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

**December 12, 2013**

5 The Forest Hills Board of Commissioners (the “Board”) held its regular meeting on December  
6 12, 2013 at City Hall, 6300 Hillsboro Road, Nashville, Tennessee, beginning at 5:00 p.m. Mayor  
7 Bill Coke presided. Also present were Vice Mayor John Lovell, Commissioner Lanson Hyde,  
8 City Attorney, Matt Foster, City Engineer, Brad Bivens and City Manager, Amanda Deaton.  
9 Others present are shown on the attached sign-in sheet. A copy of the Agenda is attached to these  
10 minutes.

11 **1. Approval of the Minutes of the November 23 meeting.** Vice Mayor Lovell  
12 made a motion to approve the minutes as submitted. Commissioner Hyde  
13 seconded the motion. The Board voted unanimously to approve the minutes of the  
14 November 23rd, 2013 meeting.

15 **2. Approval of Financial Statements.** Mrs. Deaton asked the Commissioners to  
16 wait to approve the November Financials until the January meetings. The  
17 November financials had not yet been reconciled by an independent accountant.

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

19 **a.) First Reading: An ordinance to amend the 2013-2014 Budget.** Mrs.  
20 Deaton stated that the budget is always a plan. No plan can predict all  
21 contingencies that can happen within a year. This year like any other had  
22 things that needed to be changed. The exhibit for the ordinance enclosed  
23 all of the recommended changes. The key changes included accounting for  
24 the shortfall of the income tax, some unbudgeted items such as donations,  
25 recycling, etc, and an increased paving budget. The paving budget was  
26 increased because retainage for the previous contractor was not budgeted  
27 and there were several change orders in the current contract.  
28 Commissioner Hyde asked Mrs. Deaton if she was confident in these  
29 numbers because it was difficult to read, just looking at the numbers  
30 recommended for change. She said she was very confident, but understood  
31 the difficulty. She had just taken the changed numbers instead of the  
32 whole document. Commissioner Hyde asked if he could see the whole  
33 document before the next reading. She said she would be happy to provide  
34 that. *Commissioner Hyde motioned to approve the ordinance on first  
35 reading. Vice-Mayor Lovell seconded and the motion was approved  
36 unanimously.*

37 **b.) Discussion of See Click Fix.** Mrs. Deaton presented a mobile and  
38 software application to record work orders from residents. She showed the  
39 mobile app on her phone and explained that residents would be able to  
40 report issues from their smart phones, the website, and Facebook. They

41 could also call in and staff could put in work orders. The biggest  
42 advantage of the application was that staff could track issues and  
43 communicate with residents about progress on their issues.

44 Mrs. Deaton stated that sometimes, residents call in and their issues get  
45 addressed one way or another, but there is not a communication about the  
46 resulting action. This application can reduce those instances. The  
47 application also serves as an information source for citizens. Vice-Mayor  
48 Lovell asked a few questions about where the application was being used  
49 and how it works. Mrs. Deaton explained that the software runs on an  
50 open source software called open 311 that is being used across the  
51 country. Places like Albany and Chicago use it. It was being used in  
52 Macon, Ga at one point as well. Mrs. Deaton explained that we could  
53 begin using the software at the beginning of the year or wait until the  
54 budget year if the Commissioners liked the idea. Commissioner Hyde said  
55 he liked the idea as long as we didn't expect and require every resident to  
56 use their smart phones to report and issue. Mayor Coke asked why wait if  
57 we can get started now. Mrs. Deaton said that it would be \$2,800 for the  
58 first year, but 1,800 for subsequent years. The Board agreed to go forward  
59 with the application.

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

61 a.) **Second Reading: An Ordinance to Amend and restate the Zoning**  
62 **Ordinance to the City of Forest Hills.** Mayor Coke called to order the  
63 Public Hearing regarding the Zoning Ordinance. He asked if there was  
64 anyone present to speak to the issue. No one spoke.

65 Mrs. Deaton explained that Commissioner Hyde had brought to her  
66 attention that the wording in the fence section sounded like an invitation to  
67 make an appeal to the Board of Zoning Appeals to violate the restriction,  
68 thus weakening the point of the prohibition. As stated, the clause read as  
69 follows:

70 "No privacy Fence, solid Fence, or other Fence shall be  
71 constructed such that visibility through the Fence is obstructed,  
72 unless approved by the Board of Zoning Appeals; provided,  
73 however, that nothing shall prohibit the construction of a stone or  
74 brick fence in accordance with other requirements in this section."

75 After short discussion, the Board decided to take out "unless approved by  
76 the Board of Zoning Appeals." *With this change, Commissioner Hyde*  
77 *made a motion to approve the Ordinance. Vice-Mayor Lovell seconded*  
78 *and the motion was approved unanimously.*

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

80 a.) **Stop signs on Hemingway and Everett.** Mr. Bivens reminded the Board  
81 of the sight distance problem at the intersection of Hemingway and  
82 Everett Drive and the determination that stop signs were needed. The new  
83 stop signs would be going up on Friday, December 20<sup>th</sup>. He said that there  
84 were already signs out telling residents to expect new stop signs and that  
85 there would be police there to slow traffic and provide warning the day  
86 they go up. Mr. Bivens also mentioned that the Johnston Brothers would  
87 be beginning construction in that area soon to build the water  
88 infrastructure needed for their subdivision. That construction would slow  
89 traffic as well, helping regular drivers acclimate to the new traffic signs.

90 b.) **Beddington Park.** Mr. Bivens told the Board that the easement had been  
91 granted from Mr. Rankin and that TTL was ready to drill as early as next  
92 week. Commissioner Hyde asked whether Mr. Rankin fully understood  
93 that the results of this study might result in him having to address the  
94 landslide. Mr. Bivens and Mrs. Deaton assured him that Mr. Rankin fully  
95 understood that the report may not come back favorably.

96 c.) **Other Matters.** Mr. Bivens provided an update to the Board regarding the  
97 bike path easements along Granny White Pike. He said that Matt Smith  
98 with Haury and Smith had indicated that they would discuss the easements  
99 at their Monday morning meeting, but he did not see any issues.

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

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102 **Adjournment.** The Board adjourned.

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Mayor

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City Recorder

