

**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