



City Council Work Session Meeting Agenda

January 20, 2026 at 5:00 PM

Jefferson City Municipal Building

1. Call to Order

Opening Prayer

Pledge of Allegiance

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

3. Communications from the Mayor

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

- a. Annual City Manager Review - **Pete Auger, MTAS**
- b. Presentation of FY2024-25 Audit - **Jim Booher, Brown Jake & McDaniel**
- c. Quarterly Update from C.A.R.E. - **Kai Ravnborg**
- d. Update from Jefferson County Chamber of Commerce - **Shelia Wiggins**
- e. Presentation of Employees of the Quarter - **Holly Cox**
- f. Altitude Valve at Industrial Park Tank - **Porter Massengill**
- g. Update on Landfill Costs - **Porter Massengill**

5. Items for Discussion

- a. Proposed Change Order #7 for Fire Station 2 - **Lee Turner**

6. Appointments

- a. **Parks and Recreation Committee** - The members are appointed for a two-year term by the City Council. There is one vacant position. Three applications have been received, but only one is a resident of the City.
- b. **Regional Planning Commission** - The commissioners are appointed by the Mayor for a five-year term. The appointments will expire in January of 2026. There is one vacant position.
- c. **Jefferson City Housing Authority** - The members are appointed for a five-year term by the Mayor. There are two vacancies. The current member whose terms will expire in March of 2026 is Mark Ritter. He is willing to be reappointed. Due to a resignation, there is a vacancy on the board whose term will expire in March of 2027.

- d. Jefferson Memorial Hospital City/County Oversight Board** - The members are appointed for a three-year term by the Mayor with City Council confirmation. The current members whose terms will expire in March of 2026 is Don Miller. He is willing to be reappointed.

7. Calendar/Upcoming Events

- a.** The January HZC/Regional Planning Commission/BZA meeting will be on Monday, January 26, 2026.
- b.** The February City Council Meeting will be on Monday, February 2, 2026.
- c.** The February Work Session will be on Tuesday, February 17, 2026.
- d.** The February HZC/Regional Planning Commission/BZA meeting will be on Monday, February 23, 2026.

8. Announcements

- a.** The City Offices will be closed on Monday, February 16th for Presidents' Day.

9. Adjourn



PUBLIC WORKS DEPARTMENT AGENDA ITEM REPORT

TO: Mayor and City Council
FROM: Porter Massengill, Director
DATE: January 14, 2026
SUBJECT: Replace Altitude Valve at Industrial Park Tank-Extra Work

BACKGROUND:

- City Council was previously notified of an expenditure of \$28,116.00 for parts and labor to replace the altitude valve at the Industrial Park water tank. This work has been completed.
- Unfortunately, as often happens when blending old plumbing with new, leaks occurred on the old piping after work was completed.

FISCAL IMPACT:

This memo is to notify Council of the need to expend an additional \$12,943 on parts and labor to completely repair said piping.

REQUEST/RECOMMENDATION:

This is notification only, as the project requires no budget amendment, and the extra expense will be paid out of the same budget line (18178).

ATTACHMENTS:

None



**FIRE DEPARTMENT
AGENDA ITEM REPORT**

TO: Mayor and City Council
FROM: Lee Turner, Chief
DATE: January 9, 2026
SUBJECT: Proposed Change Order #7

BACKGROUND:

- Change Order #7 reduces the contract by \$,1,165 to utilize zip board design in lieu of fluid applied membrane air barrier.

FISCAL IMPACT:

The net price change for the project is -\$22,063.53.

REQUEST/RECOMMENDATION:

Approve the proposed Change Order as presented and recommended by the City's Architect.

ATTACHMENTS:

Change Order #7

AIA Document G701® – 2017

Change Order

PROJECT: <i>(Name and address)</i> Jefferson City Fire Station No. 2 1075 Odyssey Road Jefferson City, TN 37760	CONTRACT INFORMATION: Contract For: Jefferson City Fire Station No. 2 Date: 05-12-2025	CHANGE ORDER INFORMATION: Change Order Number: 007 Date: 01-07-2026
OWNER: <i>(Name and address)</i> City of Jefferson City, TN 112 City Center Drive Jefferson City, TN 37760	ARCHITECT: <i>(Name and address)</i> Allen & Hoshall 5746 Marlin Road Suite 102 Chattanooga, TN 37411	CONTRACTOR: <i>(Name and address)</i> McSpadden Inc P. O. Box 948 Dandridge, TN 37725

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Utilize zip board design in lieu of Fluid applied membrane air barrier--DEDUCT (6,165.00)
Delete Change Order # 5 (Not Approved)--ADD \$5,000.00




Total Amount for CO # 7--Deduct of \$1,165.00

The original Contract Sum was	\$ 5,202,800.00
The net change by previously authorized Change Orders	\$ (20,898.53)
The Contract Sum prior to this Change Order was	\$ 5,181,901.47
The Contract Sum will be decreased by this Change Order in the amount of	\$ (1,165.00)
The new Contract Sum including this Change Order will be	\$ 5,180,736.47

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be July 12, 2026

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

 ARCHITECT <i>(Signature)</i>	 CONTRACTOR <i>(Signature)</i>	 OWNER <i>(Signature)</i>
BY: Robert Thew <i>(Printed name, title, and license number if required)</i>	BY: Charles S McSpadden, VP <i>(Printed name and title)</i>	BY: Mayor Mitch Cain <i>(Printed name and title)</i>
 Date	January 7, 2026 Date	 Date

