



# City Council Regular Meeting Agenda

April 06, 2026 at 5:00 PM

Jefferson City Municipal Building

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**1. Call to Order**

Opening Prayer

Pledge of Allegiance

**2. Roll Call**

**3. Approval of Minutes from Previous Meetings**

**a.** Minutes from March 2, 2026 Beer Board Meeting

**b.** Minutes from March 2, 2026, Regular Meeting

**c.** Minutes from March 30, 2026 Special Meeting

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

**5. Communications from the Mayor**

**a.** Arbor Day Proclamation

**6. Reports from Committees, Council Members, and other Officers**

**a. Building/Codes/Planning Department Monthly Report.** Receive a report from Jeff Houston, Building Inspector, concerning a summary of the department's activity for March 2026.

**b. Fire Department Monthly Report.** Receive a report from Lee Turner, Fire Chief, concerning a summary of the department's activity for March 2026.

**c. Parks and Recreation Monthly Report.** Receive a report from Kevin Bolden, Parks & Recreation Director, concerning a summary of the department's activity of March 2026.

**d. Police Department/City Court Monthly Report.** Receive a report from Andy Dossett, Police Chief, concerning a summary of the department's activity for March 2026.

**e. Public Works Monthly Report.** Receive a report from Porter Massengill, Public Works Director, concerning a summary of the department's activity for March 2026.

**f. City Manager Monthly Report.** Receive a report from James Gallup, City Manager, concerning a summary of his activity for March 2026.

## 7. Appointments

- a. **Appoint** Amber Moore to the Parks and Recreation Committee by Council approval for a two-year term.
- b. **Appoint** Bobby Rogers to the Jefferson County Equalization Board by Council approval for a two-year term.

## 8. Acceptance of Bids/Professional Services/Leases/Grants

- a. **Approve** the purchase a Grit Auger for the Wastewater Plant
- b. **Approve** the request to clean the Sedimentation Basins at Water Plant
- c. **Approve** the proposal for Design & Construction Services for Project Diabetes from McGill & Associates
- d. **Approve** a One-Time Bonus for the City Manager

## 9. Old Business

## 10. New Business

- a. **First Reading** of Ordinance 2026-02 Establishing a "No Parking" Zone within Founder's Point Subdivision
- b. **Approve** Resolution 2026-08 Purchase of Firefighter Personal Protective Equipment through CDBG Grant
- c. **Approve** Resolution 2026-09 Declaring Certain Property as Surplus Property
- d. **Approve** Resolution 2026-10 Authorizing the Extension of Auditing Services for FY2025-2026

## 11. Adjourn

Minutes of Beer Board Meeting  
March 2, 2026

The Beer Board of Jefferson City met in special called Beer Board meeting on Monday, March 2, 2026, at 5:00 p.m., prior to the regular Council Meeting at City Hall, 112 City Center Drive, with Chairman Mitch Cain presiding.

Roll call by the City Recorder was as follows:

Chairman Cain	Present
Vice-Chairman Bunch	Present
Board Member Ailene Combs	Present
Board Member Rocky Melton	Present
Board Member Sheala Purkey	Present

Also present were James Gallup, City Manager; Robert Burts, City Attorney; and Bettina Chandler, City Recorder.

A Public Hearing was held for a special event beer permit submitted by Mossy Group, DBA The Mad Ox House, located at 110 E. Old AJ Hwy, in connection with Creek Fest 2026, to be held May 28-30, 2026. Melinda Williams, a resident of 1415 Leon Drive, spoke in favor of the permit and promoting the event.

Jacob Geldrich spoke on behalf of The Mad Ox House regarding the special event beer permit to host a beer garden in connection with Creek Fest 2026. The beer garden would be on Friday, May 29, from 5:00 p.m. to 9:00 p.m., and Saturday, May 30, from 12:00 p.m. to 9:00 p.m. Mr. Geldrich stated his intent is to begin with a beer garden for this event in order to gauge community interest and assess whether the community can support and manage such an event. He further indicated that, if successful, there is potential to expand the event into a larger beer festival in the future.

Upon motion of Vice Chairman Bunch, seconded by Board Member Combs, a special event beer permit for Mossy Group, DBA The Mad Ox House located at 110 E. AJ Hwy was unanimously approved.

The meeting was adjourned at 5:31 p.m.

\_\_\_\_\_  
Mitch Cain, Mayor

\_\_\_\_\_  
Bettina Chandler, City Recorder

Minutes of Regular Meeting  
March 2, 2026

The City Council of Jefferson City, Tennessee, met in regular session following the Beer Board meeting on Monday, March 2, 2026, at 5:00 p.m., at City Hall, 112 City Center Drive, with Mayor Mitch Cain presiding.

The opening prayer and Pledge of Allegiance was led by Mayor Cain.

Roll Call by the City Recorder was as follows:

Mayor Cain	Present
Vice Mayor Bunch	Present
Councilwoman Combs	Present
Councilman Melton	Present
Councilwoman Purkey	Present

Also, present were James Gallup, City Manager; Robert Burts, City Attorney; and Bettina Chandler, City Recorder.

Upon motion of Councilwoman Combs, seconded by Vice Mayor Bunch, the City Council minutes of February 2, 2026, were unanimously approved as written.

Upon request from Mayor Cain for citizen comments, there were none.

In communications from the mayor, he thanked Council for their presence, time, and visions for the Budget Strategic Planning Summit. The mayor also announced the following: the Beautification Board/Tree Board will meet at City Hall on March 19, 2026, at 5:30 p.m. in the council chamber; and the bird and beaver issues in Jefferson City need to be discussed at a Council Work Session.

The following reports were presented to City Council: Building/Codes/Planning Department Monthly Report, Fire Department Monthly Report, Parks and Recreation Monthly Report, Police Department Monthly Report, Public Works/Utilities Monthly Report, and the City Manager’s Monthly Report.

James Gallup, City Manager, announced the following: the 30-day public comment period for the Recreation Master Plan is open from February 26th to March 28th; Clean-Up Week in Jefferson City is April 6th to April 10th; the FY 2026-2027 budget proposal for City Council’s consideration will be presented on April 21st at the regular Work Session; the Jefferson City Public Library will have a program for the Celebration of America’s 250th on April 25th from 9:30 a.m. to 2:00 p.m.; there is a Special Called Council Meeting on April 27<sup>th</sup> at 5:00 p.m. for the 1st reading of the FY 2026-2027 budget; the city will celebrate Arbor/Earth Day on April 28, 2026 in line with the Tree City/Tree Line USA awards; the March calendar and newsletter for the Jefferson City Public Library is attached to the city manager’s report; and the March calendar for the Senior Citizens Center is attached to the city manager’s report.

Mayor Cain encouraged citizens to address the public comments for the Recreation Master Plan either on the city’s website or the city’s Facebook page and provide feedback. He also asked Mr. Gallup to provide costs and funding of projects that were discussed at the Budget Strategic Planning Summit; he

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March 2, 2026

reminded Council of the Special Called Council Meeting on April 27th for the 1st reading of the FY 2026-2027 budget; and he announced local sales tax collections are up for the month of January.

Mayor Cain appointed Mary Kay Nester to the Regional Planning Commission by mayoral appointment for a five-year term.

Upon motion of Vice Mayor Bunch, seconded by Councilman Melton, Amy Beverly and Robert Matijevich were unanimously appointed to the Health and Education Facilities Board by council appointment for a six-year term.

Upon motion of Councilwoman Combs, seconded by Councilman Melton, the purchase of a Ramon Spectrometer in the amount of \$62,277.00 to be purchased with the Jefferson County Opioid Settlement Grant funds, was unanimously approved.

Upon motion of Vice Mayor Bunch, seconded by Councilman Melton, the purchase of a new 300 HP motor in the amount of \$39,049.00 from McLean Technology Group for the Water Treatment Plant, the purchase of a new 300 HP VFD in the amount of \$20,250.13 from McLean Technology Group for the Water Treatment Plant, and the purchase of a new 60 HP VFD Permeate Pump in the amount of \$4,136.60 from McLean Technology Group, were unanimously approved.

Jim Ford with McGill Associates presented the Comprehensive Parks and Recreation Master Plan. Mayor Cain asked City Manager James Gallup if he recommends adopting the plan and using it as a base for future planning. Mr. Gallup responded affirmatively, noting that a comprehensive parks and recreation master plan adopted by the governing body is required in order to apply for the Local Parks and Recreation Fund (L.P.R.F.) grant. Mr. Gallup asked that Council schedule a special called meeting at 5:00 p.m. on March 30th, after the public comment period has closed on March 28th, so the plan could be adopted by Council prior to the April 1st grant application deadline.

Upon motion of Councilwoman Purkey, seconded by Councilwoman Combs, Resolution 2026-02, a resolution authorizing the submission of a 2026 Community Development Block Grant program application to fund community infrastructure, was unanimously adopted.

Upon motion of Councilwoman Purkey, seconded by Councilwoman Combs, Resolution 2026-03, a resolution amending the salary classification and compensation step plan for part-time firefighters, was unanimously adopted.

Upon motion of Councilman Melton, seconded by Councilwoman Purkey, Resolution 2026-04, a resolution authorizing the City of Jefferson City to enter into a contract for wrecker services, was unanimously adopted.

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Upon motion of Vice Mayor Bunch, seconded by Councilman Melton, Resolution 2026-05, a resolution authorizing the plans to proceed with the development of property at the corner of East Broadway Boulevard, Clinch View Circle, and West Commerce Court, was unanimously adopted.

The meeting was adjourned at 6:38 p.m.

\_\_\_\_\_  
Mitch Cain, Mayor

\_\_\_\_\_  
Bettina Chandler, City Recorder

Minutes of Special Meeting  
March 30, 2026

The City Council of Jefferson City, Tennessee, met in special called session on Monday, March 30, 2026, at 5:00 p.m., at City Hall, 112 City Center Drive, with Mayor Mitch Cain presiding.

Roll Call by the City Recorder was as follows:

Mayor Cain	Present
Vice Mayor Bunch	Absent
Councilwoman Combs	Present
Councilman Melton	Present
Councilwoman Purkey	Absent

Also, present were James Gallup, City Manager; Robert Burts, City Attorney; and Bettina Chandler, City Recorder.

Upon request from Mayor Cain for citizen comments, there were none.

Upon motion of Councilwoman Combs, seconded by Councilman Melton, Resolution 2026-06, a resolution adopting the 2026 Comprehensive Parks and Recreation Master Plan, was unanimously adopted.

Upon motion of Councilman Melton, seconded by Councilwoman Combs, Resolution 2026-07, a resolution authorizing submission of a grant application for the Tennessee Outdoor Recreational Local Parks and Recreation Fund for Roy Harmon Park improvements, was unanimously adopted.

The meeting was adjourned at 5:06 p.m.

\_\_\_\_\_  
Mitch Cain, Mayor

\_\_\_\_\_  
Bettina Chandler, City Recorder



*City of Jefferson City, Tennessee*

**A MAYORAL PROCLAMATION**

*Declaring April 28, 2026, Jefferson City Arbor Day Celebration*

**WHEREAS**, The Jefferson City Beautification and Tree Board, Jefferson City Council, local businesses, numerous other local organizations and individuals, in collaboration with the City of Jefferson City itself, are declaring this date as Jefferson City Arbor Day; and

**WHEREAS**, Trees are of great value because they provide clean air and water, shade and energy savings, wildlife habitat and recreational opportunities and wood products and jobs; and

**WHEREAS**, Trees increase property values, improve neighborhoods, create beauty and improve the lives of Jefferson City residents; and

**WHEREAS**, Trees must be properly planted and maintained to provide long-term community and environmental benefits; and

**WHEREAS**, the recognition of the beauty and character of our City are crucial to our citizens, our visitors and the future of tourism: and

**WHEREAS**. Arbor Day plantings and celebrations improve neighborhoods and create a sense of place

**NOW, THEREFORE BY PROCLAMATION** as Mayor of Jefferson City, I hereby proclaim April 28, 2026, as the official Jefferson City Arbor Day and urge all people of Jefferson City to plant a tree, pay special tribute to trees and all the natural resource benefits they provide, and dedicate themselves to the continued vitality of our trees.

*Mitchell D. Cain*

\_\_\_\_\_  
Mayoral Signature

April 28, 2026

\_\_\_\_\_  
Date of Approval

# BUILDING/CODES ENFORCEMENT/PLANNING DEPARTMENT MONTHLY REPORT FOR MARCH 2026



## Permits and Inspections

Number of Permits Issued:

Building: 9

Sign: 2

Demo: 1

Floodplain: 0

Inspections Performed: 15

Certificates of Occupancy Issued: 3

Plan Reviews Performed: 3

Active Permits: 108

## Code Enforcement

Complaints Received: 6

Violations Found: 5

Notices of Violation Issued: 5 Citations Issued: 0

Cases Closed: 5

Total Open Cases: 13

## (NPDES) Stormwater

Number of Active Construction General Permits: 20 (9 Active)

Stormwater Inspections Performed: 11

Violations Found: Multiple Minor Violations / Illicit Discharge Eliminated

Enforcement Actions Taken: Minor Violations Corrected on Site

Plan Reviews: 1

## City Planning

March 23<sup>rd</sup> Agenda

### Regional Planning Commission:

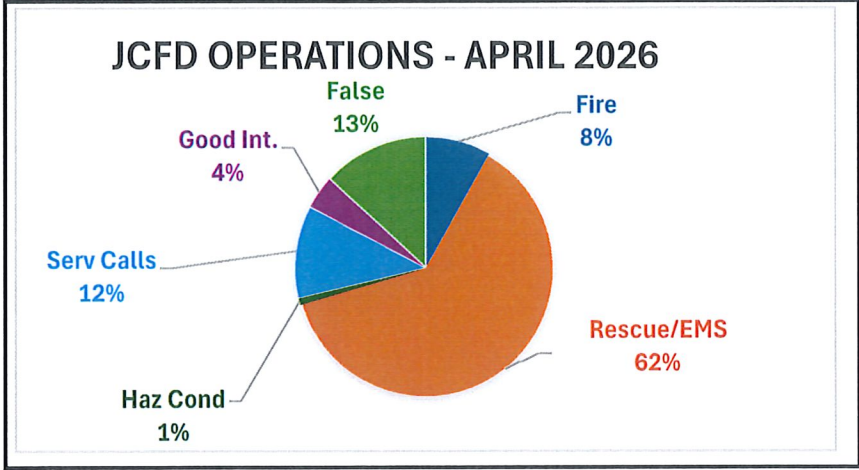
a. Jeff Houston - Proposed Stormwater Ordinance Update – Recommended to move forward to City Council

### Board of Zoning Appeals:

a. Lisa Walden (Bristol Sign Company) - Seeking Variance for an additional Ground Sign - Located at N. Hwy 92 and W. Broadway Blvd. – Variance Granted for second ground sign.

**Jefferson City Fire Department Monthly Activity Report - April 2026**

**OPERATIONS**  
**Calls for Service - April 2026**  
 Fires - 10  
 Rescue/Emergency Medical - 76  
 Hazardous Conditions - 1  
 Service Calls - 5  
 Good Intent - 2  
 False Alarms/Calls - 16  
  
 Total - 122



**JCFD OPERATIONAL BENCHMARKS - MARCH 2026**  
 Turn-Out Time (<60 sec on Medicals, <80 seconds on Fires) - Average: \_\_\_\_\_ 90%: \_\_\_\_\_  
 Response Time (Time from Notification to Arrival) - Average: \_\_\_\_\_ 90%: \_\_\_\_\_  
 Overlapping Incidents - \_\_\_\_\_

**OPERATIONS**  
**EMS Call Breakdown - 4/26**  
 Medical Alarm - 1  
 Allergic Reaction - 1  
 Assault Victim - 2  
 Bleeding - Non Controlled - 4  
 Breathing Problems - 13  
 Cardiac Arrest - 1  
 Change in Mental Status - 7  
 Chest Pain/Cardiac - 15  
 Diabetic - 5  
 Lifting Assistance - 1  
 Head Injury - 6  
 Motor Vehicle Collisions - 7  
 OB/Pregnancy - 1  
 Seizures - 5  
 Stroke - 2  
 Trauma - 1  
 Unconscious/Unresponsive - 7  
 Unknown Medical Problem - 1

**TRAINING**  
 In April, JCFD Firefighters trained on Forward Fire Lays and offensive advancing hoselines, Vanessa K. Free Act Emergency Driver Training, Pediatric Patient Care, Rope Pick-offs and Firefighter Down CPR techniques.

Shift	Hours	TOTAL DEPT TRAINING HRS
JCFD Red Shift	300 hours	866
JCFD Green Shift	232 hours	
JCFD Blue Shift	334 Hours	

**FIRE AND RISK REDUCTION**  
 Fire Company Inspections -  
 Station Tours/Visits -  
 Plan Reviews -  
 Public Education Deliveries -  
 Smoke Alarms Installed -  
 Child Seat installation/Inspections -

- JCFD Red Shift Firefighters participated in the Annual "Read Across America" Event at Jefferson Elementary on 3/5/2026.
- JCFD Blue & Green Shifts assisted with final inspections of the Anderson-Dubois Warehouse.
- JCFD Inspectors completed final inspections of the new fire alarm systems in City Building on 3/3/2026.

# JCFD APPARATUS AND EQUIPMENT STATUS - APRIL 2026



**JCFD ENG 53 - Pumper  
(2019 Pierce Impel)  
1500 GPM Pump, 750 Gal Tank**

-In Service 30 Days

Coolant Leak, Repaired by City Sh.



**JCFD ENG 51 - Pumper  
(2013 Ferrara Ignitor)  
1500 GPM Pump, 750 Gal Tank**

-In Service 28 Days

Full Brakes/Drums Replaced  
Full Preventive Maint. Perform.



**JCFD ENG 52 - Pumper  
(2003 Pierce Saber)  
1500 PGM Pump, 1000 Gal Tank**

- In Service 31 Days



**JCFD ENG 56 - Pumper  
(1997 KME Ford 700)  
1250 GPM Pump, 1000 Gal Tank**

-In Service 31 Days

Insta-Chains repaired



**JCFD SQD 51 - Rescue  
(2013 Ferrara Freightliner)**

-In Service 31 Days



**JCFD TRK 51- Aerial Ladder  
(2002 Ferrara Inferno)  
2000 GPM Pump, 300 Gal Tank, 100'  
Aerial Platform**

-In Service 31 Days

**OTHER ITEMS OF INTEREST:**

- The JCHS Leadership Class attended a tour and fire prevention discussion at the fire station on 3/13/2026.
- The Chamber of Commerce Adult Leadership class toured the station and received an information session on fire and emergency response in Jefferson County.
- JCFD Firefighter completed the grueling TFACA Smoke Diver Class in March.
- The Department's new aerial platform truck arrived on 3/13/2026, and crews are currently undergoing training to place the unit in service; loose equipment items are being mounted and the final operations training is scheduled for the week of April 6th.
- Firefighters Robert Shular and Eli Blazer attended the Advanced Cardiac Resuscitation class in March. Students in this class were shown different treatment modalities to improve cardiac arrest survival outcomes.

## Park and Recreation Monthly Report March 2026

### Weekly Attendance

Sat. February 28 <sup>th</sup> – Fri March 6 <sup>th</sup>	916
Sat. March 7 <sup>th</sup> - Fri. March 13 <sup>th</sup>	908
Sat. March 14 <sup>th</sup> - Fri. March 20 <sup>th</sup>	915
Sat. March 21 <sup>st</sup> - Fri. March 27 <sup>th</sup>	898

Monthly staff meeting with maintenance and front desk staff.

I attended weekly department head team meetings.

Installation of the new Sand Filtration System has been completed.

The new playground at Roy Harmon Park is open to the public.

Our Recreation Master Plan is now approved.

The land survey at Mossy Creek Sports Complex is almost complete.

We have applied for the LPRF grant for Roy Harmon Park.

The removal of the Dectron unit is complete, and installation of the new unit is almost complete.

We have added the rest of the rubber mulch to the playground at Nelson Merry.



# Jefferson City Police Department

"Integrity, Service & Dedication"

Andy Dossett, Chief of Police



Section 6, Item d.

## Monthly Report March 2026

### Training

Officer(s)	Training/Location	Hours
Cpl. Slone, Cpl. Hayes, D/Sgt. Stallings, PO Shofner	Instructor Development	40
PO Mayle	Basic Criminal Investigations	40
D/Capt. Richard Mitchem	Internal Affairs Investigations	24

### Community Outreach

Officer(s)	Event/Project/Meeting	Hours
Dossett, Turley, West, Cardwell	THSO Network Meeting	2
PO Frison, PO Thomas	Easter Egg Hunt @ Middel School	1

### Municipal Court Report

<b>Citations Heard</b>	59	<b>Docket Count</b>	84	<b>Fines/Costs Imposed</b>	7493.50
<b>Fines/Costs Collected</b>	20330.90	<b>Fines/Costs Referred</b>	2657.50	<b>Fail to Appear</b>	38
<b>Guilty</b>	20	<b>Not Guilty</b>	2	<b>Charges Dismissed</b>	3
<b>Referred to Driving School</b>	17				

### Patrol Activity

<b>911 Calls for Service</b>	1132	<b>Vehicle Crash</b>	29	<b>Miles Patrolled</b>	17765
<b>Reports Filed</b>	69	<b>Citations</b>	198	<b>Property Checks</b>	116645
<b>Drug Violations</b>	18	<b>Vehicle Stops</b>	259	<b>DUI</b>	2
<b>Misd. Arrests</b>	42	<b>Felony Arrests</b>	7		

### Announcements/Updates/Employee Recognition

- Current police officer vacancies: 0
- 2025 JCPD awards:

“Tobias Younce PO of the Year”- PO Jaycee Reff

“Capt. Darrell Turley Leadership Award”- Cpl. Jeremy Hayes

Traffic Safety- Sgt. Jimmy Cardwell

Outstanding Enforcement- PO Jaycee Reff

Life-Saving- PO Chris Shofner

100 City Center Drive-Jefferson City-TN-37760

Office (865) 475-2002 Fax (865) 475-4794

**2025 Promotions**

- Ben Hammer- Patrol Lieutenant**
- Jason Dean- Patrol Sergeant**
- Paul Henderson- Criminal Investigations Sergeant**
- Jeremy Hayes- Patrol Corporal**
- Mark Snowden- Corporal C-NU**

**Years of Service Recognition**

- Capt. Joe West- 30 Years**
- Sgt. Bob Peoples- 25 Years**
- Lt. Ben Hammer- 20 Years**

Most Active:

All Other Offenses	21
Drug Narcotic Offenses - Drug/Narcotic Violations	13
Larceny/Theft Offenses - All Other Larceny	7
Warrant Service Other Agency	6
Fraud Offenses - Credit Card/Automatic Teller Machine Fraud	6
Destruction/Damage/Vandalism of Property	5
Driving Under the Influence	4
Assault Offenses - Simple Assault	4
Drug Narcotic Offenses - Drug Equipment Violations	3
Weapon Law Violations	2
Larceny/Theft Offenses - Shoplifting	2
Incident	1
Disorderly Conduct	1
Fraud Offenses - Wire Fraud	1
Larceny/Theft Offenses - Theft of Motor Vehicle Parts or Accessories	1
Trespass of Real Property	1
Assault Offenses - Intimidation	1
Drunkenness	1
Assault Offenses - Aggravated Assault	1

**Top Case Types**



50  
↓

**Major Projects Status**

- ❖ New North Hills Tank – Spring 2026.
- ❖ CDBG funded sewer line replace/rehab in Spring 2024. It is complete.
- ❖ Old AJ repaving in Design phase, plans submitted to TDOT.
- ❖ JLG pretreatment permit has been issued.
- ❖ Black Oak Fire Protection Project – Construction by City Crews is scheduled for Spring of 2026.
- ❖ Work on sewer rehab project has started.
- ❖ Street paving is complete, minus stop bars
- ❖ Senior Citizen parking lot repave is complete.

**Task – February 2026**

**Water & Sewer**

Water Taps: 0  
Sewer Taps: 3  
Water Treated: 125.26 million gallons  
Water leaks: 12  
Wastewater Treated: 30.65 million gallons.  
Wastewater effluent violation: 0  
Overflow: 0

**Streets & Sanitation**

Brush Hauled – 19 loads.  
Junk Hauled – 22 loads.  
Recycle Hauled – 5.59 tons.



## OFFICE OF THE CITY MANAGER

### City Manager Report

April 06, 2026

#### Activities:

- Attended meeting with Tennessee Comptroller Jason Mumpower
- Attended Jefferson County School Board Meeting as part of Chamber Leadership Program
- Joined Water Treatment Plant call with Veolia regarding updates to membrane investigation
- Met with Director of Jefferson County Chamber of Commerce regarding Main Street Program
- Met with Springwell Foundation President Eva Larrieu on progress of Nelson-Merry proposal
- Met with AEC team regarding potential light upgrades at Roy Harmon Park
- Attended design meeting with TDOT regarding future safety signalization project on 11E
- Attended ICMA Veterans Advisory Committee Meeting (virtual)
- Discussed application requirements with ETDD Consultant regarding CDBG
- Hosted Beautification Committee Meeting and updated the city's website
- Met with representative of the Sports Facilities regarding recreation opportunities
- Met with Fonroche Lighting to discuss different lighting options for public spaces
- Met with business owner interested in expanding their business in Jefferson City
- Discussed Project Diabetes with McGill & Associates for sidewalk improvements project
- Submitted application for the 2026 Local Parks & Recreation Fund Grant for Roy Harmon Park

#### Announcements/Events:

- 06 April to 10 April – Clean-Up Week in Jefferson City
- 11 April – Deadline to submit to Jefferson City's Beautification Award Program
- 14 April – Kickoff Presentation for the Downtown Improvement Grant Letter of Intent
- 21 April – Budget Proposal for City Council's Consideration
- 25 April – JCPL Program Celebration of America's 250<sup>th</sup> from 9:30AM to 2:00PM
- 25 April – Scouts of America and Veterans Flag Retirement Ceremony @ 3:00PM
- 27 April – Called meeting for 1<sup>st</sup> Reading of the Budget
- 28 April - Celebrating Arbor/Earth Day on April 28, 2026, 10:30AM for Tree City/Tree Line USA

#### Attachments:

- Jefferson City Public Library April Calendar/Newsletter/Bulletin/Statistics Reports
- Jefferson City Senior Center April Calendar

# Additional Events

**EARTH DAY**

- Tree City Designation
- Soil Babies Activity
- History of Earth Day
- Tree Planting Ceremony

**Special Guests:**  
 Ruby Raindrop  
 Sammy Soil  
 Mayor Mitch Cain  
 Mackinzie Belk, NRCS

**Tuesday, April 28**  
**10:30 am**  
 in the  
 JCPL Conference Hall



## Movie Night:

**Wednesday, April 28 4:00-6:00pm**

Join us for popcorn and refreshments as we watch the 1985 film *The Goonies*. Everyone is welcome, and as always, it's FREE!



## 1,000 Books Before Kindergarten Program

Did you know reading to your child is one of the most powerful ways to boost his or her brain power? This program is a fun, exciting, and free way to start your child on the path to success! Ask at the circulation desk for more details and to sign your child up.



Find us on Facebook and Instagram!

[@JeffersonCityPublicLibrary](#)

[@jeffcipublib](#)

# April at JCPL



*What's happening at the library*

## AMERICA'S 250<sup>TH</sup> Anniversary Celebration!

**Saturday, April 25**  
**9:30 am to 2 pm**

*With Special Guests:*

- 18th Century Blacksmith
- American Revolutionary War Reenactors
- American Civil War Reenactors
- Daughters of the American Revolution
- Isaac White as Davy Crockett
- Caroline Black (local artist)

Jefferson County High School Marching Band

Dr. Mark and Sherry Finchum

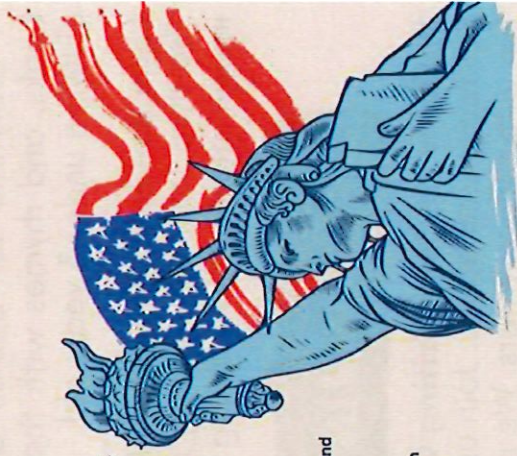
Jessica Hall of American Eagle Foundation with a Bald Eagle

Jefferson County Ukulele Club

Interactive Displays and Artifact Trail

Food Trucks: Fat Boyz BBQ Shak and The Hungry Monkey

And much more!!



Section 6, Item f.

## Closings/ Holidays

The library will be closed Friday, April 3 in observance of Good Friday and Saturday, April 4 in observance of Easter.



# Children

## **Homeschool Academy: Tuesdays at 10:30am**

Join us for special guest speakers and programs to enrich your child's learning experiences. For homeschoolers of all ages!

## **Storytime, Go: Wednesdays at 10:30am**

Join us for stories, songs, and crafts designed to promote children's early literacy skills. Geared towards children ages 3-5.

## **Little Listeners: Thursdays at 10:30am**

A Storytime for babies and toddlers to enjoy songs, books, and rhymes with their caregiver. Geared towards children under 3 years old.

## **Lego Builders: Thursday, April 23 at 4:00pm**

The third Thursday of every month, bring your imagination and we'll bring the Legos!



# Teens and Up

## **Scribble Society Writing Group: Fridays at 3:30pm**

For teens and adults. Join us for writing, sprints, and fun with fellow writers. We meet every Friday and talk about how our writing is going before working on a prompt and then sharing our work.

## **Anime Club: Monday, April 27 4:00-5:30pm**

Anime Club will be meeting once monthly. For more information, contact Andrew Smith at 865-318-5890.

**Mon-Fri: 9:00AM-6:00PM Sat.: 9:00AM-2:00PM**

**Sun: Closed**

# Adults

## **Mixed Media Arts & Crafts: Tuesday, April 21 at 4:00pm**

Join us the third Tuesday of every month. All supplies will be provided.

**Class size is limited - registration is required!** Sign up sheet is at the circulation desk.



## **Book Social: Tuesday, April 7 at 4:30pm**

The first Tuesday of every month, come to talk about your latest reads. Make friends, have snacks, and enjoy the company of other readers!

## **Watercolor Club: Wednesdays at 3:00pm**

No talent required. Bring your own supplies and get creative!

## **Yoga: Fridays at 9:00am**

Bring your own mat. Beginner friendly!

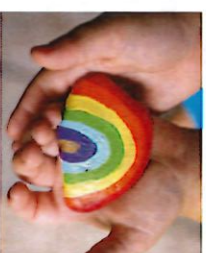
# Teens and Up

## **Rock Painting Workshop:**

## **Tuesday, April 14 at 4:00pm**

For adults and teens 13 and up.

Join us the second Tuesday of every month. Bring a friend and paint some rocks!



## **Poetry Perspectives: Saturdays at 11:00am**

Join us as we read published poems and share and discuss our own works. This is for mature teens and adults.

**108 City Center Drive, Jefferson City, TN 37760**

**865-475-9094**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
HELLO	<b>April</b> 2026					<b>CLOSED FOR EASTER</b>
5 <b>EASTER SUNDAY</b>	6 10AM UKULELE CLUB	7 10:30AM HOMESCHOOL 4:30PM BOOK SOCIAL	8 10:30AM STORYTIME GO! 3PM WATERCOLOR	9 10:30AM LITTLE LISTENERS	10 9AM YOGA 3:30PM SCRIBBLE SOCIETY	11 11AM POETRY
12	13 10AM UKULELE CLUB	14 10:30AM HOMESCHOOL 4PM ROCK PAINTING	15 10:30AM STORYTIME GO! 3PM WATERCOLOR	16 10:30AM LITTLE LISTENERS 4PM LEGO BUILDERS	17 9AM YOGA 3:30PM SCRIBBLE SOCIETY	18 11AM POETRY
19	20 10AM UKULELE CLUB	21 10:30AM HOMESCHOOL 4PM ADULT CRAFT	22 10:30AM STORYTIME GO! 3PM WATERCOLOR	23 10:30AM LITTLE LISTENERS	24 9AM YOGA 3:30PM SCRIBBLE SOCIETY	25 9:30AM AMERICA'S 250TH CELEBRATION 11AM POETRY
26	27 10AM UKULELE CLUB 3:45PM ANIME CLUB	28 10:30AM EARTH DAY CELEBRATION 4PM MOVIE TIME	29 10:30AM STORYTIME GO! 3PM WATERCOLOR	30 10:30AM LITTLE LISTENERS		

WWW.JCPLS.ORG



Section 6, Item f.

PHYSICAL COLLECTION										ELECTRONIC COLLECTION <small>(Advantage, etc.)</small>			Current Balance
Material Type	Beginning	Added	Deleted	Balance	Beginning	Added	Deleted	Balance	Locally Owned	Owned	Total	Current Balance	
Print Materials	14,163	85	115	14,133	11,214	4	121	11,097	E-books			72	
Audio Materials	714	0	0	714	143	0	3	140	Audio Downloadable			90	
Video Materials	3,053	36	9	3,080	507	0	0	507	Video Downloadable			0	
Other Materials*	59	1	1	59	0	0	0	0	<b>Total</b>			<b>162</b>	
<b>Total</b>	<b>17,989</b>	<b>122</b>	<b>125</b>	<b>17,986</b>	<b>11,864</b>	<b>4</b>	<b>124</b>	<b>11,744</b>	<b>TOTAL PHYSICAL COLLECTION</b>			<b>29,730</b>	

\* Other Materials should include any materials not counted elsewhere ie: subscriptions, microforms, reference books, genealogy books, etc. (regardless whether the item is circulated or not circulated)

PROGRAMS OFFERED					Totals
	Children Ages 0-5	Children Ages 6-11	YA Ages 12-18	Adults 19 or Older	General Interest
On-site	8	6	7	7	5
Off-site	1	0	1	2	0
Live Virtual	0	0	0	0	0
<b>Total</b>	<b>9</b>	<b>6</b>	<b>8</b>	<b>9</b>	<b>5</b>

PROGRAM ATTENDANCE					Totals
	Children Ages 0-5	Children Ages 6-11	YA Ages 12-18	Adults 19 or Older	General Interest
On-site	155	214	41	56	45
Off-site	24	0	52	29	0
Live Virtual	0	0	0	0	0
<b>Total</b>	<b>179</b>	<b>214</b>	<b>93</b>	<b>85</b>	<b>45</b>

LIBRARY SERVICES & ELECTRONIC TECHNOLOGY		MEETING ROOM USE
Library Visits	4,572	Number of Events Not Sponsored by the Library
Reference Transactions	1,143	Attendance at these Events
Computer Uses	1,426	
Wireless Sessions	720	
Website Visits	1,832	
1-on-1 tech sessions	53	<b>BORROWERS</b>
ILL - Borrowed	32	Adult Borrowers >14 yrs old
ILL - Loaned	35	Children Borrowers <14 yrs old
Volunteer Hours	187	<b>TOTAL BORROWERS</b>
		<b>Current Balance</b>
		8,500
		2,311
		10,811

RECORDED PROGRAMMING		SELF-DIRECTED PROGRAMMING <small>(activity doesn't meet program definition)</small>
Total Recorded Programs	0	Total Passive Programs / Activities
Total Views	0	Total Attendance
		380

PHYSICAL CIRCULATION		OTHER PHYSICAL ITEMS CIRCULATION		TOTAL PHYSICAL CIRCULATION	
Book & Non-Book (Audio, Video, Serials)		Hotspots, sewing machines, tools, cake pans, telescopes, board games, video games, etc.		(No Electronic Content)	
Adult	2,723	Adult	25	Adult & Children	5,283
Children	2,560	Children	0	Other Physical Items	25
<b>Total</b>	<b>5,283</b>	<b>Total</b>	<b>25</b>	<b>TOTAL PHYSICAL CIRCULATION</b>	<b>5,308</b>

E-MATERIALS CIRCULATION**		TOTAL ELECTRONIC CIRCULATION	
(Includes READS Advantage & other local e-collections. Include all checkouts, including renewals.)		(No Physical Content)	
E-Book Circulation	1,267	E-Audio Circulation	2,158
E-Serial Circulation	612	E-Video Circulation	0
<b>Total</b>	<b>4,037</b>	<b>TOTAL ELECTRONIC CIRCULATION</b>	<b>4,037</b>

\*\* <http://tsla.libguides.com/datacollection> Pswd: tnlbguides

TITLE VI SURVEY INFORMATION	White	Black or African American	Hispanic Origin (of any race)	American Indian or Alaskan Native	Asian	Other	Two or more races	Total
New Patron Cards Issued	64	3	4	0	1	1	3	76

TOTAL CIRCULATION		TOTAL ELECTRONIC CIRCULATION	
(Electronic, Physical & Other Physical)		(No Physical Content)	
Physical Circulation	5,308	Physical Circulation	5,308
Electronic Circulation	4,037	Electronic Circulation	4,037
<b>Total for All Circulation</b>	<b>9,345</b>	<b>Total for All Circulation</b>	<b>9,345</b>





# JEFFERSON CITY SENIOR CENTER

# APRIL 2026

Section 6, Item f.

ALL ARE WELCOME,  
ALL ARE LOVED.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		<b>1</b> 10-12 LINE DANCING 2 FRESH FOOD FOR STRONGER YEARS	<b>2</b> 9 - 12 CARDS 12 - 1 LUNCH	<b>3</b> CLOSED FOR GOOD FRIDAY
<b>6</b> 10 - 11 BINGO 11:00 EASTER BREAKFAST	<b>7</b> 9:00 ROOK 11:00 CANASTA	<b>8</b> 10-12 LINE DANCING 12-3 WOOD BURNING	<b>9</b> 9 - 12 CARDS 12 - 1 MONTHLY BUSINESS LUNCH	<b>10</b> 9:00 PINOCHLE 10:00 DOMINOES 12:00 VET TO VET
<b>13</b> 10 - 11 BINGO 11 - 12 CHAIR YOGA 1:00 BIRTHDAY BASH	<b>14</b> 9:00 ROOK 11:00 CANASTA	<b>15</b> 10-12 LINE DANCING 12-3 WOOD BURNING	<b>16</b> 9 - 12 CARDS 12 - 1 LUNCH	<b>17</b> 9:00 PINOCHLE 10: 00 DOMINOES
<b>20</b> 10 - 11 BINGO 11 - 12 CHAIR YOGA	<b>21</b> 9:00 ROOK 11:00 CANASTA	<b>22</b> 10-12 LINE DANCING 12-3 WOOD BURNING	<b>23</b> 9 - 12 CARDS 12 - 1 LUNCH & LEARN: FRAUD	<b>24</b> VAN TRIP ARCHIE CAMPBELL MUSEUM
<b>27</b> 10 - 11 BINGO 1:00 GUIDED CRAFT FAIRY LANTERN	<b>28</b> 9:00 ROOK 11:00 CANASTA	<b>29</b> 10-12 LINE DANCING 12-3 WOOD BURNING	<b>30</b> 9 - 12 CARDS 12 - 1 LUNCH	

865-475-4989  
JEFFCITYSENIORS@GMAIL.COM  
807 W. JEFFERSON ST.  
JEFFERSON CITY, TN 37760

**\*ALWAYS AVAILABLE\***

- WOOD WORKING
- WORKOUT ROOM
- SITTING/READING AREA
- PUZZLE TABLE

**GUESTS**

- 04/06 ALL WAYS CARING FOR BINGO



## PUBLIC WORKS DEPARTMENT AGENDA ITEM REPORT

**TO:** Mayor and City Council  
**FROM:** Porter Massengill, Public Works Director  
**DATE:** March 12, 2026  
**SUBJECT:** Purchase of Grit Auger at Wastewater Plant

---

**BACKGROUND:**

- The City has received a quote from MB&R for the purchase and installation of a grit auger for the headworks at the Jefferson City Wastewater Plant.

**FISCAL IMPACT:**

The quote is \$11,897.00 for the grit auger. The Council has approved \$15,000 (line item 18278) in the FY25-26 Budget for this purchase.

**REQUEST/RECOMMENDATION:**

I request Council move this to the April 6, 2026, meeting agenda for approval. It is \$3,103.00 under the budgeted amount but is over the \$10,000 threshold requiring Council approval.

**ATTACHMENTS:**

Telephone Bid Tabulation

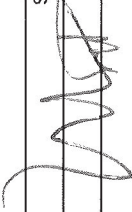
DATE: 2/22/2026

DEPARTMENT: Sewer Plant

REQUESTED BY: L. Collins

DEPT HEAD: Porter Massengill

PURPOSE OF REQUEST: Budget Item/Plant Operations



**CITY OF JEFFERSON CITY**  
**Telephone Bid Tubulation**  
*Section 6-507 - City Manager approval required before issuance of Purchase Order for all purchases (supplies, equipment, services and contracts) between \$500.00 and \$9,999.99*

<b>Name of Bidder</b>	MB&R Contractors	Jim Myers & Sons, Inc	Guthrie Sales & Service
<b>Vendor:</b>	423-709-8989	704-609-3127	615-478-8190
<b>Phone #</b>	Phillip Turner	Kyle Tietz	Chris Jones
<b>Quoted By:</b>			

Item#	Description	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Grit Auger	1	\$11,897.00	\$11,897.00	\$10,050.00	\$10,050.00	\$94,101.00	\$94,101.00
2								
3								
4								
5								
6								
			<b>Freight:</b>	\$1,500.00				
			<b>Discount Terms:</b>					
			<b>Delivery Time from receipt of Purchase Order</b>	6-8 weeks				
			<b>TOTAL BID</b>	\$11,897.00	\$11,550.00		\$94,101.00	

MB&R price includes installation

Installation not included

Guthrie price includes installation

City Manager/Purchasing Agent: \_\_\_\_\_

Department Head: 



## PUBLIC WORKS DEPARTMENT AGENDA ITEM REPORT

**TO:** Mayor and City Council  
**FROM:** Porter Massengill, Public Works Director  
**DATE:** March 12, 2026  
**SUBJECT:** Clean Sedimentation Basins at Water Plant

---

### BACKGROUND:

- The City has received a quote from Superior Environmental Solutions, LLC for the cleaning of the two (2) sedimentation basins at Jefferson City's Water Plant of \$19,140.90 each. This expenditure is essential to meeting limits of our TDEC discharge permit due while also meeting expectations of our member suppliers to feed a coagulant to the raw water that would enhance the membrane cleaning process and therefore extend the life of our membranes.

### FISCAL IMPACT:

The quote is \$19,140.90 for each basin for a total price of \$32,281.80. This is not a budgeted item for them fiscal year, so this expenditure would require a budget amendment for the full amount to budget line (18178).

### REQUEST/RECOMMENDATION:

I request the Council move this request to the agenda for the April 6, 2026, meeting agenda for approval.

### ATTACHMENTS:

Quote from Superior Environmental Solutions, LLC



**SUPERIOR ENVIRONMENTAL SOLUTIONS, LLC**

1/28/2026

Christopher Smith  
City of Jefferson City, TN Water Treatment Plant -  
445 East Broadway Boulevard  
Jefferson City, Tennessee 37760

RE: Retention Basin with T&D | Q-30752

Dear Christopher:

Thank you for considering Superior Environmental Solutions (SES) as a preferred provider for your industrial and environmental needs. With over 900 clients and 650+ professionals, you can trust SES to provide the necessary workforce, equipment, and resources to complete this project safely and cost-efficiently.

We estimate our team can complete the project successfully by working 2 shift(s) / 10 hours per shift. For your consideration, the following table presents the estimated cost to complete this project.

Retention Basin with T&D	
Estimated Labor, Equipment & Materials	\$16,140.90
Disposal of Non-Regulated/Non-Hazardous Sludge/Solids - per Ton : Estimated 50 Each(s) @ \$60.00 per Each	\$3,000.00
<b>Total Estimate</b>	<b>\$19,140.90</b>

Please note the following terms:

- This cost estimate is valid for 30 days from the above date.
- Payment terms are Net 30 days from the invoice date unless otherwise specified and agreed upon in a contract or purchase order.
- All charges will be for the actual time to complete services at established unit rates. This includes charges for delays and requested additional or out-of-scope work.
- SES requires a signed agreement and purchase order before project mobilization.
- Waste disposal will be invoiced based on the actual volume at the quoted rate.
- As needed, projects requiring temporary storage of waste with SES equipment will be invoiced a Waste Holding Fee of \$500 per day.
- **Action Required: We do not have an approved Master Services Agreement (MSA) on file for your organization. To proceed with this quote, please complete our New Customer Onboarding Process to either generate our standard MSA or upload your company's agreement for review. We must receive and approve an agreement before we can finalize this order.**

Thank you for considering SES. Please contact me if you have any questions.

Sincerely,

**SUPERIOR ENVIRONMENTAL SOLUTIONS, LLC**

SES Admin  
System Administrator  
(513) 874-8355



SUPERIOR ENVIRONMENTAL SOLUTIONS, LLC

1/28/2026

Christopher Smith
City of Jefferson City, TN Water Treatment Plant -
445 East Broadway Boulevard
Jefferson City, Tennessee 37760

RE: Sediment Basin with T&D | Q-30754

Dear Christopher:

Thank you for considering Superior Environmental Solutions (SES) as a preferred provider for your industrial and environmental needs. With over 900 clients and 650+ professionals, you can trust SES to provide the necessary workforce, equipment, and resources to complete this project safely and cost-efficiently.

We estimate our team can complete the project successfully by working 2 shift(s) / 10 hours per shift. For your consideration, the following table presents the estimated cost to complete this project.

Table with 2 columns: Description and Amount. Title: Sediment Basin with T&D. Rows include Estimated Labor, Equipment & Materials (\$16,140.90), Disposal of Non-Regulated/Non-Hazardous Sludge/Solids - per Ton : Estimated 50 Each(s) @ \$60.00 per Each (\$3,000.00), and Total Estimate (\$19,140.90).

Please note the following terms:

- This cost estimate is valid for 30 days from the above date.
Payment terms are Net 30 days from the invoice date unless otherwise specified and agreed upon in a contract or purchase order.
All charges will be for the actual time to complete services at established unit rates. This includes charges for delays and requested additional or out-of-scope work.
SES requires a signed agreement and purchase order before project mobilization.
Waste disposal will be invoiced based on the actual volume at the quoted rate.
As needed, projects requiring temporary storage of waste with SES equipment will be invoiced a Waste Holding Fee of \$500 per day.
Action Required: We do not have an approved Master Services Agreement (MSA) on file for your organization. To proceed with this quote, please complete our New Customer Onboarding Process to either generate our standard MSA or upload your company's agreement for review. We must receive and approve an agreement before we can finalize this order.

Thank you for considering SES. Please contact me if you have any questions.

Sincerely,

SUPERIOR ENVIRONMENTAL SOLUTIONS, LLC

Russell Brannigan
Branch Manager
(828) 467-9237



**OFFICE OF THE CITY MANAGER  
AGENDA ITEM REPORT**

**TO:** Honorable City Council  
**FROM:** James A. Gallup, City Manager  
**DATE:** March 13, 2026  
**SUBJECT:** Request approval of Design and Construction Services of McGill & Associates for Project Diabetes

---

**BACKGROUND:**

- The City was awarded a Project Diabetes Grant to the amount of \$150,000 a year for 3 years (total \$450,000) to increase access to physical activity opportunities. Years 1 and 2 were dedicated to improvements around Roy Harmon Park and connectivity between the park, the Senior Center, and the former rail greenway trail.
- McGill & Associates is our contracted recreational consultant currently working on our Recreation Master Plan for the City. They have also provided a proposed preliminary traffic engineering plan for sidewalk improvements, crosswalk painting, and safety signage for this project for Council review and approval.

**FISCAL IMPACT:**

- Design & Construction Proposal from McGill & Associates lump sum of \$50,000.
- Professional Services funding is within the scope of the Project Diabetes funding.

**REQUEST/RECOMMENDATION:**

- Staff recommends approval of McGill & Associates proposal
- Staff recommends approving preliminary traffic engineering plan for sidewalk improvements, crosswalk painting, and safety signage.

**ATTACHMENTS:**

- Proposal for Design and Construction Services by McGill & Associates
- Project Diabetes Sheet 1\_Roy Harmon Park
- Project Diabetes Sheet 2\_Senior Center
- Project Diabetes Opinion of Probable Cost

February 25, 2026

James Gallup  
City Manager  
City of Jefferson City  
Post Office Box 530  
Jefferson City, TN 37760

RE: Proposal for Professional Design Services  
Comprehensive Parks and Recreation Master Plan  
City of Jefferson City, Tennessee

Dear Mr. Gallup:

McGill Associates is pleased to provide you with this proposal to provide professional design services for the above-referenced project. It is our understanding that the primary goal of the project is the preparation of construction documents for sidewalk and pedestrian facility improvements along Jefferson Street from the intersection of Russell Avenue to the intersection of Sizer Avenue. The improvements will consist of concrete sidewalk, curb and gutter, striping, spot improvements and associated surface drainage improvements along Jefferson Street and intersection improvements at the following intersections:

- Jefferson Street and Sizer
- Jefferson Street and Maple
- Mountcastle and Existing Rail trail

**Task 1 Design Phase Services**

1. The project will kick off with a meeting including McGill and City Staff to review and refine the proposed scope of services. At this time, we will confirm project goals and deliverables, and reach a consensus on a project schedule, including milestones and the schedule.
2. Conduct a site analysis by the Design Team of the existing natural and man-made conditions within the project site. Specifically, this will include identification of possible engineering issues, such as visible utilities or overhead utilities, areas of potential flooding, existing structures, and general observation of site drainage.
3. Based on City's goals and objectives, develop design progress drawings utilizing survey information provided by the City to the 60% level for review and comment. Provide 60% preliminary opinion of probable cost. Attend review meeting with the City.
4. Based on 60% review comments finalize all necessary site development plans, details, and specifications as required to obtain permits.
5. Prepare McGill standard specifications for construction.
6. Submit documents to City Staff for all site improvements for review and approval.
7. Finalize bidding documents based on permitting and final review comments.
8. Prepare one (1) submission for City planning and zoning compliance review.

We anticipate providing the above services as part of our deliverables:

1. Demolition Plan  
This will include location of existing structures, visible utilities, infrastructure, and delineating items to be removed or relocated.
2. Site Layout  
This will include horizontal control, dimensions, location of proposed improvements, and site details.
3. Grading/Drainage & Erosion Control  
This will include site grading, storm drainage, erosion control for temporary and permanent measures.
4. Construction Details and Specifications  
Prepare construction details and specifications for all work indicated on the site layout, grading, and drainage plans

### **Task 3 Construction Phase Services**

1. Provide assistance during construction on an as-needed basis as requested by the City. Assistance may include but is not limited to bidding, shop drawing review, requests for information, or on-site observation.

The above fees **do not** include traffic signalization modifications, designs associated with water and sewer modifications, geotechnical services before or during construction; structural, mechanical, or any utility relocation design; and application or approval fees, which should be paid (if needed) directly by the City. Changes to the site plan layout of facilities, which occur after McGill's approved preliminary design documents have been completed, will be considered additional services. McGill can coordinate these additional services should the services be needed.

### **Additional Services:**

Please note that the following services are not included in this proposal and will be considered Additional Services that can be provided, if necessary, in accordance with the attached Basic Fee Schedule.

1. Making revisions to design plans or technical specifications when such revisions are inconsistent with approvals or instruction previously given by the Owner or are due to causes beyond the control of Mc Gill
2. Providing services to make measured drawings of existing conditions or to verify the accuracy of drawings or other information furnished by the Owner or others.
3. Construction surveying, which we assume to be the responsibility of the Contractor.
4. Geotechnical, Structural, or Electrical design services before or during construction.
5. Providing Re-Signalization Plans or transportation studies related to the subject improvements.
6. Providing stormwater permitting or post-development stormwater control measures
7. Preparation of Environmental Assessments or Environmental Information Documents.
8. Preparation of easement plats or assistance with easement acquisition.
9. Payment of regulatory permit application fees and payment of bid advertisement costs.

- 10. Providing services of other professional consultants for items of work other than those outlined under Basic Services.
- 11. Preparing design services for relocation of existing utilities and/or offsite road/storm drainage design.
- 12. Preparing to serve and/or serving as an expert witness in connection with any public hearing, arbitration proceeding or legal proceeding, other than as specified in the Basic Services above.
- 13. Providing professional services made necessary by default of the Contractor in the performance of the Construction Contract.
- 14. Providing any other services not otherwise included in this Agreement or not customarily furnished in accordance with the generally accepted Engineering practice.

**Basis for Compensation**

Based on our understanding of the project, we propose providing the Scope of Services detailed in this proposal for fee inclusive of all reimbursable expenditures:

<b>TASK 1</b>	<b>Design Phase Services</b>	<b>Lump Sum</b>	<b>\$50,000.00</b>
---------------	------------------------------	-----------------	--------------------

**Owner's Responsibilities**

- 1. The Owner shall provide full information regarding site-related requirements for the Project.
- 2. The Owner shall designate a representative (authorized to act on their behalf) with respect to the Project. The Owner or his representative shall examine documents submitted by McGill and shall render decisions pertaining thereto promptly, avoiding unreasonable delay in the progress of McGill's work.

We appreciate the opportunity to provide this proposal to the City of Jefferson City and are prepared to begin work immediately to meet the City's schedule. If this proposal is acceptable, please sign and return one (1) copy of this proposal and the attached Consulting Services Agreement to our office. As always, if you have any questions regarding this proposal, please do not hesitate to contact me. We look forward to working with the City on this important project.

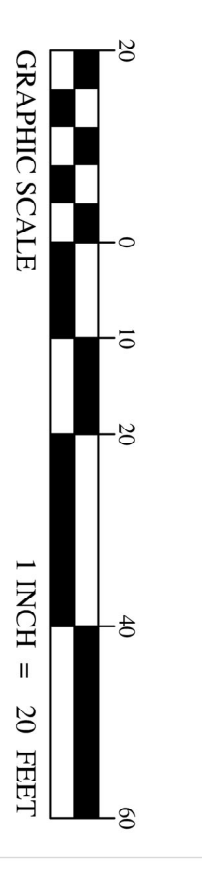
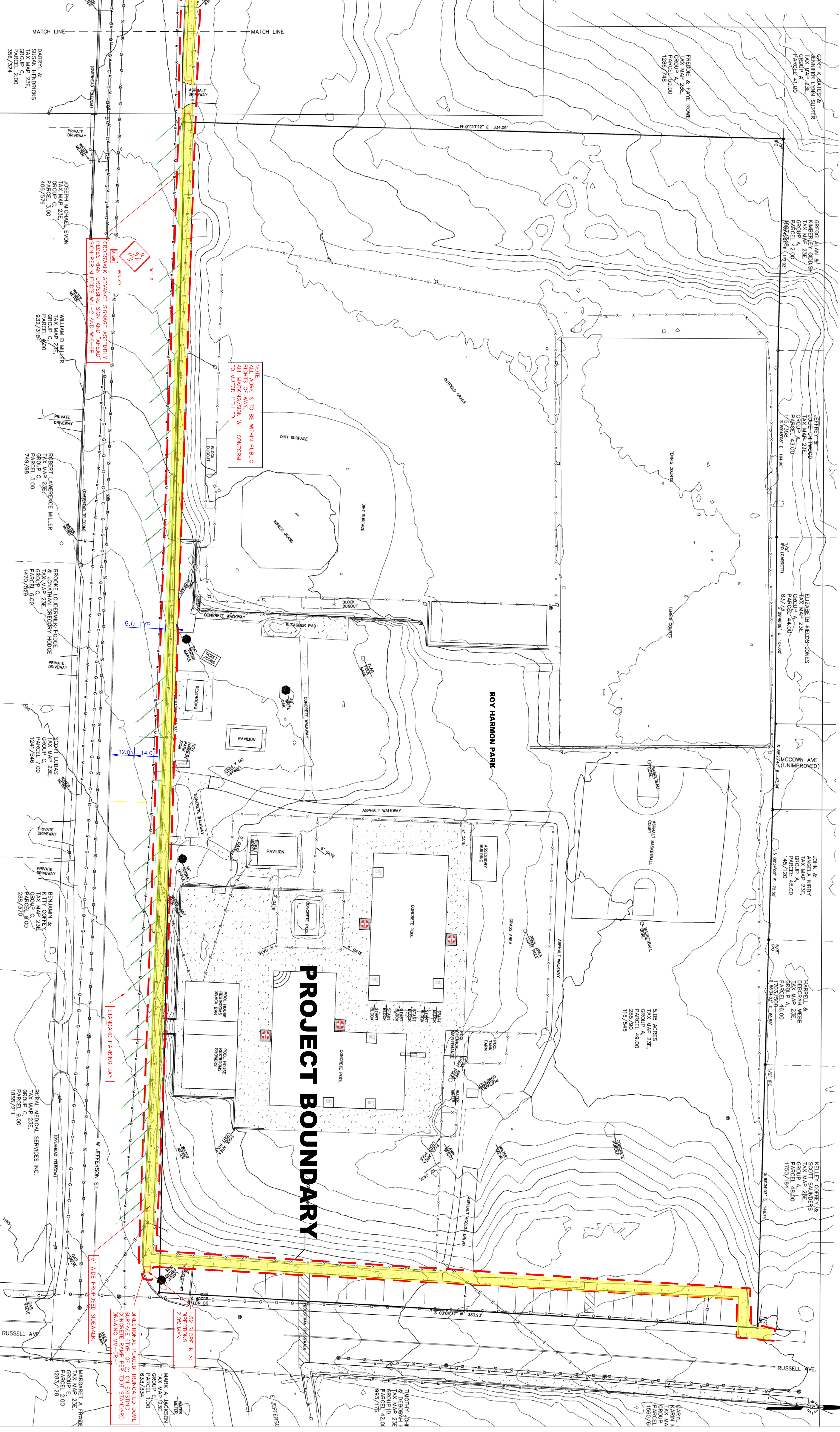
Sincerely:

**McGILL ASSOCIATES, PA**



**MICHAEL J. NORRIS, PLA**  
Project Manager

ACCEPTANCE: Sign: \_\_\_\_\_ Date: \_\_\_\_\_  
 Print: \_\_\_\_\_ Title: \_\_\_\_\_



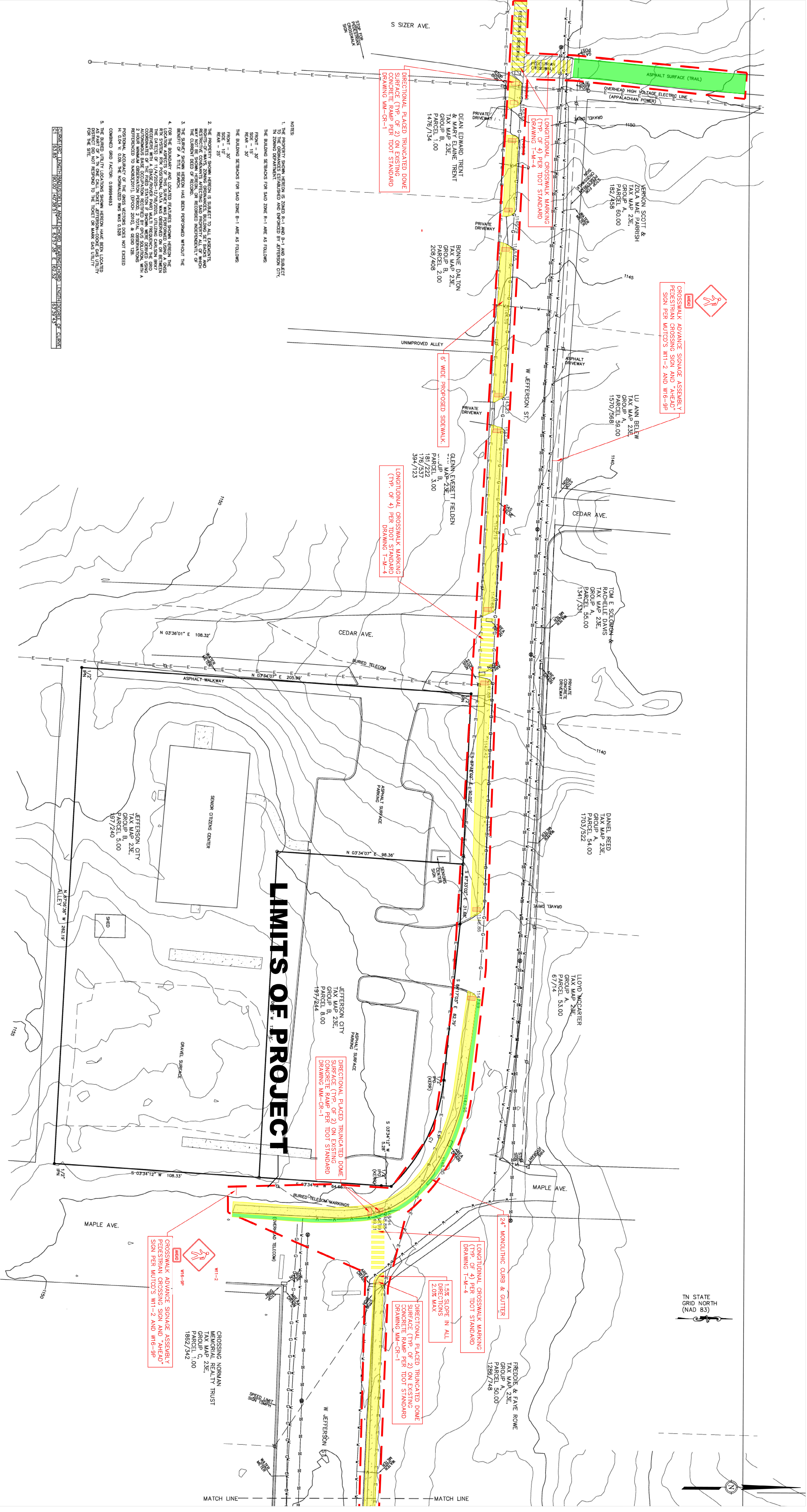
**CITY OF JEFFERSON CITY**  
**PROJECT DIABETES - SIDEWALK IMPROVEMENTS**

**SHT 2**

2026



# CITY OF JEFFERSON CITY PROJECT DIABETES - SIDEWALK IMPROVEMENTS



- NOTES
1. THE PROPERTY SHOWN HEREON IS PART OF A-1 AND B-1 AND IS SUBJECT TO THE ZONING ORDINANCES ESTABLISHED AND ENFORCED BY JEFFERSON CITY, TN. THE BUILDING SETBACKS FOR SAID ZONE R-1 ARE AS FOLLOWS:  
FRONT - 30'  
REAR - 30'  
THE BUILDING SETBACKS FOR SAID ZONE B-1 ARE AS FOLLOWS:  
FRONT - 30'  
REAR - 30'
  2. THE PROPERTY SHOWN HEREON IS SUBJECT TO ALL EASEMENTS, ENCUMBRANCES, RIGHTS OF WAY, AND OTHER INTERESTS AND RIGHTS OF THE CITY OF JEFFERSON CITY AND THE STATE OF TENNESSEE, AND THE SURVEYOR HAS BEEN ADVISED OF THE SAME BY THE CITY OF JEFFERSON CITY.
  3. THE SURVEY SHOWN HEREON HAS BEEN PERFORMED WITHOUT THE BENEFIT OF A TITLE SEARCH.
  4. FOR THE PURPOSES AND LOCATED FEATURES SHOWN HEREON, THE SURVEYOR HAS CONDUCTED A VISUAL INSPECTION OF THE PROPERTY AND HAS OBSERVED THE EXISTING RECORDS AND HAS CONDUCTED A VISUAL INSPECTION OF THE PROPERTY AND HAS OBSERVED THE EXISTING RECORDS AND HAS CONDUCTED A VISUAL INSPECTION OF THE PROPERTY AND HAS OBSERVED THE EXISTING RECORDS.
  5. THE PART OF A TITLE RECORD SHOWN HEREON HAS BEEN LOCATED AND IDENTIFIED BY THE SURVEYOR AND IS SUBJECT TO THE CITY OF JEFFERSON CITY AND THE STATE OF TENNESSEE. THE SURVEYOR HAS BEEN ADVISED OF THE SAME BY THE CITY OF JEFFERSON CITY.

CONDUCTED A VISUAL INSPECTION OF THE PROPERTY AND HAS OBSERVED THE EXISTING RECORDS AND HAS CONDUCTED A VISUAL INSPECTION OF THE PROPERTY AND HAS OBSERVED THE EXISTING RECORDS.

SURVEYED FOR: JEFFERSON CITY PARKS AND RECREATION

TITLE: CITY OF JEFFERSON CITY, TN  
 REFERENCE: DEED BOOK 197, PAGE 244  
 REFERENCE: DEED BOOK 197, PAGE 240  
 LOCATION: FOURTH CIVIL DISTRICT, JEFFERSON CO. TN  
 BEING TAX MAP 23E, GROUP B, PARCELS 5.00 & 8.00  
 JOB # 23E\_A\_PA\_49.00 REF:(2660) F.B.  
 DATE: 12/17/2025 DRAWN BY: RAF

- LEGEND
- CONCRETE SURFACE
  - FINISH LINE
  - GRASS LINE
  - ASPHALT MARKINGS
  - UTILITY MARKINGS
  - TELECOMMUNICATIONS MARKINGS
  - AREA PAVED
  - UTILITY POLE
  - WATER VALVE
  - MANHOLE
  - DRINKING OBSTACLES TREE
  - DRINKING OBSTACLES TREE
  - DRINKING OBSTACLES TREE
  - DRINKING OBSTACLES TREE
  - DRINKING OBSTACLES TREE
  - DRINKING OBSTACLES TREE

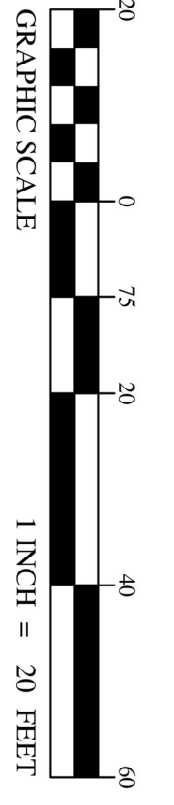
I HEREBY CERTIFY THAT THIS IS A CORRECT AND TRUE SURVEY AND THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

DATE: 12/17/2025

**FREEMAN SURVEYING, LLC**  
 1500 W. MAIN ST. SUITE 206  
 NEWPORT, TN 37821  
 (423) 852-7000  
 www.freemansurveying.com

HORIZONTAL SCALE 1" = 20'  
 1" CONTOUR INTERVAL

SEE SHEET 2 FOR SURVEYOR'S N



**PRELIMINARY OPINION OF PROBABLE COST**  
**Jefferson City, Tennessee**  
**Project Diabetes - Sidewalk Improvements**  
**MARCH 2026**

ITEM	DESCRIPTION	QUAN.	UNIT	UNIT PRICE	TOTAL
1	Mobilization (3.0%)	1	LS	3%	\$ 6,717
2	Demolition	1	LS	\$ 40,000	\$ 40,000
3	6' Concrete Sidewalk	1150	SY	\$ 100	\$ 115,000
4	6" Monolithic Curb	212	LF	\$ 50	\$ 10,600
5	Curb Ramps with Truncated Domes	14	EA	\$ 3,200	\$ 44,800
6	Crosswalk Striping (Ladder Style)	3	EA	\$ 2,500	\$ 7,500
7	Pedestrian Safety Signage	3	EA	\$ 2,000	\$ 6,000
8	<b>Subtotal</b>				\$ 230,617
9	<b>Contingency (20%)</b>				\$ 46,123
	<b>TOTAL PARK PROJECT COST</b>				<b>\$ 276,740</b>

Notes:

- All costs shown are in current dollars. \*Exact pier lengths may change based on surveyed site conditions.
- The Engineer maintains no control of labor costs, materials, equipment or services furnished by others, the Contractor(s)' methods for determining prices, or competitive or market conditions. The opinions herein for project and construction costs represent the Engineer's best judgment, and are based on experience and qualifications as a Professional Engineer who possesses familiarity with the construction industry. The Engineer does not guarantee the accuracy of the cost opinions which may vary from bids or actual project and construction costs.
- Rock excavation or undercut of unsuitable material is not included in the above cost opinion.

**JEFFERSON CITY, TENNESSEE**

**Ordinance 2026-02**

**AN ORDINANCE ESTABLISHING A “NO PARKING”  
ZONE WITHIN FOUNDERS POINT SUBDIVISION**

**BE IT ORDAINED**, by the City Council of Jefferson City, Tennessee:

**Section 1.** A “no parking” zone is hereby established on a section of Jesse Baker Lane as highlighted in the attached map.

**Section 2.** The City Manager is authorized to implement the installation of appropriate regulatory signs. After which it shall be unlawful for any person to park in the prohibited areas.

**Section 3.** The effective date of this Ordinance shall be on and after its adoption and approval as required by law.

First Reading: 6th day of April, 2026.

Second Reading: 4th day of May, 2026.

**APPROVED:**

\_\_\_\_\_

Mitch Cain, Mayor

**Attest:** \_\_\_\_\_  
Bettina Chandler, City Recorder



**JEFFERSON CITY, TENNESSEE**

**Resolution 2026 - 08**

**A RESOLUTION AUTHORIZING THE USE OF FUNDS  
FOR THE FIRE DEPARTMENT TO  
PURCHASE EQUIPMENT**

**WHEREAS**, Jefferson County, along with the assistance of the nine fire departments in the county, applied for and received a Community Development Block Grant for the purchase of firefighter protective equipment (turn-out gear); and

**WHEREAS**, the total amount of funding available to share among the nine fire departments is \$484,819, with an eighteen percent (18%) matching fund requirement; and

**WHEREAS**, the cost of firefighter protective equipment (PPE) has risen over the past few years and the replacement of gear in a timely manner is becoming harder; and

**WHEREAS**, the total cost of the 11 sets of firefighter PPE is \$52,554, with the required match totaling \$9,459.72.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City Jefferson City to authorize the purchase of the 11 sets of firefighter personal protective equipment at a cost of \$52,554.00 as a part of Jefferson County’s 2025 Community Development Block Grant.

**BE IT FUTHER RESOLVED** that a budget amendment is authorized for the City’s 18% match as may required for the FY2025-26 Operating Budget.

**ADOPTED** this 6th day of April, 2026.

**APPROVED:**

\_\_\_\_\_  
Mitch Cain, Mayor

**Attest:** \_\_\_\_\_  
Bettina Chandler, City Recorder

**JEFFERSON CITY, TENNESSEE**

**Resolution 2026 - 09**

**A RESOLUTION DECLARING  
CERTAIN PROPERTY AS SURPLUS PROPERTY**

**WHEREAS**, this Council has been presented with a list of assets that heads of City Departments have asked to be declared as surplus property; and

**WHEREAS**, it is appropriate that the attached listed property be declared as surplus; and

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City Jefferson City that the assets listed in the memo from Emma Andrews dated January 23, 2026, consisting of 10 items including vehicles and equipment are hereby designated as surplus property of the City of Jefferson City.

**BE IT FUTHER RESOLVED**, the Council hereby directs the City Manager or his designee to dispose of the attached property in accordance with law.

**ADOPTED** this 6th day of April, 2026.

**APPROVED:**

\_\_\_\_\_  
Mitch Cain, Mayor

**Attest:** \_\_\_\_\_  
Bettina Chandler, City Recorder

**MEMORANDUM**

To: James Gallup, City Council

From: Emma Lawson

Subject: Fixed Asset Surplus

Date: January 23, 2026

An annual inventory was completed by department heads, resulting in the following list of assets to be presented to city council for approval to be sold as surplus property.

<u>Department</u>	<u>Asset #</u>	<u>Description</u>	<u>Serial/VIN Number</u>
Police	3610	2011 Ford Crown Victoria	2FABP7BV9BX119262
Police	2958	2006 Crown Victoria	2FAFP71W56X136450
Police	3021	2004 Ford Taurus	1FAFP55214A176686
Police	3225	2010 Crown Victoria	2FABP7BV8AX114536
Police	3226	2010 Crown Victoria	2FABP7BVXAX114537
Police	3228	2010 Ford Crown Victoria	2FABP7BV3AX114539
Water/Sewer	2643	2002 Chevy ¾ ton 4x4 Utility	1GBHK24U22E162034
City Shop	252	AJAX Transmission Jack	
City Shop	3099	Cabinet Sandblaster	
City Shop	2559	4 Post Vehicle/Equipment Lift	50083

**JEFFERSON CITY, TENNESSEE**

**Resolution 2026 – 10**

**A RESOLUTION AUTHORIZING AN EXTENSION OF THE AUDITING AND COMPLIANCE SERVICES BID**

**WHEREAS**, the City requested proposals for Financial and Compliance Auditing Services in 2025; and

**WHEREAS**, a proposal was received and accepted from Brown Jake and McDaniel for the fiscal year 2024-25; and

**WHEREAS**, the proposal included an option to extend the agreement for an additional two years with proposed fees increasing for inflation and any regulatory changes; and

**WHEREAS**, the City has a positive working relationship with Brown Jake and McDaniel, PC, for the last ten (10) years.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City Jefferson City that they wish to extend the professional services agreement with Brown Jake and McDaniel for auditing services for fiscal year 2025-26 at the fee of \$41,800.

**ADOPTED** this 6th day of April, 2026.

**APPROVED:**

\_\_\_\_\_  
Mitch Cain, Mayor

**Attest:** \_\_\_\_\_  
Bettina Chandler, City Recorder