

**MINUTES OF A MEETING OF
THE BOARD OF COMMISSIONERS OF
THE CITY OF FOREST HILLS**

DECEMBER 13, 2012

The Forest Hills Board of Commissioners (herein also the “Board”) held its regular meeting on December 13, 2012 at the City’s Offices, 6300 Hillsboro Pike, Nashville, Tennessee, beginning at 5:00 p.m. Mayor Coke presided. Also present were Commissioner Hyde; Vice Mayor Lovell; Matt Foster, City Attorney; City Engineer, Brad Bivens; 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: Upon motion by Vice Mayor Lovell, which was seconded by Commissioner Hyde, the Members unanimously voted to approve the Minutes of the November 15, 2012 meeting.

2. New Business: Cultural & Natural Resources Committee: Mr. Henry Trost and Ms. Sally Huston discussed a proposal to Identify and Create a Plan for Small Parcel Conservation. Mr. Trost presented background information on the City’s goal to preserve small parcels. The C&RN Members engaged the Land Trust of Tennessee to lead the conservation efforts and provide consulting services. Mr. Trost stated that the four-phase proposal begins with surveying and prioritizing potential properties. The final stage will be establishing a partnership with selected residents and gain support. In order to use the expertise of the Land Trust, the C&NR Committee requested funding of \$10,000, payable to the Land Trust of Tennessee. The Committee proposed the City of Forest Hills donate the funds directly to the Land Trust.

Mayor Coke commented that the C&NR's project fits perfectly with the City's objective of small parcel preservation. Commissioner Hyde offered a motion to approve funding the \$10,000 donation to the Land Trust. Vice Mayor Lovell seconded the motion and the Members unanimously voted to approve the request of the Cultural & Natural Resources Committee.

3. Report from the City Manager, Al Deck.

(a) Approval of the November 2012 Financial Statements:

Commissioner Hyde offered a motion to approve the November Financial Statements, which Vice Mayor Lovell seconded, and the Financial Statements were approved

(b) Update on Special Census: The City Manager asked Jan Stinson to provide a status report. Ms. Stinson stated that the project is approximately 80 percent complete, with 365 non-reporting houses out of 1825 occupied homes. Ms. Stinson also discussed continued use of the telemarketing company for the next few weeks, due to the lower cost of phone calls, compared to the cost of a police officer visiting each of the non-responding homes. However, due to the approaching deadline, the City will need to implement the direct visit approach no later than mid-January. She also confirmed that one of the State development districts will verify our count and certify the census to the State.

(c) Bids for Guardrail on Ridgewood Drive: The City received four bids from two vendors---Bullington Construction & Guide Services:

Bullington Construction quoted:

Option #1: steel backed timber guardrail: 240LF @ \$103 per	=	\$24,720.00
Plus, concrete blocks as terminal ends, if desired		<u>1,600.00</u>
Total		\$26,232.00
Option #2: timber guardrail, w/o the steel backing @ \$76 per	=	\$18,240.00
<u>Uses steel post</u> to mount the timber		

Option#3: weathering steel-----rusty look = \$13,120.00

Guide Services quoted:

Option #1: timber guardrail, w/o steel backing @ \$67.50 = \$16,200.00
Includes two terminal ends, wood post
This company installed the timber rail on Saxon

Mayor Coke reported that the residents expressed a preference for timber rails. However the Members expressed concern about the wooden post. The City Manager stated that the area on Chickering Park at the intersection with Ridgewood, where the City replaced the culvert and built new stone headwalls, represents as much of a hazard as the slope on Ridgewood. An additional 30 foot section of guardrail would protect residents from that exposure. The bidder agreed to apply the same cost per square foot to the second, short run of guardrail. Following a discussion of the options, Commissioner Hyde offered a motion to award the project to Bullington Construction and select option #2, timber rails with weathering steel post. Additionally the Members agreed to purchase the additional 30 foot section, for the area along Chickering Park at the intersection. Vice Mayor Lovell seconded the motion and the Members unanimously voted to award the bid to Bullington Construction for option #2, as amended.

(d) Ordinance No. 12-207-Budget amendment: The City Manager offered an Amendment to the 2012-2013 Budget, due to the increased paving and drainage work currently in progress. The contract was approved and awarded in May of the 2011-2012 budget. Since the bid provided a competitive rate for asphalt and the contract extends for 12 months, the Board of Commissioners expanded the paving project and continued paving into the 2012-2013 budget year. The proposed Ordinance amends the following accounts:

Public Works--Streets ---43130-400: Drainage Improvements---Labor-----\$ 47,500
Public Works--Streets ---43130-935: Drainage Improvements--Material- 87,500
Public Works--Streets---43190-931: Finish Paving----- 600,000
Public Works--Streets---43190-931: Construction----- 500,000

TOTAL-----\$ 1,235,000

Vice Mayor Lovell offered a motion to approve Ordinance No. 2012-207, Amending the 2012-2013 budget as outlined in the Ordinance (Copy attached). Commissioner Hyde seconded the motion and the Members voted to approve on first reading, a proposal to amend the 2012-2013 Budget as outlined.

4. Report from the City Attorney, Matt Foster: Mr. Foster informed the Members that in response to inquiries and complaints regarding the failed Tyne Estates development, he has attempted to contact the owner. He stated that the original owner, Mr. Wes Lamoureux filed bankruptcy and the property was purchased during that process. However, the property has sold again and Mr. Foster has been unable to reach the current owner by mail or phone. There are two areas of concern: the cul-de-sac at the end of Saxon and a second, short cul-de-sac near the area of the May, 2010 landslide. The first area is part of Saxon Drive and is a City street. However, the other is a private drive designed to serve future homes in that portion of the development. Since it is a private driveway, the City cannot erect any type of barricade to prevent parking in the seclude area without the approval of the owners. The City Attorney will continue his efforts to contact the owners and the City Manager stated he will attempt to remove the debris for both locations.

5. Report from the City Engineer, Brad Bivens:

a. Paving / Drainage / Speed Humps: Repair work continues, however the contractor has not paved any additional streets. The remaining streets on the paving list are Sunset Hills Terrace and Andover. The stone masons have completed all headwalls on Otter Creek except the intersection of Hillsboro and Otter Creek. The only remaining problem on Otter Creek is the speed humps. The speed humps were installed

below the standard height and were ineffective. The Rogers Group added an additional layer of paving to the humps; however, that effort caused the hump to be more severe than the original specifications. Mr. Bivens will have an employee from his office shoot the elevations and verify the status of the speed humps. If they are outside the engineering specifications, Mr. Bivens will provide the exact specifications to The Rogers Group.

b. Update on the Hillsboro Sign Project: Jarrett Builders has completed boring the holes for the Hillsboro Sign Project. Most of the foundations have been poured and are ready for installation. Murrco Fabrication will deliver 15 completed posts and signs next week and the same number the following week. The project should be completed by the end of January.

Public Comments: Mr. Mickey Martin addressed the Members concerning a cooperative agreement to trim and perform a weight reduction on the Bradford Pear trees along the boulevard of “Double” Chickering. The purpose is to reduce the likelihood of limbs breaking and posing a hazard within the right-of-way. The estimated fee is \$8,000 and Mr. Martin requested the Board pay half. The Members took the request under advisement without action.

There being no further matters before the Board, the meeting was adjourned.

Recorder

Mayor