

**AGENDA FOR THE REGULARLY SCHEDULED CITY OF COLLEGEDALE COMMISSION
MEETING TO BE HELD IN THE MUNICIPAL BUILDING IN COLLEGEDALE, TENNESSEE,
ON MONDAY, NOVEMBER 18, 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. November 04, 2019- Commission meeting minutes
- V. Comments from Citizens
- VI. Unfinished Business
 1. Second Reading and Public Hearing, Ordinance #1076, an ordinance to update the energy conservation code
- VII. New Business
 1. First Reading, Ordinance #1077, an ordinance revising the municipal code relating to spacing between mobile homes in mobile home parks
 2. FY '19 Audit Presentation
 3. MTAS assessment reports for the Public Works Department and Police Department
 4. Approval of Sewer Jet-Vac trailer
 5. Amendment to MOU between the City of Collegedale and CTF
 6. Request for Tallant Road pavement repair change order approval
- 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, NOVEMBER 04, 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 Manager Ted Rogers, City Attorney Sam Elliott

KEY MANAGERS: Assistant City Manager & CFO Michelle Toro, Chief of Police Brian Hickman, Building & Codes Director Andrew Morkert, 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: Planning & Economic Development Director Kelly Martin

GUESTS: Andrew Arnold, Chris Earnest, Owen Cook, Janice Cook, Johnnie Hoskins, Merritt MacLafferty, Larry Wallace, Patti Wallace, Denny Gustafson, Gail Berry, Bridgett Raper, Rita Vital, Bonnie Hoffer, Christine Payne

11-04-2019 (964) COMMISSION MINUTES— October 21, 2019

It was moved by Vice Mayor Johnson and seconded by Commissioner White to accept the minutes of the commission meeting on October 21, 2019.

ROLL CALL:

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

11-04-2019 (965) COMMISSION WORKSHOP MINUTES— October 28, 2019

It was moved by Commissioner Baker and seconded by Commissioner Garver to accept the minutes of the commission workshop on October 28, 2019.

ROLL CALL:

| | |
|----------------------------|------------|
| COMMISSIONER BAKER | YEA |
| 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. Larry Wallace, who resides at 7235 White Oak Valley Circle, requested that the Commission help with an issue at 10749 Lee Highway that is affecting his property. Building & Codes Director Andrew Morkert stated that he will be investigating the issue. Chief Hickman then presented the National Hall of Fame Merit Award to Corporal Sheila Strange. The meeting reconvened at 6:13pm.

11-04-2019 (966) SECOND READING AND PUBLIC HEARING, 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 | YEA |
| COMMISSIONER GARVER | YEA |
| COMMISSIONER WHITE | YEA |
| VICE MAYOR JOHNSON | YEA |
| MAYOR LAMB | YEA |

11-04-2019 (967) FIRST READING, ORDINANCE #1076, AN ORDINANCE TO UPDATE THE ENERGY CONSERVATION CODE

It was moved by Commissioner Garver and seconded by Commissioner White to approve 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.

ROLL CALL:

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

11-04-2019 (968) BID APPROVAL FOR THE CITY HALL ROOFING PROJECT

It was moved by Commissioner White and seconded by Commissioner Garver to approve the bid in the amount of \$109,500 to JDH Company for the roofing project at the City Municipal Building. The project amount is within budget.

ROLL CALL:

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

11-04-2019 (969) VETERANS PARK TRUCK SEWER CHANGE ORDER APPROVAL

It was moved by Vice Mayor Johnson and seconded by Commissioner Baker to approve a change order for the Veterans Park Truck Sewer project to add an additional sidewalk at the Veterans Park for the amount of \$43,750, which is within the budgeted amount for this project.

ROLL CALL:

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

11-04-2019 (970) GREENWAY REPLACEMENT AND SEWER CASING CHANGE ORDER APPROVAL

It was moved by Commissioner Garver and seconded by Commissioner White to approve the Greenway replacement and sewer casing change order in the amount of \$53,300 for the next phase of the Apison Pike road project, which will be reimbursed by TDOT.

ROLL CALL:

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

11-04-2019 (971) 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 6:26 PM.

Mayor, Katie Lamb

City Recorder, Kristi Wheeler

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

ORDINANCE #1077

AN ORDINANCE OF THE CITY OF COLLEGEDALE, TENNESSEE, REVISING SECTION 14-603 OF THE MUNICIPAL CODE RELATING TO SPACING BETWEEN MOBILE HOMES IN MOBILE HOME PARKS

WHEREAS, the City regulates aspects of businesses in general, including mobile home parks, as part of its general police powers as authorized by the City Charter, T. C. A. §§6-18-101, et. seq.; and

WHEREAS, changes in the sizes of mobile homes have made it more difficult to comply with the requirement of Municipal Code Section 14-603(7), requiring fifteen (15) feet of open space between mobile homes or any attachment such as a garage or porch; and

WHEREAS, the City staff has consulted with the Fire Marshal as to the advisability of reducing the same to ten (10) feet, and the staff and the Fire Marshal have concurred that such reduction would not be harmful to the residents of a mobile home park or the public at large.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF COLLEGEDALE, TENNESSEE AS FOLLOWS:

Section 1. That the relevant portion of Municipal Code Section 14-603(7) be revised (with deletions noted with a strikethrough and additions noted in bold) as follows:

Each mobile home space shall be adequate for the type of facility occupying the same. Mobile homes shall be parked on each space so that there will be at least ~~fifteen (15)~~ **ten (10)** feet of open space between mobile homes or any attachment such as a garage or porch. . .

Section 2. That Footnote 1 in this portion of the Municipal Code be revised (with deletions noted with a strikethrough and additions noted in bold) to state:

¹If the construction of additional rooms or covered areas is to be allowed beside the mobile homes, the mobile home spaces shall be made wider to accommodate such construction in order to maintain the required ~~fifteen (15)~~ **ten (10)** feet of open space.

Section 3. This ordinance shall take effect with fifteen (15) days after the passage of the same, and the subsequent posting of appropriate signs, 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

AMENDMENT TO
MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN CITY OF COLLEGEDALE, TENNESSEE AND
COLLEGEDALE TOMORROW FOUNDATION

This Amendment is entered into and made to the Memorandum of Understanding (“Memorandum”) signed by the Parties on February 16, 2015, and its sole purpose is to amend paragraph B of the Recitals of said Memorandum. The existing wording in Paragraph B shall be deleted in its entirety and the following provision shall be substituted in its place, such provision being consistent with and representing the terms of the underlying understanding between the Parties as set forth in a letter dated December 3, 2014, from Ted Rogers, City Manager for the City of Collegedale, to Jack McKee, regarding the vision and structure for the Collegedale Commons, to wit:

B. The Foundation may acquire land from donors and will construct thereon structures and other improvements for the purpose of operating the Collegedale Commons. The Foundation will be responsible for the management of the structures and improvements made on the real property, but the Foundation will ultimately transfer legal title to the real property, including all improvements located thereon, to the City of Collegedale, and the operation of the Commons shall be as set forth in this Memorandum and as amended or supplemented from time to time.

In witness of their agreement to amend their original Memorandum, the Parties have entered into and executed this Amendment, by their authorized representatives, on the _____ day of _____, 2019.

City of Collegedale, Tennessee

Collegedale Tomorrow Foundation, Inc.

By: _____
(Print name) _____
Its: _____

By: _____
(Print Name) _____
Its: _____