

City of Forest Hills, Tennessee
Board of Commissioners Meeting
October 17, 2024
5:00 P.M. at City Hall
Mayor Lanson Hyde III presiding

The City of Forest Hills, Tennessee, Board of Commissioners met at 5:00 p.m. on October 17, 2024, at City Hall. Mayor Lanson Hyde presided over the meeting. Vice Mayor Henry Trost and Commissioner Jim Gardner were also present. City Staff present included City Manager Mark Hill, City Engineer Brad Bivens, and City Attorney Marshall Albritton. Luke Sullivan and Kenneth Fields, engineers from the firm Neel-Schaffer, also attended.

1. **Approval of Minutes.** After review and consideration, and upon motion made by Commissioner Gardner, duly seconded by Vice Mayor Trost, the Board unanimously approved the minutes of the September 19, 2024, meeting of the Board of Commissioners.
2. **Approval of Financial Statements.** After review and consideration, and upon motion made by Commissioner Gardner, duly seconded by Vice Mayor Trost, the Board unanimously approved the financial statements for September, 2024.
3. **New Business.**
 - a. **Metro Police Monthly Briefing** – Metro Police Officer Amanda Kozan reported regarding calls for service in the West Precinct (or is this only Forest Hills????) over the preceding month. There were 88 calls for service, excluding administrative matters. Among the calls were 5 - 911 hang ups, 2 welfare checks, 9 automobile crashes, 16 alarm responses, 6 thefts, 1 robbery, and 6 traffic stops.
 - b. **PW 2024-03 On-call Sign Maintenance – Bid Award.** One contractor, Jarvis Signs, submitted a bid. Upon review of the bid, and a comparison of the proposed bid prices to prices for previous contracts for this work, City Engineer Bivens recommended that the contract for on-call sign maintenance be awarded to Jarvis Signs. Upon motion made by Vice Mayor Trost, and duly seconded by Commissioner Gardner, the Board unanimously approved the award of the contract to Jarvis Signs, at a price of \$7,645.00.
4. **Reports from Staff.**
 - a. **Mark Hill/City Manager.** Mr. Hill reported on the status of the landscaping repairs to Chickering Lane, including the removal of overgrown and/or dying trees, and the

marking of locations for replacement trees. He also reported on an LPR camera at the intersection of Granny White Pike and Travelers Ridge being out, and that a replacement had been ordered. He also reported that the new Audio-Visual equipment for the Board Room had been installed.

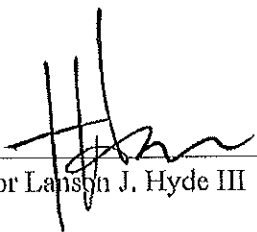
b. Brad Bivens, P.E./City Engineer. Mr. Bivens reported regarding street paving in the City, including the withholding of payment on a pay request from Volunteer Paving until the speed humps were properly constructed. Mr. Bivens also reported on his upcoming move to another engineering firm to concentrate on bridge design and construction, which would result in his no longer serving as the City Engineer for the City of Forest Hills. Mr. Bivens thanked the City for the opportunity to serve as the City Engineer for over two decades and for the trust that the City placed in him. Mr. Bivens said that he will miss working for the City. Mr. Bivens introduced Kenneth Fields, P.E., and Luke Sullivan, P.E., both of Neel-Schaffer, who would be available to serve the future needs of the City.

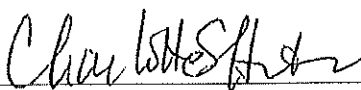
c. Marshall Albritton/City Attorney. Mr. Albritton reported on the status of the City's legal affairs.

5. Citizen's Comments.

There were no citizen comments.

There being no further business to come before the Board of Commissioners, the meeting was adjourned.



Mayor Lanson J. Hyde III

City Recorder Charlotte Hunter