

**AGENDA FOR THE REGULARLY SCHEDULED CITY OF COLLEGEDALE COMMISSION
MEETING TO BE HELD IN THE MUNICIPAL BUILDING IN COLLEGEDALE, TENNESSEE,
ON TUESDAY, SEPTEMBER 03, 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. July 22, 2019- Amended workshop meeting minutes
 2. August 05, 2019- Commission meeting minutes
 3. August 26, 2019-Workshop minutes
- V. Comments from Citizens
- VI. Unfinished Business
- VII. New Business
 1. Public Works request approval of storage building bid
 2. Public Works request approval for sewer storage engineering
 3. Request approval for Prospect Church Road culvert change
 4. Request approval for Little Debbie Parkway/Old Lee Highway change order
- VIII. Request for reports from City Administration/Commissioners by the Mayor
- IX. Adjournment

**MINUTES OF CITY OF COLLEGEDALE REGULARLY SCHEDULED
COMMISSION WORKSHOP MEETING HELD IN THE MUNICIPAL BUILDING IN
COLLEGEDALE, TENNESSEE, ON MONDAY, JULY 22, 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 & Safety Director Andrew Morkert, Strategic Planning & Economic Development Director Kelly Martin, Public Works Director Eric Sines, Director of Airport Operations Chris Swain, Parks & Recreation Director Traci Bennett-Hobek, City Engineer Wayon Hines, Communications Strategist Bridgett Raper, City Recorder Kristi Wheeler, Court Clerk Tonya Sadler

ABSENT:

GUESTS: Janice Cook, Chris Earnest, James R. Buckner, Sam Shorrosh, Matthew Sadler, Davis Lundy, John Simpson, Natalie Wright, Jeff Wilson, Sharon Wilson, Ben Wygal, Connie Vaughn, Franklin Farrow, Leisa Cagle, Robert Crabtree

PROPERTY TAX RATE

Vice Mayor Johnson requested that the commission and staff discuss the possibility of reducing the property tax rate that was approved in June, 2019. After much discussion, the Commissioners agreed that they would respond to an email that would be sent to them individually by City Manager Rogers, as to whether they wanted to have the issue placed on the Agenda for the August 5, 2019 commission meeting.

LIBRARY MEMBERSHIP POLICY FOR RETIRED EMPLOYEES

Library Director Natalie Wright presented to the commission and staff changes to the Nonresidents Exempt Policy which is for Retired Collegedale City Staff. Proof will be required with either a call or letter from HR and the retired employee will then receive an Individual membership card, not a Family membership card. A resolution to adopt these changes will be presented to the commission for their approval at the next commission meeting.

AIRPORT RUNWAY CULVERT DESIGN GRANT

Airport Director Chris Swain informed the commission that the Airport Runway Culvert Design Grant contract, which is a 95/5 grant, will be presented to the commission for their approval at the next commission meeting. Mr. Swain also stated that the Airport Maintenance Grant, which will be a 95/5 grant, will be presented to the commission for approval.

CLOMAR FOR THE APISON PIKE PROJECT

City Engineer Wayon Hines informed the commission and staff about the TDOT Conditional Letter of Map Revision, which includes changes to the flood plan associated with the next phase of the Apison Pike project. Seven properties will see an increase ranging from several inches to a foot while most properties will see a decrease. TDOT will be sending out a formal notification to the seven properties involved concerning this situation.

COMMISSIONER'S REPORT

Vice Mayor Johnson requested that there be a discussion at the next commission workshop about changing the speed limit on Apison Pike to 50mph.

Commissioner Garver thanked the Public Works Department for their help with the Veteran's Park and congratulated Parks and Recreation Director Traci Bennett-Hobek for her work in the City of Collegedale being rewarded the Dog Park Grant. The \$25K grant will be used for updates and improvements at the current dog park.

Commissioner White requested that City Attorney Sam Elliott inquire about the legality of commissioners being allowed to vote during commission meetings via Skype, phone call, facetime, etc. Attorney Elliott then informed the commission that it was not legal.

Mayor Lamb addressed Commissioner White's recent press release.

KEY MANAGER/STAFF REPORTS

Planning & Economic Development Director Kelly Martin updated the commission and staff about the progress of replacing the City website and reminded them about the special called Planning Commission meeting that will be held on Monday, July 29, 2019 at 6pm.

Meeting was adjourned at 5:41 PM

Katie Lamb, Mayor

Kristi Wheeler, City Recorder

**MINUTES OF THE REGULARLY SCHEDULED CITY OF COLLEGEDALE BOARD OF COMMISSIONERS
MEETING HELD IN THE MUNICIPAL BUILDING IN COLLEGEDALE, TENNESSEE
ON MONDAY, AUGUST 05, 2019 AT 6:00 P.M.**

INVOCATION: Mayor Lamb

PRESENT: Mayor Katie Lamb, Vice Mayor Tim Johnson, Commissioner Debbie Baker, Commissioner Ethan White, City Manager Ted Rogers, City Attorney Sam Elliott

KEY MANAGERS: Assistant City Manager & CFO Michelle Toro, Director of Airport Operations Chris Swain Building, Planning & Economic Development Director Kelly Martin, Codes & Safety Director Andrew Morkert, Parks and Recreation Director Traci Hobek-Bennett, Director of Public Works Eric Sines, City Recorder Kristi Wheeler, City Engineer Wayon Hines

ABSENT: Commissioner Phil Garver, Chief of Police Brian Hickman

GUESTS: Ben Wygal, Tonya Sadler, Matthew Sadler, Sabrina Bodon, Johnnie Hoskins, Natalie Wright, Alexander Brown, Jonathan Mayfield, David Mayfield, Gail Perry

8-05-2019 (925) REGULAR MEETING MINUTES – July 15, 2019

It was moved by Vice Mayor Johnson and seconded by Commissioner Baker to accept the minutes of the regular commission meeting on July 15, 2019.

ROLL CALL:

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

8-05-2019 (926) COMMISSION WORKSHOP MINUTES– July 22, 2019

It was moved by Commissioner White and seconded by Vice Mayor Johnson to accept the minutes of the commission workshop on July 22, 2019.

ROLL CALL:

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

At 6:02PM the board entered into a public hearing to gain input on Ordinances #1072, #1073 and #1074. Planning & Economic Development Director Kelly Martin commented on Ordinances #1073 and #1074. The meeting reconvened at 6:06PM

8-05-2019 (927) SECOND READING AND PUBLIC HEARING, ORDINANCE #1072, AN ORDINANCE REDUCING THE MEMBERSHIP OF THE PARKS AND RECREATION BOARD FROM SEVEN TO FIVE MEMBERS

It was moved by Vice Mayor Johnson and seconded by Commissioner White to approve Ordinance #1072, an ordinance reducing the membership of the Parks and Recreation Board and providing for appropriate codification.

ROLL CALL:

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

8-05-2019 (928) SECOND READING AND PUBLIC HEARING, ORDINANCE #1073, AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP TO REZONE PROPERTY FROM C-2 TO MU-TC

It was moved by Commissioner Baker and seconded by Commissioner White to approve Ordinance #1073, an ordinance to amend the official zoning map to rezone property from C-2 (shopping center commercial district) to MU-TC (mixed use town center) with conditions, and more particularly described as Hamilton County tax map parcels 132I A 017 and 132I A 017.01, said area being located within the corporate limits of the City of Collegedale, Tennessee.

ROLL CALL:

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

8-05-2019 (929) SECOND READING AND PUBLIC HEARING, ORDINANCE #1074, AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP TO REZONE PROPERTY ON JETRAIL DRIVE

It was moved by Commissioner White and seconded by Vice Mayor Johnson to approve Ordinance #1074, an ordinance to amend the official zoning map to rezone property on Jetrail Drive (Private) from C-2 (Shopping Center Commercial District) to I-1 (Industrial) with conditions, and further depicted as lots 7 and 8 of The Crossing at Ooltewah subdivision recorded in Plat Book 116, page 24 of the Hamilton County, Tennessee register of deeds, said area being located within the corporate limits of the City of Collegedale, Tennessee.

ROLL CALL:

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

8-05-2019 (930) AMENDMENT TO THE JULY 22, 2019 WORKSHOP MINUTES

It was moved by Vice Mayor Johnson and seconded by Commissioner Baker to request an amendment to the Property Tax Rate section of the July 22, 2019 workshop minutes, on the recommendation of City Attorney Elliott.

ROLL CALL:

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

8-05-2019 (931) FIRST AND FINAL READING, RESOLUTION #509, A RESOLUTION TO AMEND THE LIBRARY'S EXEMPT POLICY

It was moved by Commissioner White and seconded by Commissioner Baker to approve Resolution #509 a Resolution of the City of Collegedale, Tennessee amending the Collegedale Library's exempt policy. The changes made were for retired employees that will be allowed to have an individual library card, not a family library card.

ROLL CALL:

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

8-05-2019 (932) AIRPORT CULVERT DESIGN GRANT APPROVAL

It was moved by Vice Mayor Johnson and seconded by Commissioner White to approve the airport design culvert grant in the amount of \$21,130.

ROLL CALL:

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

8-05-2019 (933) AIRPORT MAINTENANCE GRANT APPROVAL

It was moved by Vice Mayor Johnson and seconded by Commissioner Baker to approve the airport maintenance grant in the amount of \$15,000.

ROLL CALL:

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

8-05-2019 (934) APISON PIKE UTILITY RELOCATION CONTRACT APPROVAL

It was moved by Commissioner White and seconded by Commissioner Baker to approve the Utility Relocation contract with TDOT for the next phase of the Apison Pike project, which includes the betterment deposit to be paid by the City in the amount of \$161,250.

ROLL CALL:

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

8-05-2019 (935) APPROVAL OF TDOT EASEMENTS

It was moved by Vice Mayor Johnson and seconded by Commissioner Baker to approve the sale of one property to TDOT in the amount of \$1,385 and for a temporary slope easement of 3.92 acres.

ROLL CALL:

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

8-05-2019 (936) APPROVAL FOR PAYMENT OF THE JUDGEMENT

It was moved by Commissioner Baker and seconded by Vice Mayor Johnson to approve payment of the judgement in the amount of \$92,064.88 for the Whittenberg property that was acquired through imminent domain for sewer system improvement.

ROLL CALL:

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

8-05-2019 (937) MOTION TO ADJOURN

It was moved by Vice Mayor Johnson and seconded by Commissioner White to adjourn the meeting. No roll call was taken.

The meeting was adjourned at 6:35 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, AUGUST 26, 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, Assistant City Manager & CFO Michelle Toro, Building, Codes & Safety Director Andrew Morkert, Strategic Planning & Economic Development Director Kelly Martin, Public Works Director Eric Sines, Director of Airport Operations Chris Swain, Parks & Recreation Director Traci Bennett-Hobek, City Engineer Wayon Hines, Communications Strategist Bridgett Raper, City Recorder Kristi Wheeler

ABSENT: Commissioner Phil Garver, Chief of Police Brian Hickman

GUESTS: Matthew Sadler, David Barto

2020 CENSUS-COMplete COUNT COMMITTEES

Planning & Economic Development Director Kelly Martin presented to the commission and staff preliminary plans for the 2020 Census, including complete count committees that will be formed to develop plans to reach all citizens, which will benefit the city in numerous ways.

USPS DELIVERY CHANGES

Planning & Economic Development Director Kelly Martin informed the commission of the new development with the USPS mail delivery service, which involves centralized delivery, through the use of Cluster Box Units. The USPS has asked that this be the “preferred” form of residential delivery to eight or more residential homes.

UPDATE ON THE COMMONS-PHASE THREE PLANS

Director of the Collegedale Tomorrow Foundation David Barto updated the commission and staff on the Phase Three plans The Commons, which includes a soundstage, an addition to Founder's Hall of a kitchen and changing rooms to accommodate weddings and parties, as well as a greenway connection. The estimated total cost of Phase Three will be three million dollars with 1.5 million already having been commit to the project. Fundraising for this project will begin in October with an estimated time of completion of July 2020.

COMMISSIONER'S REPORT

Vice Mayor Tim Johnson discussed the current delay on the TDOT Lee Highway/Edgmon Road intersection project.

CITY MANAGER REPORT

City Manager Ted Rogers informed the commission of the City Coalition luncheon that will be held at City Hall on September 10, 2019 and also stated that the finance report for July and August, 2019, will be presented at the September 16, 2019 commission meeting.

KEY MANAGER/STAFF REPORTS

Public Works Director Eric Sines update the commission on several projects including a change order to the Lee Highway project due to a signal box poll in need of being relocated, a design change for the Prospect Church Road culvert project, a cost increase for the roundabout at the Tucker Road/Edgmon Road project, obstacles encountered involving the sewer line project at the Veteran's Park and an alternate plan for the proposed wall at the Veteran's Park due to the cost increase for the project. Several of the change approvals will be brought before the commission at the next meeting as well as a bid approval for a public works shed.

Meeting was adjourned at 5:26 PM

Katie Lamb, Mayor

Kristi Wheeler, City Recorder