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

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**November 21, 2013**

6 The Forest Hills Board of Commissioners (the “Board”) held its regular meeting on November  
7 21st, 2013 at City Hall, 6300 Hillsboro Road, Nashville, Tennessee, beginning at 5:00 p.m.  
8 Mayor Bill Coke presided. Also present were Vice Mayor John Lovell, Commissioner Lanson  
9 Hyde, City Attorney, Matt Foster, City Engineer, Brad Bivens and City Manager, Amanda  
10 Deaton. Others present are shown on the attached sign-in sheet. A copy of the Agenda is attached  
to these minutes.

11       **1. Approval of the Minutes of the October 17th meeting.** Vice Mayor Lovell  
12       made a motion to approve the minutes as submitted. Mayor Coke seconded the  
13       motion. The Board voted unanimously to approve the minutes of the October  
14       17th, 2013 meeting.

15       **2. Approval of Financial Statements.** Commissioner Hyde made a motion to  
16       approve the September Financial Statements. Vice Mayor Lovell seconded the  
17       motion and it passed unanimously.

18       **3. Report from City Manager, Amanda Deaton**

19       **a.) City Audit.** Mrs. Deaton explained that the Fiscal Year 2013 Audit was  
20       complete and that there were no issues. To further explain the Audit, she  
21       introduced John Poole, who compiled the audit. Mr. Poole said that he  
22       found no areas of fraud or malfeasance and that the City was in an  
23       excellent position. He drew the Board’s attention to the Hall Income Tax  
24       revenue. Noting that this is the key revenue for the City, he explained how  
25       it was accounted. Because this revenue generally comes to the City in  
26       July, it is applied to the books in July, but it is really a previous year  
27       revenue. Mr. Poole made correcting end-of-year entries. Although it  
28       appeared that the City had over spent the budget, it was acceptable  
29       considering there was more than \$1.4 million in capital investment during  
30       that time.

31       **b.) Building Codes.** Mrs. Deaton said she had been in touch with the Metro  
32       Mayor’s office and that she had been told that Metro Codes was expected  
33       to finish their code update by the end of the year and look toward adoption  
34       in the spring. At that time the City would review and adopt a new building  
35       code. Mrs. Deaton also mentioned that she had found no indication that  
36       the City was required to adopt the energy or green code.

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38       **4. Report from City Engineer, Brad Bivens**

39 a.) **Paving contract update.** Mr. Bivens indicated that Four Star Paving had  
40 completed the fall work and submitted the last payment request.

41 (i) **Speed Humps- Otter Creek Road.** Mr. Bivens expressed that the  
42 Speed Humps were completed and met specifications. The humps  
43 were completely parabolic and met measurements consistently.  
44 Mr. Bivens provided a picture of the work being completed. He  
45 continued that they were to be painted the following week. Mr.  
46 Bivens reminded the Board that had elected to wait on placing a  
47 prefab hump until reaction was expressed about the re-engineered  
48 humps. Mr. Bivens agreed the assessment to wait.

49 (ii) **Multiuse Path-** Mr. Bivens reported that the easements had been  
50 given to Matt Smith with Haury and Smith. The easements were  
51 written to incorporate all the landscaping planned for the pathway.  
52 He had spoken with Mike Maynard from Four Star paving and  
53 determined that late February would be when they expected to  
54 pave the path. Trees would be planted after paving.

55 b.) **Beddington Park.** Mr. Bivens explained that He, Mrs. Deaton, and a  
56 representative from TTL had recently met at the site to determine entry  
57 points for the drill. The estimates for the Geotechnical Analysis and  
58 clearing the brush for the drill had already been received. Mrs. Deaton had  
59 received positive contact with the resident, who was more than willing to  
60 sign easements for the drilling to occur. Mr. Bivens indicated that he next  
61 steps were to complete the easements and then begin work.

62 c.) **Hillsboro Pike Guard Rails-** Mr. Bivens explained that all the materials  
63 had been calculated and that Jarrett Builders had been contacted regarding  
64 the project. He noted that T-DOT (Tennessee Department of  
65 Transportation) does not require extensive permits for this work, but that it  
66 would require some lane closures and traffic control to complete the job.

67 d.) **Bridge Report.** Mr. Bivens mentioned that the City has received its'  
68 annual bridge report and no issues were mentioned. Last year's repairs had  
69 alleviated all concerns

70 **5. Report from Matt Foster, City Attorney.**

71 a.) **First Reading: An Ordinance to Amend and restate the Zoning**  
72 **Ordinance to the City of Forest Hills.** Mr. Foster explained that the  
73 Planning Commission would also be reviewing the ordinance, so he would  
74 wait to commence the whole presentation at that time. He added that this  
75 version of the Ordinance was the very same they reviewed and asked if  
76 there were any questions. The Board had no questions. Mr. Foster asked  
77 for the Board's approval of the ordinance on the first reading.  
78 *Commissioner Hyde made the motion for approval, Vice Mayor Lovell*

79 *seconded the motion and it was approved unanimously.* The Board  
80 intended to hear the presentation with the Planning Commission and make  
81 any changes with the second reading if necessary.

82 **6. Citizens Comments-** There were no citizen comments.

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84 **Adjournment.** The Board adjourned.

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Mayor

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City Recorder

