/2024

2024 City of Belle Meade Street Sign Upgrade Project Contract



SPECIFICATIONS AND BID FORMS

FOR

**2024 STREET SIGN
UPGRADE PROJECT**

**CITY OF BELLE MEADE
NASHVILLE, TENNESSEE**

OCTOBER 2024

2024 Street Sign Upgrade Contract

**CITY OF BELLE MEADE
2024 STREET SIGN UPGRADE CONTRACT
DECEMBER 2, 2024 – May 31, 2025**

INFORMATION FOR BIDDERS

A. INVITATION FOR BIDS

Sealed bids, for a contract upgrade all stop signs and other regulatory street sign posts to round, black metal posts, including adding black mounting frames for all intersections throughout the city limits, will be accepted at Belle Meade City Hall, 4705 Harding Road, Nashville, TN 37205 (615-297-6041) on or before 9:00 am CST on Friday, November 1, 2024, at which time said bids will be publicly opened and read aloud.

Specifications and plans will be available on or after 8 a.m., Tuesday, October 1, 2024 at City Hall or online at <https://citybellemeadetn.org/finance/>. Please contact Nathan McVay, Public Works Director at 615-297-6041 or nmcvay@citybellemeadetn.org for more information.

The City reserves the right to waive informalities and to reject any and all bids.

B. INFORMATION FOR BIDDERS

The City of Belle Meade, Tennessee solicits bids for a time and materials contract for removing and replacing all stop signs and other regulatory signs at intersections throughout the city limits with black, round metal posts and black mounting frames, which includes the following:

1. Provide personnel and all equipment necessary to remove all existing, specified sign posts and install new posts, affixed with the appropriate regulatory signs placed into new mounting frames and affixed to the post with clamps.
2. Each installed 12' post is anticipated to be direct buried approximately 4' in the ground so that the top of the post is 8' in height and the top of the sign should be 6" below the top of the post.
3. There are 148 stop signs and 12 yield signs that will need to be removed, placed into mounting frames, and reinstalled. There are 62 other signs that will be removed from old posts and affixed to the same new posts without mounting frames.
4. The City intends to hold a pre-construction meeting with the awarded contractor at a date and time that works for both parties. Public Works Director Nathan McVay will provide a driving tour to discuss and review all locations, if requested.
5. The Contractor will be responsible for calling the local "State One-Call System" (Dial 811) at least 48 hours before penetrating the ground and have a utilities representative on site.
6. The Contractor shall not begin work prior to 7:00 a.m. or work later than 5:00 p.m. on any week day and will not perform any work on Sundays nor any federal holiday.

2024 Street Sign Upgrade Contract

7. Sealed bids will be received by the City of Belle Meade at City Hall, 4705 Harding Road, Nashville, Tennessee 37205 at or before **9:00 a.m. CST, Friday, November 1, 2024**, at which time they will be publicly opened and read aloud.
8. Bids must be submitted on the Bid Form enclosed, attached.
9. No Bidder may withdraw a submitted bid for a period of 60 days after the date set for the opening of bids. The City reserves the right to accept any bid or reject any and/or all bids.

C. CONDITIONS

1. Indemnity and Insurance Requirements – It is specifically understood and agreed between the parties that the Contractor shall indemnify City, defend and save it harmless against any and all claims, causes of action and/or suits which may be presented or brought, arising out of the conduct of the Contractor or any of its employees, servants or agents or subcontractors, in the performance of this agreement. In furtherance of this agreement for indemnity, but not by way of limitation thereof, Contractor shall obtain and keep in effect during the term hereof, and any extension, at his own expense, policies of insurance, indemnifying itself, and the City against all claims, causes of action and other liabilities or whatsoever kind and nature arising out of, or in any way connected with its activities pursuant to this contract, such insurance to cover:
 - Workers Compensation benefits as required under the statutory limits for the State of Tennessee,
 - General Liability to include damages for Bodily Injury, Property Damage, and Personal Injury in the amount of one million dollars (\$1,000,000) per occurrence with a two million dollar (\$2,000,000) annual aggregate.
 - Automobile Liability to include owned, hired, and non-owned motor vehicles in the amount of one million dollars (\$1,000,000) per occurrence.

IN ADDITION to Insurance Certificates for the above coverages, an ENDORSEMENT NAMING THE CITY OF BELLE MEADE AS AN ADDITIONAL INSURED is required for the Liability and Automobile coverages.

2. Bidder shall be required to satisfy the City Manager that they have adequate equipment and experience to perform the contract.
3. The City has a right to cancel this contract on thirty (30) days written notice for failure of bidder to properly perform the duties herein.
4. The successful bidder shall enter into a written contract by the first business day of December and provide evidence of insurance at that time (or pre-agreed later date).
5. The term of the initial contract would be for 180 days, beginning December 2, 2024. After completion of the initial contract period, the contract may be renewed for a period not to exceed one (1) year per renewal up to two (2) years upon written confirmation from the City and the Contractor.

2024 Street Sign Upgrade Contract

6. No work shall be conducted when there are climatic conditions present or forecast that would make such an operation ineffectual or dangerous. The climatic conditions include, but are not limited to, heavy rain, fog, snow, ice, sleet, and high winds.

D. QUALIFICATIONS

Bidders must demonstrate to the City they have the following:

1. A minimum of three (3) years' experience in business and provide three (3) references of same.
2. The Bidder must use employees possessing a valid driver's license, pass a pre-hire drug screen, and be subject to an annual random drug and alcohol screen.
3. Bidder must be accessible from a mobile phone from 7:00 a.m. to 5:00 p.m., Monday through Friday. Telephone numbers and names of personnel to contact must be provided in case of an emergency.
4. Certificate of liability insurance and workers' compensation insurance, as described in Section C, Conditions.
5. All equipment must meet minimum safety standards as outlined by the Department of Transportation regarding strobe lights, arrow board, and, if applicable, use of a shadow vehicle with an arrow board and impact attenuator.
6. This agreement shall not be assigned by the Contractor, except upon the express prior written consent of the City.

2024 Street Sign Upgrade Contract

5

CITY OF BELLE MEADE – 2024 STREET SIGN UPGRADE PROJECT

BIDDERS QUALIFICATION FORM

BIDDER'S QUALIFICATION FORMDate Submitted: 10/31/2024

Submitted by: (check one)

☐ Individual☐ Partnership or Joint Venture☒ CorporationJarvis Sign Company

Principal Office Address:

310 Madison St.Madison TN 37115

Office Representative:

Jennifer Sychavane

Telephone Number:

615.865.4062

Fax Number:

N/A

If a Corporation, answer

When Incorporated:

1971

In What State:

TN

Resident Agent:

The Bidder submitting this bid warrants that the Bidder has successfully operated a business in comparable or related fields within the State of Tennessee.

In the alternative, the Bidder submitting this bid warrants that the Bidder has done business in the following comparable or related fields and within the State of: TN

Operational Experience of Bidder

Entity Served	Period		Responsible Contact Name & Phone
	From	To	
<u>City of Forest Hills</u>	<u>2021</u>	<u>Current</u>	<u>Brad Bivens</u> <u>615.690.5145</u>
<u>Wisthaven</u>	<u>2008 -</u>	<u>Current</u>	<u>Matthew Shallen</u> <u>615.300.3500</u>
<u>Regent Homes</u>	<u>2019 -</u>	<u>Current</u>	<u>Andy Davidson</u> <u>615.951.0900</u>

2024 Street Sign Upgrade Contract

6

CITY OF BELLE MEADE – 2024 STREET SIGN UPGRADE PROJECT

CONTRACT BID FORM

In Compliance with the invitation for bids, dated November 1, 2024, the undersigned bidder:

Jarvis Sign Company
Name of Person, Firm or Corporation

310 Madison St.
Address, P.O. Box or Street

Madison TN 37115
City, State, Zip Code

615.845.6062
Contractor Phone Number/Fax Number

[Signature]
Signature

(FAILURE TO SIGN HERE WILL
RESULT IN REJECTION OF BID)

Rebecca Jarvis, President
Name and Title of Person Signing Bid

10/31/2024
Date

The above signed agrees that if this bid is accepted as hereinafter provided it will, except to the extent otherwise specifically provided in the Contract Documents, furnish all labor, materials, supplies, tools, plant and equipment necessary to perform all work described in the specifications and in the Contract attached to said Invitations for Bids in strict accordance with the terms and provisions of this Contract.

CITY OF BELLE MEADE, TN

PROJECT: Belle Meade Sign Upgrade Project

BID OPENING: Friday, November 1, 2024

BID FORM

Company Name:
Jarvis Sign Company

Item No.	Description	Pay Unit	Est. Qty.	Unit Price	Total Price
SP-1	2 3/8" OD (12' height) Round Posts (for Stop Signs and other regulatory signs)	Each	160	110.00	17,600.00
SP-2	Heavy Duty Pipe Post Clamps (for Round Posts)	Each	448	25.00	11,200.00
SP-3	Flat Post Caps for Round Posts	Each	160	35.00	5,600.00

2024 Street Sign Upgrade Contract

7

BID FORM continued					
Item No.	Description	Pay Unit	Est. Qty.	Unit Price	Total Price
SP-4	30" Mounting Frame with Back Plates in Black (Metal) for Stop Signs	Each	148	95.00	14,060.00
SP-5	30" Mounting Frame with Back Plates in Black (Metal) for Yield Signs	Each	12	115.00	1,380.00
	Mobilization	L.S.	1	5,500	5,500
	Traffic Control	L.S.	1	3,500	3,500
	Sign Post Removal & Installation	L.S.	160	180.00	28,800

* new signs not included in bid. reuse existing signage.

2024 Street Sign Upgrade Contract

STREET INTERSECTIONS TO BE UPGRADED

The City of Belle Meade has approximately 99 locations with 148 stop signs and 12 yield signs each on their own post that needs to be upgraded to a new style of post. Additionally, we have 62 other regulatory signs that share these same posts and will need to be removed and re-installed along with the stop and yield signs. We anticipate there are 99 individual locations where sign posts will need to be removed and re-installed. The listing below is intended to be used as the recommended, efficient route for this project.

Listing of Intersections:

Location	Street Intersection	Stop Sign(s)	Yield Sign(s)	Other signs
1	Lynwood Blvd/Harding Road		2	
2	Lynwood/Lynwood/Westhampton	2		
3	Lynwood/Lynwood/Lynwood	3	1	3
4	Lynwood/Millrace	1		
5	Lynwood/Webster	1		
6	Lynwood/Lillywood	1		
7	Lynwood/Westview	1		
8	Lynwood/Abbott Martin	3		3
9	Lynwood/Walnut	1		
10	Lynwood/Glen Eden	4		4
11	Glen Eden/Royal Oaks	1		
12	Lynwood/Signal Hill	1		
13	Lynwood/Sunnybrook	1		
14	Lynwood/Iroquois	2		
15	Iroquois/Royal Oaks	1		
16	Lynwood/Trimble	1		
17	Lynwood/Harding	4		8
18	Lynwood/Warner	1		
19	Lynwood/Forsythe	1		
20	Lynwood/Tyne	2		2
21	Tyne/Westview	1		
22	Westview/Forsythe	4		4
23	Westview/Warner	4		4
24	Westview/Harding Place (1)	1		
25	Westview/Harding Place (2)	1		
26	Westview/Iroquois	4		4
27	Westview/Sunnybrook	1		
28	Westview/Signal Hill	1		
29	Westview/Glen Eden	4		4

2024 Street Sign Upgrade Contract

9

30	Glen Eden/Jackson	3		5
31	Jackson/Truxton	1		
32	Jackson/Gerald	4	1	
33	Jackson/Howell	2		
34	Jackson/Iroquois	4		4
35	Jackson/Shepard	2		
36	Jackson/Harding Place	2		4
37	Chancery/Forsythe	1		
38	Forsythe/Drew Place	3		
39	Chancery/Manor Drive	1		
40	Chancery/Tyne	2		
41	Chancery/Herbert	1		1
42	Herbert/Georgian	3		
43	Herbert/Chickering Rd	1		
44	Chickering Rd/E. Brookfield	1		
45	Chickering Rd/Chickering Ln	1		
46	Canterbury/Nichol	1		
47	Canterbury/W. Brookfield	1		
48	W. Brookfield/Nichol	1		1
49	Harding Place/Enquirer	1		
50	Enquirer/Iroquois	1		
51	Enquirer/Leake	1		
52	Enquirer/Park Hill	1		
53	Leake/Parmer Ave	1		
54	Parmer/Paddock Ln	1		
55	Paddock/Park Hill	1		
56	Park Hill/Scotland	1		
57	Park Hill/Bellevue Drive South	1		
58	Bellevue Drive West/Carriage Hill	1		
59	Carriage Hill/Park Hill	1		
60	Park Hill/ Deer Park Drive	1		
61	Park Hill/Deer Park Circle	1		
62	Bellevue Drive West/Deer Park Drive	1		
63	Deer Park Drive/Jackson	2		1
64	Jackson/Harding Road	1		
65	Jackson/Deer Park Circle	1		
66	Deer Park Circle/One Way (1)	1		
67	Deer Park Circle/One Way (2)	1		
68	Clarendon/Harding Rd	1		
69	Clarendon/Sutherland	1	1	
70	Clarendon/Evelyn	1		

2024 Street Sign Upgrade Contract

10

71	Evelyn/Harding Rd	1		
72	Clarendon/Cornwall Ave	1		
73	Malone/Ellendale	1		
74	Malone/Sunnyside	1		
75	Honeywood/Ellendale	1		
76	Belle Meade Blvd (BMB)/Bonaventure	1		
77	BMB/Clarendon	1		
78	BMB/Cornwall	2		
79	BMB/Sutherland	2		
80	BMB/Jackson	6		8
81	BMB/Deer Park	2	1	
82	BMB/Leake	1		
83	BMB/Iroquois	1		
84	BMB/W Tyne	1		
85	BMB/W Brookfield	1		
86	BMB/Page	2	2	2
87	BMB/E Brookfield	1		
88	BMB/Chickering Rd	1		
89	BMB/Tyne	1		
90	BMB/Forsythe	1		
91	BMB/Warner	1		
92	BMB/Harding Place	1	1	
93	BMB/Shepard	1		
94	BMB/Iroquois	1		
95	BMB/Howell	1		
96	BMB/Gerald	1		
97	BMB/Park Hill	1		
98	BMB/Honeywood	1		
99	BMB/Malone	1		

2024 Street Sign Upgrade Contract



**STATE OF TENNESSEE
IRAN DIVESTMENT ACT CERTIFICATION**

SUBJECT CONTRACT NUMBER(S):	
CONTRACTOR LEGAL ENTITY NAME:	Jarnis Sign Company
EDISON SUPPLIER IDENTIFICATION NUMBER:	620937918

The Iran Divestment Act, Tenn. Code Ann. § 12-12-101 et. seq. requires a person that attempts to contract with the state, including a contract renewal or assumption, to certify at the time the bid is submitted or the contract is entered into, renewed, or assigned, that the person or the assignee is not identified on a list created pursuant to § 12-12-106.

Currently, the list is available online at the following website: <https://www.tn.gov/generalservices/procurement/central-procurement-office-cpo-library/public-information-library.html>

The Contractor, identified above, certifies by signature below that it is not included on the list of persons created pursuant to Tenn. Code Ann. § 12-12-106 of the Iran Divestment Act.



CONTRACTOR SIGNATURE

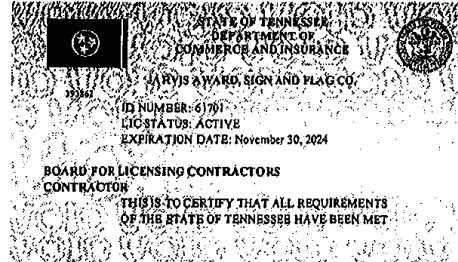
NOTICE: This certification MUST be signed by an individual with legal capacity to contractually bind the Contractor.

Rebecca Jarvis, president

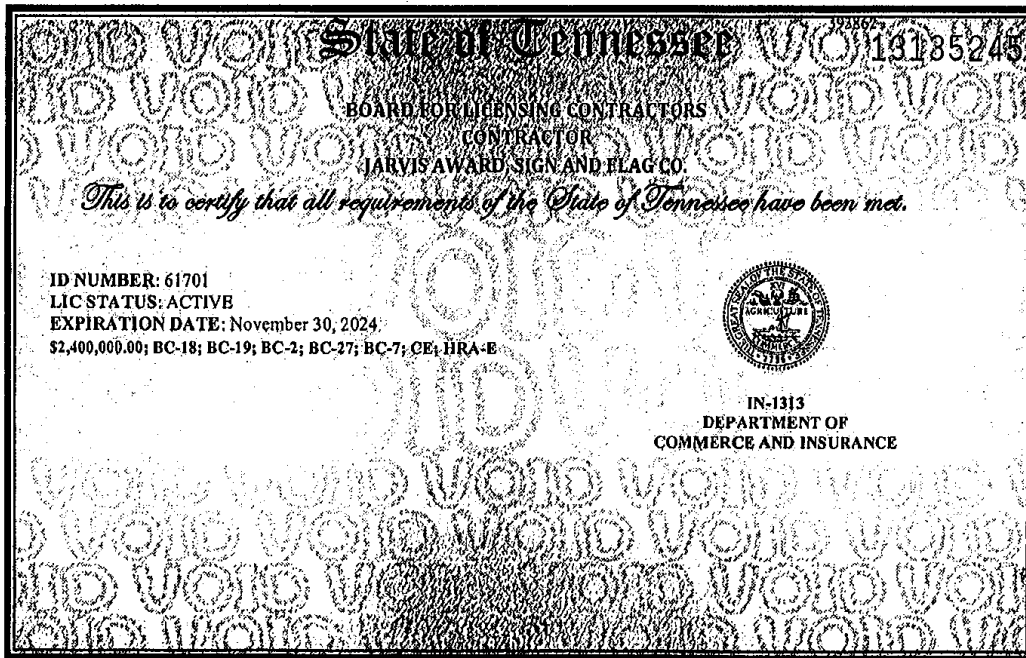
PRINTED NAME AND TITLE OF SIGNATORY

10/31/2024

DATE



ATTN:REBECCA JARVIS
JARVIS A WARD, SIGN AND FLAG CO.
310 MADISON STREET
MADISON, TN 37115





JARVAW-C01

PVANZANT

CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
11/5/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Houchens Insurance Group 109 International Drive, Suite 101 Franklin, TN 37067	CONTACT NAME: America Martin, AAI, MLIS, CRIS, CISR, QPIS, PCIA, CLCS PHONE (A/C, No, Ext): (270) 467-9906 4242 FAX (A/C, No): (270) 843-8808 E-MAIL ADDRESS: amartin@higusa.com														
INSURED Jarvis Award Sign & Flag Co 310 Madison St. Madison, TN 37115	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Travelers Indemnity Company of America</td> <td>25666</td> </tr> <tr> <td>INSURER B : Travelers Property Casualty Company of America</td> <td>25674</td> </tr> <tr> <td>INSURER C : FFVA Mutual Insurance Company</td> <td>10385</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Travelers Indemnity Company of America	25666	INSURER B : Travelers Property Casualty Company of America	25674	INSURER C : FFVA Mutual Insurance Company	10385	INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Travelers Indemnity Company of America	25666														
INSURER B : Travelers Property Casualty Company of America	25674														
INSURER C : FFVA Mutual Insurance Company	10385														
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY	X		DT-CO-4Y450715-IND-24	6/1/2024	6/1/2025	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC ☐ OTHER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
							EMP BENEFITS AG \$ 3,000,000
B	☒ AUTOMOBILE LIABILITY	X		810-4Y431424-24-26-G	6/1/2024	6/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☒ ANY AUTO OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
	☐ SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	☐ NON-OWNED AUTOS ONLY						\$
B	☒ UMBRELLA LIAB	X		CUP-4Y481439-24-26	6/1/2024	6/1/2025	EACH OCCURRENCE \$ 10,000,000
	☐ EXCESS LIAB						AGGREGATE \$ 10,000,000
	DED ☒ RETENTION \$ 10,000						\$
C	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N	A	WC840-0033658-2024A	6/1/2024	6/1/2025	☒ PER STATUTE ☐ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

2024 Sign Upgrade Project

Belle Meade is an Additional Insured with respect to the General & Auto Liability as required by written contract, except as otherwise provided by the policy.

CERTIFICATE HOLDER**CANCELLATION**

Belle Meade 4705 Harding Road Nashville, TN 37205	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	---

ACORD 25 (2016/03)

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

**THIS PAGE LEFT
INTENTIONALLY
BLANK**

**CITY OF BELLE MEADE****Memo**

To: Belle Meade Commissioners
From: Nathan McVay, Public Works Director
Date: November 20, 2024
Re: Emergency Tree Work – 510 Park Hill Drive

Background

A tree in the city's right-of-way near 510 Park Hill Drive is dead and required timely removal due to being a hazard and to illuminate the potential risk of it falling into the roadway. The work was approved by the City Manager as an emergency purchase. We first reached out to our current brush collection vendor, but due to the high cost we also solicited two other quotes, as shown below:

Company:	Quote Summary:
Bartlett Tree Experts	\$ 3,408 (tree removal only) or \$ 3,848 (tree removal with stump grinding)
The Parke Company	\$ 4,100 (tree removal only)
Clean Earth Collections, LLC	\$ 4,175 (tree removal with stump grinding)

The Board is recommended to retroactively approve the one-time, emergency purchase of tree services from the lowest quote received, Bartlett Tree Experts, for a total amount of \$3,848.00.

Recommendation

The Board is recommended to ratify approval of an emergency purchase of tree services from Bartlett Tree Experts, totaling \$3,848.00.

Fiscal Impact

Funds are budgeted in the General Fund, Waste Collection Expenses for these services under "Brush Collection/Chipper, Tree Work" (General Fund acct. 110-43230-269).

Attachment

Quotes



Client:

City of Belle Meade
4705 Harding Pike
Nashville, TN 37205
E-Mail Address: nmcvay@citybellemeade.org

Printed on: 11/7/2024

Bartlett Tree Experts
Michael Davie - Representative
2413 Eugenia Avenue
Nashville, TN 37211
Mobile Phone: 615-651-9385
E-Mail Address: mdavie@bartlett.com

Proposal For Tree Care Services

510 Park Hill Dr, Nashville, TN 37205

NOTICE TO CLIENT:

Bartlett Tree Experts has entered this property for the specific purpose of writing this proposal, pursuant to the owner's request. Bartlett Tree Experts makes no warranties and accepts no responsibility regarding the potential risks involving any trees on this property. Bartlett Tree Experts recommends having a qualified arborist inspect your property periodically to assist you in identifying potential risks or hazardous conditions related to your trees and shrubs. THIS IS NOT AN INVOICE.

Thank you for selecting the Bartlett Tree Expert Company to provide you with scientific tree and shrub care. This proposal is based on my knowledge and inspection of your trees and shrubs.

Your decision to employ Bartlett as the contractor for this work will ensure that certified tree experts and arborists are available to consult with you on all phases of protecting and maintaining the trees and shrubs on your property.

Tree and Shrub Work: ASAP

Removal

Remove Shumard Oak to the following specifications:

Remove remaining two trunks of former triple-trunked oak by the driveway entry to 510 Park Hill Dr.

Remove resulting debris.

Arborist Notes:

- Will require permission to access homeowner property for brush removal. Any traffic control required by the city will be provided by the city.

Amount: \$3,408.00

Client: City of Belle Meade

Printed on: 11/7/2024

Stump Grinding

Grind the Shumard Oak stump located at the front by road and driveway to approximately 8 inches below existing grade. Rake all mulch back into resulting hole.

Amount: \$440.00

Thank you for the confidence you place in the Bartlett Tree Expert Company. If you have any questions about my recommendations, please feel free to contact me.

Please sign below to approve the items listed in the proposal and mail or email a copy to our office. If not all items are selected at this time, please designate the portions you have selected and I will schedule the treatments accordingly.

Thank you,

Michael Davie
ISA Board-Certified Master Arborist

SCHEDULE OF WORK PROPOSED:

Once accepted and scheduled, Bartlett Tree Experts will coordinate all job planning and scheduling; equipment requirements, and work crew staffing and direction pertaining to safe, professional execution of the service or services offered.

Upon acceptance of this proposal, this work can be scheduled to take place during the week/weeks of 11/7/2024 and should be completed by 11/29/2024.

SCHEDULE OF PAYMENT:

Bartlett Tree Experts offers to perform the work specifications at the work location listed above at the following rates:

Owner agrees to pay a total price of: \$3,848.00

The F.A. Bartlett Tree Expert Company

Page 2 of 4

Client: City of Belle Meade

Printed on: 11/7/2024

NOTICE OF RIGHT TO CANCEL:

You, the client, may cancel this transaction, without penalty or obligation, at any time prior to midnight of the third business day after the date of the acceptance of this proposal. To cancel your acceptance of this proposal within this time, you may notify Bartlett Tree Experts, in writing of your intent to do so, referencing the work location and project.

ADDITIONAL TERMS AND CONDITIONS:

After reviewing the terms and conditions attached, which become part of this agreement, please sign the enclosed copy and return in the enclosed envelope. In the event that the client should issue additional work authorization terms, if agreed upon, such terms will be incorporated into this agreement. In the event that such terms conflict with this agreement, then the terms of this agreement shall govern over any conflicting language. The original document should be retained for your reference. Should you have any questions or need further information, please contact me directly at 615-651-9385.

OFFER:

Bartlett Tree Experts will perform the above referenced service in a safe, professional manner, in accordance with all laws, rules, regulations, and industry standards governing tree care.

Bartlett Representative Signature:



Date:

11/7/2024

Printed Name:

Michael Davie

The F.A. Bartlett Tree Expert Company

Page 3 of 4

Client: City of Belle Meade

Printed on: 11/7/2024

AUTHORIZATION TO PROCEED:

I hereby authorize Bartlett Tree Experts to perform the above services. Unless otherwise agreed upon in writing by Bartlett Tree Experts, I agree to make total payment of the estimated costs and all authorized additional costs upon completion of the work.

Client's Signature:

Date:

Printed Name:

The F.A. Bartlett Tree Expert Company

Page 4 of 4

The Parke Company, Inc.

P. O. Box 158500
Nashville, TN 37215-8500**Estimate**

Date	Estimate #
11/6/2024	21466

Name / Address
City of Belle Meade 4705 Harding Rd. Nashville, TN. 37205

Phone # 615-350-6033

Fax # 615-350-6022

Locally owned and operated.
Invest in Nashville.

Area/Tree	Description	Units	Type	Rate	Total
510 Park Hill	removal of 2 declining/dead red oaks to grade, haul debris			4,100.00	4,100.00
Total					\$4,100.00

By my signature, I authorize The Parke Company Tree and Environmental Services, Inc., its employees, and / or officers (collectively referred to as the "Company") to perform the services and agree to pay the rates described above.

If the Company incurs costs through legal action taken to enforce the terms of this Agreement or must defend against any legal action or claim arising from or related to the performance of the Company's services, I shall reimburse the Company for all reasonable costs so incurred including attorneys' fees and court costs, if the Company prevails in such action.

Signature/Date _____

Clean Earth Collections LLC

InvoiceP O Box 217
Pegram, TN 37143

cleaneearthcollections.com

(615) 788-3350

cleaneearthcollections@gmail.com

Date	Invoice #
10/17/2024	3886

Bill To
City of Belle Meade Attn: Nathan McVay 4705 Harding Rd Nashville, TN 37205

Ship To

Terms
Net 15

Job Location	Due Date
	11/1/2024

Date	Acct #	Description	Amount
10/17/2024	Landscaping	Park Hill removal of 2 trees and grinding one stump. Cutting, climbing and removal of 2 trees. Crane was used due to power lines. Grinding of stump and removal of mulch. Seed and straw. 2 men crew: 20 hrs @ \$210 p/hour	4,175.00
We look forward to working with you on this project. Call us at 714-2177 with any questions. Thanks			Total \$4,175.00

**THIS PAGE LEFT
INTENTIONALLY
BLANK**



CITY OF BELLE MEADE

Memo

To: Belle Meade Commissioners
From: Nathan McVay, Public Works Director
Date: November 21, 2024
Re: Contract with Gibbs Brothers Construction

Background

The City of Belle Meade has a Street Maintenance Contract with Gibbs Brothers Construction. We use their services for right-of-way/roadway maintenance and repairs. We have two proposals. One is for the repair to a trench grate at 9 Carriage Hill. The other is for a right-of-way drainage repair between the sidewalk and roadway at 4416 Harding Pl.

Quote 1 - \$2,970 – Carriage Hill Trench Grate

Quote 2 - \$2,670 – Harding Pl. Drainage Repair

Total: \$ 5,640.00

Recommendation

The Board is recommended to approve street maintenance and roadway repairs, totaling \$5,640.00, with Gibbs Brothers Construction.

Fiscal Impact

The current General Fund budget includes \$15,000.00 to support street maintenance work from account number 110-43100-269, Public Works - Repair and Maintenance- Other

Attachments

Proposal 1 and 2

GIBBS BROTHERS CONSTRUCTION, INC.

PAVING CONTRACTORS

PROPOSAL

CITY OF BELLE MEADE
4705 HARDING ROAD
NASHVILLE, TENNESSEE 37205

DATE: October 23, 2024

ATTN: NATHAN MCVAY

2021-2023 Street and Right-of-Way Maintenance Contract

ITEM	UNIT	UNIT PRICE	AMOUNT
Carriage Hill - Repair Existing Trench Grate			
<u>EQUIPMENT</u>			
Tandem or Tri-Axle Trucks	10.00 Hrs	\$68.00	\$680.00
Pickup Truck	10.00 Hrs	\$18.00	\$180.00
Bobcat Loader	10.00 Hrs	\$65.00	\$650.00
<u>LABOR</u>			
Laborer - Class B	30.00 Hrs	\$22.00	\$660.00
Truck Driver, 2 or 3 Axles	10.00 Hrs	\$25.00	\$250.00
Power Equipment Operators - Class D	10.00 Hrs	\$25.00	\$250.00
<u>MATERIAL</u>			
Miscellaneous Materials	1.00 Lump Sum	\$300.00	\$300.00

* ALL HOURS AND MATERIAL ARE ESTIMATED. ACTUAL AMOUNTS MAY VARY. *

TOTAL AMOUNT DUE THIS INVOICE **\$2,970.00**

2470 COUCHVILLE PIKE, NASHVILLE, TN 37217 (615) 883-2434

GIBBS BROTHERS CONSTRUCTION, INC.

PAVING CONTRACTORS

PROPOSAL

CITY OF BELLE MEADE
4705 HARDING ROAD
NASHVILLE, TENNESSEE 37205

DATE: October 23, 2024

ATTN: NATHAN MCVAY

2021-2023 Street and Right-of-Way Maintenance Contract

ITEM -----	UNIT -----	UNIT PRICE -----	AMOUNT -----
Harding Place - Remove Grass Strip			
<u>EQUIPMENT</u>			
Tandem or Tri-Axle Trucks	10.00 Hrs	\$68.00	\$680.00
Pickup Truck	10.00 Hrs	\$18.00	\$180.00
Bobcat Loader	10.00 Hrs	\$65.00	\$650.00
<u>LABOR</u>			
Laborer - Class B	30.00 Hrs	\$22.00	\$660.00
Truck Driver, 2 or 3 Axles	10.00 Hrs	\$25.00	\$250.00
Power Equipment Operators - Class D	10.00 Hrs	\$25.00	\$250.00
<u>MATERIAL</u>			

* ALL HOURS AND MATERIAL ARE ESTIMATED. ACTUAL AMOUNTS MAY VARY. *

TOTAL AMOUNT DUE THIS INVOICE

\$2,670.00

2470 COUCHVILLE PIKE, NASHVILLE, TN 37217 (615) 883-2434

**THIS PAGE LEFT
INTENTIONALLY
BLANK**

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

Call Type	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24
Alarms	34	32	41	26	39	29	30
Arrests	3	6	5	6	4	3	2
Burglary	0	0	0	0	0	0	0
Citations Issued	518	460	317	330	356	390	393
Community Contacts	266	337	291	326	341	306	318
Fingerprint Customers	33	23	22	29	25	48	24
House Checks	816	756	1,109	1,464	804	861	837
LPR Camera Hits	10	9	3	6	8	4	3
Non-Residential Checks	840	885	896	883	911	885	907
Reports Taken	18	47	24	26	22	15	29
Theft of Property	1	1	3	5	0	2	2
Traffic Crashes	5	6	5	5	7	9	8
Total Patrol Miles	8,453	9,387	8,030	8,606	8,486	8,033	8,255
P.D. Monthly Revenue	\$22,908.55	\$23,643.35	\$23,918.61	\$21,454.20	\$24,520.25	\$23,572.21	\$22,278.61

Belle Meade Police Department
Monthly Statistics

October 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	2	1		3	2				11	4	31	16	175
Cloxtton	14	18	11	3	27							6	117	645
Cortier	9	4	5	3	6							98	126	866
Donegan	15		2	2	11							101	135	821
Doty	16	14	24	14		2	1					47		1045
Dunn	1													66
Germany	1	40	50	21	30		1							273
Norris	10	72	63	24	4	7	2		1			86	91	699
Parrish	10	5	4	1								92	88	346
Read	29	132	92	31	140	6	2			3		91	76	833
Roark	20	53	49	44	74	6	1			5		89	44	713
Samol	11	23	15	3	2	5			1			34	90	541
Scarborough	18	13	25	15	14	1	1			5		115	48	685
Wright	8	13	16	6	7							47	76	505
Yokley		4	6	3										42
Totals:	175	393	363	170	318	29	8	0	2	24	4	837	907	8,255

LPR/StarChase Report - October 2024

Stolen Tags = 3

(1) Officers searched the area but were unable to locate the vehicle.

(1) Officers located and stopped the vehicle. The stolen tag was seized and the driver was cited for multiple violations.

(1) Officers located and attempted to stop the vehicle but the driver refused. Officers did not pursue and notified Metro Police of the vehicle's last known location and direction of travel.

City of Belle Meade
Wex Fuel Statement Activity

Gallons Purchased At The Pump				
Police	Streets	Sewer	Codes	Admin

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
Apr-24	1691.455	91.682	140.165	0.000	0.000
May-24	1786.522	67.098	191.686	15.040	0.000
Jun-24	1438.971	104.012	150.650	0.000	0.000
Jul-24	1766.104	109.215	142.210	12.910	0.000
Aug-24	1745.959	92.852	141.250	0.000	0.000
Sep-24	1680.779	111.809	118.360	15.660	13.160
Oct-24	1700.187	85.144	204.375	0.000	11.206

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

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
Apr-24	\$5,388.94	\$291.31	\$430.32	\$0.00	\$0.00
May-24	\$5,673.82	\$220.57	\$589.76	\$50.96	\$0.00
Jun-24	\$4,296.00	\$320.55	\$416.06	\$0.00	\$0.00
Jul-24	\$5,442.09	\$333.94	\$436.57	\$41.41	\$0.00
Aug-24	\$5,210.29	\$271.13	\$397.80	\$0.00	\$0.00
Sep-24	\$4,547.31	\$303.05	\$312.03	\$42.90	\$36.80
Oct-24	\$4,599.86	\$231.18	\$547.73	\$0.00	\$28.87



Police Department Monthly Report November 4, 2024

To: Charles Williams, Chief of Police

From: Tom Sexton – Detective

Date: October 2, 2024 to November 4, 2024

NEW CASES ASSIGNED

24-0253 Vandalism Resident had their political sign taken down. Sign recovered.

24-0259 Recovery of Property Property that had been reported stolen at Edwin Warner park was recovered. Items were found by a person driving by and delivered to the PD. Property was returned to the owner

24-0260 Theft of Property Political sign was stolen. LPR and camera system identified the pickup truck and the juveniles responsible. Victim requested that no charges be filed after the quartet returned the property (undamaged) and attended a lecture from the most gracious Victim.

24-0278 Theft of Property Resident had property taken from their home. Investigation continuing

24-0275 Harassment Resident is receiving harassing phone calls. Investigation continuing.

ASSISTING RESIDENTS

Assisted numerous Residents concerning email and phone calls. Both types of communications were attempts to extort money from residents.

ASSISTING OTHER AGENCIES

Assisted the Metro Police Department on armed robbery case and stolen property cases

UPDATES

We are still investigating the numerous fraudulent loans that were obtained by using the identity of Belle Meade residents. Working with several local departments along with several states to identify as many suspects as possible

**THIS PAGE LEFT
INTENTIONALLY
BLANK**



CITY OF BELLE MEADE POLICE DEPARTMENT

Memo

To: Belle Meade Commissioners
cc: Jennifer Moody
From: Chief Chuck Williams
Date: November 20, 2024
Re: StarChase – GPS live tracking darts

BACKGROUND

The Belle Meade Police Department received a VCIF grant from the Office of Criminal Justice for \$73,516.00 in July of 2023. This equipment is used to GPS track any fleeing felon that is trying to avoid capture. The subscription for a software solution with mapping and GPS live tracking of the darts, unlimited replacement darts, and a 12-month equipment warranty is \$12,730 annually.

This program has been a great success in recovering stolen property and arrested wanted individuals. To date, we have had fourteen (14) successful deployments.

RECOMENDATION

The Board is recommended to approve the annual subscription, totaling \$ 12,730.00, with StarChase for continued support of the Starchase GPS live tracking darts.

FISCAL IMPACT

In the current budget, \$26,500 is available for Police Department operating supplies in account number 110-42100-320.

ATTACHMENT

Invoice



Invoice

P.O. Box 10057
Virginia Beach, VA 23450

Phone (888) TAG-TRAC Fax (757) 644-4037
www.StarChase.com

Date
11/11/2024

Invoice #
20133957

Bill To	Ship To
City of Belle Meade Attn: Finance 4705 Harding Road Nashville, TN 37205	Belle Meade Police Department Attn: Chuck Williams 4705 Harding Road Nashville, TN 37205

P.O. Number	Annual Renewal	Terms	Net 30	Due Date	12/11/2024
Description			Quantity	Rate	Amount
23-SC-TSP-T1, GUARDIAN - VX VML Total Solution Package: 12 Months Unlimited Subscription GPS Live Tracking Projectiles, CoreView Mapping, Data and User Access. Note: Applies to Annual Subscription Renewal			8	1,500.00	12,000.00
23-SC-HH-TSP, GUARDIAN - HX Total Solution Package: 12 Months Unlimited Subscription GPS Live Tracking Projectiles, CoreView Mapping, Data and User Access.			1	480.00	480.00
24-SC-WARR-HHL-YR2, GUARDIAN - HX 12 Month Limited Manufacturer Extended Warranty - Year 2 (Labor not included)			1	250.00	250.00
* TSP & Warranty coverage for 8 VML and 1 HHL. (VML units are still covered under the initial 24-month manufacture warranty.)					
- Coverage dates: 1/11/25 - 1/10/26					
Thank you for your business.					
Please Remit Payment To: StarChase LLC P.O. Box 10057 Virginia Beach, VA 23450 Questions & Inquiries can be directed to AR at 757.802.4434 or accounting@starchase.com				Sales Tax (7.0%)	\$0.00
				Total (USD)	\$12,730.00
				Payments/Credits	\$0.00
				Balance Due (USD)	\$12,730.00

Service Calls

Date	St #	Address	ServiceTech	Problem	Remarks	PM	Parts Replaced	Serial #	Reason for Installation
10/2/2024	4414	Herbert Pl	Nathan/Dylan	Red Light	T/R 242 12.1	☒			
10/2/2024	214	Lynwood Ter	Nathan/Dylan	Red Light	T/R 240 13.1	☒			
10/3/2024	4715	Harding rd	Nathan/Dylan	Red Light	Two bad pumps	☒	Replaced pumps	WH474643 WH618559	Replacement
10/3/2024	419	Sunnyside Dr	Nathan/Dylan	Red Light	Bad pump	☒	Replaced pump	WHxxxxxx	Replacement
10/3/2024	541	Jackson Blvd	Nathan/Dylan	Red Light	Bad start relay	☒	Replaced the start relay		
10/4/2024	4715	Harding rd	Nathan/Dylan	Red Light	Two bad pumps	☒	Replaced pumps	WH903991 WH903995	Replacement
10/9/2024	500	Westview Ave	Nathan/Dylan	Red Light	Bad Pump	☒	Replaced Pump	WGL20-21	Replacement
10/9/2024	1033	Chancery Ln	Nathan/Dylan	Red Light	Bad Pump	☒	Replaced pump	WH672430	Replacement
10/11/2024	4425	Forsythe Pl	Dylan Hood	Red Light**	Breaker was tripped	☒	Reset the breaker		

Monday, November 11, 2024

Page 1 of 4

Date	St #	Address	ServiceTech	Problem	Remarks	PM	Parts Replaced	Serial #	Reason for Installation
10/14/2024	501	Jackson Blvd	Dylan Hood	Red Light	No red light and the pumps are working	☒			
10/14/2024	412	Jackson Blvd	Dylan Hood	Red Light	T/R 240 12.1	☒			
10/14/2024	4433	Shepard Pl	Dylan Hood	Red Light	T/R 246 11.2	☒			
10/14/2024	422	Ellendale Ave	Nathan/Dylan	Red Light	Bad Pump	☒	Replaced Pump	WH672432	Replacement
10/14/2024	1212	Belle Meade B	Nathan/Dylan	Red Light	Bad Pump	☒	Replaced Pump	WH711780	Replacement
10/17/2024	214	Lynwood Ter	Dylan Hood	Red Light	Bad on and off floats	☒	Replaced the on and off floats		
10/17/2024	4316	Glen Eden Dr	Dylan Hood	Noises	Bad start relay and contactcs	☒	Replaced both start relay and the contacts		
10/18/2024	618	Lynwood Blvd	Dylan Hood	Red Light	T/R 241 11.1	☒			
10/18/2024	408	Sunnyside Dr	Dylan Hood	Issues	Breaker was turned off in the garage.	☒	Turned the breaker on and the pump pumped down.		
10/18/2024	429	Westview Ave	Dylan Hood	Red Light	Bad Pump and contacts	☒	Replaced both pump and contacts	WH474643	Replacement

Monday, November 11, 2024

Page 2 of 4

Date	St #	Address	ServiceTech	Problem	Remarks	PM	Parts Replaced	Serial #	Reason for Installation
10/21/2024	4424	Forsythe Pl	Dylan Hood	Red Light	Bad Pump	☒	Replaced Pump	WH720956	Replacement
10/21/2024	630	Royal Oaks Pl	Dylan Hood	Red Light	T/R 240 11.2	☒			
10/21/2024	636	Royal Oaks Pl	Nathan/Dylan	Red Light	Bad Pump	☒	Replaced Pump	WGL20-21	Replacement
10/22/2024	4433	E. Brookfield	Dylan Hood	Backing Up	Internal issues	☒			
10/22/2024	1114	Nichol Ln	Dylan Hood	Backing Up	Bad Pump	☒	Replaced Pump	WGL20-21	Replacement
10/23/2024	4425	Shepard Pl	Dylan Hood	Red Light	Bad Contacts	☒	Replaced the contacts		
10/23/2024	708	Enquirer Ave	Dylan Hood	Red Light	T/R 237 11.5	☒			
10/24/2024	4424	E. Brookfield	Dylan Hood	Red Light	Bad Pump	☒	Replaced Pump	WH891797	Replacement
10/24/2024	201	Scotland Pl	Dylan Hood	Start Up	Start Up	☒		WH891798 WH891799	New Construction
10/26/2024	4424	Forsythe Pl	Dylan Hood	Red Light**	Bad Pump	☒	Replaced both pumps	WH891792 WH891806	Replacement

Monday, November 11, 2024

Page 3 of 4

Date	St #	Address	ServiceTech	Problem	Remarks	PM	Parts Replaced	Serial #	Reason for Installation
10/28/2024	4425	Shepard Pl	Dylan Hood	Red Light	Bad off float	☒	Replaced the off float		
10/28/2024	415	Westview Ave	Dylan Hood	Red Light	Bad start cap	☒	Replaced the start cap		
10/30/2024	101	Westhampton	Dylan Hood	Red Light	T/R 240 11.5	☒			
10/30/2024	4426	Warner Pl	Dylan Hood	Issues	Bad start relay	☒	Replaced the start relay		
10/31/2024	501	Jackson Blvd	Dylan Hood	Red Light	Bad Pump	☒	Replaced Pump	WH634336	Replacement

Monday, November 11, 2024

Page 4 of 4

City of Belle Meade

October TN One Calls

ticketId	workStreet	workdonefor
10090490	JACKSON BLVD	TOM CHAPMAN
10091478	HONEYWOOD DR	PIEDMONT
10095384	LYNNWOOD TER	LONE OAK CONSTRUCTION
10095775	SCOTLAND PL	BILL BOYLE
10095783	LYNNWOOD TER	WILSON SISK
10096699	LEAKE AVE	HOMEOWNER
10097431	WESTVIEW AVE	ATT
10097863	LYNNWOOD BLVD	HOMEOWNER
10098332	LYNNWOOD BLVD	HOMEOWNER
10098948	CARRIAGE HILL	SEASHOLS POPPLER
10101002	LYNNWOOD BLVD	MONTGOMERY CLASSIC CONSTRUCTION
10101724	ROYAL OAKS DR	PIEDMONT
10102420	WESTVIEW AVE	HAND CONSTRUCTION
10104674	BELLEVUE DR S	CHANDELIER DEVELOPMENT
10104988	LEAKE AVE	AT&T UTILITY OPERATIONS
10105852	WESTVIEW AVE	HAND CONSTRUCTION SERVICES
10107332	JACKSON BLVD	LORI ORR
10108286	IROQUOIS AVE	DAVID JOHNSON
10110200	GEORGIAN PL	EMILY BARKER
10111049	HONEYWOOD DR	CRAFT LOGIC CONSTRUCTION
10112767	TYNE BLVD	METRO WATER AND SEWER
10113486	BELLEVUE DR S	PIEDMONT
10113545	BELLE MEADE BLVD	METRO WATER AND SEWER
10113820	WESTVIEW AVE	PIEDMONT
10113847	CANTERBURY DR	PIEDMONT
10120541	BELLEVUE DR S	CHANDALIER DEVELOPMENT
10123998	BELLE MEADE BLVD	PATRICK AND BRIANNA LEWIS
10124315	LYNNWOOD BLVD	CASTLE HOMES
10124347	CHANCERY LN	CHUCK ELCAN
10125558	FORSYTHE PL	DOUGLAS GHERTNER
10126973	LYNNWOOD BLVD	AT&T UTILITY OPERATIONS
10127037	CHICKERING RD	JEFF WOODS CONSTRUCTION
10128933	LYNNWOOD BLVD	MARY LOCKE-SMITH
10129052	HARDING PL	RANDY & MICHAEL GROSS
10129673	ELLENDAL AVE	DUNAWAY CONSTRUCTION
10130159	WESTVIEW AVE	COMCAST
10131467	SIGNAL HILL DR	MYSELF
10133695	HONEYWOOD DR	PIEDMONT
10135054	LYNNWOOD BLVD	COMCAST
10136975	BELLE MEADE BLVD	ANGELA RZASNITKI
10138523	PADDOCK LN	NEELY COBELE
10139557	CHICKERING LN	HUTSON BUILDERS
10139816	CHICKERING LN	SMITH LANDSCAPING

City of Belle Meade

October TN One Calls

10141040	WESTVIEW AVE	LUCAS CHESNUT
10144207	LEAKE AVE	HOMEOWNER
10144421	CHICKERING RD	TURNER RESIDENCE
10145430	SUNNYSIDE DR	ATT
10145712	IROQUOIS AVE	KIM CRAFTON
10145737	JACKSON BLVD	PHIPPS CONSTRUCTION
10147085	LYNNWOOD BLVD	AT&T
10147487	WESTVIEW AVE	ATT
10148063	BELLE MEADE BLVD	DARBY BROWN
10148709	LYNNWOOD BLVD	MONTGOMERY CLASSIC CONSTRUCTION
10148729	ROYAL OAKS DR	PIEDMONT
10149387	BELLE MEADE BLVD	NDOT
10149412	BELLEVUE DR S	CHANDELIER DEVELOPMENT
10151750	ROYAL OAKS DR	PIEDMONT
10155253	BELLEVUE DR S	PIEDMONT
10155322	TYNE BLVD	PIEDMONT
10155708	HONEYWOOD DR	CRAFT LOGIC CONSTRUCTION
10156634	PARK CENTER DR	DEANNA HEMBY
10157364	BELLE MEADE BLVD	COMCAST
10159952	CANTERBURY DR	PIEDMONT NATURAL GAS
10161348	CANTERBURY DR	PIEDMONT
10162306	LYNNWOOD BLVD	CASTLE HOMES
10162427	LYNNWOOD BLVD	AT&T UTILITY OPERATIONS
10163178	HERBERT PL	ROB MCCABE
10164144	JACKSON BLVD	KAREN SAUL
10164735	JACKSON BLVD	BAUN RESIDENCE
10165134	CLARENDON AVE	LIVINGSAPES LLC
10165379	LYNNWOOD BLVD	HOMEOWNER
10166825	BELLE MEADE BLVD	PATRICK AND BRIANNA LEWIS
10166873	JACKSON BLVD	KAY FRANCIS
10168547	LYNNWOOD BLVD	COMCAST
10172874	WESTVIEW AVE	PIEDMONT NATURAL GAS
10174294	CHICKERING RD	METRO WATER AND SEWER
10176009	WESTVIEW AVE	COMCAST
10176294	LYNNWOOD BLVD	COMCAST
10176923	FORSYTHE PL	CAROLE ROSE
10177009	WESTVIEW AVE	PROP OWNER
10177437	HONEYWOOD DR	PIEDMONT
10178390	CANTERBURY DR	COOK BUILDERS
10179555	BELLE MEADE BLVD	COMCAST
10180015	CHICKERING LN	UNITED STRUCTURAL SYSTEMS, INC
10180480	LYNNWOOD BLVD	CHRIS LYON BUILDERS
10180629	BELLE MEADE BLVD	SABIA CONSTRUCTION
10181373	DREW PL	MARK DOMINIK

City of Belle Meade

October TN One Calls

10181985	SCOTLAND PL	BILL BOYLE
10181994	LYNNWOOD TER	WILSON SISK
10183003	BELLE MEADE BLVD	ANN BUCHANAN
10185396	BELLE MEADE BLVD	HOMEOWNER
10185712	BELLEVUE DR S	NES REF NUM 240101513

**THIS PAGE LEFT
INTENTIONALLY
BLANK**

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

Building Activity

- Building Permits Issues – 1
 - Valuation - \$12,000
 - Permit Fees - \$300
- Building Inspections – 26
 - Inspections passed – 25
 - Inspections failed – 1

Stormwater Activity

- Land Disturbance Permit Applications – 4 (923 Westview Avenue, 4415 Harding Place, 550 Belle Meade Boulevard, 300 Sunnyside Drive)
- Land Disturbance Permit Issued – 1 (707 Lynwood Boulevard,)
- As-Built Completed – 1 (11 Carriage Hill)

Planning Activity

- Board of Zoning Appeals applications – 5
 - The application of Tommy and Seaneen Brown, BZA 2024-10, 211 Scotland Place, for three variances to exceed the allowable driveway area by 5%, maximum footprint, and rear yard setback. APPROVED
 - The application of Kehilla High School for The Temple, PJ #24-0006, 5015 Harding Pike, for a school use within a religious assembly use. APPROVED
 - The application of 221 Evelyn Avenue Trust, #A24-0015, 221 Evelyn Avenue, for a conditional use for a storage shed and a variance for the side yard setback. POSTPONED
 - The application of Carter and Kristin Paine, #A24-0016, 4415 Harding Place, for a conditional use for a swimming pool and a pool house. APPROVED
 - Election of Vice-Chair. (MARISSA RUSS)
- Planning Commission applications – 0
- Historic Zoning Commission applications – 5

- The application for a Certificate of Appropriateness, #A24-0013, of Charlie Rankin representing the Fusco family, 610 Enquirer Avenue, to construct an addition to single family residence. APPROVED
- The application for a Certificate of Appropriateness, #A24-0010, of Johnna Scott, 4401 Iroquois Avenue, to construct an addition to single family residence. POSTPONED
- The application for a Certificate of Appropriateness, #A24-0014, of Terry Bates representing the Nesbitt family, 224 Lynwood Boulevard to construct an addition to single family residence. APPROVED
- The application for a Certificate of Appropriateness, #A24-0017, of Steve Durden representing Hand Family Companies, LLC, 1303 Chickering Road, to construct a new single-family residence. POSTPONED
- Election of Vice-Chairman (MAL WALL)

Code Enforcement Activity

- Building Cases – 1
 - New - 0
 - Resolved - 0
- Stormwater Cases – 2
 - New - 0
 - Resolved - 1
- Property Maintenance Cases – 4
 - New - 0
 - Resolved – 1
- Zoning Cases – 0
 - New – 0
 - Resolved - 0

Date	Permit #	Address	Improvement Type	Project Cost	Permit Fee	Company	Phone Number
10/11/2024	24-0105	214 Jackson Blvd.	Fence	\$12,000.00	\$300.00	Homeowner	615-739-6679



Inspection Location	Inspection Type	Status	End Date
4324 SIGNAL HILL DR	Final	Pass	2024-10-01 16:40:00
4304 IROQUOIS AVE	Framing	Pass	2024-10-01 16:45:00
112 LYNNWOOD TER	Insulation	Pass	2024-10-04 16:55:00
4304 IROQUOIS AVE	Insulation	Pass	2024-10-11 11:45:00
5025 HARDING PIKE	Final	Pass	2024-10-14 12:25:00
905 WESTVIEW AVE	Pool Final	Pass	2024-10-14 12:25:00
624 WESTVIEW AVE	Framing	Pass	2024-10-14 15:20:00
303 JACKSON BLVD	Final	Pass	2024-10-14 15:20:00
404 JACKSON BLVD	Final	Pass	2024-10-15 12:30:00
424 LYNNWOOD BLVD	Final	Pass	2024-10-15 12:30:00
205 SCOTLAND PL	Framing	Pass	2024-10-16 12:40:00
121 BELLEVUE DR S	Foundation	Pass	2024-10-18 10:35:00
208 LEAKE AVE	Final	Pass	2024-10-18 13:15:00
707 LYNNWOOD BLVD	Foundation	Pass	2024-10-18 13:20:00
205 SCOTLAND PL	Insulation	Pass	2024-10-24 16:15:00
121 BELLEVUE DR S	Foundation	Pass	2024-10-24 16:15:00
402 W BROOKFIELD AVE	Foundation	Pass	2024-10-25 13:50:00
4419 IROQUOIS AVE	Framing	Pass	2024-10-28 16:05:00
4422 FORSYTHE PL	Framing	Pass	2024-10-29 12:15:00
1022 CHANCERY LN	Foundation	Pass	2024-10-30 10:25:00
533 BELLE MEADE BLVD	Final	Fail	2024-10-30 16:35:00
402 W BROOKFIELD AVE	Foundation	Pass	2024-10-31 10:15:00
215 LYNNWOOD TER	Final	Pass	2024-10-31 10:15:00
215 LYNNWOOD TER	Pool Final	Pass	2024-10-31 10:40:00
315 WALNUT DR	Final	Pass	2024-10-31 16:20:00
815 BELLE MEADE BLVD	Final	Pass	2024-10-31 16:25:00

26 Inspections

PROPERTY MAINTENANCE CODE -- COMPLAINTS RECEIVED AND STATUS OF VIOLATIONS - Calendar Year 2024							
	Date of Complaint	Violation Address	Owner	Description	Department	Status upon Follow-up	NOTES
1	6/2/2023	717 Lynwood Blvd	Elaine Glezer	lot overgrown; inoperable vehicle; not habitable	Property Maintenance	CLOSED	All items corrected. City judge dismissed case at codes court 10/17/2024.
2	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 has gotten funding and has engaged a fence contractor. Says it will take two months. Scheduled follow up for 12 Aug. 2024. Conducted follow-up inspection and spoke with homeowner. They are actively working on flatwork in backyard around pool. Wanted to wait to install new fence until complete so that machinery can access back yard. Will conduct another follow-up inspection. Homeowners are finishing back yard flat work. Flat work in backyard is still under construction.
3	4/15/2024	105 Lynwood Blvd.	Ruth Cowan	Condition of Premises/Overgrown yard	Property Maintenance	OPEN	Multiple complaints on property. Home is in a state of disrepair and yard is overgrown. Homeowner is working on selling house. Homeowner has been cited into

							codes court for October 17. City judge gave extension until January 28th.
4	6/11/2024	112 Lynwood Blvd.	Jack Fleischer	LDP Violation	Stormwater	OPEN	Disturbing land outside of approved area. CEC is preparing a list of corrections. 10/30/2024 Home owner emailed stating that he is waiting for his engineer to complete the updated as-built.
5	6/20/2024	4403 Harding Pl.	Ginette Stone	Condition of Premises	Property Maintenance	OPEN	Remains of a collapsed shed are in back yard. Being covered by a fence with hanging tarps around it. Gutters are overgrown and need to be cleaned. Sent NOV 20 June 2024. Will follow up 1 July 2024. Spoke with homeowner on 26 June 2024. Says that she is going fix the violations and sell the property. Sent Email giving until September 2 to fix items listed. If not fixed by then will issue a court summons. Received email from property owner on 23 August 2024. States that most items have been remedied. Stated that she is in contact with a realtor and will be listing the house. House has been listed as of 29 August 2024. Case will continue to new homeowner.

6	9/13/2024	1106 Nichol Ln.	Richard Hammett	Expired Certificate of Occupancy	Building	OPEN	A temporary Certificate of Occupancy was issued for this address on 18 March 2024 pending approved final as-builts. The temporary Certificate of Occupancy expired on 16 June 2024. Planning Director Mary Samaniego has asked for as-built drawings numerous times, but they have not been submitted. The house is currently being occupied without valid Certificate of Occupancy. NOV has been sent.
7	9/17/2024	121 Bellevue Dr. S.	Eleanor McCulty	LDP Violation	Stormwater	CLOSED	CEC conducted an intermediate inspection. They found that stockpiling of dirt has occurred outside of the approved limits and that dirt from disturbance is going into city drain. NOV sent. Contractor addressed all violations.

**THIS PAGE LEFT
INTENTIONALLY
BLANK**



CITY OF BELLE MEADE

Memo

To: Belle Meade Commissioners
From: Jennifer Moody, City Manager
Date: November 20, 2024
Re: Contract for Land Clearing and Mulching (Caldwell Meadow)

BACKGROUND

At 10:00 a.m. CST on Monday, October 28, 2024, the City held a public bid opening for a Land Clearing and Mulching Contract for the first phase of improvements to the newly named Caldwell Meadow. Four contractors submitted bids, and the bid tabulation is attached on a separate sheet and summarized below:

Bidder Name:	Lump Sum Bid:
Parke Company	\$ 34,400.00
Landscape Services, Inc.	\$ 8,950.00
Lumberjacks Tree Service	\$ 41,500.00
ProLawns Plus, LLC	\$ 16,000.00

I am recommending the contract be awarded to the lowest qualified bidder, Landscape Services, Inc. for the lump sum price of \$8,950.00. This work will include clearing, by mulching all smaller diameter trees and other brush, and grinding stumps. The mulched material is to be spread over the site, while larger limbs and brush will be hauled off and disposed of properly. Additionally, vines up to 15' in height will be removed from existing trees.

The contract anticipates a December 2nd start date and that would reasonably be completed within a few days to a week, depending upon weather and scheduling availability. The contract term is for 180 days beginning on December 2, 2024.

Following the completion of this project, there will be remaining budget funds to support planting of the new magnolia trees in spring 2025 and, after seeing the results of this first clearing, we may consider additional land clearing or other work to improve the site.

RECOMMENDATION

The Board is recommended to approve the bid award and contract with Landscape Services, Inc., totaling \$8,950.00, for land clearing and mulching of approximately one-acre of Caldwell Meadow (see "Area 1" in the Bid Exhibit attached).

FISCAL IMPACT

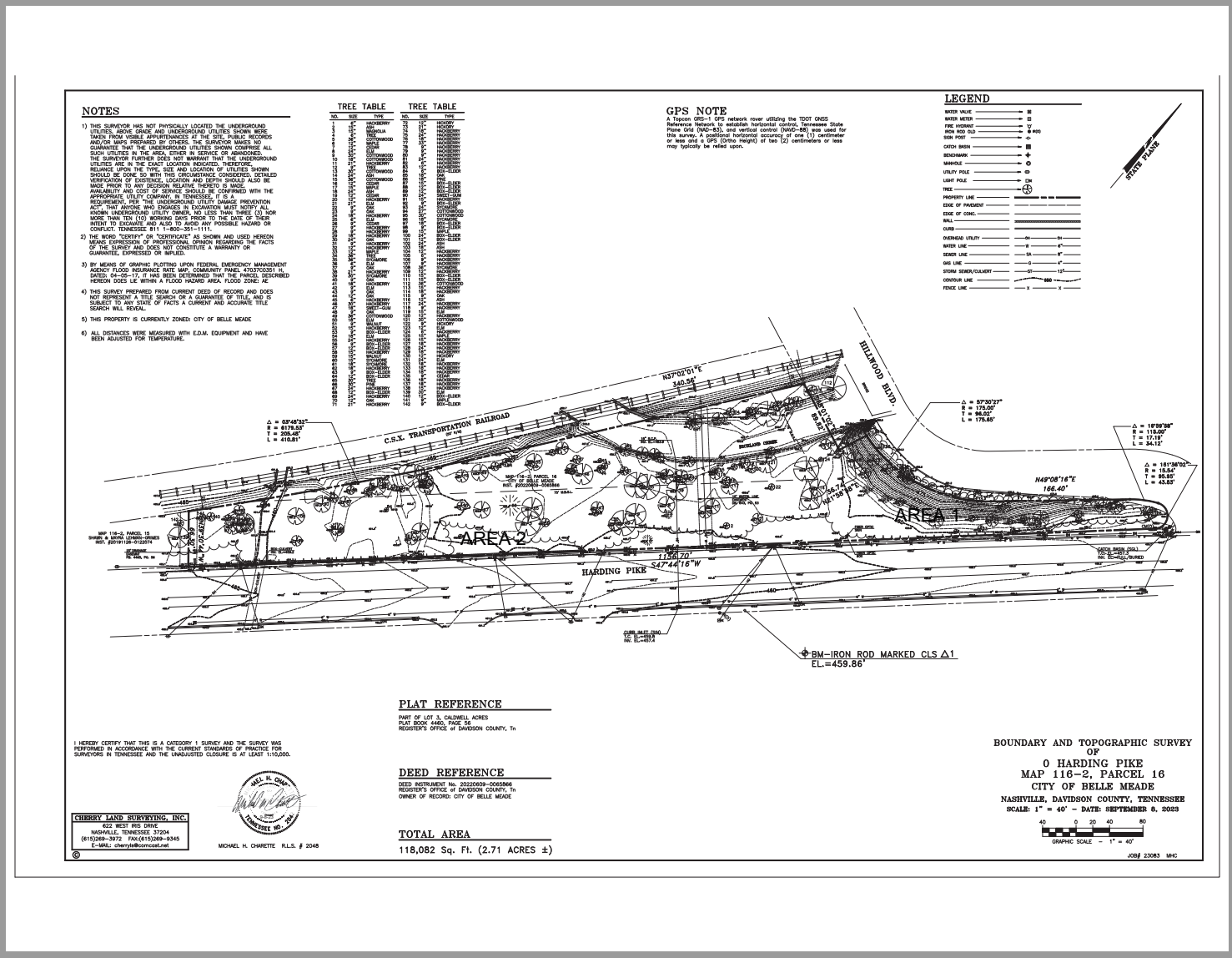
The FY 2025 budget includes anticipated capital expenses for landscaping at Caldwell Meadow up to \$55,000 in the Beautification Fund account 123-44730-930.

ATTACHMENTS

Bid Tabulation
Bid Exhibit
Contract

CITY OF BELLE MEADE - BID TABULATION
BID OPENING - MONDAY, OCTOBER 28, 2024 10:00 AM CST
Land Clearing and Mulching Contract (Caldwell Property)

Bidder Name	LUMP SUM BID	Qualifications on Envelope Y/N	Qualifications Form Y/N	Bid Form Y/N	Certificate of Insurance Y/N	Proof of W.Comp Y/N	Drug-Free Affidavit Y/N	Iran Div. Act Cert. Y/N
1) Parke company	34,400	Y	Y	Y	Y	Y	Y	Y
2) LSI	8,950	Y	Y	Y	N	N	Y	Y
3) Lumberjacks Tree Service	41,500	Y	Y	Y	Y	Y	Y	Y
4) ProLawnsPlus, LLC	16,000	Y	Y	Y	Y	Y	Y	N
5)								
6)								





**CONTRACT FOR 2024 LAND CLEARING AND MULCHING AT CALDWELL MEADOW
IN THE CITY OF BELLE MEADE
BEGINNING DECEMBER 2, 2024 AND
ENDING MAY 31, 2024**

THIS CONTRACT is made and entered into this day of November 20, 2024 by and between the City of Belle Meade, Tennessee (the "City"), and Landscape Services Inc. (LSI), a corporation located in the City of Nashville, Tennessee, (the "Contractor").

WHEREAS, the City of Belle Meade ("the City") desires to upgrade stop signs and other regulatory street sign posts to round, black metal posts, including adding black mounting frames for all such signs, throughout the city.

1. Landscape Services, Inc., ("the Contractor"), will provide personnel and all equipment necessary to provide for the land clearing and mulching of a designated area of city property as specified in this Agreement, for a total lump sum amount of \$ 8,950.00 dollars).

2. The Contractor agrees that these services shall be provided in compliance with all laws, ordinances and regulations of the United States, State of Tennessee, Metropolitan Government of Nashville and Davidson County, and the City of Belle Meade, now or hereafter in effect during the term of this contract.

3. The Contractor shall keep a sufficient number of full time employed personnel satisfactory to the City for carrying out its duties.

4. (a) The Contractor shall assign a qualified person or persons to be in charge of this operation in the City. Contractor shall give the name or names to the City with information regarding their experience.

(b) The Contractor's employees shall wear a clean uniform or shirt bearing the Contractor's name.

(c) Each driver shall, at all times, carry a valid driver's license for the type of vehicle he is driving.

(d) The City may require the dismissal of any employee of the Contractor who violates any provision hereof, or who is wanton, negligent, or discourteous in the performance of his duties.

(e) The Contractor shall provide operating and safety training for all personnel.

(f) No person shall be denied employment by the Contractor for reasons of age, race, sex, creed, religion or national origin.

(g) The Contractor shall be responsible for calling the local "State One-Call System" (Dial 811) at least 48 hours before starting work.

5. The Contractor shall maintain its equipment in operable condition and suitable capacity (at the City's sole discretion) available to the City at all times during the terms of this agreement.

2024 City of Belle Meade Land Clearing (Caldwell Property - Area 1) Contract

6. No work shall be conducted when there are climatic conditions present or forecast that would make such an operation ineffectual or dangerous. The climatic conditions include, but are not limited to, heavy rain, fog, snow, ice, sleet, and high winds.

7. The Contractor shall be required to satisfy the City Manager that they have adequate equipment and experience to perform the contract and complete the project within 180 days from the start date of this Contract.

8. The Contractor will furnish all materials, incidentals, equipment and perform all labor necessary to perform the work authorized by the City and detailed in project plans and specifications.

9. All work will be assigned by the City Manager as needed. Payment for goods and services shall be as measured and be complete and in-place, including all mobilization, labor, materials and incidentals.

10. Payment – In consideration of and upon the faithful performance by the Contractor and compliance with the conditions set forth herein, the City shall pay to the Contractor the lump sum of \$ 8,950.00 in total for this project.

Payment may be made no more frequently than monthly and upon submission by the Contractor to the City Manager of an itemized billing as noted above.

11. It is agreed that if the Contractor is adjudged bankrupt, either voluntarily or involuntarily or files a bankruptcy petition, then this Contract may be terminated at any time by the City.

12. The Contractor will defend, indemnify, save harmless, and protect the City, its officers, agents, servants, and employees from and against any and all suits, actions, legal proceedings, claims demands, damages, costs, expenses, and attorneys' fees resulting from injury to person or damage to property arising out of work done in the performance of this Contract. The City reserves the right to retain counsel of its choice at its own expense, or, in the alternative, approve counsel obtained by the Contractor.

13. Indemnity and Insurance Requirements – It is specifically understood and agreed between the parties that the Contractor shall indemnify City, defend and save it harmless against any and all claims, causes of action and/or suits which may be presented or brought, arising out of the conduct of the Contractor or any of its employees, servants or agents or subcontractors, in the performance of this agreement. In furtherance of this agreement for indemnity, but not by way of limitation thereof, Contractor shall obtain and keep in effect during the term hereof, and any extension, at his own expense, policies of insurance, indemnifying itself, and the City against all claims, causes of action and other liabilities or whatsoever kind and nature arising out of, or in any way connected with its activities pursuant to this contract, such insurance to cover:

- Workers Compensation benefits as required under the statutory limits for the State of Tennessee,
- General Liability to include damages for Bodily Injury, Property Damage, and Personal Injury in the amount of one million dollars (\$1,000,000) per occurrence with a two million dollar (\$2,000,000) annual aggregate.

2024 City of Belle Meade Land Clearing (Caldwell Property - Area 1) Contract

- Automobile Liability to include owned, hired, and non-owned motor vehicles in the amount of one million dollars (\$1,000,000) per occurrence.

In addition to Insurance Certificates for the above coverages, an ENDORSEMENT NAMING THE CITY OF BELLE MEADE AS AN ADDITIONAL INSURED is required for the Liability and Automobile coverages.

14. Delays and Damages - If the Contractor refuses or fails to do the work with such diligence as will ensure its completion within the time specified herein and in the time specified in agreed to schedule hereinafter provided for, the City may terminate his right to proceed. In such event, the City may require the Surety to fully perform and complete the work in the manner required by the performance bond or the City may take over the work and do it by Contract or otherwise and the Contractor and his surety shall be liable to the City for any excess cost.

15. Disposal Site – Contractor agrees to dispose of all materials collected and transported by it pursuant to this agreement in a proper and lawful manner in accordance with any and all governmental requirements.

16. Assignment – This Contract shall not be assigned by the Contractor, except upon the express prior written consent of the City.

17. Hours of Commencement – Service under this contract shall not commence prior to 7:00 a.m. nor extend past 5:00 p.m. No work shall be performed on any Sunday or on federal holidays.

18. Terms and Renewal Option - **The term of the contract shall be for 180 days beginning December 2, 2024 and ending May 31, 2025.** After completion of the initial contract period, the contract may be renewed for a period not to exceed one (1) year per renewal up to two (2) years upon written confirmation from the City and the Contractor.

19. The City has a right to cancel this contract on thirty (30) days written notice for failure of bidder to properly perform the duties herein.

20. It is the intention and agreement of the parties of this Contract that all legal provisions of law that are required to be inserted herein, shall be and are inserted herein. However, if by mistake or otherwise, some such provision is not herein inserted or is not inserted in proper form, upon the application of either party, the Contract shall be amended so as to strictly comply with the law without prejudice to the right of either party hereunder.

This contract along with Information for Bidders, Contract Bid Form, Bidders Qualification Form, Iran Divestment Act Certification, Drug-Free Workplace Affidavit and the Contractor Certification per TCA 12-104-101 (a) and (b), constitutes the entire Contract and understanding between the parties hereto, and it shall not be considered modified, altered, changed, or amended in any respect unless in writing and signed by the parties hereto. All the aforementioned documents are hereby incorporated by reference into this Contract and become a part hereof as though fully set out herein.

2024 City of Belle Meade Land Clearing (Caldwell Property - Area 1) Contract

DISPOSAL

Removal and disposal of debris, as may be needed, during the project shall be the responsibility of the Contractor. The Contractor shall comply with all applicable Federal, State, and local laws and ordinances related to the hauling, handling, and disposal of such material.

EQUIPMENT

All equipment shall have the Company name and/or logo prominently displayed.

Equipment to be utilized:

Makes: (1) TBD (2) _____ (3) _____
Model _____
Unit # _____
Year: _____

CITY

The City will provide Contractor with a designated individual that will help coordinate marking of boundaries of the designated area and trees designated to remain, verify that work has been completed as scheduled, and handle problems that may arise in areas of the City's responsibilities.

HOURS

Hours of operation will be:

Day Time: 7:00 a.m. until 5:00 p.m., Monday – Friday

INVOICING

Contractor may submit invoices under either option 1) an invoice at 50% and another at 100% completion or 2) one invoice at 100% completion. Payment will be made by the City within sixty (60) days of receipt.

The contract represents the entire agreement between the City and the Contractor. Both parties reserve the right to add additional streets, parking lots, etc., to this agreement upon the written consent of each party.

IN WITNESS WHEREOF, the parties have caused this Contract to be executed
on the day and date first above written.

THE CITY OF BELLE MEADE

By: _____

Print Name: _____

Title: Mayor

2024 City of Belle Meade Land Clearing (Caldwell Property - Area 1) Contract

(Contractor Name)

By: James P. Stacey

Print Name: James P. Stacey

Title: Executive VP

2024 City of Belle Meade Land Clearing (Caldwell Property - Area 1) Contract



CONTRACTOR CERTIFICATION

Date: November 20, 2024

To: Landscape Services, Inc.

Contract description: **2024 Land Clearing and Mulching Contract (Caldwell Property - Area 1)**

The City of Belle Meade has executed and hands you herewith an executed counterpart of its contract with you for the performance of the above work. In your performance on this contract, we call to your attention the provisions of Tennessee Code Annotated Section 12-4-101 (a) and (b), which provide in part that "it is unlawful for any...person whose duty it is to...overlook or in any manner to superintend any work or any contract in which" the City "shall or may be interested" to be directly or indirectly interested in such contract. Accordingly, it will be a violation of the law of the state and the policies of the City of Belle Meade for any employee of the City to participate in any manner in the performance of this contract or to share in the proceeds of the same. In your performance of this contract, we shall expect full compliance with the requirements of this statute and request your confirmation of this fact upon the line provided below.

THE CITY OF BELLE MEADE

By: _____
Mayor

Date: _____

Landscape Services, Inc. (Contractor) certifies that it understands the requirements of the above-referenced statute and agrees that it will comply fully with the same in the performance of the above contract.

By: James P. Stacey
(Contractor's Representative)

Date: 11/11/2024

2024 City of Belle Meade Land Clearing (Caldwell Property - Area 1) Contract

CITY OF BELLE MEADE – LAND CLEARING (CALDWELL PROPERTY) CONTRACT

BIDDERS QUALIFICATION FORM

BIDDER'S QUALIFICATION FORM

Date Submitted: 10-28-2024

Submitted by: (check one)

☐ Individual☐ Partnership or Joint Venture☒ Corporation

Principal Office Address:

204 River Hills DriveNashville, TN 37210

Office Representative:

Kathie Hollis

Telephone Number:

615-707-0146 cell 615-391-3434 office

Fax Number:

615-391-0922

If a Corporation, answer

When Incorporated:

1994

In What State:

Tennessee

Resident Agent:

Doug Stacey - President

The Bidder submitting this bid warrants that the Bidder has successfully operated a business in comparable or related fields within the State of Tennessee.

In the alternative, the Bidder submitting this bid warrants that the Bidder has done business in the following comparable or related fields and within the State of: Tennessee.

Operational Experience of Bidder

Entity Served	Period		Responsible Contact Name & Phone
	From	To	
<u>City of Belle Meade</u>	<u>1/1/1999</u>	<u>- Present</u>	<u>Jennifer Moody 615-297-6041</u>
<u>Belmont University</u>	<u>1/1/2004</u>	<u>- Present</u>	<u>Robert Chavez 615-460-6000</u>
<u>City of Clarksville</u>	<u>1/1/2013</u>	<u>- Present</u>	<u>GARTH BRANCH 931-645-7418</u>

CITY OF BELLE MEADE
Land Clearing & Mulching - Caldwell Property

CONTRACT BID FORM

Pursuant to, and in compliance with the advertisement for bids dated October 7, 2024, and Instructions to Bidders and other documents related thereto, the undersigned, having familiarized themselves with the existing conditions of the sites and the conditions under which the work is to be done, hereby proposes to furnish all labor, materials, equipment, and services to perform all specified work for the above named project in strict accordance with the price(s) set forth on the accompanying bid form sheet attached hereto. It is hereby agreed that if this bid is accepted, all work called for shall be performed under the supervision of the bidder and by bidder's own employees or persons or subcontractors approved in advance by the City of Belle Meade.

If written notice of acceptance of this bid is mailed, faxed, or delivered to the undersigned within five (5) days after the opening of bids, or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver a contract in the form specified

CONTRACTOR NAME: LANDSCAPE SERVICES, INC. (LSI)

ADDRESS: 204 River Hills Drive Nashville, TN 37210

PHONE / EMAIL CONTACT: 615-391-3434 office 615-533-3359 (cell)

SUBMITTED BY: (print name) James P. Stacey James P. Stacey ESVP

LUMP SUM BID PRICE

\$ 8,950.⁰⁰

(in words) Eight-thousand nine hundred and fifty dollars ^{zero}/₁₀₀

NOTES & EXCLUSIONS * (AS PART OF THIS AGREEMENT)

- Vines in trees will only removed & cut up to 15' height. This proposal does NOT include removing vines in tree canopies above 15' ht. (An extra charge)
- This proposal does NOT include any required permitting. An extra if needed.
- This proposal does NOT include any Expenses associated with any required traffic control measures or needed police involvement for traffic control, An extra charge if needed.
- Any utilities not marked by TN ONE Call, to be marked by owner.

NOTE: INCLUDE WITH BID PACKET

DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF Tennessee

COUNTY OF Davidson

The undersigned, principal officer of

LANDSCAPE SERVICES INC. (LSI), (the "Company"), being duly authorized to execute this affidavit on its behalf makes oath as follows:

1. The Company is an employer of no less than five (5) employees receiving pay and is submitting a bid to the City of Belle Meade for a contract to provide construction services.
2. The Company has a drug-free workplace program in full compliance with Title 50, Chapter 9, of the Tennessee Code Annotated, in effect at the time of the submission of such bid.
3. This affidavit is submitted in compliance with T.C.A. 50-9-113.

Further affiant saith not.

Principal Officer James P. Stacey

Title: Executive VP

STATE OF Tennessee

COUNTY OF Davidson

Before me personally appeared JAMES Pat Stacey, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that the statements contained in the forgoing affidavit are true of his own knowledge.

Witness my hand and seal at office this 24 day of October, 2024.



Notary Public Patti Huffines

My Commission Expires: 11/6/2024



**STATE OF TENNESSEE
IRAN DIVESTMENT ACT CERTIFICATION**

SUBJECT CONTRACT NUMBER(S):	City of Belle Meade Land Clearing and Mulching Contract
CONTRACTOR LEGAL ENTITY NAME:	LANDSCAPE SERVICES INC. (LSI)
EDISON SUPPLIER IDENTIFICATION NUMBER:	TN@landscape-services-inc

The Iran Divestment Act, Tenn. Code Ann. § 12-12-101 et. seq. requires a person that attempts to contract with the state, including a contract renewal or assumption, to certify at the time the bid is submitted or the contract is entered into, renewed, or assigned, that the person or the assignee is not identified on a list created pursuant to § 12-12-106.

Currently, the list is available online at the following website: <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-/public-information-library.html>

The Contractor, identified above, certifies by signature below that it is not included on the list of persons created pursuant to Tenn. Code Ann. § 12-12-106 of the Iran Divestment Act.



CONTRACTOR SIGNATURE

NOTICE: This certification MUST be signed by an individual with legal capacity to contractually bind the Contractor.

James P. Stacey 

PRINTED NAME AND TITLE OF SIGNATORY

10-24-2024

DATE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/24/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown Insurance Services, Inc. 6 Cadillac Drive, Suite 200 Brentwood TN 37027		CONTACT NAME: Tasha Felts, TIIA PHONE (A/C, No, Ext): (615) 385-8283 FAX (A/C, No): (615) 385-8360 E-MAIL ADDRESS: tasha.felts@bbrown.com	
INSURED Landscape Services, Inc. 204 River Hills Drive Nashville TN 37210		INSURER(S) AFFORDING COVERAGE INSURER A: Travelers Property Casualty Company of America INSURER B: The Travelers Indemnity Company of Connecticut INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 25674 25682	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:			TJ EXGL 5H603396-TIL-24	10/01/2024	10/01/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			TC2JCAP-3P390756-TIL-24	10/01/2024	10/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			CUP-0W036142-24-NF	10/01/2024	10/01/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	UB-4S050569-24-51-K	10/01/2024	10/01/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Inland Marine/ Contractor's Equipment/ Personal Property - All Risk			QT-630- 4S014177-TIL-24	10/01/2024	10/01/2025	Leased/ Rented Equip \$200,000 Deductible \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Landscape Services, Inc. 204 River Hills Drive Nashville TN 37210	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD



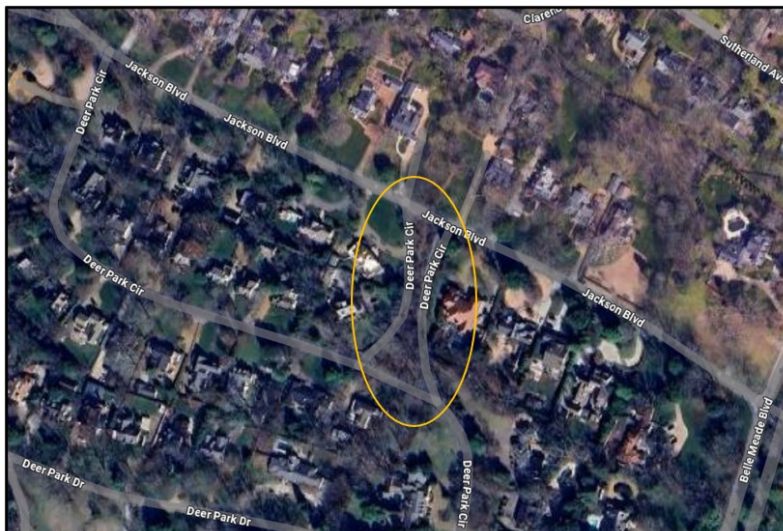
CITY OF BELLE MEADE

Memo

To: Belle Meade Commissioners
From: Jennifer Moody, City Manager
Date: November 20, 2024
Re: Donations for Deer Park Pocket Park improvements

Background

Mr. Raymond Pirtle, Jr., resident of Deer Park Circle, presented a proposal to the Ceres Society and City Commissioners to seek support for a small improvement project at the open, green space between the two sections of Deer Park Circle (see map below).



Specifically, Mr. Pirtle requested that the City of Belle Meade accept the donation of a cast bronze set of garden statues of a mother doe and her baby deer for installation in the green space, known by neighbors as the “Deer Park Pocket Park”.

Upon the Board's approval and working with both the City Manager and Ceres Society, Mr. Pirtle has volunteered to contact his generous neighbors to solicit financial support for the project. Donations would be made to the Ceres Society and the Ceres Society would then purchase the statute set. Mr. Pirtle has committed that all expenses would be covered by donations, such that there will be no net cost to the City of Belle Meade or Ceres Society. Additionally, Mr. Pirtle is working with two neighbors who will provide an in-kind donation of services to complete the installation at no cost.

The estimated cost of the statue set is \$3,000 plus shipping. Construction of the base and other installation costs are anticipated to be provided in-kind. The total value of the donation is anticipated to be \$5,000.

Below is an image of the set:

**Recommendation**

The Board is recommended to accept donations, valued at approximately \$5,000, to support the addition of a cast bronze mother doe and baby deer statue set to the Deer Park Pocket Park, subject to all donations being sufficient to cover expenses for the purchase and installation.

Fiscal Impact

Donations will be solicited and retained in the Beautification Fund; if donations exceed actual costs they will be retained for general use within the Beautification Fund.



CITY OF BELLE MEADE ADMINISTRATION

Memo

To: Belle Meade Commissioners
From: Jennifer Moody, City Manager
Date: November 20, 2024
Re: Updates on Capital Projects

1. ARPA FUNDING – STREET SIGN ENHANCEMENTS – PUBLIC WORKS

- a. This project involves purchasing new signposts and brackets to create a more visually consistent, attractive signage throughout the City of Belle Meade. In this first phase, all stop signs, yield signs, and other signs affixed to the same will be replaced at intersections throughout the city (approximately 99 individual locations and 160 signs).
- b. Three bids were received and opened publicly on Monday, November 1st. A recommendation and contract are on the Board of Commissioners agenda for November 20, 2024.

2. ARPA FUNDING – HARDING PLACE at BELLE MEADE BLVD SIGNAL UPGRADE – NDOT

- a. Chip Knauf is the project manager with NDOT and is working with consulting engineers with KCI Technologies on design. The Board of Commissioners will have opportunity to comment prior to completion of final design plans for the intersection and will receive final cost estimates for actual construction expenses prior to NDOT awarding construction.
- b. NDOT sent an estimated project timeline of 5 weeks for the survey and 6-8 weeks for the signal and intersection design work. Based on this schedule design would be completed at the end of January 2025 with construction anticipated thereafter.

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

- a. Working with project engineers on revising invoices to include all details necessary for approval of our grant reimbursement requests; anticipating a reimbursement of \$17,553.15. To-date, project expenses total \$74,883.40 with \$64,661.92 having been reimbursed by the State of Tennessee (TDOT multimodal grant).
- b. The project is still in the first of four project phases, pending completion of cultural resources approval necessary before design can officially begin.

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

- a. Jennifer and Brandon Taylor, working with attorneys on both sides, have successfully revised the terms of the design contract. Upon final execution, the final design work can continue.
- b. The Board authorized the design contract at their regular meeting on August 21, 2024.

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

- a. Continue attending monthly town halls with TDEC on grant required milestones.
- b. A site visit with TDEC was completed on October 9, 2024.
- c. LDA is currently collecting data throughout the city. We have used our e-newsletter list (EMMA) to notify residents about the start of field work related to the project.

6. MASTER PLAN PROJECT – TRAFFIC CALMING – KCI ENGINEERING

- a. In October, the Board approved KCI 's design proposal for 100% engineering design of the following two traffic calming projects; start of these projects was delayed while we completed revisions to the terms and conditions of the contractual agreement:
 - a. Traffic Calming on W. Tyne Blvd – install new traffic islands at two or three locations between Belle Meade Blvd and Nichol Ln
 - b. Traffic Calming on Lynwood Blvd – install new traffic islands in the 400 and 600 blocks of Lynwood Blvd

7. LOCAL FUNDING – WALNUT DR PROJECT – CEC ENGINEERING

- a. Jennifer Moody, Steve Casey with CEC, and Nathan McVay met on November 19th on-site to discuss drainage in the cul-de-sac segment of Walnut Drive. The immediate neighbors, the Caldwells and the Grays, were invited to participate in the meeting.
- b. Project webpage at <https://citybellemead.org/walnut-drive-project/>
- c. The project is currently on hold and continue open communication with all Walnut Drive residents, while considering more economical solutions.

CITY MANAGER RESIDENT CONTACT LOG			
DATE received	General Type	Description/Notes	Follow-up/Action
10/9/2024	trees and brush	Reported overgrowth is blocking a speed limit sign on Lynwood Blvd	Jennifer forwarded to Public Works who will go out and trim around the sign
10/9/2024	speed	request for the solar/battery powered speed sign on Lynwood Blvd to be replaced with a hardwired speed sign because of issues with the sign not functioning reliably	Jennifer forwarded to Chief Williams for more information about whether the existing sign can be hardwired or a new sign would have to be purchased and plans for replacing the sign with a more permanent sign
10/10/2024	construction	complaint about dust from neighboring property's construction project	Jennifer forwarded to our Building Inspector to contact the contractor about this repeat issue
10/10/2024	Boulevard project	called to report their opposition to "tall curbs" proposed to be built on Belle Meade Blvd; believes they will be "an accident waiting to happen" and asked that we remind people to wear reflective gear when running at night; too many people are wearing dark colors after dark	Rusty Terry took the call and forwarded to Jennifer; Jennifer will call her back to discuss the design after confirming with engineers the proposed height of the curb between the pedestrian path and the travel lane
10/11/2024	beautification	requests a roundabout for the cul-de-sac on Millrace Ln like the one on Walnut Dr; wanted to know the approval process	Jennifer responded with some additional questions and information
10/14/2024	construction	repeated issue with dust from construction at 421 Royal Oaks Drive	Jennifer spoke to Building Inspector who has spoken with the contractor multiple times about wetting down prior to grading; on at least one occasion the dust was created from cutting of bricks for the project; Inspector will call again today
10/14/2024	crosswalk	specifically at Westview Ave and Harding Place would like to see a safe-crossing; perhaps also a new Stop sign with a marked and/or protected crossing	Jennifer responded and provided some additional information on both current projects and proposed projects within the Belle Meade Together Master Plan that relate to these concerns
10/15/2024	trash service	wanted to know if the City had a specific policy regarding trucks backing down driveways	Jennifer contact Public Works first and then responded with information about the contract and policies; no specific policy prohibits backing down driveways

10/16/2024	noise	neighbors dog is barking frequently and incessantly and would like the owner to bring the dog in when this occurs	Jennifer responded and will contact the owner; the neighbor prefers that to creating a formal codes case at this time
10/25/2024	wildlife	sent an image of a coyote caught on security camera near Manor Drive	Jennifer shared with Chief Williams and sent a response to the resident
11/12/2024	trees and brush	reported that Walnut Drive was not serviced on Friday, which is their normal route day, but appeared to have been in the area on Thursday	Clean Earth was contacted and agreed that they collected the street ahead of when many of the residents placed items out for pick up; they returned on Tuesday to pick up brush on Walnut Drive; confirmed also that Clean Earth collected on Friday
10/30/2024 and 11/12/2024	dog/noise	reported a nuisance, barking dog at a neighboring residence near Manor Drive and Chancery that is reoccurring frequently between 2am - 3am or 3am - 4am	Jennifer left a return message to get more information to know the specific owner/residence that needs to be contacted and also to discuss options for how this could be addressed by the City; will send written notice to the dog owner
11/1/2024	noise	reported loud mowing, blowers or other maintenance equipment being used before 7am; reported loud djs or music during events at the Historic Site	Jennifer contacted Historic Site CEO Sheree Kelley with details of the complaint and was assured that the contractors would be advised to not start prior to 7am; reported that police have assisted with verifying lawful decible levels many times and that there was a recent event at Parmer Park that may have been the actual source for this specific noise complaint
11/12/2024	parking	requested a meeting with the city manager and mayor to discuss parking challenges and possible solutions	Jennifer recommended including city planner and shared zoning appendix A with Craig; also started working to find a meeting date
11/12/2024	litter	trash along the stone wall beside Harding Pike from Lynnwood to Belle Meade Historic Site	Jennifer responded to the resident and contacted LSI again regarding litter pickup before mowing and needs to be targeted specifically between Jackson Blvd and Leake Avenue; requested additional service from LSI prior to the upcoming special events (Blvd Bolt and Holiday Parade)

City of Belle Meade - General Fund
Condensed Financial Statement - 4 Year Summary
September 30, 2024

	YTD September-24 Actual	YTD September-23 Actual	YTD September-22 Actual	YTD September-21 Actual	Average September 2021 to 2024
Operating Revenue					
Property and other taxes	\$ -	\$ 4	\$ 2,416	\$ 558	\$ 745
Mixed drink taxes	11,722	16,614	17,052	14,418	14,952
Permits and fees	128,476	99,835	152,030	128,627	127,242
State sales taxes	56,192	81,763	81,342	78,766	74,516
State income taxes	-	-	-	-	-
Gross receipts - TVA	-	8,888	8,720	7,553	6,290
Franchise taxes	-	12,697	18,340	21,535	13,143
In lieu of tax - utilities	-	-	-	-	-
Sports betting tax	-	1,016	1,008	508	633
Road Maintenance Fee MOU	-	-	-	297,872	74,468
Public safety charges	36,400	21,644	20,583	16,955	23,896
Stormwater User Fee	-	285,401	254,236	81,235	155,218
Court fines and costs	63,893	38,972	70,714	69,313	60,723
State beer tax	666	699	720	704	697
State-city streets	1,112	1,329	1,329	1,368	1,285
Other revenues (includes grants)	197	718	746	33,996	8,914
Interest earnings	203,792	172,574	56,848	22,176	113,848
Net Change in Value of Investments	100,771	28,466	(47,515)	(16,652)	16,268
Contributions	100	275	-	29,690	7,516
	<u>\$ 603,321</u>	<u>\$ 770,895</u>	<u>\$ 638,569</u>	<u>\$ 788,622</u>	<u>\$ 700,352</u>
Operating Expenditures					
General government	\$ 211,699	\$ 195,735	\$ 238,743	\$ 212,928	\$ 214,776
Police	594,780	571,032	600,740	453,208	554,940
Building inspection	71,765	24,038	6,620	31,812	33,559
Public Works	37,708	49,759	61,453	51,592	50,128
Stormwater	-	14,179	135,134	134,023	70,834
Solid waste collection	200,616	201,779	175,807	141,794	179,999
Landscape Services	50,399	41,149	40,129	38,022	42,425
	<u>\$ 1,166,967</u>	<u>\$ 1,097,671</u>	<u>\$ 1,258,626</u>	<u>\$ 1,063,379</u>	<u>\$ 1,146,661</u>
Excess rev vs (exp) from Operations	<u>\$ (563,646)</u>	<u>\$ (326,776)</u>	<u>\$ (620,057)</u>	<u>\$ (274,757)</u>	<u>\$ (446,309)</u>
Capital Revenue and Expenditures					
Grant Revenue	-	-	-	-	-
Transfer In from Undesignated Fund Balance	-	-	-	-	-
Capital Project Expenses	23,291	79,590	42,759	41,623.00	46,816
Net rev vs net (exp)	<u>\$ (586,937)</u>	<u>\$ (406,366)</u>	<u>\$ (662,816)</u>	<u>\$ (316,380)</u>	<u>\$ (493,125)</u>
Assets					
Cash	\$ 148,274	\$ 99,093	\$ 184,701	\$ 86,405	
Investments	7,016,779	10,111,446	9,087,490	9,214,341	
Investments - Designated	10,126,793	6,358,473	6,015,020	5,009,065	
Property taxes receivable	3,357,543	3,357,543	3,329,233	3,306,275	
Other receivables	116,388	184,541	177,512	161,447	
Other assets	106,450	111,205	76,884	73,248	
	<u>\$ 20,872,227</u>	<u>\$ 20,222,301</u>	<u>\$ 18,870,840</u>	<u>\$ 17,850,781</u>	
Liabilities and Reserves					
Payables and accrued liab	173,459	129,421	146,039	43,321	
Deferred rev - prop taxes	3,357,543	3,357,543	3,329,233	3,306,275	
Deferred rev - ARPA grant	647,104	747,679	424,004	-	
Designated reserves	10,126,793	6,358,473	6,015,020	5,009,065	
Unrestricted funds	7,154,265	10,035,551	9,619,360	9,808,500	
Revenues < expenditures	(586,937)	(406,366)	(662,816)	(316,380)	
	<u>\$ 20,872,227</u>	<u>\$ 20,222,301</u>	<u>\$ 18,870,840</u>	<u>\$ 17,850,781</u>	

City Of Belle Meade - General Fund
Condensed Financial Statement - (Budget vs Actual)
September 30, 2024

	Fiscal 2025 Budget	YTD 2025 Budget	YTD September-24 Actual	YTD Actual vs Budget	YTD Actual vs Budget
Operating Revenue					
Property and other taxes	\$ 3,334,201	\$ -	\$ -	\$ -	0%
Mixed drink taxes	55,000	9,167	11,722	2,555	28%
Permits and fees	250,000	62,500	128,476	65,976	106%
State sales taxes	359,724	59,954	56,192	(3,762)	-6%
State income taxes	-	-	-	-	0%
Gross receipts - TVA	35,392	-	-	-	0%
Franchise taxes	60,000	-	-	-	0%
In lieu of tax - utilities	5,000	-	-	-	0%
Road Maintenance Fee MOU	297,872	-	-	-	0%
Public safety charges	60,000	15,000	36,400	21,400	143%
Stormwater User Fee	-	-	-	-	0%
Court fines and costs	210,000	52,500	63,893	11,393	22%
State beer tax	1,334	-	666	666	0%
State-city streets	5,309	885	1,112	227	26%
Sports betting tax	5,222	-	-	-	0%
Other revenues	1,460	365	197	(168)	-46%
Interest earnings	400,000	100,000	203,792	103,792	104%
Net Change in Value of Investments	-	-	100,771	100,771	0%
Contributions	15,000	-	100	100	0%
	<u>\$ 5,095,514</u>	<u>\$ 300,371</u>	<u>\$ 603,321</u>	<u>\$ 302,951</u>	<u>35%</u>
Operating Expenditures					
General government	\$ 1,027,687	\$ 256,922	\$ 211,699	\$ 45,223	-18%
Police	2,469,229	617,307	594,780	22,527	-4%
Building inspection	255,293	63,823	71,765	(7,942)	12%
Public Works	279,859	69,965	37,708	32,257	-46%
Stormwater	-	-	-	-	0%
Solid waste collection	635,300	158,825	200,616	(41,791)	26%
Landscape Services	167,000	41,750	50,399	(8,649)	21%
	<u>\$ 4,834,368</u>	<u>\$ 1,208,592</u>	<u>\$ 1,166,967</u>	<u>\$ 41,625</u>	<u>-8%</u>
Excess rev vs (exp) from Operations	<u>\$ 261,146</u>	<u>\$ (908,222)</u>	<u>\$ (563,646)</u>	<u>\$ 261,326</u>	<u>43%</u>
Capital Revenue and Expenditures					
Grant Revenue	925,009	-	-	-	0%
Transfer In from Undesignated Fund Balance	-	-	-	-	0%
Capital Project Expenses	2,982,055	745,514	23,291	722,223	-97%
Net rev vs net (exp)	<u>\$ (1,795,900)</u>	<u>\$ (1,653,735)</u>	<u>\$ (586,937)</u>	<u>\$ 1,066,798</u>	<u>9%</u>
Assets					
			September 30, 2024	September 30, 2023	
Cash			\$ 148,274	\$ 99,093	
Investments			7,016,779	10,111,446	
Investments - Designated			10,126,793	6,358,473	
Property taxes receivable			3,357,543	3,357,543	
Other receivables			116,388	184,541	
Other assets			106,450	111,205	
			<u>\$ 20,872,227</u>	<u>\$ 20,222,301</u>	
Liabilities and Reserves					
Payables and accrued liab			\$ 173,459	\$ 129,421	
Deferred rev - prop taxes			3,357,543	3,357,543	
Deferred rev - ARPA grant			647,104	747,679	
Designated reserves			10,126,793	6,358,473	
Unrestricted funds			7,154,265	10,035,551	
Revenues < expenditures			(586,937)	(406,366)	
			<u>\$ 20,872,227</u>	<u>\$ 20,222,301</u>	

City of Belle Meade
Other Revenue Breakdown
For the month ended, September 30, 2024

Solicitor Permits	\$	12
Holiday Permit Entrance Fees		185
Totals	\$	<u>197</u>



Capital Budget Report - General Fund - September 30, 2024



Project/Budget Item	FY 25	FY 26	FY 27	FY 28	FY 29	Total	Actual Spent FY 25	Budget Variance FY 25
<u>Fleet Replacement</u>								
Vehicle Replacement	\$242,000	\$254,100	\$162,068	\$170,172	\$178,681	\$1,007,021	\$0	\$242,000
Total Fleet Replacement	\$242,000	\$254,100	\$162,068	\$170,172	\$178,681	\$1,007,021	\$0	\$242,000
<u>Machinery and Equipment</u>								
Video Security System	\$104,726	\$84,000	\$0	\$0	\$0	\$188,726	\$0	\$104,726
Computers, Monitors, Servers, GTAC tablets, In-car radio	\$97,400	\$0	\$0	\$0	\$0	\$97,400	\$6,494	\$90,906
Street signs enhancement project, Harding PL/BMB signal upgrade, portable generator	\$802,300	\$0	\$0	\$0	\$0	\$802,300	\$1,725	\$800,575
Total Machinery and Equipment	\$1,004,426	\$84,000	\$0	\$0	\$0	\$1,088,426	\$8,219	\$996,207
<u>Streets</u>								
Street paving- Per paving plan	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,750,000	\$0	\$350,000
Street paving- Master Plan, BMB safety pedestrian safety project, Public Works garage door lift, TDOT sidewalk project	\$1,385,630	\$1,556,250	\$643,207	\$0	\$0	\$3,585,087	\$15,072	\$1,370,558
Total Streets	\$1,735,630	\$1,906,250	\$993,207	\$350,000	\$350,000	\$5,335,087	\$15,072	\$1,720,558
Total	\$2,982,056	\$2,244,350	\$1,155,275	\$520,172	\$528,681	\$7,430,534	\$23,291	\$2,958,765

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

City of Belle Meade, Tennessee
Statement of Net Position
Proprietary Fund (Sewer Fund)
September 30, 2024

ASSETS	FY 2025	FY 2024
Current assets:		
Cash and cash equivalents	\$ 145,176	\$ 137,540
Cash and cash equivalents- restricted		
Investments	2,079,731	1,731,808
Receivables (net of allowance for uncollectible)	50,605	48,081
Prepays	5,603	5,767
Inventory	11,069	13,438
Total current assets	<u>2,292,184</u>	<u>1,936,634</u>
Noncurrent assets:		
Capital assets		
Construction in progress	-	-
Improvements other than buildings	555,598	555,598
Machinery and equipment	7,365,377	7,269,929
Accumulated Depreciation	<u>(6,922,205)</u>	<u>(6,765,664)</u>
Total capital assets (net of accumulated depreciation)	<u>998,770</u>	<u>1,059,862</u>
TOTAL ASSETS	<u>\$ 3,290,954</u>	<u>\$ 2,996,496</u>
LIABILITIES		
Current Liabilities:		
Accounts payable	28,298	28,979
Purchase orders payable	-	-
TOTAL CURRENT LIABILITIES	<u>28,298</u>	<u>28,979</u>
Long-term liabilities:		
Accrued leave	6,969	6,730
TOTAL LONG-TERM LIABILITIES	<u>6,969</u>	<u>6,730</u>
TOTAL LIABILITIES	<u>35,267</u>	<u>35,709</u>
NET POSITION		
Change in Net Position	145,252	153,011
Net investment in capital assets	166,086	322,627
Restricted	-	-
Unrestricted	<u>2,944,349</u>	<u>2,485,149</u>
TOTAL NET POSITION	<u>3,255,687</u>	<u>2,960,787</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 3,290,954</u>	<u>\$ 2,996,496</u>

City of Belle Meade, Tennessee
Statement of Revenues, Expenses and Change in Net Position
Proprietary Fund (Sewer Fund)
For the month ended September 30, 2024

	FY 2025 BUDGET	FY 2025 BUDGET YTD	FY 2025 ACTUAL YTD	FY 2024 ACTUAL YTD	Variance Actual vs Budget
Operating revenues:					
Sewer user fees	\$ 511,617	\$ 127,904	\$ 150,429	\$ 139,082	18%
Permits	1,600	400	600	800	50%
Total operating revenues	513,217	128,304	151,029	139,882	18%
Operating expenses:					
Salaries	66,905	16,726	13,270	11,123	21%
Payroll Taxes	5,118	1,280	982	819	23%
Health/Dental & Life Ins.	16,351	4,088	3,385	3,325	17%
Retirement	4,738	1,185	1,106	1,052	7%
Clothing & Uniforms	1,330	333	38	29	89%
Education & Training	820	205	-	50	100%
Telephone, Internet	1,500	375	266	272	29%
Professional Services	20,630	5,158	3,676	400	29%
Insurance	7,800	1,950	1,868	2,098	4%
Repair & Maintenance Pumps	53,950	13,488	7,035	5,379	48%
Repair & Maintenance Vehicle	2,000	500	2,221	1,188	-344%
Repair & Maintenance Other Equipment	1,500	375	-	-	100%
Operating Supplies	1,351	338	-	138	100%
Chemicals	115,000	28,750	26,400	24,300	8%
Gasoline, Oil	6,000	1,500	373	519	75%
Consumable Tools	500	125	-	-	100%
Depreciation	275,000	-	-	-	0%
Total operating expenses	580,493	76,373	60,620	50,692	21%
Operating income	(67,276)	51,931	90,409	89,190	-74%
Nonoperating revenues:					
Interest income	60,000	15,000	25,443	20,221	-70%
Other income - TDEC grant	666,646	-	-	-	0%
Gain (loss) on sale of assets	-	-	-	-	0%
Total nonoperating revenues (expenses)	726,646	15,000	25,443	20,221	-70%
Income before contributions and transfers	659,370	66,931	115,852	109,411	-73%
Contributions and transfers					
Tap and access fees	16,000	4,000	6,000	8,000	-50%
Capital contributions	55,850	13,963	23,400	35,600	-68%
Total contributions and transfers	71,850	17,963	29,400	43,600	-64%
Change in position	\$ 731,220	\$ 84,894	\$ 145,252	\$ 153,011	-71%

City of Belle Meade, Tennessee
4 Year summary
Proprietary Fund (Sewer Fund)
September 30, 2024

ASSETS	FY 2025	FY 2024	FY 2023	FY 2022
Current assets:				
Cash and cash equivalents	\$ 145,176	\$ 137,540	\$ 206,223	\$ 297,189
Cash and cash equivalents- restricted	-	-	-	-
Investments	2,079,731	1,731,808	1,389,387	1,080,009
Receivables (net of allowance for uncollectible)	50,605	48,081	48,076	39,032
Prepays	5,603	5,767	4,046	3,855
Inventory	11,069	13,438	15,064	5,548
Total current assets	<u>2,292,184</u>	<u>1,936,634</u>	<u>1,662,796</u>	<u>1,425,633</u>
Noncurrent assets:				
Capital assets				
Construction in progress	-	-	-	-
Improvements other than buildings	555,598	555,598	555,598	555,598
Machinery and equipment	7,365,377	7,269,929	7,053,603	6,855,431
Accumulated Depreciation	(6,922,205)	(6,765,664)	(6,499,370)	(6,251,659)
Total capital assets (net of accumulated depreciation)	<u>998,770</u>	<u>1,059,862</u>	<u>1,109,831</u>	<u>1,159,370</u>
TOTAL ASSETS	<u>\$ 3,290,954</u>	<u>\$ 2,996,496</u>	<u>\$ 2,772,627</u>	<u>\$ 2,585,003</u>
LIABILITIES				
Current Liabilities:				
Accounts payable	28,298	28,979	25,911	22,395
Purchase orders payable	-	-	-	-
TOTAL CURRENT LIABILITIES	<u>28,298</u>	<u>28,979</u>	<u>25,911</u>	<u>22,395</u>
Long-term liabilities:				
Accrued leave	6,969	6,730	4,431	4,543
TOTAL LONG-TERM LIABILITIES	<u>6,969</u>	<u>6,730</u>	<u>4,431</u>	<u>4,543</u>
TOTAL LIABILITIES	<u>35,267</u>	<u>35,709</u>	<u>30,342</u>	<u>26,938</u>
NET POSITION				
Change in Net Position	145,252	153,011	134,319	129,789
Net investment in capital assets	166,086	322,627	588,920	836,632
Restricted	-	-	-	-
Unrestricted	<u>2,944,349</u>	<u>2,485,149</u>	<u>2,019,046</u>	<u>1,591,644</u>
TOTAL NET POSITION	<u>3,255,687</u>	<u>2,960,787</u>	<u>2,742,285</u>	<u>2,558,065</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 3,290,954</u>	<u>\$ 2,996,496</u>	<u>\$ 2,772,627</u>	<u>\$ 2,585,003</u>

City of Belle Meade, Tennessee
Statement of Revenues, Expenses and Change in Net Position
Proprietary Fund (Sewer Fund)
For the month ended September 30, 2024

	September 2024 FY Actual YTD	September 2023 FY Actual YTD	September 2022 FY Actual YTD	September 2021 FY Actual YTD	4 Year Average
Operating revenues:					
Sewer user fees	\$ 150,429	\$ 139,082	\$ 140,680	\$ 138,227	\$ 142,105
Permits	600	800.00	600	600	650
Total operating revenues	\$ 151,029	\$ 139,882	\$ 141,280	\$ 138,827	\$ 142,755
Operating expenses:					
Salaries	\$ 13,270	\$ 11,123	\$ 12,764	\$ 12,554	\$ 12,428
Payroll Taxes	982	819	951	910	916
Health/Dental & Life Ins.	3,385	3,325	3,022	1,461	2,798
Retirement	1,106	1,052	976	1,044	1,045
Clothing & Uniforms	38	29	114	192	93
Education & Training	-	50	-	-	13
Telephone, Internet	266	272	326	272	284
Professional Services	3,676	400	592	1,286	1,489
Insurance	1,868	2,098	1,349	1,260	1,644
Repair & Maintenance Pumps	7,035	5,379	3,268	6,385	5,517
Repair & Maintenance Vehicle	2,221	1,188	887	349	1,161
Repair & Maintenance Other Equipment	-	-	-	-	-
Operating Supplies	-	138	21	5	41
Chemicals	26,400	24,300	24,600	23,400	24,675
Gasoline, Oil	373	519	1,793	308	748
Consumable Tools	-	-	-	-	-
Depreciation	-	-	-	-	-
Total operating expenses	\$ 60,620	\$ 50,692	\$ 50,663	\$ 49,426	\$ 52,850
Operating income	\$ 90,409	\$ 89,190	\$ 90,617	\$ 89,401	\$ 89,904
Nonoperating revenues:					
Interest income	25,443	20,221	6,694	54	13,103
Other income	-	-	-	12,500	3,125
Gain (loss) on sale of assets	-	-	-	-	-
Total nonoperating revenues (expenses)	25,443	20,221	6,694	12,554	16,228
Income before contributions and transfers	115,852	109,411	97,311	101,955	106,132
Contributions and transfers					
Tap and access fees	6,000	8,000	6,000	6,000	6,500
Capital contributions	23,400	35,600	31,008	21,834	27,961
Total contributions and transfers	29,400	43,600	37,008	27,834	34,461
Change in position	\$ 145,252	\$ 153,011	\$ 134,319	\$ 129,789	\$ 140,593

City of Belle Meade - Stormwater
Condensed Financial Statement
September 30, 2024

	Fiscal 2024 Budget	YTD 2024 Budget	YTD September-24 Actual
Revenue			
Stormwater User Fees	\$ 296,000	\$ 296,000	\$ 263,405
	<u>\$ 296,000</u>	<u>\$ 296,000</u>	<u>\$ 263,405</u>
Expenditures			
Consultant's Services	72,960	18,240	5,923
Repair & Maintenance - Other	178,240	163,387	151,740
Other Improvements - Capital	500,000	-	-
	<u>\$ 751,200</u>	<u>\$ 181,627</u>	<u>\$ 157,663</u>
Net rev vs (net exp)	<u>\$ (455,200)</u>	<u>\$ 114,373</u>	<u>\$ 105,742</u>
Assets			
Cash		\$ 105,742	
Other receivables		-	
Other assets		-	
		<u>\$ 105,742</u>	
Liabilities and Reserves			
Payables and accrued liabilities		-	
Fund Balance		-	
Revenues < expenditures		105,742	
		<u>\$ 105,742</u>	

**THIS PAGE LEFT
INTENTIONALLY
BLANK**

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

First Horizon Advisors Account	2024	
	Current Period	
Beginning Balance	\$	7,560,792.38
Additions & Withdrawals		(475,337.69)
Interest Income		17,003.81
Taxes, Fees & Expenses		-
Change in Value		(15,215.11)
Ending Balance	\$	7,087,243.39

Interest Income (includes First Horizon Checking Account):

July 2024	\$	25,222.82
August		13,563.83
September		42,525.44
October		17,003.81

TOTAL	\$	98,315.90
--------------	-----------	------------------

City of Belle Meade

Investment Schedule - General Fund

Local Government Investment Pool

Balance at October 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	\$ 8,533,461	4.94%	5.15%	Earnings rate is monthly average

Interest Earnings

Current month	\$ 36,879.98
Fiscal year-to-date	\$ 159,359.95

Cash TransfersFrom Investment Pool to Operating Cash (withdrawal):

10/2/2024	\$ 100,000.00
10/15/2024	\$ 150,000.00
10/18/2024	\$ 150,000.00
10/30/2024	\$ 150,000.00

Total	\$ 550,000.00
-------	---------------

From Operating Cash to Investment Pool (deposit):

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

Restricted funds in the LGIP balance:

**** American Rescue Plans Act (ARPA) fund restricted for specific uses.	\$ 647,104.00
** David & Cindy Wilds Exemplary Service Award funds restricted to police department employees per specific guidelines.	12,140.92
	<u>\$ 659,244.92</u>

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

**THIS PAGE LEFT
INTENTIONALLY
BLANK**

Date/Time: 10/11/2024 11:53 AM			City of Belle Meade Payment Register By Date			User: Leigh Mills Page 1 of 6	
<u>Bank Name</u>		<u>Bank Number</u>					
Employee Fund		000000000001					
<u>Payment Number</u>	<u>Payment Type</u>	<u>Check Type</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Payment Amount</u>	
1114	CHK	Regular	Bankcard Center	1230	09/05/2024	\$190.49	
Bank Total:						\$190.49	
Bank Payment Count:						1	

Date/Time: 10/11/2024 11:53 AM

City of Belle Meade
Payment Register By DateUser: Leigh Mills
Page 2 of 6

Bank Name	Bank Number
General Fund Operating Account	000000000001
Checking	

Payment Number	Payment Type	Check Type	Vendor Name	Vendor ID	Payment Date	Payment Amount
13595	CHK	Regular	Christopher Roark	743	09/02/2024	\$206.50
13596	CHK	Regular	Delta Dental of Tennessee	214	09/02/2024	\$1,539.36
13597	CHK	Regular	Kimberly Huffines	1422	09/02/2024	\$206.50
13598	CHK	Regular	Landscape Services, Inc.	489	09/02/2024	\$6,995.00
13600	CHK	Regular	Anthony Thompson Masonry	44	09/05/2024	\$4,000.00
13601	CHK	Regular	Bankcard Center	1230	09/05/2024	\$811.85
13602	CHK	Regular	CMS Uniforms & Equipment	150	09/05/2024	\$25.90
13603	CHK	Regular	ConServe	1564	09/05/2024	\$32.04
13604	CHK	Regular	Element 47, LLC	1283	09/05/2024	\$165.00
13605	CHK	Regular	Hart Hardware - Belle Meade	420	09/05/2024	\$83.13
13606	CHK	Regular	ITS Dept. (Radio Communications)	1067	09/05/2024	\$836.00
13607	CHK	Regular	J & J Services, Inc.	1286	09/05/2024	\$656.35
13608	CHK	Regular	Keystone Business Solutions	475	09/05/2024	\$1,536.95
13609	CHK	Regular	Maricruz Flores	1563	09/05/2024	\$75.00
13610	CHK	Regular	MUTUAL OF OMAHA	1112	09/05/2024	\$1,161.24
13611	CHK	Regular	NTB Tire & Service Centers	1408	09/05/2024	\$61.48
13612	CHK	Regular	RVM Communications, LLC	1426	09/05/2024	\$341.66
13613	CHK	Regular	Shred On The Run	824	09/05/2024	\$50.00
13614	CHK	Regular	Staples Advantage	816	09/05/2024	\$192.87
13615	CHK	Regular	Tennessee Stormwater Assoc.	950	09/05/2024	\$300.00
13616	CHK	Regular	UniFirst Corporation	985	09/05/2024	\$33.42
13617	CHK	Regular	Wells Fargo Financial Leasing, Inc.	1478	09/05/2024	\$462.32
13618	CHK	Regular	Wex Bank	1037	09/05/2024	\$5,879.22
13619	CHK	Regular	Bankcard Center	1230	09/05/2024	\$2,929.30
13599	CHK	Regular	J. R. & Associates	455	09/06/2024	\$9,824.00
13620	CHK	Regular	benesch	1511	09/12/2024	\$866.68
13621	CHK	Regular	CEC, Inc.	151	09/12/2024	\$4,988.75
13622	CHK	Regular	Chano & Sons, Inc.	1491	09/12/2024	\$1,749.00
13623	CHK	Regular	Econo Signs LLC	257	09/12/2024	\$75.50
13624	CHK	Regular	Firestone Complete Auto Care	1565	09/12/2024	\$114.07
13625	CHK	Regular	FW Publishing	330	09/12/2024	\$350.00

Date/Time: 10/11/2024 11:53 AM

City of Belle Meade
Payment Register By Date

User:

Leigh Mills
Page 3 of 6

13626	CHK	Regular	Landscape Services, Inc.	489	09/12/2024	\$676.76
13627	CHK	Regular	LexisNexis Risk Solutions	518	09/12/2024	\$200.00
13628	CHK	Regular	Miller & Martin PLLC	1116	09/12/2024	\$5,000.00
13629	CHK	Regular	O'Reilly Auto Parts	1176	09/12/2024	\$33.96
13630	CHK	Regular	Office Depot	652	09/12/2024	\$92.72
13631	CHK	Regular	Quench Water	1494	09/12/2024	\$138.93
13632	CHK	Regular	UniFirst Corporation	985	09/12/2024	\$33.42
13633	CHK	Regular	Verizon Wireless	992	09/12/2024	\$1,000.64
13634	CHK	Regular	Tennessee Department Of Safety	883	09/12/2024	\$447.45
13635	CHK	Regular	Tennessee Dept. Of Revenue - Registration I	865	09/12/2024	\$532.00
13636	CHK	Regular	Anthony Thompson Masonry	44	09/19/2024	\$5,500.00
13637	CHK	Regular	benesch	1511	09/19/2024	\$14,205.03
13638	CHK	Regular	CivicPlus, LLC	1520	09/19/2024	\$9,450.00
13639	CHK	Regular	Clean Earth Collections LLC	168	09/19/2024	\$64,971.00
13640	CHK	Regular	E.T. Lowe Publishing Company, Inc.	491	09/19/2024	\$365.00
13641	CHK	Regular	Franklin Disposal LLC	1115	09/19/2024	\$33,417.20
13642	CHK	Regular	Image 360	1388	09/19/2024	\$1,875.00
13643	CHK	Regular	Legal Shield	514	09/19/2024	\$24.90
13644	CHK	Regular	Mack Mangrum	560	09/19/2024	\$897.00
13645	CHK	Regular	UniFirst Corporation	985	09/19/2024	\$33.42
13646	CHK	Regular	CMS Uniforms & Equipment	150	09/30/2024	\$645.55
13647	CHK	Regular	Cook's Pest Control	166	09/30/2024	\$89.00
13648	CHK	Regular	Lowes Business Acct/Synco	496	09/30/2024	\$211.31
13649	CHK	Regular	Metro Nashville Public Schools	597	09/30/2024	\$4,879.77
13650	CHK	Regular	NTB Tire & Service Centers	1408	09/30/2024	\$516.69
13651	CHK	Regular	RevCord	1413	09/30/2024	\$1,333.88
13652	CHK	Regular	RVM Communications, LLC	1426	09/30/2024	\$341.66
13653	CHK	Regular	Staples Advantage	816	09/30/2024	\$259.41
13654	CHK	Regular	UniFirst Corporation	985	09/30/2024	\$66.84
Bank Total:						\$193,787.63
Bank Payment Count:						60

Date/Time: 10/11/2024 11:53 AM

City of Belle Meade
Payment Register By DateUser: Leigh Mills
Page 4 of 6

Bank Name	Bank Number
Sewer Fund Operating Account - Checking	000000000001

<u>Payment Number</u>	<u>Payment Type</u>	<u>Check Type</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Payment Amount</u>
1696	CHK	Regular	Bankcard Center	1230	09/05/2024	\$77.29
1697	CHK	Regular	Wascon, Inc.	997	09/05/2024	\$1,009.77
1698	CHK	Regular	White Cap, L.P.	1506	09/12/2024	\$107.88
1699	CHK	Regular	Firestone Complete Auto Care.	1567	09/19/2024	\$443.16
1700	CHK	Regular	Wascon, Inc.	997	09/19/2024	\$1,561.57
1701	CHK	Regular	Metropolitan Dept. of Water & Sewerage Svc	534	09/30/2024	\$1,253.21
1702	CHK	Regular	Pace Analytical	1200	09/30/2024	\$1,623.00
					Bank Total:	\$6,075.88
					Bank Payment Count:	7

Date/Time: 10/11/2024 11:53 AM

City of Belle Meade
Payment Register By DateUser: Leigh Mills
Page 5 of 6

<u>Bank Name</u>	<u>Bank Number</u>					
Stormwater Operating Account	2000049300					
<u>Payment Number</u>	<u>Payment Type</u>	<u>Check Type</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Payment Amount</u>
10003	CHK	Manual	FW Publishing	330	09/19/2024	\$350.00
10004	CHK	Regular	CEC, Inc.	151	09/30/2024	\$4,783.48
10005	CHK	Regular	City of Belle Meade General Fund	176	09/30/2024	\$789.36
Bank Total:						\$5,922.84
Bank Payment Count:						3

Date/Time: 10/11/2024 11:53 AM

City of Belle Meade
Payment Register By DateUser: Leigh Mills
Page 6 of 6

<u>Bank Name</u>	<u>Bank Number</u>					
Street Aid Operating Account Checking	000000000001					
<u>Payment Number</u>	<u>Payment Type</u>	<u>Check Type</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Payment Amount</u>
1256	CHK	Regular	Roadrunner Sweeping	1380	09/05/2024	\$1,520.00
1257	CHK	Regular	Verizon Wireless	992	09/12/2024	\$782.46
Bank Total:						\$2,302.46
Bank Payment Count:						2
Grand Total:						\$208,279.30
Grand Payment Count:						73

Invoice

Civil & Environmental Consultants, Inc.
Phone: 412-429-2324 | Fax: 412-429-2114
www.cecinc.com

Jennifer Moody
 City Of Belle Meade
 4705 Harding Road
 Nashville, TN 37205

October 31, 2024
 Project No: 040-655
 Invoice No: 449750

Project 040-655 City of Belle Meade Develop BMP Manual

email: jmoody@citybellemead.org

cc: lmills@citybellemead.org

Professional Services through October 5, 2024

Task 0004 Engineering review services

Professional Fees

	Hours	Rate	Amount
Casey, Steven	.50	270.00	135.00
313 Lynnwood Blvd - 1st review			
Casey, Steven	.50	270.00	135.00
1025 Chancery Ln - 1st review			
Casey, Steven	.25	270.00	67.50
121 Bellevue Dr S - reviewing photos and findings from last Friday's intermediate site inspection			
Casey, Steven	.50	270.00	135.00
424 Westview Ave - 1st review			
Casey, Steven	.50	270.00	135.00
4444 Tyne Blvd - 1st review			
Casey, Steven	.75	270.00	202.50
606 Westview Ave - 3rd review			
Casey, Steven	.50	270.00	135.00
606 Westview Ave - 4th review			
Casey, Steven	.50	270.00	135.00
624 Westview Ave - 2nd review			
Casey, Steven	.50	270.00	135.00
707 Lynnwood Blvd - 2nd review			
Casey, Steven	.25	270.00	67.50
project mgmt			
Casey, Steven	.25	270.00	67.50
Teams mtg w/ Ryan Shields to discuss 606 Westview Ave review comments issued yesterday			
Guy-Baker, Christine	4.50	163.00	733.50
1025 Chancery Lane 1st Review			
Guy-Baker, Christine	2.00	163.00	326.00
116 Jackson Blvd ARAP review			
Guy-Baker, Christine	.25	163.00	40.75
116 Jackson Blvd ARAP review coordination			
Guy-Baker, Christine	1.00	163.00	163.00
116 Jackson Blvd Email to Peter regarding floodplain requirements			

Civil Engineering | Environmental Engineering & Sciences | Ecological Sciences | Waste Management | Water Resources

Project	040-655	City of Belle Meade Develop BMP Manual		Invoice	449750
Guy-Baker, Christine		.75	163.00	122.25	
1207 Canterbury Lane Construction Revision 1st Review					
Guy-Baker, Christine		.50	163.00	81.50	
424 Westview Avenue 1st Review					
Guy-Baker, Christine		1.25	163.00	203.75	
4400 Iroquis Avenue 2nd Review (Answering questions from Mary Peffen)					
Guy-Baker, Christine		1.00	163.00	163.00	
4444 Tyne Blvd 1st Review					
Guy-Baker, Christine		.50	163.00	81.50	
533 Belle Meade Blvd As-Built Sufficiency Review					
Guy-Baker, Christine		1.75	163.00	285.25	
606 Westview Avenue 3rd Review					
Guy-Baker, Christine		.50	163.00	81.50	
624 Westview Avenue 2nd Review					
Hair, Kalei		.25	121.00	30.25	
2nd review for 624 Westview Ave;					
Hair, Kalei		.50	121.00	60.50	
1025 Chancery Lane 1st Review;					
Hair, Kalei		.25	121.00	30.25	
1st review for 4444 Tyne Blvd					
Hair, Kalei		.25	121.00	30.25	
313 Lynnwood Blvd 1st Review;					
Hair, Kalei		1.00	121.00	121.00	
533 Belle Meade Blvd as-built site visit;					
Hair, Kalei		.25	121.00	30.25	
606 Westview Ave 4th Review;					
Hair, Kalei		.25	121.00	30.25	
624 Westview Ave 2nd review;					
Hair, Kalei		.25	121.00	30.25	
707 Lynwood Blvd 2nd Review;					
Thompson, Michele		.25	81.00	20.25	
Editing/Formatting					
1025 Chancery Lane, 1st Review					
Thompson, Michele		.25	81.00	20.25	
Editing/Formatting					
313 Lynnwood Blv, 3rd review					
Thompson, Michele		.25	81.00	20.25	
Editing/Formatting					
424 Westview Avenue.					
Thompson, Michele		.25	81.00	20.25	
Editing/Formatting					
4444 Tyne Blvd, 1st Rev.					
Thompson, Michele		.25	81.00	20.25	
Editing/Formatting					
606 West View Avenue, 4th review					
Thompson, Michele		.25	81.00	20.25	
Editing/Formatting					
606 Westview Avenue, 3rd Rev.					

Project	040-655	City of Belle Meade Develop BMP Manual		Invoice	449750
Thompson, Michele		.25	81.00	20.25	
Editing/Formatting					
624 Westview Avenue, 2nd Review					
Thompson, Michele		.25	81.00	20.25	
Editing/Formatting					
707 Lynnwood Blvd, 2nd Review					
Thornton, Joseph		.50	163.00	81.50	
Call from Ryan Shields re: 701 Belle Meade Boulevard					
Thornton, Joseph		.50	163.00	81.50	
1025 Chancery Lane - 1st Review					
Thornton, Joseph		2.25	163.00	366.75	
313 Lynnwood Blvd - 1st Review					
Thornton, Joseph		2.50	163.00	407.50	
424 Westview Ave - 1st Review					
Thornton, Joseph		.50	163.00	81.50	
424 Westview Avenue - 1st Review					
Thornton, Joseph		4.50	163.00	733.50	
4444 Tyne Blvd - 1st Review					
Thornton, Joseph		1.00	163.00	163.00	
533 Belle Meade Blvd - As-built Site Visit					
Thornton, Joseph		2.50	163.00	407.50	
606 Westview Ave - 4th Review					
Thornton, Joseph		2.25	163.00	366.75	
606 Westview Ave -3rd Review					
Thornton, Joseph		1.00	163.00	163.00	
624 Westview Ave - 2nd Review					
Thornton, Joseph		2.00	163.00	326.00	
707 Lynnwood Blvd - 2nd Review					
		43.50		7,335.50	
					7,335.50
Unit Billing					
Vehicle Mileage (.67/mile)		16.0 Miles @ 0.67	10.72		
Total Units		1.0 times	10.72	10.72	
		Total this Task		\$7,346.22	
		Amount Due This Invoice		\$7,346.22	

Remit to:
 Civil & Environmental Consultants Inc.
 P.O. Box 644246
 Pittsburgh, PA 15264-4246

Payment Terms: Net 30 Days, 1.5% Interest Per Month on Past Due Balances

October 28, 2024

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

Dear Ms. Moody:

Subject: Invoice for Engineering Review Services
CEC Project No. 040-655 Task 0004

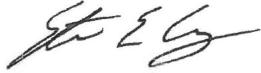
Enclosed is Civil & Environmental Consultants, Inc. (CEC) invoice for services through October 5, 2024. The following table breaks out the cost associated with each project. CEC recommends that you place the following highlighted statement on each applicant invoice the City sends for reimbursement: Please note, you may receive another invoice for the same review (e.g. first review) as CEC's billing period ends on different dates each month. Each billing period is four weeks long.

Project Site (Last name of applicant)	Invoice Amount
1025 Chancery Lane (Isham residence)	\$1,035.94
313 Lynnwood Boulevard (Kitchen residence)	\$557.44
121 Bellevue Drive South (McCulty residence)	\$78.05
424 Westview Avenue (Chestnut property)	\$730.94
4444 Tyne Boulevard (Echols residence)	\$1,087.19
606 Westview Avenue (Colclasure residence)	\$1,540.44
624 Westview Avenue (Savage residence)	\$465.44
707 Lynnwood Boulevard (Frey residence)	\$516.69
116 Jackson Boulevard (Hoogland residence)	\$534.94
1207 Canterbury Drive (Hayles residence)	\$127.44
4400 Iroquois Avenue (Edwards residence)	\$208.95
533 Belle Meade Boulevard (Palm residence)	\$376.06
701 Belle Meade Boulevard (Frist residence)	\$86.70

Ms. Jennifer Moody, City Manager
CEC Project 040-655
Page 2
October 28, 2024

Thank you for the opportunity to assist the City by providing engineering review services for land disturbing activity and other storm water and sanitary sewer related issues within the City. Please call me at 333-7797 if you have any questions concerning this project or this invoice.

Very truly yours,
CIVIL & ENVIRONMENTAL CONSULTANTS, INC.

A handwritten signature in black ink, appearing to read "Steve Casey", is positioned above the printed name.

Steven E. Casey, P.E., CPESC
Senior Principal
Enclosure

Clean Earth Collections LLC

P O Box 217
Pegram, TN 37143

cleaneearthcollections.com

(615) 788-3350

cleaneearthcollections@gmail.com

Invoice

Date	Invoice #
11/1/2024	3893

Bill To

City of Belle Meade
Attn: Nathan McVay
4705 Harding Rd
Nashville, TN 37205

Ship To

P.O. Number	Terms	Job Location	Due Date
	Net 15		11/16/2024

Date	Description	Amount
11/1/2024	November 2024 Chipper Service	15,700.00

Thank you for your business. Please call me at (615) 714-2177 with any questions. Thanks, Jonathan

Total

\$15,700.00

To pay by credit card visit our website cleaneearthcollections.com



City of Belle Meade
Leigh Mills
4705 Harding Pike
Nashville, TN 37205

Date: 10/30/24
Page: 1
Customer ID: 21605
Invoice #: 393202

PLEASE DETACH AND RETURN THIS PORTION OF STATEMENT WITH REMITTANCE

For Professional Services Rendered

Audit of June 30, 2024 financial statements - fieldwork substantially complete	10,000.00
Technology & Administration Fee	200.00
Balance Due	<u>\$ 10,200.00</u>

***Invoices are due upon receipt ***

Make checks payable to KraftCPAs PLLC
To pay online, go to [Pay Here](#)



NASHVILLE	-	Billings	615-921-6002
COLUMBIA	-	Tracy	931-388-3711
LEBANON	-	Kim	615-449-2334
CHATTANOOGA	-	Sue	423-362-7857

KraftCPAs PLLC - Certified Public Accountants and Consultants

555 Great Circle Rd.
Nashville, TN 37228

105 Bay Court
Lebanon, TN 37087

6136 Shallowford Rd., Ste 101
Chattanooga, TN 37421

610 North Garden St., Ste. 200
Columbia, TN 38401



Landscape Services, Inc.
PO Box 200569
Dallas, TX 75320-0569
615-391-3434
payments@lsipros.net
www.LSIpros.com

Invoice 176786
PO#

BILL TO:
Belle Meade, City of
4705 Harding Rd
Nashville, TN 37205

PROPERTY ADDRESS:
Belle Meade, City of
4705 Harding Road
Nashville, TN 37205

INVOICE DATE 10/18/2024	PLEASE PAY \$15,663.38	DUE UPON CONTRACT TERMS
----------------------------	---------------------------	----------------------------

DESCRIPTION	UNIT PRICE	EXT PRICE	SALES TAX	LINE TOTAL
-------------	------------	-----------	-----------	------------

#69683 - Fall Color 2024 Labor and Installation

LSI will perform the following

**Fall Color 2024 Installation and removal of spring
annuals per the Beautification Committee
requests.**

Labor costs: 116 hours @ \$37.50 per contract flower
installation = \$4,919.19

10 hours @ \$37.50 per contract for
flower removal = \$375.00

Material costs: Includes 310 flats of annuals, soil
amendments, fertilizer and shredded pine
nuggets. Materials Costs: \$10,369.19

Total Accumulated Costs: \$15,663.38

The beds and locations are as follows:

- 1 large bed at Lynwood Terrace/Bld and
Westhampton Pl
- 8 Planter boxes on Belle Meade Blvd (near Tyne)
- 2 beds on Lynwood Blvd at Harding Pl

- Corner of Lynwood and Abbott Martin Rd
- 1 bed at Deer Park Circle and Jackson Blvd
- 1 bed at Gerald Pl and Jackson Blvd
- 1 bed at Lynwood Terrace/Blvd/Ln intersection
- City Hall beds and planters
- End of Sunnyside Dr cul-de-sac
- End of Clarendon Ave
- End of Cornwall Ave
- End of Evelyn Ave

New Addition (as of spring 2024)

- 1 bed at Sutherland Ave and Belle Meade Boulevard

INVOICE TOTAL	\$15,663.38
LESS PAYMENTS/CREDITS	\$0.00
BALANCE DUE	\$15,663.38

THANK YOU.

Please enter email address if you would rather have your invoices emailed:



Local Government Corporation

714 Armstrong Lane
Columbia, Tennessee 38401
931-381-1155

City of Belle Meade
Belle Meade City Hall
4705 Harding Road
Nashville, TN 37205

Invoice	10005932
Date	11/07/2024
Due Date	12/07/2024
Page	1

Purchase Order No.	Customer	Customer Number	Payment Term	Sales Order No.	Invoice Type
loi	City of Belle Meade	3501	Net 30 days	19303	Sales Order
Quantity	Description			Unit Price	Ext. Price
1.00	Nextgen-City Property Tax			\$3,536.00	\$3,536.00
	Software Total				<u>\$3,536.00</u>
1.00	Nextgen-City Property Tax 11/07/2024 - 06/30/2025			\$3,605.30	\$3,605.30
	Software Support Total				<u>\$3,605.30</u>
				Subtotal	\$7,141.30
				Tax	\$0.00
				Total	\$7,141.30

Invoice Total \$7,141.30

For questions concerning this invoice,
please contact: Finance@localgovcorp.com

THANK YOU FOR YOUR BUSINESS!



October 17, 2024

Metro Nashville Public Schools
2601 Bransford Avenue
Nashville, TN 37204

RE: MIXED DRINK TAX REVENUE DISTRIBUTION

Dear Sirs:

Enclosed please find a check for payment of the monthly distribution of the Mixed Drink Tax Revenue. I have also enclosed a copy of the remittance statement from the State of Tennessee that shows the amount remitted to the City of Belle Meade. Under TCA Code 57-4-306, the City is required to distribute one-half of the monthly mixed drink tax proceeds to the school system.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in cursive script, reading "Leigh Mills", is written over the printed name.

Leigh Mills
Finance & Human Resources Director

FN: ltr.Mixed Drink Tax Distr.
Vendor M-239
Acct. Code 21530

4705 HARDING ROAD · NASHVILLE, TENNESSEE 37205 · 615-297-6041 · FAX 615-297-0255

FA-0234 (Rev 07/08)



State of Tennessee
Commissioner of Finance and Administration
To the Treasurer of the State of Tennessee

State of Tennessee Remittance Advice
Payment Made Through Automated Clearing House

ACH Number 0006413011

City Of Belle Meade
4705 Harding Rd

Nashville TN, 37205
USA

Account Number XXX2467
Deposit Effective Date 10/18/2024
Total Payment \$54,945.86

Payment Summary					
Supplier Number: 0000004055					
Agency Name	Telephone	Invoice Date	Invoice ID	Voucher Number	Paid Amount
Dept. of Revenue - Taxes	615/741-2632	10/10/2024	Beer Tx -Sept2024_023	01230614	\$666.04
City Beer Tax Payment					
Dept. of Revenue - Taxes	615/741-2632	10/10/2024	CiInterstateSalesSept2024_016	01231541	\$27.66
Telecom Interstate Sales City					
Dept. of Revenue - Taxes	615/741-2632	10/10/2024	Gas MfuelSept2024_023	01232100	\$4,529.25
Gasoline-M Fuel City Tax					
Dept. of Revenue - Taxes	615/741-2632	10/10/2024	Gas1989City-Sept2024_023	01232541	\$708.93
Gas 1989 Tax Payment					
Dept. of Revenue - Taxes	615/741-2632	10/10/2024	GasImproveCity-Sept2024_023	01232886	\$2,283.10
Gas Improve Tax Payment					
Dept. of Revenue - Taxes	615/741-2632	10/10/2024	Gs 3cent City-Sept2024_023	01233231	\$1,309.03
Gas 3 Cent Tax Payment					
Dept. of Revenue - Taxes	615/741-2632	10/10/2024	MixedDrinks-Sept2024_010	01234003	\$13,685.00
Mixed Drink - City					
Dept. of Revenue - Taxes	615/741-2632	10/10/2024	Petro Spec-Sept2024_023	01234428	\$441.48
City St - Petroleum Special					
Dept. of Revenue - Taxes	615/741-2632	10/10/2024	StateSalesTx-Sept2024_023	01234974	\$31,183.99
State Sales Tax - City					
Dept. of Revenue - Taxes	615/741-2632	10/10/2024	Cty TransportMod-Sept2024_023	01235426	\$111.38
Transportation Modernization City Payment					

0 * *
13,685 * x
0 * 5 =
6,842 * 50 *

Private and Confidential

MILLER & MARTIN PLLC
Attorneys at Law

Tax ID Number: 62-0449014
Telephone (423) 756-6600
Facsimile (423) 785-8480

ATLANTA, GA
CHARLOTTE, NC
CHATTANOOGA, TN
NASHVILLE, TN

Remittance Address:
832 Georgia Avenue, Suite 1200
Chattanooga, TN 37402-2289

November 4, 2024
29711.0001 DB
Invoice: 804481

Jennifer Moody
City Manager
City of Belle Meade, TN
4705 Harding Road
Nashville, TN 37205

Re: General

For legal services rendered through October 31, 2024:

Total Services	\$5,000.00
Total Expenses	\$0.00
Total This Invoice	\$5,000.00

Previous Balance as of November 4, 2024, \$0.00
Please Disregard if Payment Has Been Made

TOTAL BALANCE DUE INCLUDING THIS INVOICE \$5,000.00



P.O. Box 10057
Virginia Beach, VA 23450

Phone (888) TAG-TRAC Fax (757) 644-4037
www.StarChase.com

Invoice

Date
11/11/2024

Invoice #
20133957

Bill To
City of Belle Meade Attn: Finance 4705 Harding Road Nashville, TN 37205

Ship To
Belle Meade Police Department Attn: Chuck Williams 4705 Harding Road Nashville, TN 37205

P.O. Number	Annual Renewal	Terms	Net 30	Due Date	12/11/2024
Description			Quantity	Rate	Amount
23-SC-TSP-T1, GUARDIAN - VX VML Total Solution Package: 12 Months Unlimited Subscription GPS Live Tracking Projectiles, CoreView Mapping, Data and User Access. Note: Applies to Annual Subscription Renewal			8	1,500.00	12,000.00
23-SC-HH-TSP, GUARDIAN - HX Total Solution Package: 12 Months Unlimited Subscription GPS Live Tracking Projectiles, CoreView Mapping, Data and User Access.			1	480.00	480.00
24-SC-WARR--HHL-YR2, GUARDIAN - HX 12 Month Limited Manufacturer Extended Warranty - Year 2 (Labor not included)			1	250.00	250.00
* TSP & Warranty coverage for 8 VML and 1 HHL. (VML units are still covered under the initial 24-month manufacture warranty.)					
- Coverage dates: 1/11/25 - 1/10/26					
Thank you for your business.					
Please Remit Payment To: StarChase LLC P.O. Box 10057 Virginia Beach, VA 23450 Questions & Inquiries can be directed to AR at 757.802.4434 or accounting@starchase.com				Sales Tax (7.0%)	\$0.00
				Total (USD)	\$12,730.00
				Payments/Credits	\$0.00
				Balance Due (USD)	\$12,730.00

Boc Approval 10/16/24

412-52210-930
NM



Straeffer Pump & Supply, Inc

Remit Payment To:
PO Box 99
Chandler, IN 47610
PH: 812.476.3075 FX: 812.476.5164
ddietrich@straefferpump.com
www.straefferpump.com



INVOICE

Date	Invoice #
10/28/2024	42940

Bill To City of Belle Meade, TN 4705 Harding Rd Nashville, TN 37205 H - EMAIL				Ship To (Same As Bill To unless noted) City of Belle Meade, TN			
Pump S/N	See Below			Terms	Net 30	TAG:	
KM Job #	Customer P.O. No.	Buyer	Job No	Main Job #	Job Name	Ter	
	110-3930	Kevin Weddle				9	
Qty	Item Code	Description	Price Each	Amount			
10	WGL20-21-20	Myers, Grinder Pump, 2HP, 1/230 volt, 20' cord, full diameter impeller S/N: 10825848 10825751 10825852 10825850 10825855 10825849 10825752 10825853 10825851 10825856	1,744.00	17,440.00			
				Total	\$17,440.00		
DUE TO THE RISING COST OF CHARGE CARD PROCESSING FEES, EFFECTIVE SEPTEMBER 1, 2015, WE WILL BE ADDING A 3% CHARGE CARD PROCESSING FEE TO ALL PAYMENTS MADE VIA CREDIT CARD.							
TERMS: NET 30 DAYS, 1 1/2% PER MONTH SERVICE CHARGE WILL BE ADDED TO PAST DUE ACCOUNTS AS WELL AS ALL COSTS AND EXPENSES INCURRED IN COLLECTING ANY AMOUNTS DUE. INCLUDING ATTORNEY'S AND COLLECTION FEES. PLEASE PAY FROM THIS INVOICE. NO STATEMENT WILL BE ISSUED.							

Account #

Wascon Inc.
910 EAST MAIN STREET
LIVINGSTON, TN. 38570
LIVINGSTON, TN. 38570
931-823-1388

Invoice

DATE	INVOICE #
10/24/2024	78687

BILL TO
CITY OF BELLE MEADE 4705 HARDING ROAD NASHVILLE, TN. 37205

SHIP TO
SAME

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.	PROJECT
110-3916	Net 30		10/24/2024	OUR TRUCK		
QUANTITY	ITEM CODE	DESCRIPTION			PRICE EACH	AMOUNT
1	MTL	36 X 60 E/ONE FIBERGLASS DUPLEX STATION FREIGHT S.N. WH917933, WH917932			7,759.04	7,759.04
1	FR				300.00	300.00

Wascon Inc.
910 EAST MAIN STREET
LIVINGSTON, TN. 38570
LIVINGSTON, TN. 38570
931-823-1388

Invoice

DATE	INVOICE #
10/24/2024	78688

BILL TO
CITY OF BELLE MEADE 4705 HARDING ROAD NASHVILLE, TN. 37205

SHIP TO
SAME

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.	PROJECT
110-3917	Net 30		10/24/2024	OUR TRUCK		
QUANTITY	ITEM CODE	DESCRIPTION			PRICE EACH	AMOUNT
1	MTL	36 X 60 E/ONE FIBERGLASS DUPLEX STATION			7,759.04	7,759.04
1	FR	FREIGHT S.N. WH917960 WH917959			300.00	300.00



Invoice Statement

INVOICE NUMBER: 100106944
ACCOUNT NAME: City of Belle Meade (3)

PAGE 1

ACCOUNT NUMBER	CREDIT LIMIT	DAYS THIS PERIOD	BILL CLOSING DATE	PAYMENT DUE DATE**	AMOUNT DUE
0496-00-301381-0	22800.00	30	SEP-30-2024	OCT-25-2024	5242.09

DATE	ACTIVITY DESCRIPTION	CHARGES / DEBITS	PAYMENTS / CREDITS
SEP-11-2024	Payment - Thank You		5879.22
SEP-30-2024	Fuel Purchases	5318.20	
SEP-30-2024	Other Purchases		7.31
SEP-30-2024	Rebates and Rebate Reversals		68.80
REMINDER PLEASE BE SURE TO INCLUDE REMITTANCE STUB WITH PAYMENT. MAIL TO THE ADDRESS SHOWN IN THE RIGHT PORTION OF THE REMITTANCE STUB.			
**Payment must process by Payment Due Date. Paper checks must be received at least two business days before Payment Due Date to enable on-time processing.			
The Finance Charge is determined by applying a periodic rate of 0%			

PURCHASES, RETURNS AND PAYMENTS MADE JUST PRIOR TO BILL CLOSING DATE MAY NOT APPEAR UNTIL THE NEXT INVOICE/STATEMENT.
SEE REVERSE SIDE FOR IMPORTANT INFORMATION AND TERMS.

PREVIOUS BALANCE	(-)PAYMENTS	(+)ACTIVITY THIS PERIOD	(-)SAVINGS THIS PERIOD	(=)NEW BALANCE
5879.22	5879.22	5310.89	68.80	5242.09

CALL CUSTOMER SERVICE TO PAY BY PHONE
FEDERAL TAX ID: 841425616

TO ENSURE PROPER CREDIT, TEAR AT PERFORATION AND INCLUDE BOTTOM PORTION WITH YOUR PAYMENT

WEX Fleet Universal

Do not use for remittance
P.O. Box 639
Portland, ME 04104-0639

Leigh Mills
City of Belle Meade (3)
4705 Harding Rd
Nashville, TN 37205

ACCOUNT NAME	City of Belle Meade
ACCOUNT NUMBER	0496-00-301381-0
INVOICE NUMBER	100106944
BILL CLOSING DATE	SEP-30-2024
AMOUNT DUE	5242.09
AMOUNT ENCLOSED	
PAYMENT DUE DATE	OCT-25-2024
PAYMENTS RECEIVED AFTER THIS DATE SUBJECT TO A FINANCE CHARGE.	

Make check payable to: WEX BANK
To avoid processing delays, remit all payments to:

|||||||
WEX BANK
P.O. BOX 6293
CAROL STREAM IL 60197-6293

04960030138100000000524209 241025



Invoice Statement

INVOICE NUMBER: 100768547
ACCOUNT NAME: City of Belle Meade (3)

PAGE 1

ACCOUNT NUMBER	CREDIT LIMIT	DAYS THIS PERIOD	BILL CLOSING DATE	PAYMENT DUE DATE**	AMOUNT DUE
0496-00-301381-0	22800.00	31	OCT-31-2024	NOV-26-2024	5407.64

DATE	ACTIVITY DESCRIPTION	CHARGES / DEBITS	PAYMENTS / CREDITS
OCT-21-2024	Payment - Thank You		5242.09
OCT-31-2024	Fuel Purchases	5469.49	
OCT-31-2024	Other Purchases		4.10
OCT-31-2024	Rebates and Rebate Reversals		57.75
REMINDER PLEASE BE SURE TO INCLUDE REMITTANCE STUB WITH PAYMENT. MAIL TO THE ADDRESS SHOWN IN THE RIGHT PORTION OF THE REMITTANCE STUB.			
**Payment must process by Payment Due Date. Paper checks must be received at least two business days before Payment Due Date to enable on-time processing.			
The Finance Charge is determined by applying a periodic rate of 0%			

PURCHASES, RETURNS AND PAYMENTS MADE JUST PRIOR TO BILL CLOSING DATE MAY NOT APPEAR UNTIL THE NEXT INVOICE/STATEMENT.
SEE REVERSE SIDE FOR IMPORTANT INFORMATION AND TERMS.

PREVIOUS BALANCE	(-)PAYMENTS	(+)ACTIVITY THIS PERIOD	(-)SAVINGS THIS PERIOD	(=)NEW BALANCE
5242.09	5242.09	5465.39	57.75	5407.64

CALL CUSTOMER SERVICE TO PAY BY PHONE
FEDERAL TAX ID: 841425616

TO ENSURE PROPER CREDIT, TEAR AT PERFORATION AND INCLUDE BOTTOM PORTION WITH YOUR PAYMENT

WEX Fleet Universal

Do not use for remittance
P.O. Box 639
Portland, ME 04104-0639

Leigh Mills
City of Belle Meade (3)
4705 Harding Rd
Nashville, TN 37205

ACCOUNT NAME	City of Belle Meade
ACCOUNT NUMBER	0496-00-301381-0
INVOICE NUMBER	100768547
BILL CLOSING DATE	OCT-31-2024
AMOUNT DUE	5407.64
AMOUNT ENCLOSED	
PAYMENT DUE DATE	NOV-26-2024

PAYMENTS RECEIVED AFTER THIS DATE SUBJECT TO A FINANCE CHARGE.

Make check payable to: WEX BANK
To avoid processing delays, remit all payments to:

|||||.....|||||.....
WEX BANK
P.O. BOX 6293
CAROL STREAM IL 60197-6293

04960030138100000000540764 241126



Franklin Disposal
P.O.Box 681627
Franklin, Tennessee 37068
United States
franklindisposal@gmail.com

Billing Address

Attn:City Of Belle Meade
City Of Belle Meade
4705 Harding Rd Belle Meade, TN 37205
✉ lmills@citybellemead.org

Shipping Address:

Attn:City Of Belle Meade
4705 Harding Rd
Belle Meade, TN 37205
✉ lmills@citybellemead.org

Invoice: chz124257

Date: 11/14/2024

Due Date: 11/24/2024

Product/Services	Qty	Unit Rate	Amount
2 - Garbage service December 2024	1	\$33,417.20	\$33,417.20
		Subtotal	\$33,417.20
		Tax 0.00%	\$0.00
		Total	\$33,417.20
		Payment	\$0.00
		Balance	\$33,417.20

Payments powered by Chargezoom
[Terms of Service](#) | [Privacy Policy](#)

**THIS PAGE LEFT
INTENTIONALLY
BLANK**

ORDINANCE 2024-15

AN ORDINANCE TO AMEND TITLE NINE, CHAPTER 1 OF THE BELLE MEADE MUNICIPAL CODE TO ADD TIME RESTRICTIONS UPON LICENSED PEDDLERS, SOLICITORS, AND SALESPERSONS AND TO AUTHORIZE THE CREATION OF A “DO NOT SOLICIT” LIST.

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF BELLE MEADE that Chapter One of Title Nine of the Belle Meade Municipal Code, relative to restrictions on Peddlers and Solicitors is hereby amended as follows:

SECTION 1. There shall be added new Sections 9-106 and 9-107, which shall read as follows:

9-106. Time Restrictions on Licensees. No person licensed under this ordinance shall (1) conduct any activities other than between the hours of 8:00 A.M. and 5:00 P.M., Monday through Friday of each week.

9-107. Do Not Solicit List. The city recorder shall maintain a do-not-solicit list.

(1) Any property owner or tenant, if the property is leased, may elect to add or remove his or her residence to or from the list, at any time: by calling or visiting the city recorder's offices; directing an email request to the city through a link to be maintained on the city's website for that purpose.

(2) The do-not-solicit list shall be updated as follows: (a) Every person who elects to add his or her residence to the do-not-solicit list shall be required to re-register such residence every five (5) years. Any residence that is not re-registered in accordance with this section shall be removed from the do-not-solicit list; (b) On a periodic basis, the city recorder shall compare the do-not-solicit list to the property tax database to identify which residences on the do-not-solicit list have been transferred or sold since being registered. The city recorder shall remove any such residence; (c) The city recorder shall provide a copy of the do-not-solicit list to each person issued a license pursuant to this section.

(3) In addition, any person may obtain a copy of the do-not-solicit list by:

- (a) Visiting the city recorder's offices during normal business hours;
- (b) Accessing a copy from the city's website.

(4) No person licensed under this ordinance shall enter onto the property of any residence listed on the do-not-solicit list for engaging in any of the activities for which this license is required.

SECTION 2. Current sections 9-106 and 9-107 and any subsequent sections of this ordinance shall be renumbered accordingly

SECTION 3. 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: October 16, 2024

Passed on Second Reading:

Rusty Moore, Mayor

Rusty Terry, City Recorder

**City of Belle Meade
Board of Commissioners
2025 Meeting Dates**

The Board Meets at 4 p.m. the 3rd Wednesday of every month, unless otherwise noted, in Beth Reardon Hall at Belle Meade City Hall, located at 4705 Harding Pike, Nashville, TN

January 15

February 19

March 19

April 16

May 21

June 18

July 16

August 20

September 17

October 15

November 19

December 17