

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

**August 15, 2013**

The Forest Hills Board of Commissioners (the “Board”) held its regular meeting on August 15 2013 at City Hall, 6300 Hillsboro Road, Nashville, Tennessee, beginning at 5:00 p.m. Mayor Bill Coke presided. Also present were Vice Mayor John Lovell, Commissioner Lanson Hyde, City Attorney Matt Foster, City Engineer Brad Bivens and City Manager, Amanda Deaton. Others present are shown on the attached sign-in sheet. A copy of the Agenda is attached to these minutes.

1. **Approval of the Minutes of the June 20, 2013 meeting.** Vice Mayor Lovell made a motion to approve the minutes as submitted. Commissioner Hyde seconded the motion. The Board voted unanimously to adopt the minutes of the July 18, 2013 meeting.
2. **Approval of Financial Statements.** Financial Statements from June and July were approved. The motions were taken separately. Commissioner Hyde made a motion to approve the June Financial Statements. Vice Mayor Lovell seconded the motion and it passed unanimously. Commissioner Hyde made a motion to approve the July Financial Statements. Vice Mayor Lovell seconded the motion and it passed unanimously.
3. **Report from City Manager, Amanda Deaton**
  - (a) **Discussion of Demolition Code and Release of Letter of Credit for 1815 Otter Creek.** Ms. Deaton explained that the demolition ordinance does a good job of protecting neighborhoods from possible risks when a demolition occurs by requiring a performance bond or letter of credit. However, there was no provision for releasing the letter of credit if the property is sold. Ms. Deaton continued that she and Mr. Foster would begin revising this ordinance for clarity. This issue occurred with 1815 Otter Creek Road. Mr. Kendig demolished the structure then sold the property. Ms. Deaton asked that the commissions move to release Mr. Jeff Kendig from his letter of credit. Vice Mayor Lovell made a motion to release the letter of Credit. Commissioner Hyde seconded the motion and it was approved unanimously.

Mayor Bill Coke followed the motion with a question as to whether a letter of credit could transfer when the title transfers. City Attorney Mr. Matt Foster responded that the stipulation could cross if specified, but more than likely, it could simply be communicated to the buyer and a new letter of credit formed. Commissioner Hyde asked about the available options for a resident who had debris from demolition left near his/her property. Mr. Foster responded that the city could write a letter asking for the debris removal, then it could be followed up with a citation to be reviewed in Municipal Court.
  - (b) **Resolution to purchase a Ford Explorer.** Ms. Deaton read a resolution allowing for the purchase of a vehicle from the State of Tennessee Contract. Commissioner Hyde made a motion to approve the Resolution. Vice Mayor Lovell seconded the motion and it passed unanimously.

Commissioner Hyde asked if Ms. Deaton was insured to drive the vehicle. She responded affirmatively, mentioning she had changed the policy recently.

- (c) **Chipper Service and Snow Removal Bids.** Ms. Deaton informed the Commissioners that she would be putting together bid packages for the Chipper and Snow Removal Services the following week.

4. **Report from the City Attorney, Matt Foster.**

(a) **Open Matters.**

- Subdivision Regulations- Mr. Foster said that The City Planner, Mort Stein, Mr. Bivens, and Ms. Deaton were planning on meeting next week to finalize the recommendations for the new subdivision regulations/

- Zoning Code Amendments- Mr. Foster noted that he was ready to make zoning code amendments and would like some feedback from the Commissioners as it relates to timeline. Mr. Foster asked whether it would be acceptable to have them in September or October. The changes would have to be recommended by the Planning Commission and approved twice by the Board of Commissioners. Mayor Coke indicated that he was comfortable with September or October but wanted to ensure proper time was given for review. Commissioner Hyde mentioned that while codes are in flux, Board of Zoning Appeals application fees should be waived.

5. **Report from City Engineer, Brad Bivens**

- (a) **Paving contract update.** Mr. Bivens reiterated that Piccadilly Place has been added to the paving contract in lieu of Page Lane. Mr. Bivens also explained that Jason Jarrett had been doing much of the preliminary work. Culverts had been replaced in preparation. Although the culvert work has already been acceptably completed, it has been recommended that Wilshire not be paved until 2015 because of upcoming construction. Mr. Bivens asked that if we were able to find another street of similar size to Wilshire, could we added it to this year's paving schedule. Mayor Coke indicated that finding another street would be acceptable.

- (i) **Multiuse Path.** Mr. Bivens said he had received positive response from Harry and Smith as well as metro parks regarding the multi-use path. He detailed that the next step with involved getting a 15 feet wide easement. Mr. Bivens had already been in contact with Metro-Davidson County regarding the right of way challenges and that Rory Roland would walk us through the checklist. Vice Mayor Lowell reconfirmed that the pathway was part of our current paving contract. Mr. Bivens nodded in agreement.

- (b) **Speed Humps- Otter Creek Road.** The Speed humps along Otter Creek have been surveyed. In some cases the humps are two to three inches too high. The contractors, Roger's Group have chosen to subcontract with Jason Jarrett to lower the speed bumps. Mr. Bivens noted that Jason Jarrett would be using infrared technology to reactivate the asphalt and lower it a few inches. Mr. Bivens said he would be out measuring the humps personally.

6. **Update on Kellytown, Mayor Bill Coke.** Mayor Coke provided a recap of the Kellytown meeting that occurred on June 23rd. The minutes were distributed to the group. Mayor Coke explained that the next step would be funding. Commissioner. Hyde made a motion to provide seed money in the amount of \$100,000 to get the organization started. This was seconded and approved on caption unanimously. The next Kellytown meeting is planned for Tuesday, September 3rd, 2013.
7. **Citizens Comments.** None
8. **Adjournment.** The Board adjourned.

---

Mayor

---

City Recorder

