

**City of Forest Hills Board of Commissioners**  
**May 18, 2017**  
**5:00 p.m. at City Hall**

**AGENDA**

**Mayor John Lovell Presiding**

1. Approval of the Minutes of the April 20, 2017 Meeting.
2. Approval of Financial Statements from March, 2017.
3. Approval of Financial Statements from April, 2017.
4. Introduction of new City Manager, Amanda Rhinehart.
5. First Reading - Ordinance 2017-226. An ordinance adopting the budget for the fiscal year beginning July 1, 2017 and ending June 30, 2018.
6. Report from City Attorney, Chad White.
  - (a) Report on Transition following new City Manager Commencement.
  - (b) Report Creek Stomp Event.
7. Report from City Engineer, Brad Bivens.
  - (a) Report on new traffic calming / speed radar device.
  - (b) Other Updates.
8. Citizen's Comments.
9. Adjourn.

**SIGN IN SHEET**

**City of Forest Hills  
Board of Commissioners Meeting**

**Date:** May 18, 2017

**NAME:**

**ADDRESS:**

Johanna

4005 Aulin Dr

Amanda R. Hume

City Hall

[Signature]

city

Brian Snow

city

Henry Trost

city

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## City of Forest Hills

### Board of Commissioners Meeting Minutes

May 18, 2017

The Board of Commissioner meeting of May 18, 2017 was called to order by Mayor John Lovell. Also present was Vice Mayor Lanson Hyde; Commissioner Henry Trost; City Manager Amanda Rhinehart; City Attorney Chad White; and City Engineer Brad Bivens.

The first item on the agenda was to approve the meeting minutes of April 2017. Commissioner Trost made the motion to approve; Vice Mayor Hyde seconded. The motion passed unanimously.

The second item on the agenda was approval of the March 2017 financial statement for the City. Vice Mayor Hyde mad a motion to approve; Commissioner Trost seconded. The motion passed unanimously.

The third item on the agenda was the April 2017 Financial report. Commissioner Trost had questions regarding the April financials, noting the City was above budget in income, and under budget regarding expenses, with only May and June left in Fiscal Year 2016-2017. He asked staff for feedback regarding upcoming Public Works expenditures, particularly relating to Capital Projects (\$100,000) and Street (\$400,000); \$100,000 was budgeted for preservation. City Engineer Bivens indicated that drainage pipes were to be replaced ahead of FY 17-18 paving; \$150,000 was budgeted, and \$75,000 has been spent. Mr. Bivens indicated the work on drainage and pavement preservation would be completed by the end of June. Commissioner Trost inquired if any monies not spent on preservation could be rolled to the next FY. City Engineer Bivens indicated his understanding was the monies were in the IDIQ, and it was a matter of Board of Commissioners allowing Neel Shaffer to let the work to contractors. Commissioner Trost also noted that permitting, licensing, and Hall Income Tax have generated more revenue than budgeted.

Mayor Lovell asked that City Manager Rhinehart send the April financials to John Poole for review.

Vice Mayor Hyde asked for clarification regarding the Streets budget and what is slated for delivery. City Engineer Bivens indicated that the budget for preservation for FY 16-17 was \$120,000, and that work should be completed by the end June. General paving activity for FY 16-17 is complete for the year. City Engineer Bivens also indicated there are several outstanding invoices that are anticipated to be large related to the storms in April, and that would be reflected against the Public Works budget. Commissioner Trost again noted that the City is \$1,000,000 up in income, \$500,000 down in expense and requested that the figures be checked again. A motion was made by Commissioner Trost to accept the April financial reports. The motion seconded by Vice Mayor Hyde. The motion passed unanimously.

The fourth agenda item was the introduction of City Manager Rhinehart. In interest of time and modesty, a more extensive introduction reserved for another time.

The fifth agenda item was the first reading of the budget for Fiscal Year 2017-2018. The Mayor read the caption of the budget ordinance into the record and opened discussion, noting opportunities to discuss or revise the ordinance prior to final passage. Mayor Lovell also stated that previous City Manager Amanda Deaton Moyer set the numbers, and was consistently conservative on revenues and expenditures. Commissioner Trost agreed with the numbers, but indicated some typographical errors to be corrected. He also inquired as to what "other projects" might be. City Engineer Bivens indicated that they could be used for a public works items that do not fall neatly into one category, in which event "other projects" could be the line item used. Vice Mayor Hyde indicated since spending on that category was traditionally zero, there would not be harm in keeping the line item present, if the City needed it later.

The budget for Bison Meadows was introduced and discussed. In previous years, the budget included a bridge design, trees, other landscaping efforts, paving, and due diligence; those expenses were more on the project planning side, and the proposed numbers now are reduced as the City is on the implementation side of the project. City Engineer Bivens indicated there was a grant the City thought about pursuing, but because of timing of transition, the City opted not to apply. Vice Mayor Hyde indicated that there should be an effort to make sure that other stakeholders work with the City, and to also encourage/support stakeholders to be forthcoming with their contributions.

Vice Mayor Hyde inquired about a budget line for retaining a lobbyist. \$10,000 is set aside specifically for a lobbyist in the budget under General Administration/Attorney.

Mayor Lovell brought up Gateway Entrances for discussion, specifically the corner of Kingsbury/Old Hickory Boulevard. Joe Hodson has been told to standby for design. Commissioner Trost indicated he thought Cultural Natural Resources would have been involved. Vice Mayor Hyde indicated the topic is consistent in resident feedback. Commissioners indicated working with TDOT is challenging, but the City needs to continue in efforts to beautify that entrance. City Engineer Bivens indicated outside of Forest Hills' right-of-way but does have survey data that could be used.

Vice Mayor Hyde questioned the amount for City Hall infrastructure. City Manager Rhinehart indicated it was to build an accessory structure to house the \$7,000 speed stalker that is currently being stored under a tarp in the City Hall parking lot. It was confirmed that the \$45,000 budget amount was a place holder.

With no further discussion, Commissioner Trost made a motion to approve the FY 17-18 Budget on first reading; Vice Mayor Hyde seconded the motion. The motion passed unanimously.

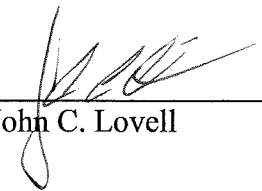
Report from City Attorney Chad White was the sixth item on the agenda. City Attorney White indicated that the transition between Ms. Deaton-Moyer and City Manager Rhinehart is going well. He noted that reliance on the City Attorney for mundane tasks is greatly reduced, and the City should return to normal City Attorney billing rapidly. City Attorney White did indicate there are many pressing tasks to be completed, such as bid packages. Once completed, Mr. White, the City Manager and the City Engineer could regroup to finalize initiatives such as subdivision

regulations, etc. The Board issued a public thank you to City Attorney White and Engineer Bivens for their focused assistance during transition with office hours twice a week.

Next Mr. White reported on the Creek Stomp event. As an attendee, Commissioner Trost delivered a report on the Creek Stomp event that occurred in April. He indicated that the Cumberland River Compact was helpful with the education portion, and that it was a fun, informative day for participants. Commissioner Trost also indicated that clean up and de-listing efforts may be more challenging than anticipated.

Seventh on the agenda was the City Engineer Report. The Speed Stalker was received by the City and has been deployed. City Engineer presented a detailed report about how the Speed Stalker works and how the speed data is analyzed. The data collected could be used to ask for additional Metro Police patrols or to justify the need for a traffic study in certain areas. A schedule has been created and Metro informed. The hope is that drivers will associate the placement of the Speed Trailer with a Metro police cruiser that could issue tickets for violations. The placement will also be random and varying in time intervals so that people will not be accustomed to it being in one place for a set period of time. The Board requested that even though the Speed Trailer is placed in City's right-of-way, the property owners be notified in advance that the trailer will be placed there. Commissioner Trost complimented the City Engineer for the right of way clearing on Tara Drive.

The Mayor called for public comment. Hearing none, the Mayor called for a motion to adjourn. With no further business, Vice Mayor Hyde made a motion to adjourn; Commissioner Trost seconded. The motion passed unanimously. Meeting adjourned.

  
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Mayor John C. Lovell

  
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Recorder, Amanda Rhinehart, City Manager