



City Council Work Session Meeting Agenda

December 16, 2025 at 5:00 PM

Jefferson City Municipal Building

1. Call to Order

Opening Prayer

Pledge of Allegiance

2. Citizen Comments (Citizens should state their name, address, and limit comments to five minutes.)

3. Communications from the Mayor

4. Reports from Committees, Council Members, and other Officers

- a. Fire Station #2 Bond Review - **Scott Gibson**
- b. Quarterly Update from C.A.R.E.
- c. Quarterly Update from Jefferson Alliance - **Joe Gibson**
- d. Quarterly Update from Heritage Center at Mossy Creek - **Teresa Collins & Jeanne Musick**
- e. Quarterly Update from Mossy Creek Foundation - **Tommy Clapp**

5. Items for Discussion

- a. Proposed Interlocal Agreement between Jefferson County & City for the Mossy Creek WVA Rehab Project - **Carey Davis, County Mayor's Office**
- b. Proposed Change Orders #4 and #6 for Fire Station #2 - **Lee Turner**
- c. Proposed Budget Amendments for FY 2025-26 - **Bettina Chandler**
- d. Discuss a resolution to authorize staff to explore a partnership with CNU's Office of Intercollegiate Recreational Sports for an archery facility - **James Gallup/Kevin Bolden**
- e. Discussion of annual City Manager performance review per contract - **James Gallup**

6. Appointments

- a. **Parks and Recreation Committee** - The members are appointed for a two-year term by the City Council. The first term may be extended for an additional year in order to stagger the members' terms. The current members whose terms will expire in January of 2026 are: Desiree Dolan, Sherman Hannah, Bryan Miller, and Mindy Williams.

- b. Regional Planning Commission** - The commissioners are appointed by the Mayor for a five-year term. The appointments will expire in January of 2026. The current appointments are Jeff Chitwood and Bill Newman.
- c. Adjustment and Appeals Board** - The members are appointed for a three-year term by the Mayor with confirmation from the City Council. The current members whose terms will expire in February of 2026 are Ray Cain and Ken Morton.
- d. Beautification Board and Tree Committee** - The members are appointed for a three-year term by the City Council. The current members whose terms will expire in February of 2026 are Angie France and Spencer Gatlin.
- e. Housing Authority** - Ms. Mary McCarter has resigned after serving on the board for 33 years, with 31 years as Chairman. Her term was to expire in March of 2027. The board members are appointed by the Mayor.

7. Calendar/Upcoming Events

- a.** The December HZC/Regional Planning Commission/BZA meeting will be on Monday, December 22, 2025.
- b.** The January City Council Meeting will be on Monday, January 5, 2026.
- c.** Community Development Block Grant (CDBG) Public Hearing will be held at 5:30PM on January 7, 2025.
- d.** The January Work Session will be on Tuesday, January 20, 2026.
- e.** The January HZC/Regional Planning Commission/BZA meeting will be on Monday, January 26, 2026.

8. Announcements

- a.** Mossy Creek Trout Derby will be hosted by the Mossy Creek Outdoor Collective from 11AM to 2PM on December 20, 2025.
- b.** The City Offices will be closed on Wednesday and Thursday, December 24th and 25th for the Christmas holiday.
- c.** The City Offices will be closed on Thursday, January 1st for New Year's Day.
- d.** The City Offices will be closed on Monday, January 19th for Martin Luther King, Jr. Day.

9. Adjourn