

City of Forest Hills Board of Commissioners
July 21, 2016
5:00 p.m. at City Hall
Mayor John Lovell presiding

- 1. Approval of the Minutes of the June, 2016**
- 2. Approval of Financial Statements: June, 2016**
- 3. Report from City Manager, Amanda Deaton-Moyer.**
 - (a) Update on Corner of Granny White and Otter Creek
 - (b) Resolution 2016-04: Updating access to City of Forest Hills' safety deposit box.
 - (c) Forest Hills Staffing.
- 4. Report from the City Attorney, Chad White.**
 - (a) Engagement with Klein Bussell.
- 5. Citizen's Comments**
- 6. Adjourn**

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

July 21, 2016

The Forest Hills Board of Commissioners (the "Board") held its regular monthly meeting on July 21, 2016 at City Hall, 6300 Hillsboro Pike, Nashville, Tennessee, beginning at 5:00 p.m. Mayor John Lovell presided. Also present were Vice-Mayor Lanson Hyde, Commissioner Henry Trost, City Attorney, Chad White 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 June 16, 2016 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 June meeting.

2. Approval of Financial Statements from June, 2016. Vice Mayor Hyde motioned to approve the June financial statements as submitted. Commissioner Trost seconded the motion and it passed unanimously.

3. Report from City Manager, Amanda Deaton-Moyer.

a.) Progress Update on Otter Creek, Radnor Lake Entrance. Mrs. Deaton-Moyer said the multiuse path and wall at the northwest corner of Granny White Pike was complete. Contractors had finished the fine grading, installed irrigation and landscaping in the last several days. Only a final patch needed to be completed before the project was finished. She said she had confirmed with Metro that they would be finishing the opposite, northeast corner in the coming weeks. They would be placing a crosswalk across Granny White Pike and creating a pad for pedestrians and bikers to go to after crossing the street.

b.) Resolution 2016-04: Updating the Banking and Investing Activities for the City of Forest Hills. Mrs. Deaton-Moyer stated that this resolution updated the access to the safety deposit box and other banking activities. This was a house-keeping resolution that was requested by the Bank to ensure they had the right list of officials to allow access to information. Vice-Mayor Hyde motioned to approve the resolution. Commissioner Trost seconded the motion and it was approved unanimously.

c.) Forest Hills Staffing. Mrs. Deaton-Moyer said that the approved part-time staff member, Jennifer Hackett would be starting on August 9, 2016. Her email had been created, her computer ordered, and proper paperwork was prepared. She would be undertaking several special projects and help around the office working with finances, complaint resolution, and other areas.

Mrs. Deaton-Moyer informed the Board that Cynthia, long time City Assistant would be retiring toward the end of October. Cynthia began with the City part-time in 2000. Her nearly 17-year tenure had been marked with much change and she would be missed. The City would be seeking a replacement for her before her departure.

Mrs. Deaton-Moyer detailed her maternity-leave plan for the Board. She planned to be out during the last part of August and through the month of September, returning to work for the most part during October. During this time, the City Engineer and City Attorney had agreed to hold office hours at least weekly. She had written a detailed memo for staff discussing who would cover what responsibilities during her absence. She would be receiving reports regularly outlining unresolved issues. Mayor Lovell

said he had been working with Mrs. Deaton-Moyer on this and felt that much thought had been put into the plan and that the City would adjust as needed.

4. Report from City Attorney, Chad White.

a.) Mr. White stated that the City had engaged Saul Solomon to assist with opening discussions with Metro regarding property tax allocations. Mr. White said that Mr. Solomon, the former Director of Law for Metro Nashville, was uniquely equipped to navigate this type of discussion. Mr. White detailed some of Mr. Solomon's qualifications. Vice-Mayor Hyde asked about compensation for Mr. Solomon. Mr. White said that he had discussed compensation with Mr. Solomon, but would know more about cost estimation after his first billing statement. Mrs. Deaton-Moyer stated that his rate was discounted from his customary rate and that she would be watching it closely.

5. Citizens Comments.

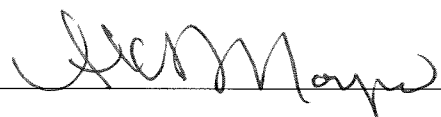
There were no citizen's comments.

6. The meeting was adjourned.



Mayor

8/25/14



Recorder

**RESOLUTION 2016-04
BANKING AND INVESTING ACTIVITIES
FOR
THE CITY OF FOREST HILLS**

This Resolution, regarding establishing bank accounts, safety and purchasing investments in the name of the City, is adopted pursuant to Tennessee Code Annotated 6-19-101.

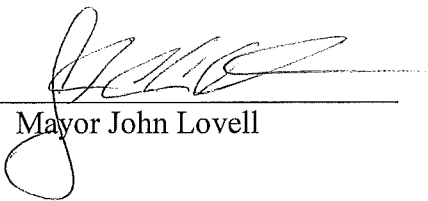
WHEREAS, the City of Forest Hills has established an investment policy in order to create an effective and efficient method to manage the City's financial resources, and

WHEREAS, the City wishes to authorize the Mayor, Vice Mayor, Commissioner and City Manager to access the safety deposit box, sign checks, establish bank accounts, purchase and liquidate investments, collect and deposit funds.

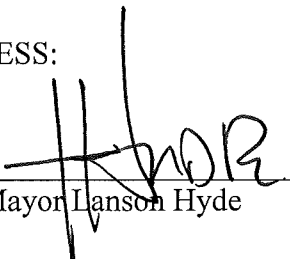
THEREFORE BE IT RESOLVED THAT, the Board of Commissioners authorizes the Mayor, Vice Mayor, Commissioner, and City Manager to carry out all banking and investment activities, sign all documents necessary to implement and access such accounts, and exercise control of such activities, with signatures by any two of the three officials.

This Resolution shall take effect immediately upon adoption meeting of the Board, the general welfare of the City requiring it.

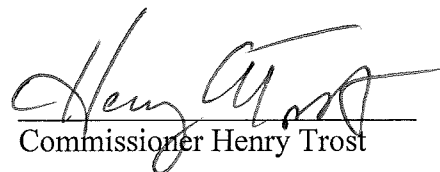
Adopted July 21, 2016.



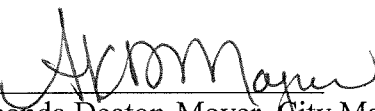
Mayor John Lovell

WITNESS:


Vice Mayor Lanson Hyde



Commissioner Henry Trost



Amanda Deaton-Moyer, City Manager