

## **City of Forest Hills Board of Commissioners**

**September 1, 2011**

**Mayor William Coke Presiding  
5:00 p.m., at the City Office**

The Forest Hills Board of Commissioners (herein also the "Board") held its regular meeting on September 1, 2011 at the City's Offices, 4012 Hillsboro Road, Nashville, Tennessee, beginning at 5:00 p.m. Mayor Coke presided. Also present were Vice Mayor Lovell, Matt Foster, City Attorney and Al Deck, City Manager. Others present are shown on the attached sign-in sheet. A copy of the Agenda is also attached to these minutes.

1. Approval of the Minutes of the August 18, 2011 meeting. Upon motion by Vice Mayor Lovell, which was seconded by Mayor Coke, the Members unanimously voted to approve the minutes of the August 18, 2011 meeting.

2. Announcement by Mayor Coke: The Mayor read into the record the resignation of Commissioner Tim Douglas. Due to increased travel requirements of his job, he feels he is no longer able to serve in his position and regretfully must step down effective November 1, 2011. Commissioner Douglas thanked the Members and Staff and offered his best wishes to the City of Forest Hills. On behalf of the City and Board of Commissioners, Mayor Coke expressed his deep regret at the loss of Commissioner Douglas' expertise and tireless efforts and thanked him for his contributions to Forest Hills.

3. Report from the City Manager, Al Deck:

a. Snow Removal Bids. The City Manager stated the City received one bid for snow removal service from Johnson Landscaping. Upon motion by Vice Mayor Lovell, which was seconded by Mayor Coke, the Members unanimously voted to accept the bid and awarded the contract for snow removal to Johnson Landscaping. The contract is effective September 1 2011 for one year; however, with approval of both parties, the contract may be extended twice. Copy of bid attached to the minutes.

b. Traffic Sign Requirements--Informational Purposes Only: The recent announcement about massive revisions to reflectivity and readability of street and traffic signs has been suspended. Only a few measures are scheduled to be implemented in the next year and all address immediate safety issues. The City Manager will keep the members apprised.

c. Tyne Estates Letter of Credit: All remedial work has been completed within the failed Tyne Estates Subdivision. When the Developer filed bankruptcy, the City called the LOC to protect the interest of the City and property owners within the subdivision. The City Attorney will also discuss this item.

d. City Hall: The Construction Manager discovered an omission in awarding the contract for caulking the exterior masonry work. The expense was included in the budget and will not increase construction cost. The amount of \$4,100 and the City Manager requested the Board approve awarding the contract the original bidder. Upon motion by Vice Mayor Lovell, which was seconded by Mayor Coke, the Members unanimously voted to award the exterior caulking contract as originally intended.

4. Report from the City Attorney, Matt Foster

a. Open Matters: Mr. Foster reviewed and discussed the few remaining open matters with the Members.

b. Tyne Estates: The City Attorney requested authorization to interplead the letter of credit into court. Since the City has completed all remedial work within the subdivision and there are funds remaining, he requested the Board's permission to submit the remaining funds to Chancery Court for proper disposition. Upon motion by Vice Mayor Lovell, which was seconded by Mayor Coke, the Members unanimously voted to allow the City Attorney to transfer all remaining funds to the Court.

5. New Business: Discussion of how the new City Hall might be used:

The Members, Staff, and public discussed the opportunities and potential problems of opening the building for functions outside the scope of governmental activities. The consensus was the City will have many opportunities to host activities sponsored by the City of Forest Hills and the Members requested the City Attorney research policies at other cities and review model policies for public use.

6. Adjourn