

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

AUGUST 6, 2009

The Forest Hills Board of Commissioners (herein also the "Board") held its regular meeting on August 6, 2009 at the City's Offices, 4012 Hillsboro Road, Nashville, Tennessee, beginning at 5:00 p.m. Mayor Coke presided. Also present were Commissioner Douglas, Vice Mayor Lovell, Al Deck, and City Manager. 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 July 16, 2009. Upon motion by Commissioner Tim Douglas, which was seconded by Vice Mayor Lovell, the Board unanimously approved the minutes for the July 16, 2009 regular meeting.

2. Comments from Forest Hills residents. Mr. Richard "Red" Norvell, 1133 Balbade Drive, suggested that City Hall be built on Bison Meadows, rather than the NES site. Dr. & Mrs. Wolfe, of Tyne Blvd., inquired about the process to file a complaint when someone is not following the City's Ordinances. They stated the Hillsboro Church of Christ leaves their light on all night, rather than turning them off at 9:00 p.m., as required under the City's Zoning Ordinance.

3. Report from the City Manager, Al Deck.

(a) Approval of the Financial Statements: deferred until the next meeting

(b) Administrative Open Matters: Attached

1. Tyne Estates Letter of Credit: the Manager reported there is no decision yet to either call the existing letter of credit or allow it to be extended. The property is in default and was taken over by the bank. The matter will require action by the Planning Commission on August 20, 2009, and must be resolved before the expiration date.

2. City Hall Task Force: Mayor Coke stated that the Task Force has started their work. They have requested information from the staff and are creating a list of possible architects.

3. Traffic Study: Metro has completed and submitted their recommendation for the extension of the Bikeway to the intersection of Granny White Pike and Otter Creek Road. There are still a few items to resolve and the City Engineer will make his presentation in the near future.

4. Green Community Framework Committee: discussion was deferred, until the Committee meets again and has an opportunity to evaluate and estimate the completion date for the revised Comprehensive Plan.

5. Newsletter: The Members are on schedule to deliver their articles to Armour & Armour by the 11th of August.

(c.) Added to the Agenda was the renewal of the City's cell phone contract with Verizon: Upon motion by Commissioner Tim Douglas, which was seconded by Vice Mayor Lovell, the Board unanimously voted to approve a new two-year contract with Verizon for cell phone service.

(d.) Introduced for discussion only: The City Manager discussed “Positive Pay” with the Members. Positive Pay is a system to help prevent alteration of checks issued by the City. There have been incidents where criminals have chemically removed the name of the payee and the amount of the check. Then criminals then entered a new payee, dollar amount and presented the altered check to the bank.

Positive Pay is software system which creates and submits a report directly to the bank, for each batch of checks created. The report provides the check numbers of each check in the batch, as well as the name of each payee, and the correct amount payable. When the checks are eventually presented to the bank, the bank’s computer compares the check to the City’s report. If either of the items does not match the report submitted by the City, the bank will automatically deny the check. The cost of the program is a flat fee of \$50 per month, plus three cents per check. Estimated annual cost is \$620. The Manager asked for the Board’s opinion of implementing Positive Pay and they responded positively.

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

Recorder

Mayor