

**AGENDA FOR THE REGULARLY SCHEDULED CITY OF COLLEGEDALE COMMISSION
MEETING TO BE HELD IN THE MUNICIPAL BUILDING IN COLLEGEDALE, TENNESSEE,
ON MONDAY, NOVEMBER 04, 2019 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. October 21, 2019- Commission meeting minutes
 2. October 28, 2019-Workshop meeting minutes
- V. Comments from Citizens
- VI. Unfinished Business
 1. Second Reading and Public Hearing, Ordinance #1075, an ordinance to amend Ordinance #1074
- VII. New Business
 1. First Reading, Ordinance #1076, an ordinance to update the energy conservation code
 2. Bid approval for City Hall roofing project
 3. Approval of Veteran's Park truck sewer change order
 4. Approval of Greenway replacement and sewer casing change order
- 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, OCTOBER 21, 2019 AT 6:00 P.M.**

INVOCATION: Vice Mayor Johnson

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

KEY MANAGERS: Chief of Police Brian Hickman, Planning & Economic Development Director Kelly Martin, Director of Public Works Eric Sines, Airport & Safety Director Chris Swain, Parks and Recreation Director Traci Hobek-Bennett, City Recorder Kristi Wheeler, City Engineer Wayon Hines

ABSENT: City Manager Ted Rogers, Assistant City Manager & CFO Michelle Toro, Building & Codes Director Andrew Morkert

GUESTS: John Gamble, Matthew Sadler, Tonya Sadler, Gail MacLafferty, Merritt MacLafferty, Janice Cook, Chris Earnest, Ben Wygal, Alexander Brown, Johnnie Hoskins, Gail Perry

10-21-2019 (957) COMMISSION MINUTES– October 07, 2019

It was moved by Vice Mayor Johnson and seconded by Commissioner Garver to accept the minutes of the commission meeting on October 07, 2019.

ROLL CALL:

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

**Mayor Katie Lamb opened the meeting for citizen comments at 6:01pm. No comments were made.
The meeting reconvened at 6:01pm**

10-21-2019 (958) FIRST READING, ORDINANCE #1075, AN ORDINANCE TO AMEND ORDINANCE #1074

It was moved by Commissioner Garver and seconded by Commissioner White to approve Ordinance #1075, an Ordinance to amend the official zoning ordinance so as to lift condition "A" of Ordinance #1074 on property located on Jetrail Drive, more particularly described as Hamilton County tax map parcel 131 096.17, said area being located within the corporate limits of the City of Collegedale, Tennessee.

ROLL CALL:

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

10-21-2019 (959) PUBLIC WORKS SINGLE AXLE DUMP TRUCK APPROVAL

It was moved by Commissioner White and seconded by Commissioner Garver to approve the bid in the amount of \$137,510 for a Public Works single axle dump truck. This purchase will be paid for with funding from a state grant with the City's amount being \$27,502. This is within the budgeted amount.

ROLL CALL:

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

Commissioner Baker arrived to the commission meeting.

10-21-2019 (960) PUBLIC WORKS TANDEM AXLE DUMP TRUCK APPROVAL

It was moved by Vice Mayor Johnson and seconded by Commissioner White to approve the bid in the amount of \$188,000 for a Public Works tandem axle dump truck. This purchase will be paid for with funding from a state grant with the City's amount being \$37,600. This is within the budgeted amount.

ROLL CALL:

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

10-21-2019 (961) PUBLIC WORKS TRUCK REPLACEMENT APPROVAL

It was moved by Commissioner White and seconded by Commissioner Baker to approve the bid in the amount of \$35,086 for a Ford F250 truck for the Public Works Department which will replace a truck that was involved in an accident. The amount to be paid by the City is \$17,876 after reimbursement from Public Entity Partners.

ROLL CALL:

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

10-21-2019 (962) APPROVAL OF EASTSIDE UTILITY EASEMENT TRACTS 8, 17, 137 AND 137B

It was moved by Commissioner White and seconded by Commissioner Garver to approve Eastside Utility Easement Tracts 8, 17, 137 and 137B for the next phase of the Apison Pike project.

ROLL CALL:

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

10-21-2019 (963) 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 6:27 PM.

Mayor, Katie Lamb

City Recorder, Kristi Wheeler

**MINUTES OF CITY OF COLLEGEDALE REGULARLY SCHEDULED
COMMISSION WORKSHOP MEETING HELD IN THE MUNICIPAL BUILDING IN
COLLEGEDALE, TENNESSEE, ON MONDAY, OCTOBER 28, 2019
BEGINNING AT 4:30 P.M.**

PRESENT: Mayor Katie Lamb, Vice Mayor Tim Johnson, Commissioner Debbie Baker, Commissioner Ethan White, City Manager Ted Rogers, City Attorney Sam Elliott, Assistant City Manager & CFO Michelle Toro, Chief of Police Brian Hickman, Building & Codes Director Andrew Morkert, Strategic Planning & Economic Development Director Kelly Martin, Public Works Director Eric Sines, Director of Airport Operations & Safety Chris Swain, Parks & Recreation Director Traci Bennett-Hobek, City Engineer Wayon Hines, City Recorder Kristi Wheeler

ABSENT: Commissioner Phil Garver, Communications Strategist Bridgett Raper

GUESTS: Matthew Sadler, Kirsten Jones, Tonya Sadler

WAYFINDING SIGN PROGRAM

Planning & Economic Development Director Kelly Martin presented to the commission and staff the Wayfinding Sign Program that would be in conjunction with McKee Foods Corporation. There will be eight informational/directional signs and will be located between Interstate 75 and the McKee Foods Corporation facilities. The commission requested more information before making a decision.

EMPLOYEE POLICIES

Commissioner Ethan White requested to discuss current employee policies, specifically that of the City being an at-will employer. He also suggested that an appeal process for future terminated employees be considered. City Attorney Sam Elliott advised that the City of Collegedale is an at-will employer and that all employees serve as to the will of the city manager, according to the City Charter, and that the process to change this would be complicated and was his recommendation for the commission to maintain the current policy.

PUBLIC WORKS VEHICLES

Commissioner Ethan White requested a Public Works fleet update. Public Works Director Eric Sines provided a detailed report of the overall number of Public Works fleet vehicles that included make/model, use, mileage, year/years old and condition.

SHADOW CREEK SUBDIVISION

Planning & Economic Development Director Kelly Martin addressed the concerns raised by Commissioner Garver pertaining to the landscaping not being complete at the Shadow Creek Subdivision. Mr. Martin spoke with the developer who stated that due to the extreme drought and heat this year, the landscaping has been delayed but the items have been ordered and the project should be finished in the next two weeks.

COMMISSIONER'S REPORT

Commissioner Debbie Baker inquired about the status on the new Police Department vehicles. Chief Hickman said they are in the process of outfitting four vehicles and that four more are in transit from Canada.

Vice Mayor Tim Johnson requested that Collegedale Tomorrow Foundation Director David Barto attend the November workshop meeting to update the commission and staff on plans for the next phase of The Commons.

Mayor Katie Lamb stated that Honna Rogers from MTAS will be presenting an assessment report on the Public Works and Police Department at the November 18, 2019 commission meeting. Mayor Lamb also requested that a report be given on the cost of the 2019 open records requests, which includes personnel time, average salary of employees involved and what type of records were requested. Assistant City Manager & CFO Michelle Toro will be presenting the results at the November workshop meeting.

KEY MANAGER/STAFF REPORTS

City Engineer Wayon Hines stated to the commission and staff that TDOT informed him that there is another delay on the Edgmon Road/Lee Highway intersection project due to the railroad. The commission requested that he send them updated information as he receives it on the project.

Public Works Director Eric Sines updated the commission on plans for improvements on several current projects that will require change orders. They will be presented for approval at the next commission meeting.

Assistant City Manager and CFO Michelle Toro informed the commission that the results of the 2019 audit will be presented at the November 18, 2019 commission meeting.

Meeting was adjourned at 5:32 PM

Katie Lamb, Mayor

Kristi Wheeler, City Recorder

ORDINANCE # 1075

AN ORDINANCE TO AMEND THE OFFICIAL ZONING ORDINANCE SO AS TO LIFT CONDITION "A" OF ORDINANCE # 1074 ON PROPERTY LOCATED ON JETRAIL DRIVE, MORE PARTICULARLY DESCRIBED AS HAMILTON COUNTY TAX MAP PARCEL 131 096.17, SAID AREA BEING LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF COLLEGEDALE, TENNESSEE

(Property now or formerly owned by Don S. Whittenburg & Joan Edmonds)

- WHEREAS,** the authority Tennessee Code Annotated (TCA) Section 13-7-201 allows for the zoning of territory within a municipality; and
- WHEREAS,** the Collegedale Municipal Planning Commission has certified zoning districts as provided for in TCA Section 13-7-202; and
- WHEREAS,** TCA Section 13-7-204 authorizes amendments to a zoning map; and
- WHEREAS,** in accordance with TCA Section 13-7-203 subsection (b), during a regularly scheduled meeting held October 14, 2019, the Collegedale Municipal Planning Commission, considered the matter as Case ZON 2019-06; and
- WHEREAS,** in accordance with T.C.A. Section 13-7-201(b), in a county having a population of not less than 287,700, nor greater than 287,800 according to the 1980 federal census, or any subsequent federal census, the chief legislative body of any municipality is further authorized and empowered to rezone properties conditionally, where the agreed conditions are designed to ameliorate injuries created by the rezoning to surrounding property interests or to municipal interests; and
- WHEREAS,** Ordinance # 1074 rezoned the subject property from C-2 Commercial to I-1 Industrial with conditions, including Condition A, which prohibits vehicular ingress/egress using Watkins Street; and
- WHEREAS,** the applicant intends to design a new facility on the site, including office space and now desires ingress and egress of automobiles using the subject property's Watkins Street frontage, while directing truck traffic to access via Jetrail Drive; and
- WHEREAS,** The Collegedale Municipal Planning Commission now recommends to the Collegedale Mayor and Board of Commissioners that the request to remove Condition A be approved while preserving the zoning change from C-2 to I-1 and any other conditions imposed by Ordinance # 1074; and
- WHEREAS,** in accordance with TCA Section 13-7-203, subsection (a) a public hearing was held with at least fifteen (15) days' notice being given prior to final reading of this ordinance;

NOW THEREFORE, BE IT ORDAINED by the City of Collegedale, Tennessee that the request to lift Condition A be approved

Section 1: Parcel affected by this ordinance:
Hamilton County Tax Map Parcel 131 096.17, graphically depicted as Exhibit A herein, and also recorded as Plat Book 116, Page 24, R.O.H.C.

NOW, LET IT BE FURTHER ORDAINED, that this ordinance shall take effect fifteen (15) days following a public hearing and a final reading by the Collegedale Board of Mayor and Commissioners, the welfare of the City requiring it.

Passed first reading _____
Votes for _____ Votes against _____

Passed second reading _____
Votes for _____ Votes against _____

Mayor

Attest: City Recorder

Approved as to form:

City Attorney

ORDINANCE # 1076
AN ORDINANCE OF THE CITY OF COLLEGEDALE, TENNESSEE TO AMEND
TITLE 12, OF THE MUNICIPAL CODE TO ADOPT UPDATE TO THE ENERGY
CONSERVATION CODE

WHEREAS, T.C.A. § 6-54-502 authorizes the City to adopt standard codes by reference;

WHEREAS, T.C.A. § 6-54-503 authorizes amendments to said codes by reference; and

WHEREAS, the City desires to adopt updated version of the Energy Conservation Code;

NOW, THEREFORE, BE IT ORDAINED by the CITY OF COLLEGEDALE, TENNESSEE as follows:

Section 1: That Title 12, Chapter 12, Section 12-1201 be amended to delete the current language and substitute therefor the following:

12-1201. Energy conservation code adopted. Pursuant to authority granted by Tennessee Code Annotated, §§ 6-54-501 through 6-54-506, and for the purpose of securing the public safety, health, and general welfare through energy efficiency and conservation, the International Energy Conservation Code, 2012 edition for commercial buildings, and 2009 edition for the construction of one (1) and two (2) family dwellings and townhouses and additions thereto of thirty (30) square feet or more of interior space, as prepared and adopted by the International Code Council, Inc. is hereby adopted and incorporated by reference as a part of this code and is hereinafter referred to as the energy conservation code.

Section 2: To comply with T.C.A. § 6-54-504, the penalty clause applicable to violations of the International Energy Conservation Code, 2017 edition is reproduced below:

12-1203. Violations. It shall be unlawful for any person to violate or fail to comply with any provision of the energy conservation code as herein adopted by reference.

Section 3: This ordinance shall take effect on the later of the expiration of fifteen (15) days after the passage thereof, or as this ordinance contains a penal provision, the date after the publication of the caption thereof, the public welfare requiring it.

Passed first reading _____

Votes for _____ Votes against _____

Passed second reading _____
Votes for _____ Votes against _____

Mayor

Attest: City Recorder

Approved as to form:

City Attorney