

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

May 21, 2015

The Forest Hills Board of Commissioners (the "Board") held its regular monthly meeting on May 21, 2015 at City Hall, 6300 Hillsboro Road, Nashville, Tennessee, beginning at 5:00 p.m. Mayor John Lovell presided. Also present were Vice-Mayor Lanson Hyde, Commissioner Henry Trost, City Attorney, Matt Foster, and City Manager, Amanda Deaton-Moyer. 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 April 16, 2015 Meeting.** Commissioner Trost motioned to approve the minutes as submitted. Vice-Mayor Hyde seconded the motion. The Board voted unanimously to approve the minutes of the April meeting.
- 2. Approval of Financial Statements from April, 2015.** Vice-Mayor Hyde motioned to approve the February financial statements as submitted. Commissioner Trost seconded the motion and it passed unanimously.
- 3. Report from City Manager, Amanda Deaton-Moyer.**
 - a.) 6114-6115 Montcrest Drive.** Mrs. Deaton-Moyer described the needed repair for a rusted pipe crossing Montcrest Drive. She provided an estimate from Jarrett Builders that exceeded the allowable \$25,000 in the As-Needed Maintenance Contract. The City Engineer had reviewed the estimate and concurred with the proposed cost. Mrs. Deaton-Moyer stated that the Board could accept the estimate or bid this item. Commissioner Trost asked if the As-needed Maintenance Contract had been competitively bid previously. Mrs. Deaton-Moyer responded affirmatively. There was brief discussion.

Commissioner Trost motioned to accept the estimate from Jarrett Builders for the repair on Montcrest Drive. Vice-Mayor Hyde seconded the motion and it was approved unanimously.
 - b.) Landscaping Contract.** Mrs. Deaton-Moyer said the term of the current landscaping contract was for one year with two one-year renewals. The Board had the choice to renew or bid. Mrs. Deaton-Moyer recommended that the Board move to renew the contract with the current vendor, the Parke Company. After brief discussion, *Commissioner Trost motioned renew the current landscaping contract for one year. Vice-Mayor Hyde seconded the motion and it was approved unanimously.*
 - c.) Snow Removal Contract.** Mrs. Deaton-Moyer explained that the term of the current snow removal contract was for one year with two one-year renewals. The Board had the choice to renew or bid. Given the experience this year with the current vendor, Johnson Landscaping, and the need to review technology to better monitor and verify a vendor's actions, Mrs. Deaton-Moyer recommended to rebid the contract. Vice-Mayor Hyde asked for a status report on the snow removal invoices. Mrs. Deaton-Moyer responded that the City had not paid the invoices and had turned the issue over to the City Attorney who had written a letter asking for better documentation or agree to a more reasonable cost. Mr. Foster said he had not yet received a response. *Commissioner Trost said that based on this experience, the City should rebid this service. He made a motion, Vice-Mayor Hyde seconded it, and it was approved unanimously.*
 - d.) First Reading: Ordinance 2015-221, Fiscal Year 2016 Budget.** Mrs. Deaton-Moyer summarized the revenue and expenses noting the key highlights. There was discussion on a number of line items. Mrs. Deaton-Moyer reviewed the process stating that this was the first of two required readings and a public hearing would be held during the June meeting. It

had been advertised in the Green Hills News. *Vice-Mayor Hyde motioned to approve Ordinance 2015-221. Commissioner Trost seconded the motion and it was approved unanimously.*

4. Report from the City Attorney, Matt Foster.

- a.) **Bethel World Outreach Church Update.** Mr. Foster stated he had spoken with the engineer on the project, Kevin Gangaware, and was told there were many iterations of the site plan, including several that had the building fronting on Old Hickory Boulevard. There was not yet an indication of whether the Church would seek an additional deferral from the Metro Board of Zoning appeals, but it was likely.

The traffic study regarding the corner of Old Hickory Boulevard and Granny White Pike was underway. He and the City Manager had a productive conference call the week previous. They would be redrafting their report to include observed driver characteristics that would be important in creating a full picture of the situation. That report would be provided for the Board's review when ready.

- b.) **Strong Tower Bible Church.** Mr. Foster told the Board that the Church had obtained the Counsel of Baker Donelson. The Church's attorneys' primary concern was liability. If someone fell in the easement area, they could potentially be sued. State law prohibits governments from indemnifying others, so their liability concern could not be transferred. Mr. Foster recommended acquiring the area in fee simple as right-of-way. The City would revise the sketch to include only the area necessary for the landing pad. Fair market value would be paid for the right-of way. The Board considered the cost based on a previous appraisal and the recent sale price of the Church. *Commissioner Trost made a motion to acquire the necessary right-of-way to build the proposed landing pad. Vice-Mayor Hyde seconded the motion and it was approved unanimously.*

5. Report from City Engineer, Brad Bivens.

- a.) **2015 As-Need Maintenance of Right of Ways and Drainage Contract.** (Indefinite Delivery, Indefinite Quantity Contract - IDIQ). Mr. Bivens provided the Board with a memo (attached to these minutes herein) that outlined the bids. There were two qualified bidders: Sessions Paving and Jarrett Builders. After careful analysis of the bid tabulations, Mr. Bivens recommended Jarrett Builders be awarded the contract. There was brief discussion over a few items in the bid tabulation. *Vice-Mayor made a motion to accept the City Engineer's recommendation to award the contract to Jarrett Builders. Commissioner Trost seconded the motion and it passed unanimously.*

6. New Business

- a.) **Resolution 2015-03 adopting the Metro Davidson County Hazard Mitigation Plan.** Mrs. Deaton-Moyer stated that previously the City had its own Hazard Mitigation Plan. Partially this was to ensure that in the case of an event, FEMA would not pass disaster relief money through Metro, rather directly to Forest Hills. Mrs. Deaton-Moyer noted that FEMA currently coordinated all disaster events through Metro, but discussed issues with Forest Hills individually. The adoption of the Metro Hazard Mitigation Plan would cause no change in the process, but make it easier to administer. Metro was amenable to any requested amendments from the City or other satellite Cities. There was brief discussion. *Vice-Mayor made a motion approve Resolution 2015-03. Commissioner Trost seconded the motion and it passed unanimously.*

7. Citizens Comments.

- a.) **Mr. Clay Jackson of 5819 Hillsboro Pike** said that he had recently attended a function welcoming the new Japanese Consulate, Masami Kinefuchi. This was a new resident of Forest Hills and he wanted the Board to be aware. Mayor Lovell asked the City Manager to prepare a note of welcome.

8. The meeting was adjourned.

Mayor

Recorder