

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

AUGUST 16, 2007

The Forest Hills Board of Commissioners (herein also the “Board”) held its regular meeting on August 16, 2007 at the City’s Offices, 4012 Hillsboro Road, Nashville, Tennessee, beginning at 5:00 p.m. Mayor Evers presided. Also present were Commissioner Coke, Vice Mayor Lovell, Al Deck, City Manager, and City Attorney, Jonny Harwell. Others present are shown on the attached sign-in sheet. A copy of the Agenda is also attached to these minutes.

1. Approval of the Minutes for August 2, 2007. Upon motion by Commissioner Coke, which was seconded by Vice Mayor Lovell, the Board unanimously approved the minutes for the August 2, 2007 regular meeting.

2. Report from the City Manager, Al Deck.

(a) Inspection Services: The City Manager presented an alternative to the current arrangement with Neel-Schaffer for review of house plans and construction inspection.

He stated, “Certainly I do not have to tell you how long the City has depended on Turner Engineering / Neel-Schaffer Engineering for these services. This is not a proposal I make likely or without a great deal of consideration. Let me emphasize this recommendation has no affect on engineering services at all...only for house plans and inspections.

The recommendation follows in the tradition of Forest Hills in using contractual agreements to provide services to the city and its citizens. This proposal simply suggests a new contractor for those services. The contractor I propose is Mr. Bill Burdette. Bill

was an inspector for the City of Franklin for many years and was the senior inspector at the time he left. Currently he handles all building and codes activities for Oak Hill and Lakewood. “

Goals & expectations:

1. **Reduction of cost**--- from hourly based --- to fixed fee
2. **Increased visibility**---he is in our vicinity every day, can be in Forest Hills on short notice, this should enable him to catch problems in the early stages
3. **Structural Plans Review**---currently we do not review house plans from a structural standpoint, only as they relate to the Zoning Ordinance (i.e. --- setback, max height, max coverage ratio, location of fence, pool, and accessory buildings)
4. **Eliminate deficiencies in the recent ISO report**---certified as a building inspector, annual continuing education in building codes

Upon motion by Commissioner Coke, which was seconded by Vice Mayor Lovell, the Board unanimously voted to approve contracting with Bill Burdette for building and codes services.

3. Report from the City Engineer Brad Bivens: Mr. Bivens presented the building report for July noting 53 inspections: 10 footing; 3 foundations; 9 framing; 10 final; 5 plan reviews; 3 retaining walls; 2 slab; and 11 others.

Mr. Bivens also delivered a Tennessee Department of Transportation application for SPOT SAFETY IMPROVEMENTS. This is the new program, under which T.D.O.T. studies and approves turn lanes. The Board agreed the City should submit an application as soon as possible for a Hillsboro turn lane at Kingsbury.

4. Report from the Assistant City Attorney, Matt Foster:

Mr. Foster was on vacation and no available.

5. Open Space Committee Report: Commissioner Coke reported that the Committee and the Board of Commissioners interviewed the three prospective candidates for the open space conservation study. The Committee selected the Clarion Group and Commissioner Coke made a motion to award the contract to the Clarion Group, which was seconded by Mayor Evers, the Board unanimously voted to approve. The Board instructed the City Manager to issue a letter of award and letters of appreciation and rejection to the other candidates.

6. New Business: none

7. Citizens Comment: J. B. reported that the stop sign at Old Hickory Boulevard and Kingsbury is obscured by limbs.

There being no further matters to be discussed and there being no further business to come before the Board, the meeting was adjourned, upon motion by Commissioner Coke, which was seconded by Vice Mayor Lovell.

Recorder

Mayor