

*Forest Hills Board of Commissioners
Meeting Minutes
September 19, 2024*

The City of Forest Hills, Tennessee Board of Commissioners met at 5:00 PM on September 19, 2024. Mayor Lanson Hyde presided over the meeting. Vice Mayor Henry Trost and Commissioner Jim Gardner were also present for the meeting. City Staff present included City Manager Mark Hill, City Attorney Marshall Albritton, City Engineer Brad Bivens and City Recorder Charlotte Hunter. A copy of the agenda is attached to these Minutes as a matter of record.

1. Approval of Minutes: The first item on the agenda was approval of the Minutes of August 2024. Commissioner Gardner moved for approval. The motion was seconded by Vice Mayor Trost. All aye and the motion carried.

2. Approval of Financial Statements: The second item on the agenda was approval of the Financial Statements for April 2024. Commissioner Gardner moved for approval. The motion was seconded by Vice Mayor Trost. All aye and the motion carried.

3. New Business:

- a) Metro Police Monthly Briefing – Officer Auguste from the Mid Town Precinct gave a report about parking safely and gun safety. Please be proactive.
- b) 2023-2024 Annual Audit -John Poole

Mr. Poole introduced himself and asked the Board to view page sixteen of the audit report. Mr. Poole stated that the audit accomplishes three things: ensuring the financials are appropriately presented, ensuring that money due to the City is properly received, and ensuring that expenditures approved through the budget process are being done in accordance with city policies. Mr. Poole stated that the City was getting an unmodified opinion, which is the highest opinion an auditor can give. Mr. Poole pointed out that the expenditures complied with the budget. Our reserve is \$19 million with a \$2 million budget with mostly capital projects for spending. Mr. Poole stated that people always want to know about findings, and he doesn't have any with the exception of separation of duties. Mr. Poole explained that those guidelines were written for large cities and that Forest Hills will never have enough staff available to meet this requirement. He went on to say that he has no concerns with this because he feels the Board has enough oversight over the City's financial dealings. Mr. Poole called for questions. Seeing there were none, Vice Mayor Trost moved for acceptance of the FY 2023-2024 Audit. The motion was seconded by Commissioner Gardner. All aye and the motion carried.

c) MS4 Submittal- Acknowledgement

MS4 Submittal was submitted in a timely manner on September 17th and the deadline is September 30,2024. The Board thanked City Manager Hill.

4. Reports from Staff

a) Mark Hill/City Manager

- The Chickering Lab tree update is that all the trees have been removed with the stumps grinded. The plantings of the new trees will be in November.
- The new Uadio Visual equipment will be installed on September30th.
- The current paving projects in the City is complete.

b) Brad Bivens/ City Engineer

- The City will have a new sign maintenance Contract with Jarvis Sign Company soon. They are going to pre-make a few signs so the turn around time isn't as long.
- Paving was complete but the Speed Humps on Otter Creek aren't done correctly so that will be corrected next month.
- Drainage Grant- The City is working on plans to replace pipes with this Grant.

c) Marshall Albritton/City Attorney

- Albritton advised there is no update from the Chancery Court regarding the street name changes with the Historical Commission. There are no other pending matters or issues.

5. Citizen's Comments:

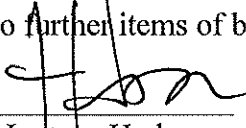
Mayor Hyde spoke about a group trying to acquire the 12 acres across OHB to combine with Aaitafama Archeological Park. Hyde also questioned if 300 feet notification is large enough notice distance for the larger parcels in the City.

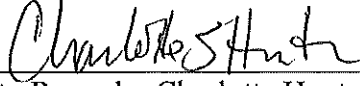
Hyde asked about increasing the number of alternates for the Planning Commission.

Hyde met with interested parties about educating neighbors regarding the new transit proposal on the November ballot.

Neighbors Leah and Tom Hollins of 1318 Otter Creek, Melissa Bloom of 1227 Otter Creek and Jean Sagen of 1234 Otter Creek all commented on the speed humps and each complimented Volunteer Paving. Blume would like to see the speed limit reduced to 25 mph.

With no further items of business for consideration, Mayor Hyde adjourned the meeting.


Mayor Larson Hyde


City Recorder Charlotte Hunter