

**AGENDA FOR THE REGULARLY SCHEDULED CITY OF COLLEGEDALE  
COMMISSION MEETING TO BE HELD IN THE MUNICIPAL BUILDING IN  
COLLEGEDALE, TENNESSEE, ON MONDAY, MARCH 7, 2016 AT 6:00 P.M.**

- I. Call to Order by the Mayor
- II. Invocation
- III. Roll Call by City Recorder
- IV. Approval of previous meeting minutes
  1. February 15, 2016–Commission Meeting
  2. February 22, 2016-Commission Workshop
- V. Comments from Citizens
- VI. Unfinished Business
  1. Bid Approval-Emergency Power System
- VII. New Business
  - None
- VIII. Request for reports from City Administration/Commissioners by the Mayor
- IX. Adjournment

**MINUTES OF THE REGULARLY SCHEDULED CITY OF COLLEGEDALE BOARD OF COMMISSIONERS  
MEETING HELD IN THE MUNICIPAL BUILDING IN COLLEGEDALE, TENNESSEE,  
ON MONDAY, FEBRUARY 15, 2016 AT 6:00 P.M.**

**INVOCATION:** Commissioner Debbie Baker

**PRESENT:** Mayor Katie Lamb, Vice Mayor Tim Johnson, Commissioner Debbie Baker, Commissioner Phil Garver, Commissioner Ethan White, City Manager Ted Rogers, City Attorney Sam Elliott

**KEY MANAGERS:** Finance Director & City Recorder Michelle Toro, Planning & Economic Development Director Kelly Martin, Director of Airport Operations Chris Swain, Court Clerk Koren Sapp, Building and Codes Director Andrew Morkert, Director of Public Works Eric Sines

**ABSENT:** Police Chief Brian Hickman

**GUESTS:** Amin Jamani, Gail MacLafferty, Merritt MacLafferty, Gail Perry

**2-15-2016 (476)      REGULAR MEETING MINUTES – February 1, 2016**

It was moved by Commissioner White and seconded by Vice Mayor Johnson to accept the minutes of the regular commission meeting on February 1, 2016.

**ROLL CALL:**

<b>COMMISSIONER BAKER</b>	<b>YEA</b>
<b>COMMISSIONER GARVER</b>	<b>YEA</b>
<b>COMMISSIONER WHITE</b>	<b>YEA</b>
<b>VICE MAYOR JOHNSON</b>	<b>YEA</b>
<b>MAYOR LAMB</b>	<b>YEA</b>

The bid approval for the Emergency Power System for the pump station at Meridian Drive was deferred until the commission meeting on March 7.

**2-15-2016 (477)      JANUARY FINANCE REPORT**

It was moved by Commissioner Baker and seconded by Commissioner Garver to accept the January Finance report as presented by City Manager Rogers.

**ROLL CALL:**

COMMISSIONER BAKER	YEA
COMMISSIONER GARVER	YEA
COMMISSIONER WHITE	YEA
VICE MAYOR JOHNSON	YEA
MAYOR LAMB	YEA

**2-15-2016 (478) MOTION TO ADJOURN**

It was moved by Commissioner White and seconded by Vice Mayor Johnson to adjourn the meeting. No roll call was taken.

**The meeting was adjourned at 6:13 PM.**

---

**Mayor, Katie Lamb**

---

**City Recorder, Michelle Toro**

**MINUTES OF CITY OF COLLEGEDALE REGULARLY SCHEDULED  
COMMISSION WORKSHOP MEETING HELD IN THE MUNICIPAL BUILDING IN  
COLLEGEDALE, TENNESSEE, ON MONDAY, FEBRUARY 22, 2016  
BEGINNING AT 4:30 P.M.**

**PRESENT:** Mayor Katie Lamb, Vice Mayor Tim Johnson, Commissioner Debbie Baker, Commissioner Phil Garver, Commissioner Ethan White, City Manager Ted Rogers, Finance Director & City Recorder Michelle Toro, Director of Public Works Eric Sines, Director of Airport Operations Chris Swain, Strategic Planning & Economic Development Director Kelly Martin, Building Codes & Safety Director Andrew Morkert

**ABSENT:** Chief of Police Brian Hickman, Court Clerk Koren Sapp

**GUESTS:**

---

**TDOT UPDATE**

Ken Flynn and Wes Houghes updated the commission and staff regarding road construction projects in and around the city specifically the Apison Pike project. Phase 1 is complete and Phase 2 is 50.1 percent complete with only 48.6 percent of the time elapsing so far. TDOT will start staking the property for Phase 3 in September of 2016 and will begin with Phase 4 ROW plans very soon. A project for Lee Highway and Edgmon Road is also in the works but it is not funded at this time. It will cost around \$2 million for that project.

**CITY OF COLLEGEDALE APP**

Thomas LaRocco and Matthew Killebrew with Red Branch Development discussed some of the options that the city has regarding the creation of a City of Collegedale app. It will allow citizens to directly contact the commissioners and also for selected employees to send alerts to the citizens that sign up for the app. If the city decides to get the app, it will be accessed through web browsers, tablets, and smart phones. The cost of the package presented is \$6,500.

**COLLEGEDALE COMMONS**

David Barto updated the commission and staff regarding the Collegedale Commons. Originally the first section of the Commons was going to be a covered market and have a cost of around \$5.4 million. Now Phase 1 is planned to have a cost of around \$3.75 million due to the fact that the plans for the covered pavilion have been replaced with shade trees for cover. A total of \$850,000 has been raised so far but only \$350,000 of that can be matched. The primary donor will not match his children's donations. Once the remaining \$250,000 is raised the primary

donor will donate \$500,000 and the city will donate \$100,000. A cell tower company has approached the Collegedale Tomorrow Foundation and would like to have a 40' x 40' plot of land to put a 100' flag pole. The company would provide the flags. The top of the pole would have a cell phone tower and five cell phone companies could rent for a total of \$12,500 going to the Collegedale Commons. A 25 year lease would be signed. The \$12,500 would provide for the upkeep of the Commons.

### **LAND USE PLAN**

Strategic Planning & Economic Development Director Kelly Martin distributed a copy of the Land Use Plan to the commission and would like to present it in resolution form for a vote during the March 21 commission meeting.

### **5-K DISCUSSION**

Commissioner Garver presented an opportunity to the commission for the City of Collegedale to sponsor a local 5-K Run/Walk to benefit D9 Education. This would also contribute towards Collegedale being involved as a "Healthy Community" in Tennessee. The sponsorship would be \$350 for the city's name and seal or around \$1,000 (probably less) for the city's name, seal and a logo. The commission stated that they would support this.

Director of Public Works Eric Sines let the commission know that the low bid for the emergency power system for the Meridian Drive pump station was thrown out because it did not meet specifications. The bid approval will be on the agenda for March 7 commission meeting.

**Meeting was adjourned at 6:59 PM.**

---

**Katie Lamb, Mayor**

---

**Michelle Toro, City Recorder**