

**AGENDA FOR THE REGULARLY SCHEDULED CITY OF COLLEGEDALE COMMISSION
MEETING TO BE HELD IN THE MUNICIPAL BUILDING IN COLLEGEDALE, TENNESSEE,
ON MONDAY, DECEMBER 02, 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 18, 2019- Commission meeting minutes
 2. November 25, 2019-Workshop meeting minutes
- V. Comments from Citizens
- VI. Unfinished Business
 1. Second Reading, Ordinance #1076, an ordinance to update energy conservation code to the 2009 version
 2. Second Reading and Public Hearing, Ordinance #1077, an ordinance to revise the Municipal Code relating to spacing between mobile homes
- VII. New Business
 1. First Reading, Ordinance #1078, an ordinance to update the energy conservation code to the 2018 version
 2. Approval of sewer easements
- 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 18, 2019 AT 6:00 P.M.**

INVOCATION: Mayor Katie Lamb

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, Planning & Economic Development Director Kelly Martin, Airport & Safety Director Chris Swain, Parks and Recreation Director Traci Hobek-Bennett, City Recorder Kristi Wheeler, City Engineer Wayon Hines

ABSENT:

GUESTS: Merritt MacLafferty, Tonya Sadler, Matthew Sadler, Chris Earnest, Janice Cook, Gail Perry, Pat Smith, Kirsten Jana, David Barto, Johnnie Hoskins, Ben Wygal, Dennis Gustafson, John Sebastian, Beth Sebastian

11-18-2019 (972) COMMISSION MINUTES– November 04, 2019

It was moved by Commissioner Garver and seconded by Commissioner White to accept the minutes of the commission meeting on November 04, 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 6:00pm. Pat Smith, who resides at 5688 Hickory Street in Ooltewah and Dennis Gustafson, who resides at 9487 Leyland Drive, voiced their concerns over the proposed change to the current Energy Conservation Code. John Turner requested that the commission consider making changes to the Recycle Center hours of operation and doing away with volunteers on Sunday. The meeting reconvened at 6:11pm.

At 6:11PM the board entered into a public hearing to gain input on Ordinance #1076. Pat Smith, Dennis Gustafson and John Sebastian, who resides at 4480 Forsythia Way, expressed their concerns over amending the municipal code that will adopt the 2009 edition of the Energy Conservation Code. Building and Codes Director Andrew Morkert addressed the concerns that were brought before the commission. The meeting reconvened at 6:24pm.

11-18-2019 (973) SECOND READING AND PUBLIC HEARING, ORDINANCE #1076, AN ORDINANCE TO UPDATE THE ENERGY CONSERVATION CODE

It was moved by Vice Mayor Johnson and seconded by Commissioner Garver to defer 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, until the next scheduled commission meeting.

ROLL CALL:

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

11-18-2019 (974) FIRST READING, ORDINANCE #1077, AN ORDINANCE TO REVISE SPACING BETWEEN MOBILE HOMES IN MOBILE HOME PARKS

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

ROLL CALL:

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

11-18-2019 (975) APPROVAL OF FY'19 AUDIT

It was moved by Vice Mayor Johnson and seconded by Commissioner Baker to accept the FY '19 audit as presented by Paul Johnson III of Johnson, Murphey & Wright, P.C.

ROLL CALL:

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

11-18-2019 (976) APPROVAL TO PURCHASE SEWER JET-VAC TRAILER

It was moved by Commissioner Garver and seconded by Vice Mayor Johnson to approve the purchase of a reconditioned sewer jet-vac trailer for the Public Works Department in the amount of \$55,000, which is within budget.

ROLL CALL:

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

11-18-2019 (977) APPROVAL OF AMENDMENT TO THE MOU BETWEEN CITY OF COLLEGEDALE AND COLLEGEDALE TOMORROW FOUNDATION

It was moved by Commissioner White and seconded by Commissioner Garver to allow Mayor Lamb to sign the amendment to the Memorandum of Understanding, which was signed by the Parties on February 16, 2015, for the sole purpose to amend paragraph B of the Recitals of said Memorandum.

ROLL CALL:

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

11-18-2019 (978) APPROVAL OF TALLANT ROAD PAVEMENT REPAIR CHANGE ORDER

It was moved by Vice Mayor Johnson and seconded by Commissioner Baker to approve the change order for the Tallant Road pavement repair project in the amount of \$109,845.73, which is within budget.

ROLL CALL:

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

11-18-2019 (979) OCTOBER FINANCE REPORT

It was moved by Commissioner White and seconded by Commissioner Garver to accept the October 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

**No motion was made to end the meeting.
The meeting was adjourned at 8:02PM.**

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, NOVEMBER 25, 2019
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, 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, Communications Strategist Bridgett Raper

ABSENT:,

GUESTS: Matthew Sadler, Matthew Mendall, Tonya Sadler, Bill Clegg, David Barto

RECYCLE CENTER

Public Works Director Eric Sines informed the commission and staff that they will be increasing the hours of operation at the Recycle Center on Sunday, 1-6pm, Wednesday, 10am-6pm and Friday, 1-6pm. They will continue staffing the recycle center with volunteers on Sundays.

SEWER MORATORIUM UPDATE

Public Works Director Eric Sines updated the commission and staff on how the self-imposed sewer moratorium has been lifted. A plan was submitted to TDEC.

RESIDENTIAL ENERGY CODE

Building & Codes Director Andrew Morkert proposed to the commission a change from the current 2009 residential energy code to the 2018 version. An ordinance will be brought before the commission for the first reading at the next commission meeting

MOBILE HOME SPACING

Building & Codes Director Andrew Morkert updated the commission on a proposed change to mobile home spacing, which is included in the Municipal Code Section 14-603(7), from 15ft to 10ft. The second reading on the ordinance will be held at the December 2, 2019 commission meeting.

OPEN RECORDS REQUEST REPORT

Assistant City Manager & CFO Michelle Toro presented the 2019 Public Records Request Report to the commission and staff as requested by Mayor Lamb at the October 28, 2019 commission workshop meeting.

EDGMON ROAD/LEE HIGHWAY INTERSECTION CONTRACT

City Engineer Wayon Hines informed the commission and staff that a contract between TDOT and the railroad has been signed and a copy will be sent to the City.

UPDATE ON THE COMMONS

David Barto, Director of Collegedale Tomorrow Foundation, updated the commission and staff on the boardwalk and bridge project that the requested \$300,000 from the City will be used for. This \$300,000 was donated to the City several years ago for a greenway expansion project.

COMMISSIONER REPORTS

Commissioner Phil Garver requested more information on the possibility of dedicating and renaming a section of Apison Pike as Veterans Memorial Drive. A resolution to do this and contacting TDOT for more information on this process was agreed upon by the commission.

Vice Mayor Tim Johnson commented on the 2019 audit report that the City received on November 18, 2019.

KEY MANAGER/STAFF REPORTS

City Engineer Wayon Hines informed the commission that more sewer easements will be presented at the next commission meeting.

Public Works Director Eric Sines updated the commission that the Vet Park Truck line project is over 50% complete and that the cost is under budget at this point in the process.

Strategic Planning & Economic Development Director Kelly Martin informed the commission that Strategic Planner Robert Varnell will be leaving the City in December and that the process of hiring a replacement has begun.

Building & Codes Director Andrew Morkert informed the commission on the recent projects that were completed which includes the library receiving new carpet and the Imagination Station Pavilion being repainted.

Director of Airport Operations & Safety Chris Swain updated the commission on the survey results for the culvert work being done at the airport.

Parks & Recreation Director Traci Bennett-Hobek reminded the commission about the Christmas Parade that will be held on December 8, 2019 at 3pm.

Communications Strategist Bridgett Raper updated the commission and staff about specific bills that are being presented in Nashville that could strongly affect cities in Tennessee.

Chief of Police Brian Hickman informed the commission that the Christmas Parade plans, including maps, have been finalized.

Meeting was adjourned at 5:41 PM

Katie Lamb, Mayor

Kristi Wheeler, City Recorder

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 spacing between mobile home porches to ten (10) feet, and no setback requirement for garages or storage buildings provided that garages or storage buildings are constructed with non-combustible materials or constructed with materials having a one (1) hour minimum fire resistance rating, 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) feet of open space between mobile homes ~~or any attachment such as a garage or a porch~~, and at least fifteen (15) feet end to end spacing between trailers ~~and any building or structure~~, twenty (20) feet between any trailer and property line and thirty-five (35) feet from the right-of-way of any public street or highway and ten (10) feet from streets within the park. **The space between mobile home porches may be at least ten (10) feet and no setback distance is required for garages and storage buildings provided that they are constructed with non-combustible materials or constructed with materials having a one (1) hour minimum fire resistance rating. Garages or storage buildings not meeting these criteria are prohibited.**

Section 2. That subsections (a) through (f) currently appearing in Collegedale Municipal Code Section 14-603(7) shall remain in the municipal code.

Section 3. That Footnote 1 to Section 14-603(7) of the Municipal Code be deleted.

Section 4. 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

ORDINANCE # 1078
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. (a) 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, **with the exceptions noted below in subsection (b)**, the International Energy Conservation Code (IECC), 2012 edition for commercial buildings, and 2018 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.

(b) Blower door testing requirements (2018 IECC Section R402.4.1.2 Testing) and duct tightness test requirements (2018 IECC Section R403.3.3 Duct testing (Mandatory)) and (2018 IECC Section R403.3.4 Duct testing (Prescriptive)) for the 2018 International Energy Conservation Code are to be deleted and replaced with the blower door testing (2009 IECC Section 402.4.2.1 Testing option) and duct tightness testing requirements (2009 IECC Section 403.2.2 Sealing (Mandatory) of the 2009 International 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