

**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

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**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**

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**Katie Lamb, Mayor**

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**Kristi Wheeler, City Recorder**