



## City Council Regular Meeting Agenda

November 03, 2025 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 October 6, 2025 Meeting

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

### 5. Communications from the Mayor

a. Proclamation for Charles Hodge Day

### 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 October 2025.

b. **Fire Department Monthly Report.** Receive a report from Lee Turner, Fire Chief, concerning a summary of the department's activity for October 2025.

c. **Parks and Recreation Monthly Report.** Receive a report from Kevin Bolden, Parks & Recreation Director, concerning a summary of the department's activity of October 2025.

d. **Police Department/City Court Monthly Report.** Receive a report from Andy Dossett, Police Chief, concerning a summary of the department's activity for October 2025.

e. **Public Works Monthly Report.** Receive a report from Porter Massengill, Public Works Director, concerning a summary of the department's activity for October 2025.

f. **City Manager Monthly Report.** Receive a report from James Gallup, City Manager, concerning a summary of his activity for October 2025.

### 7. Appointments

There are no appointments to be considered.

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

- a. Authorize** Replacement of the Bleach Tanks with Installation at the Water Plant
- b. Authorize** the Repairs of the Fire Sprinkler System at Jefferson City Community Center

**9. Old Business**

**10. New Business**

- a. Approve** Resolution 2025-27 Amending Application Fees for the Jefferson City Regional Planning Commission and the Board of Zoning Appeals
- b. Approve** Resolution 2025-28 Naming the Indoor Walking Track at the Jefferson City Community Center after Dr. John W. Zirkle, M.D.
- c. Approve** Resolution 2025-29 to Authorize City Manager and Staff to explore a partnership with Springwell Foundation for Nelson-Merry Facility

**11. Adjourn**

Minutes of Regular Meeting  
October 6, 2025

The City Council of Jefferson City, Tennessee, met in regular session on Monday, October 6, 2025, 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 Councilman Melton, seconded by Vice Mayor Bunch, the City Council minutes of September 2, 2025, Beer Board minutes of September 2, 2025, and City Council Special Meeting minutes of September 2, 2025, were unanimously approved as written.

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

In communications from the mayor, he thanked the city and the Parks and Recreation Department for an excellent job with the Mossy Creek Festival and stated there has been a lot of positive comments and feedback about the event. He also commented that there was an increase in August sales tax collections.

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: LAMTPO Executive Board Meeting is October 8th at 9 a.m. at City Center; Jefferson County Chamber of Commerce Business Expo is October 9th at Jefferson City Christian Church; City Administrative Offices will be closed on October 13th in observance of Columbus Day; Fall Festival/Craft Fair is October 18th at Jefferson City Senior Citizens Center; Habitat for Humanity Home Dedication Ceremony is October 22nd at noon at Racine Ridge; City Trunk or Treat Event is October 24th at 6 p.m. at City Center; he will be attending the ICMA Annual Conference in Tampa, Florida October 25th – October 31st; he and the mayor will be attending the 2025 GOVCON in Murfreesboro, Tennessee November 5th – November 6th; Jefferson City Veterans Day Event will be November 11th at 11 a.m. at the Jefferson City Fire Department; the October calendar and newsletter

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for the Jefferson City Public Library is attached to the agenda; and the October calendar for the Senior Citizens Center is attached to the agenda.

Upon motion of Councilwoman Purkey, seconded by Vice Mayor Bunch, McGill Associate's proposal for professional planning services for Comprehensive Parks and Recreation Master Plan in the amount of \$60,000.00, was unanimously approved.

Upon motion of Vice Mayor Bunch, seconded by Councilman Melton, the purchase of police uniforms from Tru Blu Tactical in the amount of \$16,487.96, was unanimously approved.

Upon motion of Councilwoman Combs, seconded by Councilman Melton, change order 2 which increases the contract time for the city to acquire a testing-firm, and change order 3 which changes the structural steel for the building with a price decrease of \$12,482.84, for Fire Station 2, was unanimously approved.

Upon motion of Vice Mayor Bunch, seconded by Councilman Melton, the purchase of four (4) Scott Self-Contained Breathing Apparatus (SCBA) for the Fire Department in the amount of \$43,736.00 and the request to waive the sealed bid process, was unanimously approved.

Upon motion of Councilman Melton, seconded by Councilwoman Combs, annual city buildings sprinkler inspection repairs to be completed by Secufire in the amount of \$12,021.05, was unanimously approved.

Upon motion of Councilwoman Purkey, seconded by Councilwoman Combs, GameTime Playground Grant city match funds in the amount of \$149,953.43 for the Playground Project at Roy Harmon Park, was unanimously approved.

Upon motion of Councilwoman Purkey, seconded by Vice Mayor Bunch, the bid from Walden Chemical (Blue Water) in the amount of \$77,700.00 for RFB 26-02 for removal and installation of sand filtration pump and plumbing system at the Community Center, was unanimously approved.

Upon motion of Councilman Melton, seconded by Councilwoman Combs, the bid from Perfection Group in the amount of \$382,087.00 for RFB 26-03 for removal and installation of Dectron Unit Replacement at the Community Center, was unanimously approved.

Upon motion of Councilman Melton, seconded by Vice Mayor Bunch, Resolution 2025-26, a resolution to adopt the 2025 Jefferson County Natural Hazard Mitigation Plan, was unanimously adopted.

The meeting was adjourned at 5:16 p.m.

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

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



## PROCLAMATION

**WHEREAS**, Charles Hodge began his career with the City of Jefferson City in August of 1980 as an employee of the Public Works Department; and,

**WHEREAS**, Charles Hodge has loyally discharged his duties for 45 years; and

**WHEREAS**, Charles Hodge has the longest tenure of any Jefferson City employee; and

**WHEREAS**, Charles Hodges' career of public service is a credit to himself, his department, and the City of Jefferson City; and

**WHEREAS**, Charles Hodge will be retiring on November 7, 2025, from public service.

**NOW, THEREFORE, I, MITCH CAIN**, Mayor of Jefferson City, Tennessee, on behalf of the Jefferson City Council, do hereby proclaim November 7, 2025, as:

## CHARLES HODGE DAY

in the City of Jefferson City, Tennessee, and do further encourage all citizens to join us in recognizing and expressing our sincere gratitude for his public service as we extend best wishes for many enjoyable years of retirement.

*Mitch Cain*

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MAYOR

BUILDING/CODES ENFORCEMENT/PLANNING DEPARTMENT  
MONTHLY REPORT FOR OCTOBER 2025



Permits and Inspections

Number of Permits Issued:

Building: 15

Sign: 3

Demo: 0

Floodplain: 0

Inspections Performed: 27

Certificates of Occupancy Issued: 4

Plan Reviews Performed: 4

Active Permits: 126

Code Enforcement

Complaints Received: 5

Violations Found: 6

Notices of Violation Issued: 6   Citations Issued: 0

Cases Closed: 7

Total Open Cases: 13

(NPDES) Stormwater

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

Stormwater Inspections Performed: 10

Violations Found: Multiple Minor Violations

Enforcement Actions Taken: Minor Violations Corrected on Site

Plan Reviews: 1

City Planning

October 27<sup>th</sup> Agenda

Regional Planning Commission:

5. New Business

- a. Scott Cantrell - 4 Lot Subdivide - Located off Highway 11-E - **Approved**
- b. Scott Cantrell - 4 Lot Subdivide - Located off Lakewood Dr. – **Suspended to allow Changes**

## BUILDING/CODES ENFORCEMENT/PLANNING DEPARTMENT

### MONTHLY REPORT FOR OCTOBER 2025

- c. Tanner Drinnen - Performance Bond Submittal for Subdivision - Located off Black Oak Rd. - **Approved**
- d. Kenneth Wicker - Site Plan Approval for Additional Parking Spaces - Located off N. Highway 92 and Kildare Dr. – **Approved Contingent on combining lots**
- e. Frank Leonard - Preliminary Site Plan Approval for 58 - Lot Subdivision - Located off Crooke Rd. – **Suspended to add Commission Modifications**
- f. Brittany Youngblood - Site Plan Review/ Approval for an Express Oil - Located off Broadway Blvd. - **Approved**

Board of Zoning Appeals:

#### 4. Old Business

- a. Jonathan Trigos - Seeking Variance of 25 Feet of Set-back Requirement to Build a Roofed Deck in the Rear Yard - Located off Moulden St. (R-2 Zone) – **Suspended to allow for exploration of additional options**

#### 5. New Business

- a. Brad Kendall - Seeking 27-Foot Variance from Signage Setback and Locate the Sign in Right-of-way - Located off Odyssey Rd. – **Approved Contingent upon legal document**





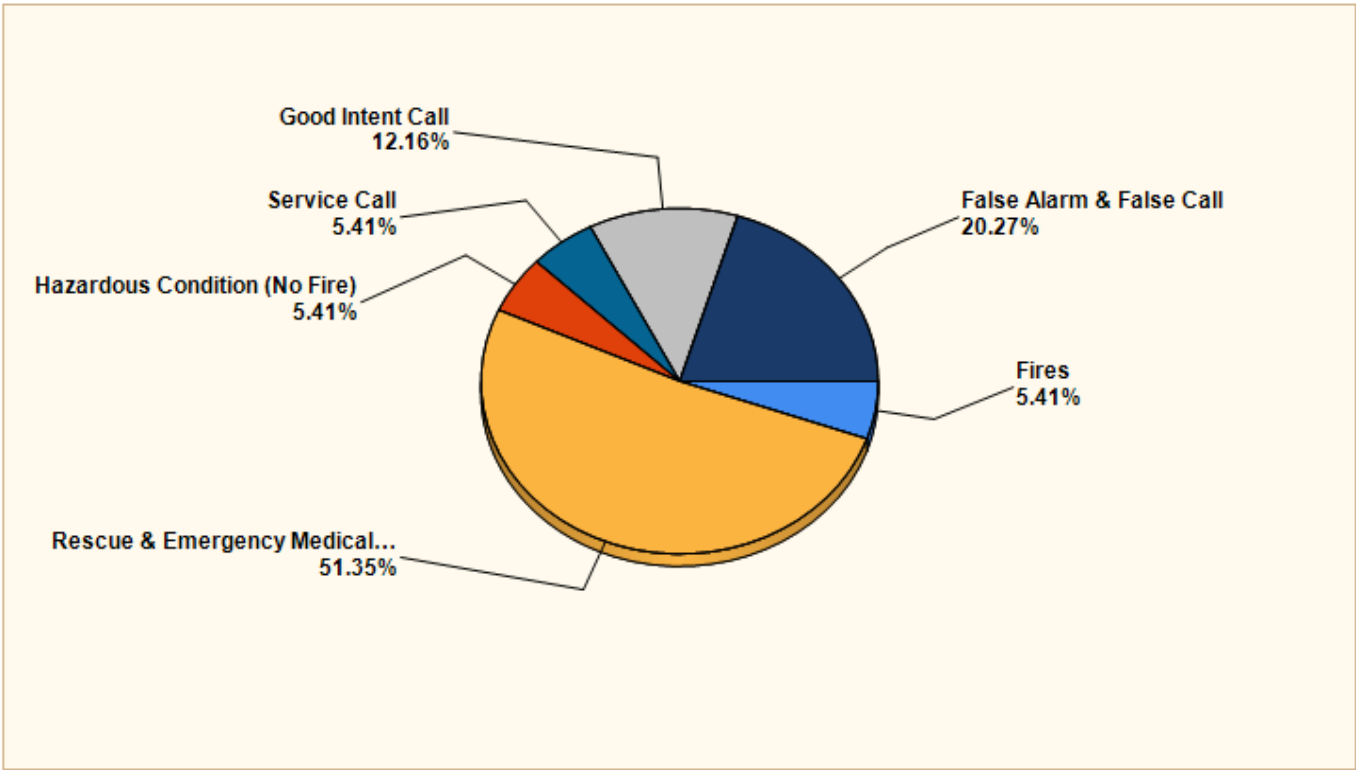
# JEFFERSON CITY FIRE DEPARTMENT

104 City Center Drive • Jefferson City, TN 37760  
Telephone • 865-475-3616  
Fax • 865-471-7099

## Office of the Fire Chief Monthly Department Activity Summary

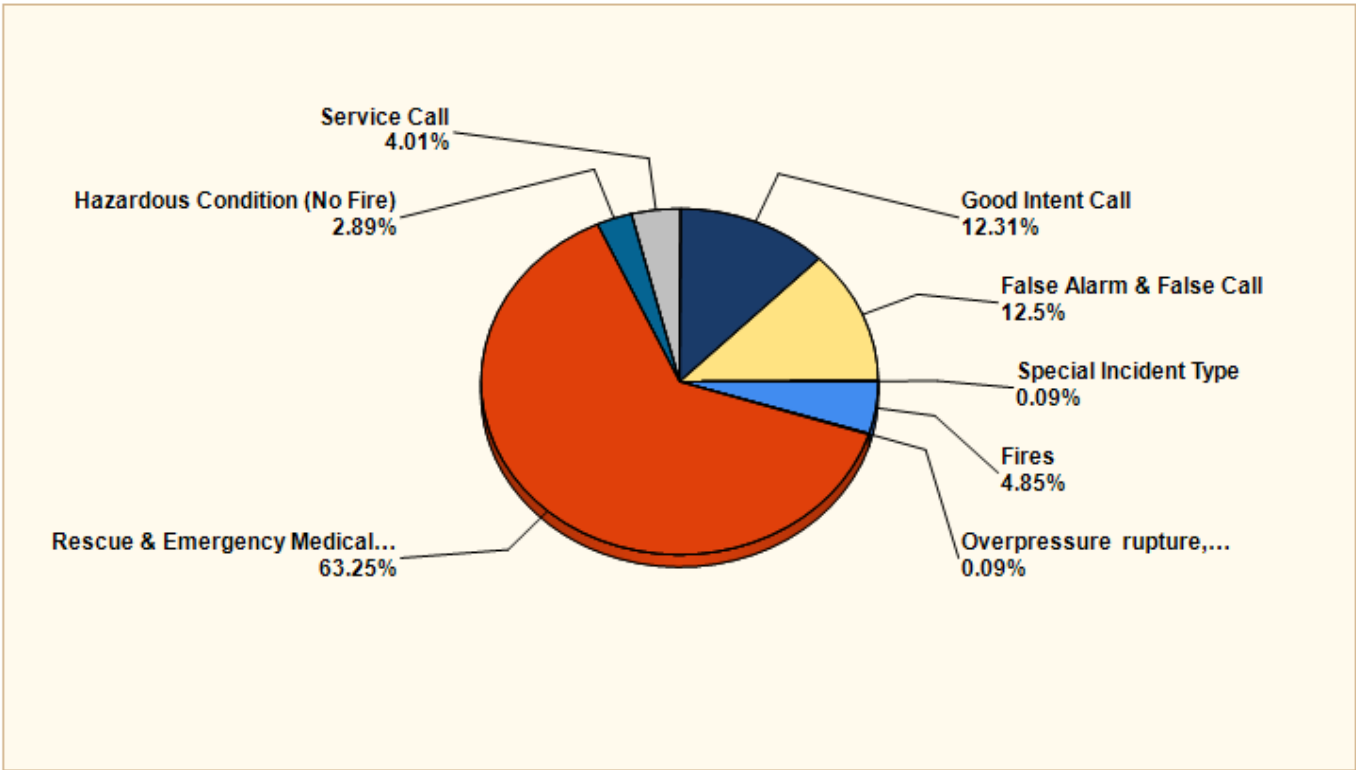
October 2025

### Operations



| MAJOR INCIDENT TYPE                | # INCIDENTS | % of TOTAL |
|------------------------------------|-------------|------------|
| Fires                              | 4           | 5.41%      |
| Rescue & Emergency Medical Service | 38          | 51.35%     |
| Hazardous Condition (No Fire)      | 4           | 5.41%      |
| Service Call                       | 4           | 5.41%      |
| Good Intent Call                   | 9           | 12.16%     |
| False Alarm & False Call           | 15          | 20.27%     |
| TOTAL                              | 74          | 100%       |

Calls (Year to Date)



| MAJOR INCIDENT TYPE                                    | # INCIDENTS | % of TOTAL |
|--------------------------------------------------------|-------------|------------|
| Fires                                                  | 52          | 4.85%      |
| Overpressure rupture, explosion, overheating - no fire | 1           | 0.09%      |
| Rescue & Emergency Medical Service                     | 678         | 63.25%     |
| Hazardous Condition (No Fire)                          | 31          | 2.89%      |
| Service Call                                           | 43          | 4.01%      |
| Good Intent Call                                       | 132         | 12.31%     |
| False Alarm & False Call                               | 134         | 12.5%      |
| Special Incident Type                                  | 1           | 0.09%      |
| TOTAL                                                  | 1072        | 100%       |

Overlapping Incidents 15 (20%)

Fire Prevention/Public Education

|                                         |    |
|-----------------------------------------|----|
| Company Inspections/Pre-Planning Visits | 26 |
| Station Tours/Visits                    | 3  |
| Public Education Deliveries/Classes     | 3  |
| Smoke Alarms Installed                  | 2  |
| Child Car Seats Installed/Inspected     | 1  |

Average Monthly Response Time:

6:25 minutes

90% Percentile Response

Fire: 7:36 minutes  
EMS: 7:16 minutes

Other Items of Interest:

Chief Lee Turner, Lt. Lee Rayburn, MFF Brian Newell, FFs Owen Izzo, Cory Solomon, Dylan Tomm, Josh Valentine, and Arron Lee attended the Tennessee Association of Rescue Squads’ Annual Conference and

took a host of classes including SARTopo Mapping, Lost Person Behavior, Confined Space Rescue T, Emergency Vehicle Operator Course Instructor.

The Department hosted the TFACA Forcible Entry Trailer Training Prop for in-service training on forcible entry methods for 3 days in October.

Fire department personnel and apparatus participated in a functional exercise at Cherokee Dam which simulated a battery fire and hazardous materials release on October 8<sup>th</sup>.

Fire personnel delivered the “Sound-Off” program to all second graders at Jefferson Elementary on October 9<sup>th</sup>. Sound-Off is a fire prevention education program where students are instructed about smoke alarms and exit drills in the home (EDITH) activities.

Chief Turner attended the Kick-Off meeting for the recently awarded Tennessee Highway Safety Office Grant for an extrication tool.

The fire department hosted the JCHS Leadership class at the station for a “Lunch and Learn” activity where students were taught about fire department operations, fire prevention and fire equipment.

Chief Turner attended the quarterly Tennessee Fire Chief Association Meeting in Kingsport.

The Department hosted the first Annual City Trunk or Treat event, and it was overwhelming successful with a major turnout from the community. Department Outreach Coordinator Lora Wagner did an excellent job organizing the event.

JCFD Firefighters Bruce Moss and Jacob Coldwell graduated the 11-week Basi Fire Recruit School hosted by Kingsport Fire Department on October 28<sup>th</sup>.

24 JCFD Firefighters completed the 40-hour Trench Rescue Technician Course in October as part of the Department’s In-Service training program.

**Parks and Recreation Monthly Report**  
**October 2025**

Weekly Attendance:

|                                                                |     |
|----------------------------------------------------------------|-----|
| Sat. September 27 <sup>th</sup> – Fri. October 3 <sup>rd</sup> | 929 |
| Sat. October 4 <sup>th</sup> - Fri. October 10 <sup>th</sup>   | 908 |
| Sat. October 11 <sup>th</sup> - Fri. October 17 <sup>th</sup>  | 879 |
| Sat. October 18 <sup>th</sup> - Fri. October 24 <sup>th</sup>  | 869 |
| Sat. October 25 <sup>th</sup> – Fri. October 31 <sup>st</sup>  | 915 |

Monthly staff meeting with maintenance and front desk staff.

I attended weekly department head team meetings.

The city received the Project Diabetes Grant.

Attended the 2025 Tennessee Recreation & Parks Association meeting.

We held our kickoff meeting with McGill on Wednesday, October 15th, for our master plan.

We have started repainting the swing set at Nelson Merry playground.

Rubber mulch has been added to the playground along with two new spring toys at NM Park.

We hosted our 5th movie night downtown, attended by 130 patrons.

We have ordered the new playground from Game Time for Roy Harmon Park.



# Jefferson City Police Department

"Integrity, Service & Dedication"

Andy Dossett, Chief of Police



Section 6, Item d.

## Monthly Report October 2025

### Training

| Officer(s)                  | Training/Location                                         | Hours |
|-----------------------------|-----------------------------------------------------------|-------|
| Dossett                     | FBI-LEEDA Supervisor Leadership Institute, Sevierville PD | 40    |
| PO Reff                     | Basic Sniper/marksman                                     | 40    |
| D/Sgt Bunch/D/Sgt Stallings | CPIT                                                      | 12    |

### Community Outreach

| Officer(s)                      | Event/Project/Meeting              | Hours |
|---------------------------------|------------------------------------|-------|
| D/Sgt. Stallings                | Leadership Jefferson (high school) | 1     |
| Lt. Hammer/Sgt. Hager/Sgt. Dean | JCSO Fall Festival/Dandridge       | 3     |
| PO L. Wilson/Williamson/May     | Trunk or Treat                     | 3     |

### Municipal Court Report

|                            |          |                      |         |                     |         |
|----------------------------|----------|----------------------|---------|---------------------|---------|
| Citations Heard            | 51       | Docket Count         | 65      | Fines/Costs Imposed | 5921.50 |
| Fines/Costs Collected      | 17803.70 | Fines/Costs Referred | 2153.50 | Fail to Appear      | 25      |
| Guilty                     | 15       | Not Guilty           | 1       | Charges Dismissed   | 0       |
| Referred to Driving School | 14       |                      |         |                     |         |

### Patrol Activity

|                       |      |                |     |                      |       |
|-----------------------|------|----------------|-----|----------------------|-------|
| 911 Calls for Service | 1120 | Vehicle Crash  | 41  | Miles Patrolled      | 17523 |
| Reports Filed         | 74   | Citations      | 280 | Property Checks      | 7744  |
| Drug Violations       | 21   | Vehicle Stops  | 375 | DUI                  | 6     |
| Misd. Arrests         | 58   | Felony Arrests | 6   | Directed Foot Patrol | 1212  |

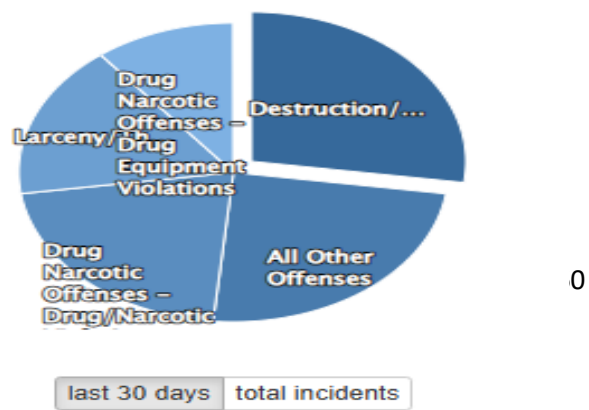
### Announcements/Updates/Employee Recognition

- Current police officer vacancies: 0

Crime Report

|                                                                        |    |
|------------------------------------------------------------------------|----|
| All Other Offenses                                                     | 14 |
| Animal Cruelty                                                         | 1  |
| Assault Offenses - Aggravated Assault                                  | 1  |
| Assault Offenses - Simple Assault                                      | 1  |
| Destruction/Damage/Vandalism of Property                               | 17 |
| Driving Under the Influence                                            | 4  |
| Drug Narcotic Offenses - Drug Equipment Violations                     | 4  |
| Drug Narcotic Offenses - Drug/Narcotic Violations                      | 13 |
| Drunkenness                                                            | 1  |
| Embezzlement                                                           | 1  |
| Fraud Offenses - False Pretenses/Swindle/Confidence Game/Flimflam/Scam | 2  |
| Larceny/Theft Offenses - All Other Larceny                             | 2  |
| Larceny/Theft Offenses - Shoplifting                                   | 12 |
| Sex Offenses, Forcible - Forcible Fondling                             | 1  |
| Destruction/Damage/Vandalism of Property                               | 17 |
| All Other Offenses                                                     | 14 |
| Drug Narcotic Offenses - Drug/Narcotic Violations                      | 13 |
| Larceny/Theft Offenses - Shoplifting                                   | 12 |
| Driving Under the Influence                                            | 4  |
| Drug Narcotic Offenses - Drug Equipment Violations                     | 4  |
| Larceny/Theft Offenses - All Other Larceny                             | 2  |
| Fraud Offenses - False Pretenses/Swindle/Confidence Game/Flimflam/Scam | 2  |
| Embezzlement                                                           | 1  |
| Drunkenness                                                            | 1  |
| Assault Offenses - Simple Assault                                      | 1  |
| Animal Cruelty                                                         | 1  |
| Sex Offenses, Forcible - Forcible Fondling                             | 1  |
| Assault Offenses - Aggravated Assault                                  | 1  |

Incident Distribution



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 Fall of 2025.
- ❖ Sewer rehab near quarry and Fate Rankin Rd starting soon.

Task – September 2025

Water & Sewer

Water Taps: 0  
Sewer Taps: 0  
Water Treated: 139.75 million gallons  
Water leaks: 22  
Wastewater Treated: 26.24million gallons.  
Wastewater effluent violation: 0  
Overflow: 0

Streets & Sanitation

Brush Hauled – 33 loads.  
Junk Hauled – 25 loads.  
Recycle Hauled – 56.76 tons.



## OFFICE OF THE CITY MANAGER

### City Manager Report

November 3rd, 2025

#### Activities:

- Attended LAMTPO TAC meeting (Morristown) and hosted LAMTPO Executive Board Meeting
- Met with representatives of Mark III Benefits regarding insurance cost projection for planning
- Met with Standard Banner reporter regarding Parks and Recreation updates and projects
- Meet and greet with participants of the Chamber of Commerce's Business Expo
- Hosted third Veterans Day Event Planning Committee Session w/ American Legion and VFW
- Attended kickoff meeting with McGill & Associates for Recreation Master Planning
- Follow-up discussion with CNU Director of Intercollegiate Sports for potential future project
- Attended specialized planning meeting with American Legion for Veterans Day event
- Met with TN Dept. of Health Project Manager for required Project Diabetes in-person meeting
- Participated in Jefferson City Fire Department's Trunk or Treat Event
- Attended International City/County Management Association's Annual Conference

#### Announcements/Events:

- Jefferson City awarded \$150,000 for the TNECD Downtown Improvements Grant (10/28)
- 3<sup>rd</sup> to 5<sup>th</sup> Nov – Mayor and City Manager attending 2025 GOVCON in Murfreesboro, TN
- 06 November – Outdoor Recreation Planning Grant Check Presentation at Norris Dam
- 11 November – Jefferson City Veterans Day Event @ 11AM
- 27-28<sup>th</sup> November – Administrative Offices closed in observance of Thanksgiving Holiday
- 29 November – Small Business Saturday/Jefferson City Christmas Tree Lighting @ 5:30 PM
- 13 December – Christmas Market @ 12 Noon; Christmas Parade 5:00PM

#### Attachments:

- Jefferson City Public Library November Calendar/Newsletter/Bulletin
- Jefferson City Senior Center November Calendar



# NOVEMBER

2025  
CALENDAR

| S                                 | M                                                             | T                                             | W                                                        | T                                                  | F                                         | S                              |
|-----------------------------------|---------------------------------------------------------------|-----------------------------------------------|----------------------------------------------------------|----------------------------------------------------|-------------------------------------------|--------------------------------|
| 2<br><b>Daylight Savings Ends</b> | 3<br>10AM Ukulele Club<br>11AM Pages & Pals<br>3PM Game Night | 4<br>10:30AM HS Academy<br>4:30PM Book Social | 5<br>10:30AM Story-Time Go! (STG)<br>3PM Watercolor      | 6<br>10:30AM Little Listeners (LL)<br>6PM Open Mic | 7<br>9AM Yoga<br>3:30PM Scribble Society  | 8<br>11AM Poetry Perspectives  |
| 9                                 | 10<br>10AM Ukulele Club<br>11AM Pages & Pals<br>4PM HT Heroes | 11<br><b>LIBRARY CLOSED VETERANS DAY</b>      | 12<br>10:30AM STG!<br>3PM Movie Night!<br>3PM Watercolor | 13<br>10:30AM Little Listeners                     | 14<br>9AM Yoga<br>3:30PM Scribble Society | 15<br>11AM Poetry Perspectives |
| 16                                | 17<br>10AM Ukulele Club<br>4PM Arts/Crafts                    | 18<br>10:30AM HS Academy                      | 19<br>10:30AM STG!<br>3PM WCC                            | 20<br>10:30AM LL<br>4PM Lego Builders              | 21<br>9AM Yoga<br>3:30PM SS               | 22<br>11AM Poetry Perspectives |
| 23                                | 24<br>10AM Ukulele Club<br>4PM Anime Club                     | 25<br>10:30AM Homeschool Academy              | 26                                                       | <b>LIBRARY CLOSED FOR THANKSGIVING</b>             |                                           |                                |
|                                   |                                                               |                                               |                                                          | 27                                                 | 28                                        | 29                             |

11/27 – HAPPY THANKSGIVING!



JCPL  
JEFFERSON CITY  
PUBLIC LIBRARY



## Additional Events

### Family Game Night:

**Monday, November 3 3:00-5:00pm**

Join us and get your game on! We'll be playing a variety of exciting games, including picture, scavenger hunts, movie trivia, balloon tennis, and many more! This event is open to ages 6 and up.

*Game Night*



### Special Homeschool Academy Event:

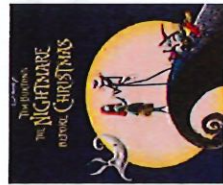
**Tuesday, November 4 10:30am**

Join us as we welcome special guests Darth Vader and his friends.

### Movie Night:

**Wednesday, November 12 3:00-5:00pm**

Join us for popcorn and refreshments as we watch the 1993 film The Nightmare Before Christmas. Everyone is welcome, and as always, it's FREE!



*Happy Thanksgiving*

*from your friends at  
Jefferson City Public Library*



# November at JCPL

*What's happening  
at the library*

**November 10, 2025**

**4:00-5:00pm**



## HOMETOWN HEROES

**Honoring Heroes Who Served**

**With special guest:**

**Ralph Alexander**

**United States Air Force, Retired**

**Closings/ Holidays**

Jefferson City Public Library will be closed

Tuesday, November 11, 2025 in observance of Veterans Day

We will be closed 12pm Wednesday, November 26, 2025

through Saturday, November 29, 2025 in observance of Thanksgiving

Section 6, Item f.





ONGOING  
EVENTS

## 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! **WE WILL NOT MEET NOVEMBER 11th**

### 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, November 20 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, November 24

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

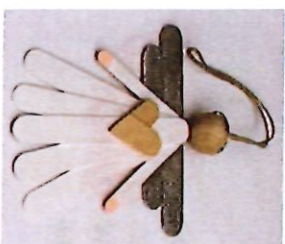
## Adults

### Mixed Media Arts & Crafts:

**Tuesday, November 18 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, November 4 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:

**CANCELLED FOR NOVEMBER**

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





# JEFFERSON CITY SENIOR CENTER

# NOVEMBER 2025

Section 6, Item f.

ALL ARE WELCOME,  
ALL ARE LOVED.

| MONDAY                                                                   | TUESDAY                                                                 | WEDNESDAY                                                              | THURSDAY                                                | FRIDAY                                                           |
|--------------------------------------------------------------------------|-------------------------------------------------------------------------|------------------------------------------------------------------------|---------------------------------------------------------|------------------------------------------------------------------|
| <b>3</b><br>10 - 11 BINGO<br>11 - 12 CHAIR YOGA<br>1:00 BIRTHDAY BASH    | <b>4</b><br>9:00 ROK<br>11:00 CANASTA                                   | <b>5</b><br>10-12 LINE DANCING<br>12-3 WOOD BURNING                    | <b>6</b><br>9 - 12 CARDS<br>12 - 1 LUNCH                | <b>7</b><br>VAN TRIP<br>BURLAP BUNNY<br>ANTIQUES                 |
| <b>10</b><br>10 - 11 BINGO<br>1:00 AROUND THE<br>WORLD<br><b>GERMANY</b> | <b>11</b><br>CLOSED FOR<br>VETERAN'S DAY                                | <b>12</b><br>10-12 LINE DANCING<br>12-3 CLOSED FOR<br>COUNCIL ON AGING | <b>13</b><br>9 - 12 CARDS<br>12 - 1 BUSINESS<br>MEETING | <b>14</b><br>9:00 PINOCHLE<br>10:00 DOMINOES<br>12:00 VET TO VET |
| <b>17</b><br>10 - 11 BINGO<br>1 - 4 NEIGHBORHOOD<br>CENTER WORKSHOP      | <b>18</b><br>9 - 12 CARDS<br>10:00 SPECIAL BINGO<br>1 - 2 PENNY AUCTION | <b>19</b><br>CLOSED TO<br>TO SET UP<br>RUMMAGE SALE                    | <b>20</b><br>9 - 3<br>RUMMAGE SALE                      | <b>21</b><br>9 - 3<br>RUMMAGE SALE                               |
| <b>24</b><br>10 - 11 BINGO<br>11 - 12 CHAIR YOGA                         | <b>25</b><br>9 - 12 CARDS<br>1 - 2 PENNY AUCTION                        | <b>26</b><br>10-12 LINE DANCING<br>12-3 CLOSED FOR<br>THANKSGIVING     | <b>27</b><br>CLOSED FOR<br>THANKSGIVING                 | <b>28</b><br>CLOSED FOR<br>THANKSGIVING                          |
|                                                                          |                                                                         |                                                                        |                                                         |                                                                  |

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

- 11/18 ASHLEY CREECH W/ ESOGUARD
- 11/18 NATASHA COLLINS W/ CA
- 11/25 NORMA HOLLIFIELD W/REGENCY



## **PUBLIC WORKS DEPARTMENT AGENDA ITEM REPORT**

**TO:** Mayor and City Council  
**FROM:** Porter Massengill, Director  
**DATE:** October 15, 2025  
**SUBJECT:** Replace Bleach Tanks with Installation at Water Plant

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### **BACKGROUND:**

- The City received a quote of \$57,000.00 from Southeastern Tank for two (2) 4,500-gallon HDPE tanks to replace the current tanks which have become brittle over time and now leak. The City has received a quote of \$28,649.00 from MB&R Contractors, Inc. to install the above quoted tanks
- Installation of the new bleach tanks involves removal of part of the back wall of the current area occupied by the old bleach tanks. Water plant personnel have repaired and patched the tanks as much as possible and now must seek a more permanent remedy.

### **FISCAL IMPACT:**

- The total cost of the project is \$85,649.00 and will require a budget amendment to (52113-259) for installation and another to (52113-262) for purchase of the tanks.

### **REQUEST/RECOMMENDATION:**

I request approval of this expenditure as it is necessary to provide potable water to our customers.

### **ATTACHMENTS:**

2 Bid Tabulation Sheets  
2 Quotes

# CITY OF JEFFERSON CITY

## Telephone Bid Tabulation

DATE: 10/15/2025

COMPLETED BY:  Christopher Smith

ACCOUNT(S) DISTRIBUTION: Water plant

UNENCUMBERED BALANCE:

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

| Item #                                        | Description         | Quantity | Name of Bidder |              | Name of Bidder |              | Name of Bidder |             |
|-----------------------------------------------|---------------------|----------|----------------|--------------|----------------|--------------|----------------|-------------|
|                                               |                     |          | Unit Price     | Total Price  | Unit Price     | Total Price  | Unit Price     | Total Price |
| 1                                             | Bleach storage tank | 2        | \$28,500.00    | \$57,000.00  | \$29,250.00    | \$58,500.00  |                | \$ -        |
| 2                                             |                     |          |                |              |                |              |                | 0.00        |
| 3                                             |                     |          |                |              |                | 0.00         |                | 0.00        |
| 4                                             |                     |          |                |              |                | 0.00         |                | 0.00        |
| 5                                             |                     |          |                |              |                | 0.00         |                | 0.00        |
| 6                                             |                     |          |                |              |                | 0.00         |                | 0.00        |
| Freight:                                      |                     |          |                |              |                |              |                |             |
| Discount Terms:                               |                     |          |                | 0.00         |                | 0.00         |                | 0.00        |
| Delivery time from receipt of Purchase Order: |                     |          |                |              |                |              |                |             |
| TOTAL BID:                                    |                     |          |                | \$ 57,000.00 |                | \$ 58,500.00 |                | \$ -        |

City Manager/Purchasing Agent: Department Head:

DATE: 10/15/2025

COMPLETED BY:  Christopher Smith

ACCOUNT(S) DISTRIBUTION: Water plant

UNENCUMBERED BALANCE:

CITY OF JEFFERSON CITY

Telephone Bid Tabulation

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

| Item #                                        | Description                      | Quantity | Name of Bidder |              | Name of Bidder |              | Name of Bidder |             |
|-----------------------------------------------|----------------------------------|----------|----------------|--------------|----------------|--------------|----------------|-------------|
|                                               |                                  |          | Unit Price     | Total Price  | Unit Price     | Total Price  | Unit Price     | Total Price |
| 1                                             | Bleach storage tank installation | 1        | \$28,649.00    | \$28,649.00  | \$ 31,000.00   | \$ 31,000.00 |                | \$ -        |
| 2                                             |                                  |          |                |              |                |              |                | 0.00        |
| 3                                             |                                  |          |                |              |                | 0.00         |                | 0.00        |
| 4                                             |                                  |          |                |              |                | 0.00         |                | 0.00        |
| 5                                             |                                  |          |                |              |                | 0.00         |                | 0.00        |
| 6                                             |                                  |          |                |              |                | 0.00         |                | 0.00        |
| Freight:                                      |                                  |          |                |              |                |              |                |             |
| Discount Terms:                               |                                  |          |                | 0.00         |                | 0.00         |                | 0.00        |
| Delivery time from receipt of Purchase Order: |                                  |          |                |              |                |              |                |             |
| TOTAL BID:                                    |                                  |          |                | \$ 28,649.00 |                | \$ 31,000.00 |                | \$ -        |

City Manager/Purchasing Agent: Department Head:



914 N. Main Street  
Loretto, TN 38469



931-853-8265  
solutions.setank.com

Jefferson City Water  
445 East Broadway Blvd  
Jefferson City TN 37760

Solutions by SET is happy to quote you the following equipment.

4500 GAL TANK VERT NAT HDPE  
102" x 142" - 1/2" 1.9SG 24" MNWY no vent

Inlet : 1" FITTING DBL FLG S CPVC VIT GSKT ENCAP TITANIUM BOLTS  
1" FLANGE ADAPTER SLIP CPVC SCH 80 INCL 6" PIPE FOR BOLTED

Outlet : 2" FITTING DBL FLG S CPVC VIT GSKT ENCAP TITANIUM BOLTS  
2" FLANGE ADAPTER SLIP CPVC SCH 80 FOR BOLTED FTG

Overflow : pipe supplied by other  
2" FITTING DBL FLG S CPVC VIT GSKT ENCAP TITANIUM BOLTS  
2" FLANGE ADAPTER SLIP CPVC SCH 80 FOR BOLTED FTG

Drain : 2" FITTING DBL FLG S CPVC VIT GSKT ENCAP TITANIUM BOLTS  
2" FLANGE ADAPTER SLIP CPVC SCH 80 FOR BOLTED FTG

Level Transmitter fitting only : 2" FITTING BKHD S x T CPVC VIT GSKT  
Vent Fitting only : 4" FITTING BKHD S x T CPVC VIT  
Sight Gauge Assembly : ASSEMBLY SIGHT GLASS BKHD FTG T VIT W/O VLV

Heat Trace delta 60F  
INSULATION FOAM 2" THK FACTORY INSTL w/2 COATS GRY LATEX VSTS  
Delivered to Jefferson City - \$28,500.00 each tank

If you have any questions you may reach me by cell at 931.993.0881 or by calling our office at 931.853.8265.

Thank you,

Jason McGee  
VP, Solutions  
Solutions by SET  
914 North Main Street  
Loretto, TN 38469



WE TREAT YOUR CONCERNS





**MB&R Contractors, Inc.**

PO Box 540 • Morristown, TN 37815 • Phone: 423-709-8989

Jefferson City Public Works- Chris Smith

Phone: 865-475-6617

PO Box 530

Jefferson City, TN 37760

**Print Date:** 10-15-2025

## **Proposal for Jeff City Pub. Works- Wall & Tank Remove & Replace**

### **BID PROPOSAL**

MB&R Contractors feel it is very important to listen carefully to a customer's project agenda. At our initial meeting, we discussed many of your goals and plans for your project. The purpose of this proposal is to translate that agenda into a working document that will accurately transition into working specifications.

### **Scope of work to be completed**

All labor, equipment, and material to remove back wall & support column and repair front wall. Removal of old tanks & plumbing. Installation of new plumbing on bottom and top of new tanks, plus ladder installation on tanks

| Items                                                  | Description                                                                                                                                                                                                                            | Section 8, Item a. |
|--------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Labor Equipment Fuel<br>4802 Labor, Equipment,<br>Fuel | -Remove back wall & support column and repair front wall.<br>-Removal of old tanks & plumbing.<br>-Installation of new plumbing on bottom and top of new tanks, plus ladder installation on tanks<br>- Telehandler, man lift, dumpster | \$28,649.00        |

**Total Price: \$28,649.00**

MB&R's price does *not* include any drawings or required permits. These items can be completed upon request. MB&R's price to pull jurisdictional permits is based on the determined sq. ft price plus + 10% \$65 an hour with a 4-hour minium for management to obtain permits. If a jurisdiction requires MB&R to hold a performance bond, it will be bond costs + (up to) 20%.

*This proposal's pricing is valid for a period of 30 days from the date of issuance.*

\*\*\*\* Upon completion of the project, invoice terms are NET 15. A 15% late fee will be applied after 30 days past due. Then 25% after 60 days. After 90 days, legal actions may be taken\*\*\*\*



**PARKS & RECREATION DEPARTMENT**  
**AGENDA ITEM REPORT**

**TO:** Mayor and City Council

**FROM:** Kevin Bolden, Director

**DATE:** October 15, 2025

**SUBJECT:** Fire Sprinkler System Repair – Jefferson City Community Center

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**BACKGROUND:**

- This project involves the repair and partial replacement of the fire sprinkler system at the Jefferson City Community Center, specifically focusing on the areas surrounding the indoor pool and throughout the building on the existing sprinkler system. The work is being performed due to observed corrosion on existing fire sprinkler mains and the age-related degradation of sprinkler heads throughout the facility.
- This will help with the safety of the building if a fire should ever occur. It will also eliminate the old, corroded piping that could crack or burst at any time.

**FISCAL IMPACT:**

- This is included in the 2025-2026 budget. The total amount budgeted for the project was \$169,000.00.
- The cost for the completion of this project is \$98,755.00. It comes in \$70,245.00 under budget.

**REQUEST/RECOMMENDATION:**

I’m requesting that the council waive the bid process and use Secufire, as they already cover all the other city buildings.

**ATTACHMENTS:**

Quote from SecuFire

**Secufire, LLC**9111 Cross Park Dr STE D200  
Knoxville, Tennessee 37923**SCOPE OF WORK****Fire Sprinkler System Repair – Jefferson City Community Center  
Jefferson City, Tennessee****1. Project Overview**

This project involves the repair and partial replacement of the fire sprinkler system at the Jefferson City Community Center, specifically focusing on the areas surrounding the indoor pool, and throughout the building on the existing sprinkler system. The work is being performed due to observed corrosion on existing fire sprinkler mains and the age-related degradation of sprinkler heads throughout the facility.

---

**2. Scope of Services**

The contractor will perform the following services:

**A. Demolition & Removal**

- Safely disconnect and remove the existing corroded sprinkler mains located at both ends of the pool area.
- Remove all existing sprinkler heads throughout the facility.
- Fire Sprinkler Mains Replacement:  
Install new fire sprinkler main piping at both ends of the pool, replacing sections that show heavy corrosion. All piping materials will meet applicable NFPA standards and be rated for use in wet environments.
- Connection to Existing Branch Lines:  
New mains will be connected to the existing overhead branch lines using approved union fittings to allow for secure, serviceable joints.
- Sprinkler Head Replacement:  
Replace all sprinkler heads within the facility. This action is necessary due to the age of the existing heads and the environmental conditions around the indoor pool, which may contribute to corrosion and decreased performance.

**C. Equipment Rental**

- A 40-foot outreach boom lift will be rented and utilized for a duration of four (4) weeks to allow safe and effective access to overhead piping and sprinkler systems.

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**3. Total Project Cost**

Total Estimated Cost: **\$98,755**



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#### 4. Standards and Compliance

All work will be performed in accordance with:

- NFPA 13 – Standard for the Installation of Sprinkler Systems
- NFPA 25 – Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems
- Applicable local fire codes and building regulations in Jefferson City, Tennessee
- OSHA safety standards for confined space, lift operation, and overhead work

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#### 5. Project Schedule

- Estimated Duration: 4–6 weeks
- Start Date: [To be determined in agreement with Jefferson City Community Center]
- Completion Date: [To be established based on final start date]

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#### 6. Exclusions

This scope does not include:

- Modifications to existing fire alarm or detection systems
- Structural repairs or ceiling restoration
- After-hours work unless specified in contract
- Work on other existing sprinkler lines

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|                      |             |          |     |
|----------------------|-------------|----------|-----|
| Secufire Bid (Total) | \$98,755.00 | Total SQ | N/A |
|                      |             |          |     |

#### -ACCEPTANCE CLAUSE-

By signing below, we hereby agree, accept, and authorize Secufire, LLC to proceed with the work described above under the terms upon the conditions described herein

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

Jefferson City, Tennessee

Resolution No. 2025 - 27

RESOLUTION AMENDING APPLICATION FEES FOR  
THE JEFFERSON CITY REGIONAL PLANNING COMMISSION  
AND THE BOARD OF ZONING APPEALS

**WHEREAS**, The City of Jefferson City Regional Planning Commission and Board of Zoning Appeals charge certain application fees to cover the administrative costs and the notification costs of processing such applications; and

**WHEREAS**, it has been determined that the application fees charged by the City of Jefferson City are inadequate to cover these costs, and

**WHEREAS**, the fees charged by the City of Jefferson City are generally less than other similar cities in the area, and

**WHEREAS**, the following revised fee schedule has been developed and is proposed for adoption:

Application Fees

|                                                                             |                                                                                                  |
|-----------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| Annexation – up to and including 20 acres<br>Anything greater than 20 acres | \$100 (Plan of Services Review/ Comments)<br>\$100 + \$10 per acre                               |
| Shifting lot lines                                                          | \$25                                                                                             |
| Rezoning Request                                                            | \$100                                                                                            |
| Variance Request                                                            | \$25                                                                                             |
| Site Plan Review                                                            | \$100                                                                                            |
| Site Plan Revisions                                                         | \$25                                                                                             |
| Stormwater Plan Review                                                      | \$50                                                                                             |
| Planned Unit Development (PUD)                                              | \$150                                                                                            |
| Preliminary Subdivision Plat                                                | 1-2 lots \$50<br>3-10 lots \$100<br>11-30 lots \$150<br>31-50 lots \$200<br>Over 50 lots - \$300 |
| Subdivision Bond Extension Fee                                              | \$50                                                                                             |
| Final Subdivision Plat                                                      | 1-25 lots \$25<br>26-50 lots \$100<br>Over 50 lots \$100 + \$5 per lot                           |
| Conditional Use Permit (Special Exception)                                  | \$100                                                                                            |
| Special Called Meeting                                                      | \$500                                                                                            |

Notes:  
1. Historic Zoning Commission Application Fee - \$25.00

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Jefferson City, Tennessee that the Regional Planning Commission and Board of Zoning Appeals application fees listed above are approved.

**BE IT FURTHER RESOLVED**, that the fees shall take effect upon adoption of this resolution.

**ADOPTED** this 3<sup>rd</sup> day of November, 2025.

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

ATTEST: \_\_\_\_\_  
Bettina Chandler, City Recorder

Approved as to Form and Legality this 3<sup>rd</sup> day of November, 2025

\_\_\_\_\_  
City Attorney

RESOLUTION 2025-28

A RESOLUTION NAMING THE INDOOR WALKING  
TRACK AT THE JEFFERSON CITY COMMUNITY  
CENTER AFTER DR. JOHN W. ZIRKLE, M.D.

**WHEREAS**, Dr. John W. Zirkle, M.D., a well-respected and cherished member of the Jefferson City community, a native of Mossy Creek, Eagle Scout, Jefferson County High School and Carson-Newman College graduate, and US Navy veteran, passed away recently on September 15th, 2025; and,

**WHEREAS**, Dr. Zirkle was an active member of various medical organizations, serving as President of Lakeway Medical Society, Chief of Staff at Jefferson Memorial Hospital, Director of Jefferson County Nursing Home, board member of Mercy Health System Board in Knoxville, TN, and as Medical Director of Tennessee Nursing Hospice; and,

**WHEREAS**, Dr. Zirkle was actively engaged in the community, as a lifelong member, Elder, and Sunday School teacher at First Presbyterian Church of Jefferson City, a volunteer at Jefferson Rural Clinic, serving also as a local board member of First American Bank, and later First Bank, Chairman of the Jefferson County Chamber of Commerce Board, and later named Jefferson Countian of the Year in 2018; and

**WHEREAS**, Dr. Zirkle is remembered for his wisdom, compassion, dedication, and impact on the Jefferson City community and surrounding region; and

**WHEREAS**, Dr. Zirkle and wife, Eva, were consistent, long-time supportive patrons of the Jefferson City Community Center facility and programs, with Dr. Zirkle a consistent regular on the indoor track.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Jefferson City, Tennessee, in honor of Dr. Zirkle, that the indoor walking track be commemorated and named the:

**Dr. John W. Zirkle Walking Track**

**ADOPTED** this 3rd day of November 2025.

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

ATTEST: \_\_\_\_\_  
Bettina Chandler, City Recorder

RESOLUTION 2025-29

A RESOLUTION AUTHORIZING THE CITY MANAGER AND STAFF TO EXPLORE A PARTNERSHIP WITH THE SPRINGWELL FOUNDATION TO OPERATE WITHIN THE NELSON-MERRY FACILITY

**WHEREAS**, the City of Jefferson City owns and manages the Nelson-Merry facility, a property of historic and community significance; and

**WHEREAS**, the City desires to ensure that the Nelson-Merry facility continues to serve as a center for community engagement, education, recreation, and public benefit; and

**WHEREAS**, the Springwell Foundation has expressed interest in partnering with the City to provide programs, services, and activities that align with the City’s community development and public service goals; and

**WHEREAS**, the City Council recognizes the potential benefits of such a partnership in promoting the effective use of the Nelson-Merry facility and enhancing services available to residents;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Jefferson City, Tennessee, that:

1. The City Manager, with support from City staff, is hereby authorized to explore a potential partnership with the Springwell Foundation for the use and operation of the Nelson-Merry facility.
2. Such exploration shall include, but not be limited to, discussions regarding the terms of partnership, scope of services, responsibilities of each party, potential community impacts, and any other pertinent information pertaining to a potential partnership.
3. The City Manager is further authorized to report findings and recommendations to the City Council for consideration of any formal agreement or subsequent action.

Adopted this 3rd day of November 2025.

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

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