



City Council Regular Meeting Agenda

April 07, 2025 at 5:00 PM

Jefferson City Municipal Building

1. Call to Order

Opening Prayer

Pledge of Allegiance

2. Roll Call

3. Approval of Minutes from Previous Meetings

a. Minutes from February 3, 2025 Meeting

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

5. Communications from the Mayor

a. Presentation of City Manager Annual Evaluation - Pete Auger, MTAS

b. Proclamation for Arbor Day 2025

c. Proclamation for Earth Day 2025

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

a. **Building/Codes/Planning Department Monthly Report.** Consider a report from Jeff Houston, Building Inspector, concerning a summary of the department's activity for March 2025.

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

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

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

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

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

7. Appointments

- a. Appoint** Justin Jarnigan to the Jefferson City Housing Authority Board by Mayoral appointment for a five year term.
- b. Appoint** Kimberly Jones to the Jefferson Memorial Hospital City/County Oversight Board by Mayoral appointment with Council confirmation for a three-year term.

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

- a. Approve** Local Planning Advisory Services Contract with ETDD.

9. Old Business

10. New Business

- a. First Reading** of Ordinance 2025-02 Amending Section 13-105 of the City Code Regarding Overgrown and Dirty Lots
- b. Approve** Resolution 2025-10 Authorizing the Building Official to Proceed with the Annexation Request from JB Investments
- c. Approve** Resolution 2025-11 Authorizing the Building Official to Proceed with the Annexation Request from David Aranda
- d. Approve** Resolution 2025-12 Authorization to Submit an Application for a Healthy Built Environment Grant

11. Adjourn

Minutes of Regular Meeting
March 3, 2025

The City Council of Jefferson City, Tennessee, met in regular session on Monday, March 3, 2025, at 5:00 p.m., at City Hall, 112 City Center Drive, Jefferson City, 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.

The approval of the minutes from February 3, 2025, meeting was suspended to later in the meeting because the minutes were left out of the agenda packet.

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

In communications from the mayor, he announced the following: the evaluations for the city manager are due by the March 18, 2025 work session; the city received a letter from the State of TN stating the FY 2023-24 audited financial statements have been accepted and made public record; the January 2025 Local Sales Tax Report is included in council packets; and thanked Allen Gillespie for the successful completion of the 2025 Cybersecurity Grant.

Upon motion of Councilman Melton, seconded by Councilwoman Combs, the City Council minutes of February 3, 2025, were unanimously approved as written.

The following reports were presented to the 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: March 6th at 9:00 a.m. is the groundbreaking ceremony for Anderson Dubose; Jefferson City Public Library’s March calendar and newsletter are in council’s packets; and the Senior Citizen’s March calendar is in council’s packets.

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Minutes of Regular Meeting
March 3, 2025

Upon motion of Vice Mayor Bunch, seconded by Councilman Melton, the purchase of a replacement patrol vehicle for the Police Department in the amount of \$42,500.00, was unanimously approved.

Upon motion of Councilwoman Combs, seconded by Councilwoman Purkey, the proposal from McGill Associated for TDEC/ARPA SWIG Project for site survey services in the amount of \$17,000.00 and five (5) easement survey services in the amount of \$5,570, was unanimously approved.

Upon motion of Councilwoman Purkey, seconded by Councilwoman Combs, the paving of the basketball court at Roy Harmon Park in the amount of \$17,182.50, was unanimously approved.

Upon motion of Councilman Melton, seconded by Vice Mayor Bunch, Resolution 2025-04, a resolution declaring certain police vehicles as surplus property and authorizing the sale of such vehicles, was unanimously adopted.

Upon motion of Councilwoman Combs, seconded by Councilman Melton, Resolution 2025-05, a resolution authorizing a study on TCRS Hazardous Duty Supplemental Retirement Benefit, was unanimously adopted.

Upon motion of Councilwoman Purkey, seconded by Councilwoman Combs, Resolution 2025-06, a resolution authorizing the issuance of not to exceed Seven Million Three Hundred Thousand and no/100 dollars (\$7,300,000) General Obligation Bonds of the City of Jefferson City, Tennessee, was unanimously adopted.

Upon motion of Councilwoman Combs, seconded by Councilwoman Purkey, Resolution 2025-07, a resolution authorizing the issuance of General Obligation Bonds of the City of Jefferson City, Tennessee in aggregate principal amount of not to exceed \$7,300,000 in one or more series; making provisions for issuance, sale and payment of said bonds; establishing terms thereof and the disposition of proceeds therefrom; and providing for the levy of taxes for the payment of principal ,of premium, if any, and interest on the bonds, was unanimously adopted.

Upon motion of Vice Mayor Bunch, seconded by Councilman Melton, Resolution 2025-08, a resolution authorizing the City of Jefferson City to participate in the Public Entity Partners Conservation Matching Grant Program, was unanimously adopted.

Upon motion of Councilwoman Combs, seconded by Councilwoman Purkey, Resolution 2025-09, a resolution authorizing the community fundraising for the installation, operation, and maintenance of a Safe Haven Baby Box at the Jefferson City Fire Station, was adopted.

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Minutes of Regular Meeting
March 3, 2025

The meeting was adjourned at 5:23 p.m.

Mitch Cain, Mayor

Bettina Chandler, City Recorder



PROCLAMATION

Arbor Day 2025

WHEREAS, Arbor Day is celebrated annually on the last Friday of April to recognize the importance of trees in sustaining life, enhancing environmental health, and improving the quality of life in communities; and

WHEREAS, trees are of great value as they reduce air pollution, conserve energy, prevent soil erosion, provide wildlife habitats, and beautify neighborhoods, making them vital to the sustainability of Jefferson City; and

WHEREAS, Arbor Day 2025 provides an opportunity for citizens to come together to plant trees, educate the public about their benefits, and foster a sense of civic pride; and

WHEREAS, the City of Jefferson City is committed to effective urban forest management and environmental stewardship, and through its collaboration with the Jefferson City Beautification Committee and Tree Board, the Jefferson City Council, numerous local businesses, civic organizations, and individuals, has been recognized as a Tree City USA community.

NOW, THEREFORE, I, Mitch Cain, Mayor of Jefferson City, Tennessee, do hereby proclaim Friday, April 25, 2025, as **Arbor Day** in Jefferson City. I encourage all residents to participate in tree planting activities and programs that promote sustainability and environmental health. Together, let us reaffirm our dedication to preserving the natural beauty and resources of our city for future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of Jefferson City to be affixed this 7th day of April, 2025.

Mitch Cain
Mayor



PROCLAMATION

Earth Day 2025

WHEREAS, April 22, 2025, marks the 55th anniversary of Earth Day, a global celebration uniting over one billion people in 192 countries to take action for the health of our planet; and

WHEREAS, the theme for Earth Day 2025, *“Our Power, Our Planet,”* highlights the urgent need to transition to renewable energy sources and triple global clean electricity generation by 2030 to address climate change and protect our ecosystems; and

WHEREAS, Jefferson City recognizes the importance of environmental stewardship and the role of local communities in reducing waste, conserving energy, improving air quality, and preserving biodiversity; and

WHEREAS, Earth Day provides an opportunity for citizens to educate themselves about sustainable practices, advocate for environmental policies, and participate in activities that promote a cleaner, healthier planet.

NOW, THEREFORE, I, Mitch Cain, Mayor of Jefferson City, Tennessee, do hereby proclaim April 22, 2025, as **Earth Day** in Jefferson City. I encourage all residents to join in celebrating this day by participating in local events such as tree planting drives, community clean-ups, and educational programs. Let us unite as a community to harness our collective power for the benefit of our planet for future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of Jefferson City to be affixed this 7th day of April 2025.

Mitch Cain
Mayor

BUILDING/CODES ENFORCEMENT/PLANNING DEPARTMENT

MONTHLY REPORT FOR MARCH 2025



Permits and Inspections

Number of Permits Issued:

Building: 12

Sign: 1

Demo: 0

Floodplain: 0

Inspections Performed: 54

Certificates of Occupancy Issued: 9

Plan Reviews Performed: 3

Active Permits: 112

Code Enforcement

Complaints Received: 4

Violations Found: 3

Notices of Violation Issued: 3 Citations Issued: 0

Cases Closed: 2

Total Open Cases: 11

(NPDES) Stormwater

Number of Active Construction General Permits: 22 (10 Active)

Stormwater Inspections Performed: 7

Violations Found: Multiple Minor Violations

Enforcement Actions Taken: Minor Violations Corrected on Site

Plan Reviews: 1

City Planning

March 24th Agenda

Regional Planning Commission:

Old Business

- a. Jeff Houston - Review/ Approval for TDOT recommended ingress/ egress for the New Food City - Located Off Broadway Blvd. and N. Highway 92 - **Denied**

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

- b.** Justin Cameron - Site Plan Review/ Approval for Shed Sales - Located off Highway 11-E - **Approved**
- c.** Glen Lichlyter - Site Plan Review/ Approval for a Construction Office/ Shop - Located off Highway 11-E - **Approved**

5. New Business

- a.** Ryan Peirce - Plan Review/ Approval for Addition to Existing Building - Located off N. Highway 92 and Mt. Horeb Rd. - **Approved**
- b.** Jefferson County - Review and Consideration for County Resolution 2025-14 - **Denied**



JEFFERSON CITY FIRE DEPARTMENT

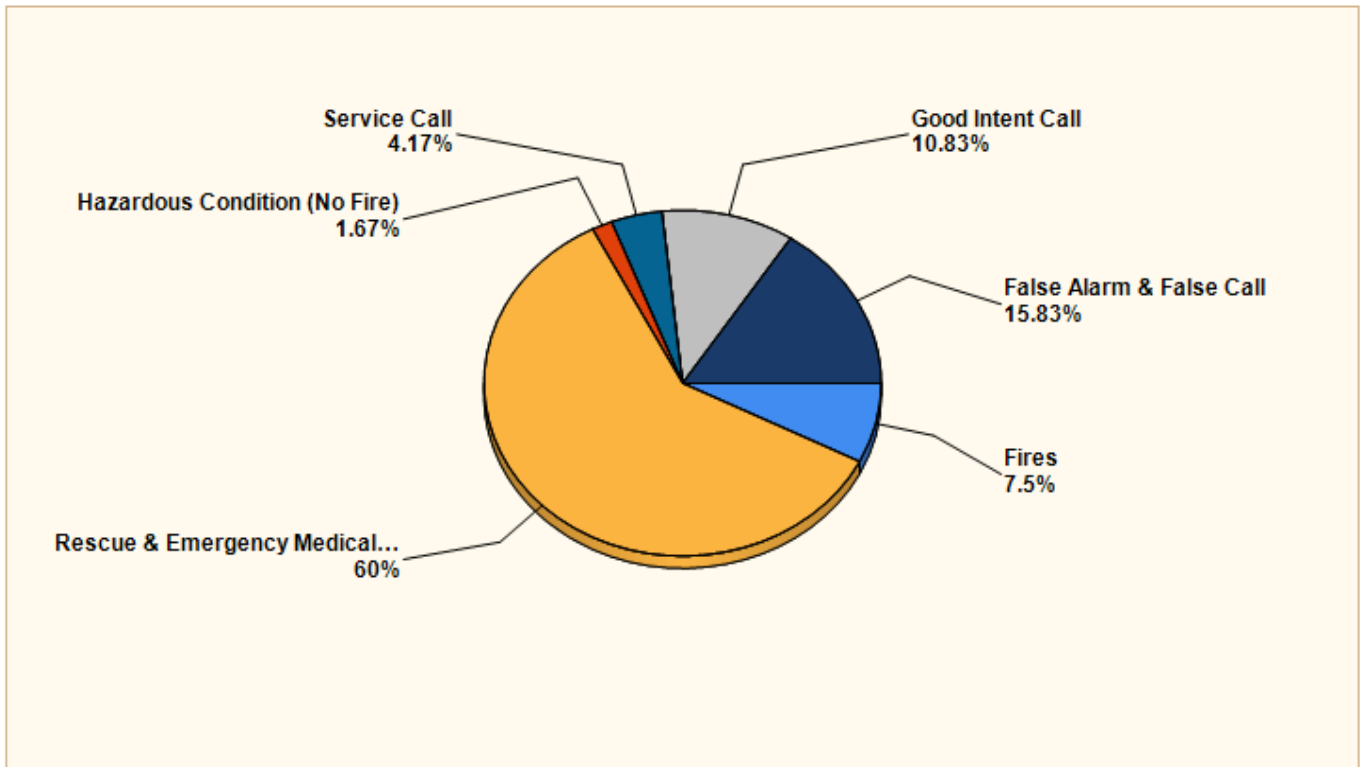
Section 6, Item b.

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

Office of the Fire Chief Monthly Department Activity Summary

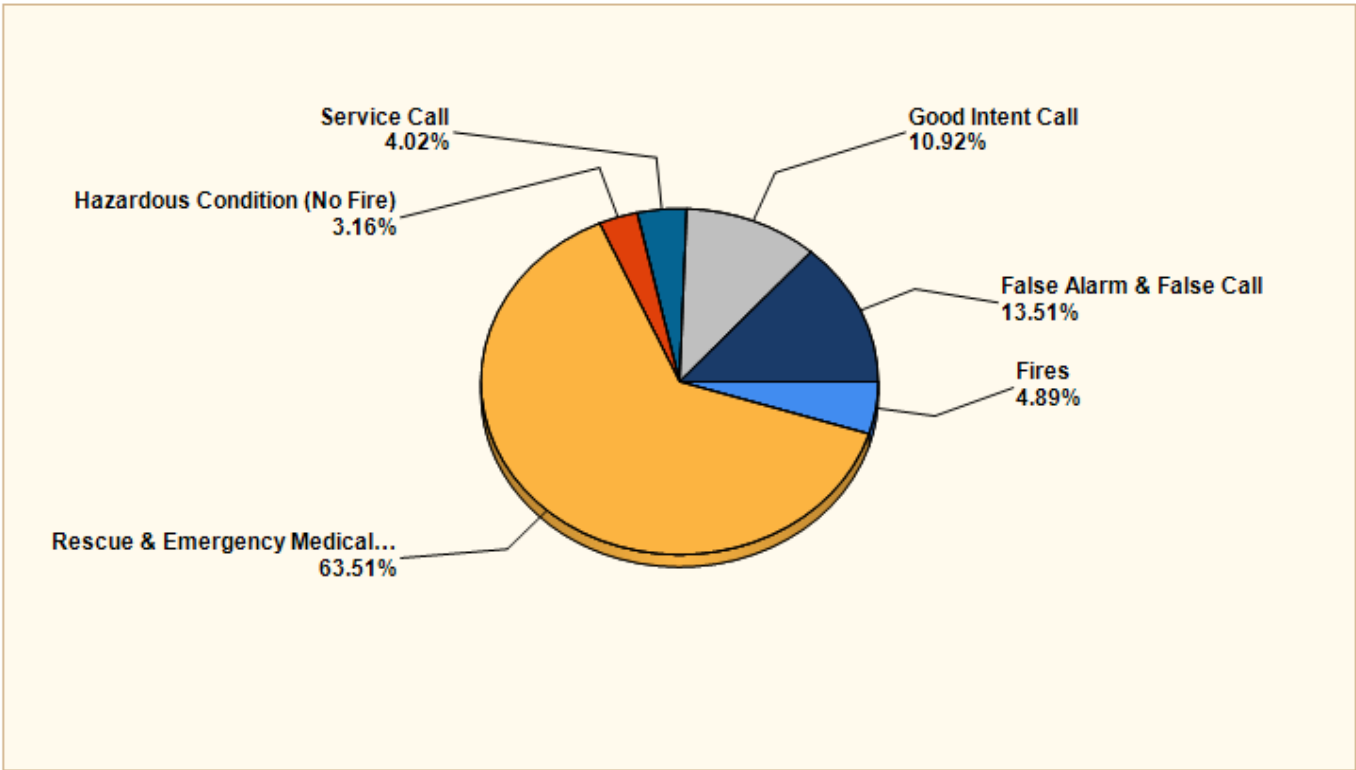
March 2025

Operations



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	9	7.5%
Rescue & Emergency Medical Service	72	60%
Hazardous Condition (No Fire)	2	1.67%
Service Call	5	4.17%
Good Intent Call	13	10.83%
False Alarm & False Call	19	15.83%
TOTAL	120	100%

Calls (Year to Date)



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	17	4.89%
Rescue & Emergency Medical Service	221	63.51%
Hazardous Condition (No Fire)	11	3.16%
Service Call	14	4.02%
Good Intent Call	38	10.92%
False Alarm & False Call	47	13.51%
TOTAL	348	100%

Overlapping Incidents 18 (15%)

Fire Prevention/Public Education

Company Inspections/Pre-Planning Visits	14
Station Tours/Visits	3
Public Education Deliveries/Classes	3
Smoke Alarms Installed	1
Child Car Seats Installed	4

Average Monthly Response Time:

6:05 minutes

90% Percentile Response

Fire: 7:36 minutes

EMS: 7:16 minutes

Other Items of Interest:

JCFD Reserve Firefighters Joshua Baisden, Anthony Jasch, Andrew Leonard, Colton Malone, and Annela McCowen completed the 16-hour TFACA SCBA-Using It course at JCFD in March.

JCFD facilitated the final Jefferson County Schools Active Shooter Tabletop Exercise at the Patriot A 3/7/2025. Staff and administrators from Talbott Elementary, Piedmont Elementary, Dandridge Elementary, and Rush Strong School were in attendance.

JCFD Firefighters completed three days of structural shoring refresher training in March. Firefighters were refreshed on a variety of shoring for structures which may be damaged from tornadoes, flooding or collisions.

Chief Turner attended the First Responder Sub-committee of the Tennessee State EMS Board as a member on 4/17/2025. The Sub-committee will provide guidance to the State EMS Board on matters affecting EMS first responder agencies.

The Fire Department hosted the JCHS Leadership class on 3/27/2025 to demonstrate and educate the 22 students about fire department operations in Jefferson County and demonstrate fire equipment and apparatus.

The Department also submitted an extrication equipment grant application to the Tennessee Highway Safety Office. The grant is a 100% funded grant and has no matching funds required.

Parks and Recreation Monthly Report
March 2025

Weekly Attendance

Sat. March 1 st - Fri. March 7 th	1104
Sat. March 8 th - Fri. March 14 th	996
Sat. March 15 th - Fri. March 21 st	875
Sat. March 22 nd - Fri. March 28 th	928

- Monthly staff meeting with maintenance and front desk staff.
- Lifeguarding and swimming lessons are now being offered all year round.
- I attended weekly department head team meetings.
- The outdoor basketball court at Roy Harmon Park has been asphalted.
- We applied for the Healthy Built Environment Grant from the state. Total: \$80,000
- The new black fence has been installed and completed at Roy Harmon Park.
- The new software system for the Center and all our Parks has been successfully installed.
- We have painted the dugouts, the backstop retaining wall, and handrails at Roy Harmon Park.
- The dirt, sand, and new sod have been installed at Roy Harmon Park.
- The Breast Cancer Survivor Water Aerobics class has now started.



Jefferson City Police Department

Monthly Council Report

2025 March



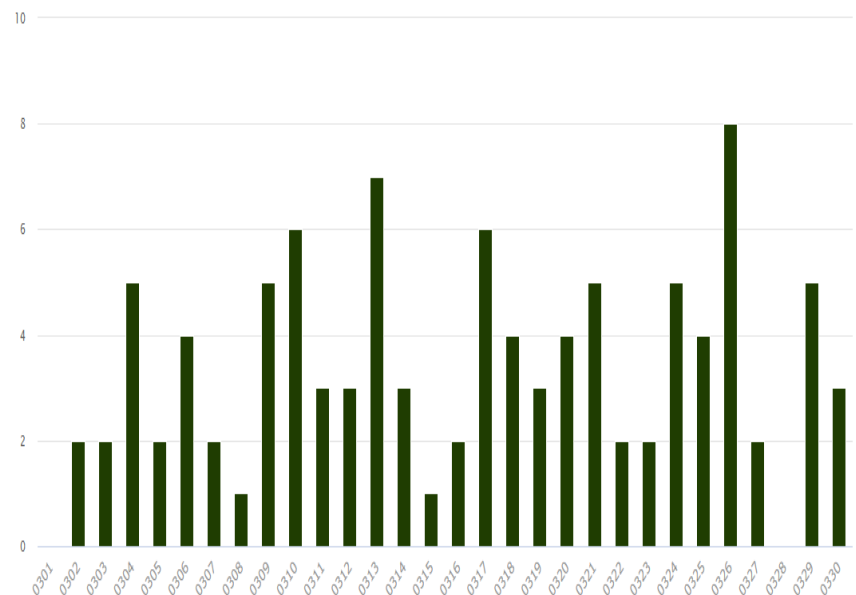
Training

Officer	Training	Hours
Sgt. Hammer	Tactical Mission Planning	16
Sgt. Hammer/PO Wilson	TIES Conference	16
Sgt. Hager/Cpl. Henderson	Glock MOS workshop	24

Incident Activity

Total Incidents	102
Incidents Cleared	18
Incidents Open	4
Pending Approval	6
Total Parties	291
Total Arrests	43
Total Juveniles	23
Complainants	40
Victims	87
Suspects	79
Unsubs	15
Witnesses	11
Other Parties	57

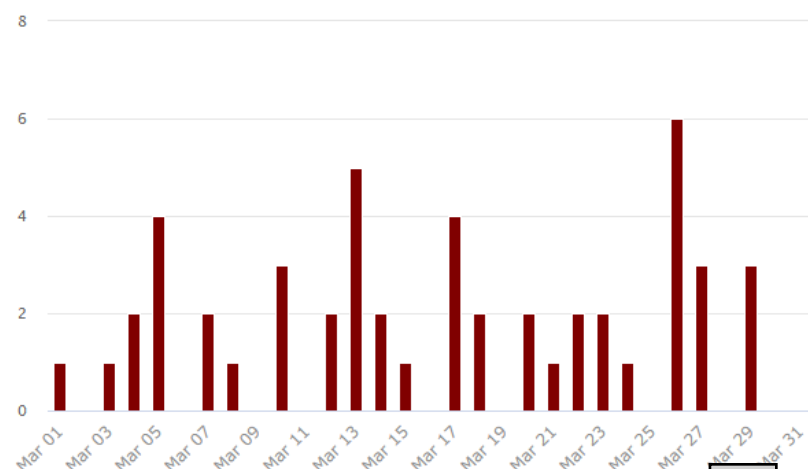
Incident Activity



Arrests

Total Arrests	50
Total Health Care Professional Arrests	0

Arrests (last 30 days)



Arrests - Age

Juveniles	2
Teens	2
Adults - 20s	12
Adults - 30s	12
Adults - 40s	12
Adults - 50s	7
Adults - 60s	2
Seniors - 65+	1

Community Relations/Outreach/Meetings

Officer	Event/Project/Meeting	Hours
DC Eric Thomas	Morristown PD active shooter drill	4

Municipal Court Report (February 2025)

Citations Heard	22	Docket Count	33	Fines & Costs Imposed	3239.00
Fines & Costs Collected	16839.25	Fines & Costs Referred	1346.50	Referred to State- Fail to Appear	15
Guilty	8	Not Guilty	2	Charges Dismissed	3
Referred to Driving School	5				

Patrol Division Activity (February 2025)

911 Calls for Service	Vehicle Crash	Arrests-Misdemeanor	Arrests-Felony	Reports	Citations
914	22	59	1	71	209
Miles Patrolled	Property Checks	Drug Viol	Car Stops	Driving Under the Influence	Hands Free/Mobile Device Violations
17985	8998	17	261	3	11

Employee Recognition/Updates

- Vacancies: 0
- Annual In-service training begins April 8. Training will take place at the WSCC Public Safety Bldg. in Morristown and at the JCPD.

Major Projects Status

- ❖ Wastewater Plant Improvement Project – New process is online, and Phase II is complete, awaiting closeout.
- ❖ CDBG funded sewer line replace/rehab in Spring 2024. Awaiting closeout.
- ❖ Old AJ repaving in Design phase, plans submitted to TDOT.
- ❖ SCADA complete.
- ❖ Black Oak Fire Protection Project – Construction by City Crews is scheduled for Spring of 2025.
- ❖ Chucky Pike Safety Improvements currently on schedule.

Task – February 2025

Water & Sewer

Water Taps: 9
Sewer Taps: 9
Water Treated: 136.32 million gallons
Water leaks: 18
Wastewater Treated: 31.94 million gallons.
Wastewater effluent violation: 0
Overflow: 0

Streets & Sanitation

Brush Hauled – 33 loads.
Junk Hauled – 29 loads.
Recycle Hauled – 43.86 tons.



OFFICE OF THE CITY MANAGER

City Manager Report

April 07, 2025

Activities:

- Hosted pre-bid conference for North Hills Tank Project
- Met with Carlyle Capital regarding future developments in the City
- Attended groundbreaking ceremony of Anderson-Dubose facility at Industrial Park
- Attended meeting with community leaders regarding Three-Star projects/priorities update
- Met with Carson-Newman's CCE program about continued support of internship programs
- Attended Three-Star Meeting with Jodi Sliger, TNECD Office, regarding Three-Star Projects
- Met with McSpadden Inc. and Allen & Hoshall regarding Fire Station 2 Project updates
- Met with JCPL Director & Programs to draft event schedule for April 22nd Special Event
- Attended Planning Commission/BZA Meeting
- Held budget discussions with Financial Consultant, Frank McDaniel, and Department Heads
- Met with Newport economic development team to answer questions about city growth
- Met with the American Legion regarding banner placement for Flag Retirement Center
- Completed Administrative Hearing Officer training with MTAS
- Meet & Greet with new East Tennessee MTAS Training Consultant, Matt Hensley
- Attended 2nd Quarter ICMA Veterans Advisory Committee Meeting (Virtual)
- Attended LAMTPO Technical Advisory Committee Meeting (Morristown)
- Prepared Fiscal Year 2026 Budget Proposal for Presentation at April 15th Work Session

Announcements/Events:

- April 9th, LAMTPO Executive Board Meeting (Jefferson City Council Chambers @ 10AM)
- April 16th, Jefferson Alliance Qtrly Meeting (Jefferson City Council Chambers @ 8:30AM)
- April 18th, City Hall is closed in observance of Good Friday
- April 22nd, Special Event for Earth Day/Arbor Day Celebration (Library @ 10AM to 2PM)
- April 26th, Flag Retirement Ceremony at new Flag Retirement Center @ 3PM
- April 30th – May 2nd, City Manager attending TCMA Spring Conference

Attachments:

- Jefferson City Public Library April Calendar and Newsletter
- Jefferson City Senior Citizens Center April Calendar

Dates of Interest

Food Truck Tuesdays @ the Library

Author Events

April 7, 3 pm- RL Pete Wyatt

April 14, 4 pm - Sam Jones

April 22, 4 pm - William Clark

2025
April

April 9, 3:30 pm - Family Movie Night		Tuesday	Wednesday	Thursday	Friday	Saturday
Sunday	Monday	1 10:30 am - Home Sch Acad 4:30 pm Adult Bk Club	2 10:30 am - Storytime Go! 4 pm WaterColor Club	3 10:30 am - Little Listeners	4 3:30 pm - Scribble Society	5
		6 3:30 pm - JCPL Improv Squad	7 10:30 am - Home Sch Acad 4 pm WaterColor Club	8 10:30 am - Storytime Go! 4 pm WaterColor Club	9 10:30 am - Little Listeners 3:30 pm - Scribble Society	10 3:30 pm - Scribble Society
11	12	13 10:30 am - Home Sch Acad 4 pm Adult Craft	14 10:30 am - Storytime Go! 4 pm WaterColor Club	15 10:30 am - Little Listeners 4 pm Lego Builders	16 Closed Good Friday	17 Closed Easter Holiday
18	19	20 10:30 am - Home Sch Acad 10 am - 2 pm Earth Day Celebration	21 10:30 am - Storytime Go! 4 pm WaterColor Club	22 10:30 am - Little Listeners	23 3:30 pm - Scribble Society	24
25	26	27 10:30 am - Home Sch Acad	28 10:30 am - Storytime Go! 4 pm WaterColor Club	29	30	

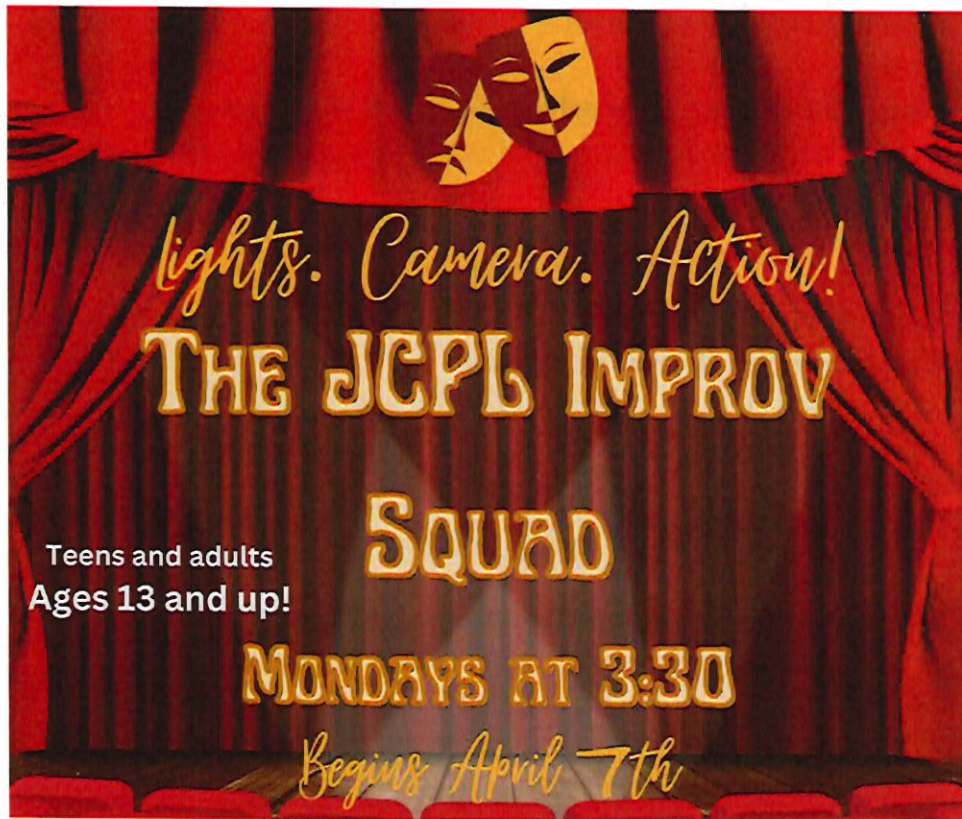


The Scribble Society

Writing Group Fridays at 3:30pm

For teens to adults and everyone in between. Join us for writing, sprints, and fun with fellow writers. We meet every Friday at 3:30pm and talk about how our writing is going before working on a prompt and then sharing our work.

New Program at the Library!



Closings/ Holidays

Jefferson City Public Library will be closed
Friday, April 18, 2025 and Saturday April 19, 2025
in observance of Good Friday and Easter



*What's happening
at the library*



Need something printed?
Email it to
jcplrenewal@jcpls.org to
have us print it for you!





Adults

Adult Book Social: 04/01 at 4:30pm

Come to talk about your latest reads. Make friends, have snacks, and enjoy the company of other readers!

Adult Mixed Media Arts & Crafts: Tuesday, 04/15 at 4:00pm

We're making a cute craft using paintbrushes and flowers glued onto a canvas! All supplies will be provided.

Registration is required.



Watercolor Club: Wednesdays at 4:00pm

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

Yoga: Fridays at 9:00am

Bring your own mat. Beginner friendly!

Homeschool Academy

Tuesdays at 10:30am

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

Each learning topic and activity will be planned on a weekly basis and advertised on our social media pages! Feel free to give us a call at 865-475-9094 or contact Jason via email at jray@jcpls.org for more information or any questions that you might have.



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

Kids

Section 6, Item f.

Storytime, Go: Wednesdays at 10:30am

Join us for stories, songs, and crafts designed to promote children's early literacy skills.

Geared towards children 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 4 years old

Lego Builders: Thursday 04/17 at 4:00pm

Bring your imagination and we'll bring the Legos!

Teens

Teen Craft Night:

Tuesday, 04/08 at 4:00pm

Join us for a teen craft. We're making sock bunnies!



All Ages

JCPL Improv Squad: Mondays at 3:30pm

Join us for our new program! Use your creativity and quick thinking to create scenes, characters and dialogue on the spot, with no script.

Open for teens and adults, ages 13 and up.



108 City Center Drive Jefferson City, TN 37760



JEFFERSON CITY SENIOR CENTER

APRIL 2020

Section 6, Item f.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1 9 - 12 CARDS 10:00 MATTER OF BALANCE 1:00 HEALTH TALK	2 9:30 BREAKFAST 10-12 LINE DANCING	3 9 - 12 CARDS 1:00 MATTER OF BALANCE 2 - 3 VINE AND BRANCHES	4 9:00 PINOCHLE 10: 00 DOMINOES
7 10 - 11 BINGO 1:00 MATTER OF BALANCE 1:00 BIRTHDAY BASH	8 9 - 12 CARDS 10:00 MATTER OF BALANCE 1 - 2 PENNY AUCTION	9 9:30 BREAKFAST 10-12 LINE DANCING	10 9 - 12 CARDS 12 - 1 MEETING 2 - 3 VINE AND BRANCHES	11 9:00 PINOCHLE 12:00 VET TO VET 1:00 MATTER OF BALANCE
14 10 - 11 BINGO 11 - 12 CHAIR YOGA 1:00 MATTER OF BALANCE	15 9 - 12 CARDS 10-12 TECH CLASS 1 - 2 PENNY AUCTION	16 9:30 BREAKFAST 10-12 LINE DANCING 1:00 MATTER OF BALANCE	17 9 - 12 CARDS 12 - 1 LUNCH 2 - 3 VINE AND BRANCHES	18 CLOSED FOR GOOD FRIDAY
21 10 - 11 BINGO 11:00 EASTER BREAKFAST	22 9:00 ROOK 11:00 CANASTA	23 9:30 BREAKFAST 10-12 LINE DANCING	24 9 - 12 CARDS 12 - 1 LUNCH 2 - 3 VINE AND BRANCHES	25 CLOSED FOR VOLUNTEER APPRECIATION LUNCH
28 10 - 11 BINGO 1:00 GUIDED CRAFTS	29 9 - 12 CARDS 1 - 2 PENNY AUCTION	30 9:30 BREAKFAST 10-12 LINE DANCING 1:00 MATTER OF BALANCE		

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

- 04/01 LAURA THACKER
- 04/08 STEPHEN JACKSON
- 04/15 NATASHA COLLINS
- 04/29 NORMA HOLLIFIELD

PHYSICAL COLLECTION										ELECTRONIC COLLECTION (Advantage, etc.)		Current Balance
Material Type	Beginning	Added	Deleted	Balance		Beginning	Added	Deleted	Balance			
Print Materials	12,916	88	1	13,003		11,151	0	0	11,151	Locally Owned	E-books	19
Audio Materials	708	0	0	708	Regionally Owned	138	0	0	138	Owned	Audio Downloadable	19
Video Materials	2,880	17	0	2,897		507	0	0	507		Video Downloadable	0
Other Materials	59	0	1	58		0	0	0	0		Total	38
Total	16,563	105	2	16,666	Total	11,796	0	0	11,796	TOTAL PHYSICAL COLLECTION		28,462

* Other Materials should include any materials not counted elsewhere ie: subscriptions, microforms, reference books, geneology 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	
On-site	8	6	3	7	30
Off-site	0	0	0	0	0
Live Virtual	0	0	0	0	0
Total	8	6	3	7	30

PROGRAM ATTENDANCE					Totals
	Children	Children	YA	ADULTS 19 or Older	
					General

[illegible]

PHYSICAL CIRCULATION Book & Non-Book (Audio, Video, Serials)		OTHER PHYSICAL ITEMS CIRCULATION Hotspots, sewing machines, tools, cake pans, telescopes, board games, video games, etc.		TOTAL PHYSICAL CIRCULATION (No Electronic Content)
Adult	1,993	Adult	27	3,909
Children	1,916	Children	0	27
Total	3,909	Total	27	3,936

ELECTRONIC CIRCULATION (Includes READS Advantage & other local e-collections)		E-MATERIALS CIRCULATION** (Includes READS Advantage & other local e-collections. Include all checkouts, including renewals.)			TOTAL ELECTRONIC CIRCULATION (No Physical Content)
Adult	0	E-Book Circulation	1,455	E-Audio Circulation	1,906
Children	0	E-Serial Circulation	524	E-Video Circulation	0
Total	0	Total	3,885	Total	3,885

**** <http://tsia.libguides.com/datacollection>**

F-SWD-0100									
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PHYSICAL COLLECTION										ELECTRONIC COLLECTION (Advantage, etc.)				Current Balance
Material Type	Beginnin	Added	Deleted	Balance	Beginning		Added	Deleted	Balance	Locally Owned		E-books		
Print Materials	12,758	254	9	13,003	11,053		98	0	11,151	Audio Downloadable		19		19
Audio Materials	708	0	0	708	138		0	0	138	Video Downloadable		0		0
Video Materials	2,875	22	0	2,897	507		0	0	507	Total		38		38
Other Materials*	59	0	1	58	0		0	0	0					
Total	16,400	276	10	16,666	11,698		98	0	11,796	TOTAL PHYSICAL COLLECTION		28,462		28,462

* Other Materials should include any materials not counted elsewhere i.e: subscriptions, microfoms, reference books, geneology 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	AQUIS 19 or Older	General Interest	
On-site	25	17	9	20	18	89
Off-site	0	0	0	1	0	1
Live Virtual	0	0	0	0	0	0
Total	25	17	9	21	18	90

PROGRAM ATTENDANCE					Totals	
	Children	Children	YA	AQUIS 19 or Older	General	



BUILDING AND CODES DEPARTMENT

AGENDA ITEM REPORT

TO: City Council

FROM: Jeff Houston, Building Official

DATE: March 11, 2025

SUBJECT: Local Planning Advisory Services Contract with ETDD

BACKGROUND:

- The East Tennessee Development District (ETDD) functions as the attending advisor for the City’s Regional Planning Commission and Board of Zoning Appeals
- The ETDD provides planning and administrative assistance to the City’s staff.

FISCAL IMPACT:

- This contract will be effective July 1, 2025. There will be no impact to the FY 2024-25 Operating Budget. The new price will be reflected in the FY 2025-26 Operating Budget.
- The annual fee will be \$11,942.50. This amount is payable bi-annually in two equal payments of \$5,971.25.

REQUEST/RECOMMENDATION:

It is requested that this agreement be entered into with East Tennessee Development District.

ATTACHMENTS:

Letter dated March 5, 2025, from East Tennessee Development District.
Proposed Local Planning Advisory Services Contract.



March 5, 2025

Honorable Mitch Cain, Mayor
City of Jefferson City
P.O. Box 530
Jefferson City, TN 37760-0530

Dear Mayor, Cain,

The East Tennessee Development District (ETDD) has been pleased to provide local planning services at the same annual fee for the past two years. We have tried adopting the state planning contract format since we took over planning in 2011. However, that method is not working because we do not have the subsidies that the state was able to provide. And, due to the increase in the cost of living and inflation, our costs have increased to the point that we need to change the way we do planning and the way our contracts are structured.

The intent of the contracts moving forward will be based on a new model that will provide the for the following categories:

1. Maintenance or Basic Services (maintenance of what you already have in place)
2. Foundational or Added Services (anything that is updated or added to your program)
3. Comprehensive Services (more comprehensive planning)

The contract that you will find attached will be your basic services contract and will outline the scope of services to maintain what you already have in place. That contract amount will stay the same for the upcoming year and that amount will be listed below. Any additional services required will need to be quoted and the contract amended.

I highly recommend that you work with your planner over the next few months to develop a work plan for the upcoming year so that you are all on the same page with expectations and your planner can help you determine if the contract would need to be amended to cover any foundational or additional services that would need to be provided. These will normally be a one-time charge for those types of items and once they are completed will revert back to maintenance.

Therefore, the next contract period will be for FY 2026 and will begin on July 1, 2025, and continue through June 30, 2026. For budgetary purposes, the FY 2026 annual planning contract amount will be \$11,942.50 for the City of Jefferson City unless you and your planner need to add any additional services after you have developed your work plan. Please find attached the contract that needs to

be signed and sent back to the attention of Christie Burt, cburt@etdd.org or mail ETDD, P.O. Box 249, Alcoa, TN 37701-0249. An invoice for the first installment of the total annual contract amount will be mailed to you on July 1, 2025.

Thank you for the opportunity to serve your community in this regard. Please do not hesitate to contact me at ryakubic@etdd.org or (865) 273-6003x116 should you have any questions or concerns.

Sincerely,



Richard Yakubic
Executive Director

Enclosures

LOCAL PLANNING ADVISORY SERVICES CONTRACT

This Local Planning Advisory Services Contract (“Contract”) entered into the 1st day of July 2025 between the East Tennessee Development District, an agency composed of member governments in mid-east Tennessee, (“ETDD”) and the City of Jefferson City, Tennessee (“Contract Community”).

I. FINDINGS & DECLARATIONS

- A. Tennessee Code Annotated, § 13-14-101 and the following sections establish a delineation of regions deemed viable to the economic development of the state and allow for the creation of development districts for these regions, encompassing one (1) or more counties or parts of counties, so they are conducive to efficient planning and orderly economic development of the state.
- B. Tennessee Code Annotated, § 13-14-101 to § 13-14-114 established ETDD, a public body on behalf of the counties of Anderson, Blount, Campbell, Claiborne, Cocke, Grainger, Hamblen, Jefferson, Knox, Loudon, Monroe, Morgan, Roane, Scott, Sevier, and Union and all incorporated municipalities and metropolitan governments located within these counties.
- C. ETDD is empowered, among other duties, "to receive and expend funds from any sources for staffing, for research, planning, coordination, economic development, demonstration projects and other activities deemed necessary to promote the efficient, harmonious and economic development of the region."
- D. The Contract Community requests ETDD to provide planning advisory services and agrees to appropriate the necessary funds for these services.

II. SCOPE OF SERVICES

In consideration of these findings and declarations and other valuable considerations, the parties agree as follows:

- A. During the twelve (12) month period beginning July 1, 2025, and ending June 30, 2026, ETDD agrees to furnish the services of professionally trained planning advisors who will confer with local officials, relevant boards and commissions.
- B. A work program derived from the services listed below will be developed jointly between ETDD and the Contract Community within thirty (30) days of signing the Contract by both parties. Other activities may be included depending on the scope and nature of the desired services and ETDD’s capacity. Any services outside basic (maintenance) planning services are subject to additional charges above the effective Contract fee. All services must be agreed upon mutually by the Contract Community and ETDD.

- C. These services are provided with the overall objective of establishing processes and tools to maintain an effective planning program that is comparable to contract communities that are provided with basic services. The following services will be provided:
- D. Functioning as the attending advisor of planning commissions, board of zoning appeals, historic zoning commissions, periodic work sessions, requested public hearings, design review meetings, and other board/commission meetings as requested and scheduling permits.
- E. Advice, interpretation, and/or recommendations to developers, surveyors, engineers, public officials, and other similar entities involved with the local planning program. Review and prepare staff recommendations for site plans, subdivision plats, board of zoning appeals requests, and other related project reviews. Reviewing official minutes from planning commission or board of zoning appeals for accuracy and content generated by the appropriate members of the relevant commission or board. Assisting with the established annual work program for the Contract Community.
- F. Preparation of amendments to land use controls for adoption, implementation, and enforcement by local community officials, including but not limited to zoning ordinances, subdivision regulations, flood plain management regulations, administrative processes, or other land use controls; review of development proposals; advice and assistance to administrators of zoning, subdivision regulations, and other land use controls. Individual training sessions, by request, as time permits.
- G. Maintenance G.I.S. mapping services of existing inventory of maps to include standard zoning map updates, illustrations for rezonings, annexations, and de-annexations. Any additional maps and updating of existing maps are subject to an additional charge.
- H. Therefore, these planning services may account for a variety of work to assist the Contract Community in establishing an effective planning program that will be beneficial to manage growth and development.

III. TERMS AND CONDITIONS

- A. Payment for services provided by ETDD to The Contract Community, will be based on the agreed-upon activities requested in **Section II**. For the purpose of providing funds necessary to carry out the provisions of this Contract, IT IS AGREED that the chief legislative body will pay to ETDD the sum of \$11,942.50 annually, payable in total upon the effective date of this Contract, or in bi-annual installments of \$5,971.25, due and payable on the first day of July 2025 and the first day of January 2026. The Contract Community hereby authorizes ETDD to apply on their behalf for any eligible funds from State sources to supplement the

Contract amount and to use such grant funds to cover the cost of providing planning services to the community.

- B. Either party may terminate this Contract by giving written notice to the other party specifying the date of termination, at least ninety (90) days before the termination date. Upon termination of the Contract, the obligation of ETDD to conduct and carry on the program agreed to under this Contract shall cease, the financial obligation of the chief legislative body as described in this Contract above likewise ceases. If prepayment has been made by the chief legislative body, ETDD will determine, by prorating, the amount to be refunded.
- D. This Contract is for a period of twelve (12) months. A new twelve (12) month Contract and fee schedule will be presented for FY 2027. Local governments are under no obligation to continue ETDD planning services beyond the dates specified in this Contract.
- E. In all matters relating to the performance of this Contract, the ETDD Executive Director acts for ETDD, and the Mayor acts for the Contract Community.

The parties execute this Contract through their duly authorized representatives.

The East Tennessee Development District:



By: Richard Yakubic
Executive Director

For the City of Jefferson City, Tennessee

By: _____

Honorable Mitch Cain
Mayor, City of Jefferson City

Ordinance No. 2025-02

**AN ORDINANCE TO AMEND SECTION 13-105
OF THE CITY CODE
REGARDING OVERGROWN AND DIRTY LOTS**

WHEREAS, Title 13 of the Jefferson City code establishes rules regarding property maintenance; and

WHEREAS, *Tennessee Code Annotated* § 6-54-113 grants municipalities the right to require owners to keep their property free of growth of trees, vines, grass, underbrush or the accumulation of debris, trash, litter, or garbage or any combination of the preceding elements that would endanger the health, safety or welfare of other citizens, or encourage the infestation of rats and other harmful animals; and

WHEREAS, the city desires to amend Section 13-105 to exercise its rights granted under *TCA* § 6-54-113 and to set guidelines for enforcement.

NOW THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Jefferson City, Tennessee that Section 13-105 is hereby amended to read in its entirety as follows:

13-105. Overgrown and dirty lots.

- (1) Prohibition. Pursuant to the authority granted under *Tennessee Code Annotated*, § 6-54-113, it shall be unlawful for any owner of record of real property to create, maintain, or permit to be maintained on such property the growth of trees, vines, grass, underbrush and/or the accumulations of debris, trash, litter, or garbage or any combination of the preceding elements so as to endanger the health, safety, or welfare of other citizens or to encourage the infestation of rats and other harmful animals.
- (2) Designation of public officer or department. The city manager or his/her designated representative is responsible for the enforcement of this section.
- (3) Notice to property owner. It shall be the duty of the city manager or his/her designated representative to serve notice upon the owner of record in violation of subsection (1) above, a notice in plain language to remedy the condition within ten (10) days (or twenty (20) days if the owner of record is a carrier engaged in the transportation of property or is a utility transmitting communications, electricity, gas, liquids, steam, sewage, or other materials), excluding Saturdays, Sundays, and legal holidays. The notice shall be sent by registered or certified United States Mail, addressed to the last known address of the owner of record, or hand

delivered with the deliverer obtaining the owner's signature confirming receipt of the notice. The notice shall state that the owner of the property is entitled to a hearing, and shall, at the minimum, contain the following additional information:

- (a) A brief statement that the owner is in violation of Section 13-105 of the Jefferson City Code, which has been enacted under the authority of *Tennessee Code Annotated* § 6-54-113, and that the property of such owner may be cleaned up at the expense of the owner and a lien placed against the property to secure the cost of the clean-up;
 - (b) The person, office, address, and telephone number of the department or person giving the notice;
 - (c) A cost estimate for remedying the noted condition, which shall be in conformity with the standards of cost in the city; and
 - (d) A place wherein the notified party may return a copy of the notice, indicating the desire for a hearing.
- (4) Clean-up at property owner's expense. If the property owner of record fails or refuses to remedy the condition within ten (10) days after receiving the notice (twenty (20) days if the owner is a carrier engaged in the transportation of property or is a utility transmitting communications, electricity, gas, liquids, steam, sewage, or other materials), the city manager or his/her designated representative shall cause the condition to be remedied or removed at a cost in conformity with reasonable standards, and the costs thereof shall be assessed against the owner of the property. The city may collect the costs assessed against the owner through an action for debt filed in any court of competent jurisdiction. The city may bring one action for debt against more than one or all of the owners of properties against whom such costs have been assessed, and the fact that multiple owners have been joined in one action shall not be considered by the court as a misjoinder of parties. Upon the filing of the notice with the office of the Register of Deeds in Jefferson County, the costs shall be a lien on the property in favor of the municipality, second only to liens of the state, county, and municipality for taxes, any lien of the municipality for special assessments, and any valid lien, right, or interest in such property duly recorded or duly perfected by filing, prior to the filing of such notice. These costs shall be placed on the tax rolls of the municipality as a lien and shall be added to property tax bills to be collected at the same time and in the same manner as property taxes are collected. If the owner fails to pay the costs, they may be collected at the same time and in the same manner as delinquent property taxes are collected and shall be subject to the same penalty and interest as delinquent property taxes.

- (5) Clean-up of owner-occupied property. When the owner of an owner-occupied residential property fails or refuses to remedy the condition within ten (10) days after receiving the notice, the city manager or his/her designated representative shall cause the condition to be remedied at a cost in accordance with reasonable standards in the community, with these costs to be assessed against the owner of the property. The provisions of subsection (4) shall apply to the collection of costs against the owner of an owner-occupied residential property except that the municipality shall wait until cumulative charges for remediation equal or exceed five hundred dollars (\$500.00) before filing the notice with the Register of Deeds and the charges becoming a lien on the property. After this threshold has been met and the lien attaches, charges for costs for which the lien attached are collectible as provided in subsection (4) for these charges.
- (6) Appeal. The owner of record who is aggrieved by the determination and order of the city manager or his/her designated representative may appeal the determination and order to the city manager or person designated by the city manager to hear the appeal. The appeal shall be filed within ten (10) days following the receipt of the notice issued pursuant to subsection (3) above. The failure to appeal within this time shall, without exception, constitute a waiver of the right to a hearing.
- (7) Judicial review. Any person aggrieved by an order or act under subsection (4) above may seek judicial review of the order or act. The time period established in subsection (3) above shall be stayed during the pendency of judicial review.
- (8) Supplemental nature of this section. The provisions of this section are in addition and supplemental to, and not in substitution for, any other provision in the city charter, city code, or other applicable law which permits the city to proceed against an owner, tenant or occupant of property who has created, maintained, or permitted to be maintained on such property the growth of trees, vines, grass, weeds, underbrush and/or the accumulation of the debris, trash, litter, or garbage or any combination of the preceding elements, under its charter, any other provisions of this municipal code of ordinances or any other applicable law.

Section 2. This ordinance shall be effective from and after its passage. The public welfare requiring it.

First Reading: 7th day of April, 2025.

Second Reading: 5th day of May, 2025.

Mitch Cain
Mayor

Attest: _____
Bettina Chandler
City Recorder

Approved as to Form and Legality
This 5th day of May, 2025.

Robert Burts, City Attorney

JEFFERSON CITY, TENNESSEE

Resolution 2025 -10

**A RESOLUTION AUTHORIZING THE BUILDING OFFICIAL
TO PROCEED WITH THE ANNEXATION
REQUEST FROM JB INVESTMENTS**

WHEREAS, the City of Jefferson City has received a request for a parcel to be annexed into the City limits from JB Investments; and

WHEREAS, the parcel is 13.5 acres on Rocktown Road and East Old Andrew Johnson Highway (Parcel 015 – Lot 037.00); and

WHEREAS, the requested parcel is located within the City’s growth boundary area; and

WHEREAS, an annexation study summary has been prepared for the requested parcel and is attached to this resolution.

NOW THEREFORE, BE IT RESOLVED that the City Council of Jefferson City hereby authorizes the Building Official to proceed with the annexation process for this parcel of property located at Rocktown Road and East Old AJ Highway.

ADOPTED this 7th day of April, 2025.

APPROVED:

Mitch Cain, Mayor

Attest: _____
Bettina Chandler, City Recorder



CITY OF JEFFERSON CITY

MITCH CAIN, MAYOR

JAMES A. GALLUP, CITY MANAGER

Annexation Study Summary

Parcel 015 037.00

JB Investments

The requested annexation is located at the corner of Rocktown Rd. and East Old A.J. Highway. The parcel is a 13.5-acre parcel that is currently an open, rolling field with some elevation changes. This annexation request offers a 32 lot subdivide for single family homes. The estimated population increase using the median of two to four family members per household is sixty-four to one-hundred and twenty-eight citizens.

The parcel is in the Jefferson City regional growth boundary and is currently zoned A-1 (agricultural and forestry) per county zoning. Approximately ¼ of a mile of Rocktown Rd. sides the parcel and is currently county maintained. Rocktown Rd. is approximately 28 feet wide, asphalt, and is in fair to average condition. The parcel is fronted by E. Old A.J. Highway for approximately 470 feet and is currently maintained by the county. E. Old A.J. Highway is approximately 30 feet wide, asphalt, and is in average condition.

The estimated assessed valuation of this proposed subdivision is \$9,921,100.00 which would produce \$29,763.00 in property taxes annually. This estimate is based on current rates for building per square foot and the proposed home size noted by the requestor with the additional land value. Please note the homes may be assessed at a figure higher or lower than these estimates.

This parcel can be serviced by the JCFD, with a current response time of 8-10 minutes. Once the new fire sub-station is complete the response time will be reduced to 3-4 minutes. The proposed subdivision will require 3 fire hydrants to be installed by the developer.

This parcel would be serviced by the JCPD, with a private call response time of 2 and ½ minutes. Based on a population increased at two per household or 64 this would require the addition of .17 police officers with an estimated annual expense of \$13,600.00.

The utilities for the proposed parcel have a couple different options. The potential for the city to install and provide an independent line for the subdivision is a large undertaking. Providing a timeline and cost estimates is difficult because of the ever-changing needs of the city and the ever-changing cost of materials. There is a line located across the street on the Moser Property but the status and availability to connect is

unknown at this time (due to possibility of declared wetlands). The Property would be served water by the Alpha-Talbott utility district. AEC would provide power.

The overall impact of this annexation on the growth and development of Jefferson City would certainly add a slightly higher tax base as well as provide additional affordable housing opportunities. The location of the proposed annexation would require the possible extension of utilities for sewer service with a potentially significant cost. Since the location is serviced by the Alpha Talbott Water district, this location would also require added time and clerical work associated with separated water and sewer billing.

Jeff Houston



City Planning Assist

Appendix A - Annexation Study Outlines

Study Area:

Parcel ID: 015 037.00 JB Investments.

Function: Planning

Form 1

1. Population estimate: Currently Vacant Lot - Proposed 32 Lot Subdivision
32 Single Family Home = 64 - 128 potential population
2 to 4
2. Land area, density per acre: Parcel is 13.5 acres - Est. 18,376 sq ft. per lot
would require R-1 Zoning - Approx 2.3 Lots per Acre
3. Number of dwelling units — homes, trailers, apartments, etc.:
32 Single Family Homes proposed.
4. Names and types of businesses, manufacturing plants, beer taverns, etc.:
None
5. Miles of streets with classification as to type, width, and condition (streets and highways maintained by the Department of Transportation should not be included):
Approx 1/4 of a mile of Rocktown Rd Borders Parcel 28' wide Asphalt
in Average Condition - Approx. 470' of E. Old A.J Highway Fronts the Parcel.
6. What services are now available in the area, who provides them, and at what cost (not including county taxes)?
7. Do planning, zoning, codes, and subdivision regulations exist and are they enforced?
Currently Zoned A-1 County - Is located in Growth Boundary
8. Is any part of the area in a designated flood plain?
No
9. Comment on the overall impact of annexation on the growth and development of the city:

Study Area: Parcel ID: 015 037.00 JB Investments (32 Lots)
 Function: Revenue

Assessed Valuations

Residential and Farm Properties	\$ <u>9,921,100</u>
Commercial and Industrial Properties	\$ _____
Public Utilities	\$ _____

Revenue Estimates

Property Taxes	
Real and Personal Property	\$ <u>29,763</u>
Public utility taxes	\$ _____
Payments in lieu of taxes	\$ _____

Other local taxes	
Local option sales tax	\$ _____
Business Tax	\$ _____
Wholesale Beer Tax	\$ _____

State-Shared taxes	
Sales (\$_____/capita)	\$ _____
Gasoline and motor fuel (\$_____/capita)	\$ _____
Special tax on petroleum products (\$_____/capita)	\$ _____
Beer (\$_____/capita)	\$ _____
TVA in lieu (\$_____/capita)	\$ _____
Income	\$ _____

State Street Aid	\$ _____
------------------	----------

Permits, Fines, etc.	\$ _____
Refuse Collection Fees	\$ _____

Other Revenues

Total Revenue	\$ _____
---------------	----------

Appendix A

Study Area: Parcel ID: 015 037.00 JB Inv. (32 lots)
 Function: Police Protection
 Form 4

1. Additional personnel needed, by rank

17 officer - (Based on a population of 64)

2. Total additional personnel cost, including fringe benefits

\$ 13,600 Annually

3. Additional cars and equipment
 (amortize to obtain annual cost)

\$

4. Increased operating expenses
 (supplies, gas, repairs, etc.)

\$

5. Other miscellaneous expenses

\$

Total Annual Expense

\$ 13,600

Comment on the overall impact of annexation on the police operation:

Figures based on a population of 64 (2 per household)
 and current staffing levels and current
 officer to citizen ratio

In calculating annexation costs, estimate total needs to provide police protection to all the annexation study areas, and then prorate this cost to each area.

Response Time est. 2.5 minutes for priority calls

Appendix A

Study Area: Parcel ID: 015 037.00 JB Inv. (32 Lots)
 Function: Fire Protection
 Form 5

1. Additional personnel needed, by rank	<u>0</u>
2. Total additional personnel cost, including fringe benefits	\$ <u>N/A</u>
3. Additional engines and equipment (amortize to obtain annual cost)	<u>N/A</u> \$
4. Increased operating expenses (supplies, gas, repairs, etc.)	\$ <u>N/A</u>
5. Hydrant rental (_____hydrants at \$_____per year)	\$ <u>* SEE COMMENTS BELOW</u>
6. Fire station (amortize to obtain annual cost)	\$ <u>N/A</u>
7. Cost of maintaining and operating station	\$ <u>N/A</u>
8. Other miscellaneous expenses	\$ <u>N/A</u>
Total Annual Expense	\$ <u>\$0</u>

Comment on the overall impact of annexation on the fire operation:

* SUBDIVISION WILL REQUIRE A MINIMUM OF 3 FIRE HYDRANTS TO BE SUPPLIED AND INSTALLED BY DEVELOPER.

In calculating annexation costs, you may wish to estimate total needs to provide fire protection to all the annexation study areas and prorate this cost to each area.

Response Time est: CURRENTLY (STATION 1) = 8-10 minutes.
 (PROPOSED/OPERATING STATION 2) = 3-4 minutes

 2/11/2025

JB Investments
 6017 Ontario Circle
 Morristown, TN 37814

January 24, 2025

Jeff Houston
 City of Jefferson City
 P.O Box 530
 Jefferson City, TN 37760

Re: Request for Annexation of property at Old AJ Hwy and East side of Rocktown Rd Jefferson City.

We are requesting annexation of property into City of Jefferson City, approximately 13.5 acres to be subdivided into approximately 32 individual lots, with 2 and 3 bedroom upscale homes varying in size from 1,000 – 1,300 square feet each, single and double level. Please see attached conceptual site drawing for approximate layout of streets and lots, and a couple of conceptual house drawings. The subdivision would have paved streets, underground utilities, and managed by HOA.

Sincerely,

Anthony Johnston
 JB Investments



Signed: _____

STATE OF TENNESSEE
 COUNTY OF Hamblen

Personally appeared before me, a Notary Public within and for the State and County aforesaid.

Anthony Johnston, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that they executed the within instrument for the purposes therein contained.

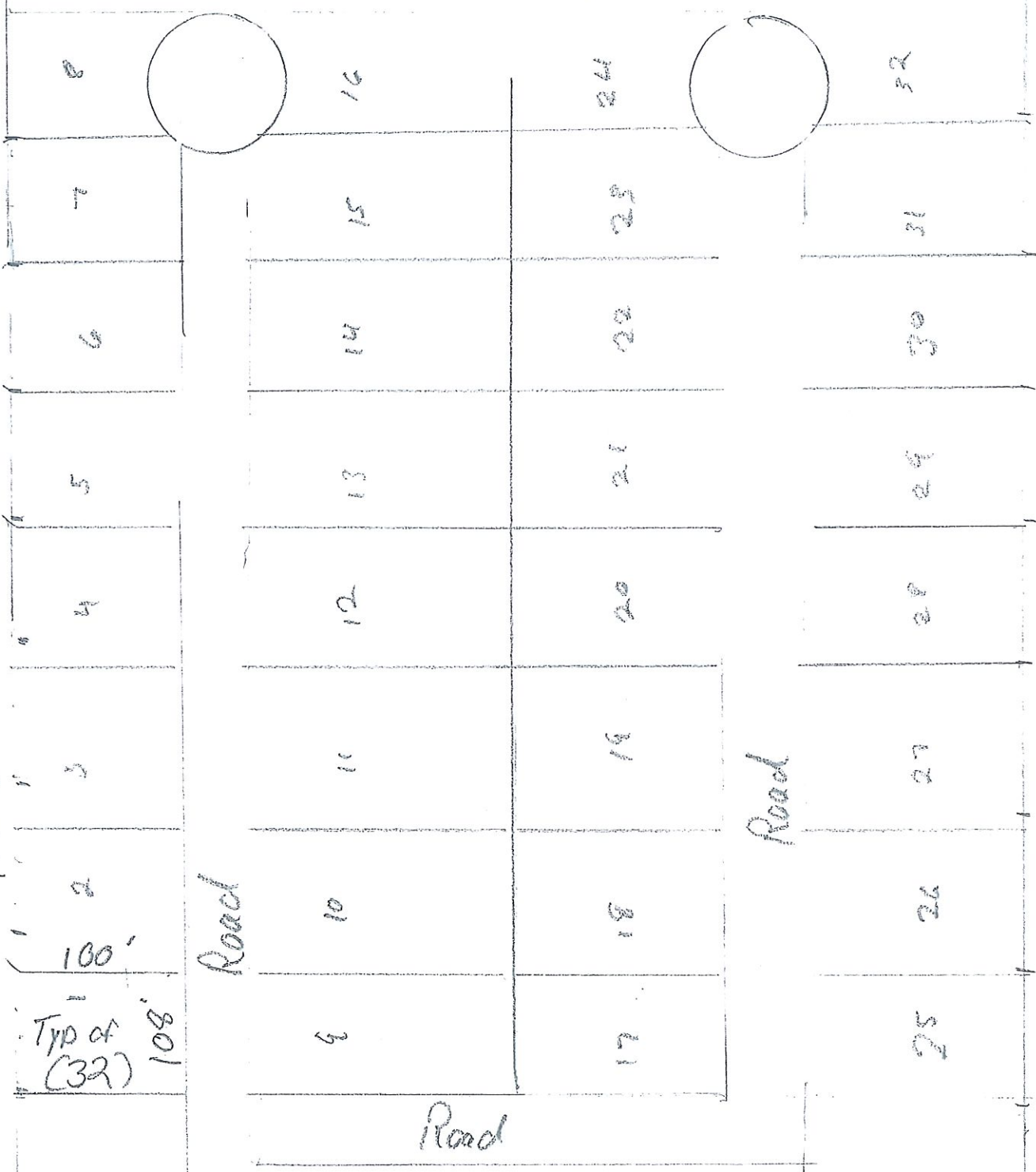
Witness my hand, at office, this 24 day of January, 2025

Martha Grundman

Notary Public, My Commission Expires: 11-04-28

401' 200' ->

Wooded



1229' ->

1238' -> Backtown

145' ->

Future

469' old A/T



[GIS Map](#)

[PDF](#)

[Return to Results](#)

Parcel Details

JEFFERSON COUNTY, TN | TAX YEAR 2025

Property Owner and Mailing Address

January 1 Owner

JB INVESTMENTS

6017 ONTARIO CIR

MORRISTOWN TN 37814

County Information

County Number:

045

Reappraisal Year:

2024

Property Location

Address: OLD A J HWY E

Control

Property

Map:

Interest:

015

Group:

037.00

Parcel:

Special

Identifier:

000

Value Information

Land Market Value: \$169,100

Improvement Value: \$0

Total Market Appraisal: \$169,100

Assessment Percentage: 25%

Assessment: \$42,275

Additional Information

General Information

Class: 00 - Residential

City #:

Special Service District 1: 000

District: 04

Number of buildings: 0

Utilities - Water/Sewer: 03 - PUBLIC /
INDIVIDUAL

City:

Special Service District 2: 000

Neighborhood: J01

Number of mobile homes: 0

Utilities - Electricity: 01 - PUBLIC

Zoning:

NATURAL GAS

Section 10, Item b.

Outbuildings & Yard Items

Building/Card#	Type	Description	Units
----------------	------	-------------	-------

Sale Information

Sale Date	Price	Book	Page	Vacant/Improved	Type Instrument ?	Qualification
12/13/2024	\$295,000	1854	288	V - VACANT	WD - WARRANTY DEED	A - ACCEPTED
12/13/2024	\$0	1854	285		HR - AFFIDAVIT OF HEIRSHIP	-
3/5/2001	\$0	123	607		-	-
3/18/1970	\$0	161	277		-	-

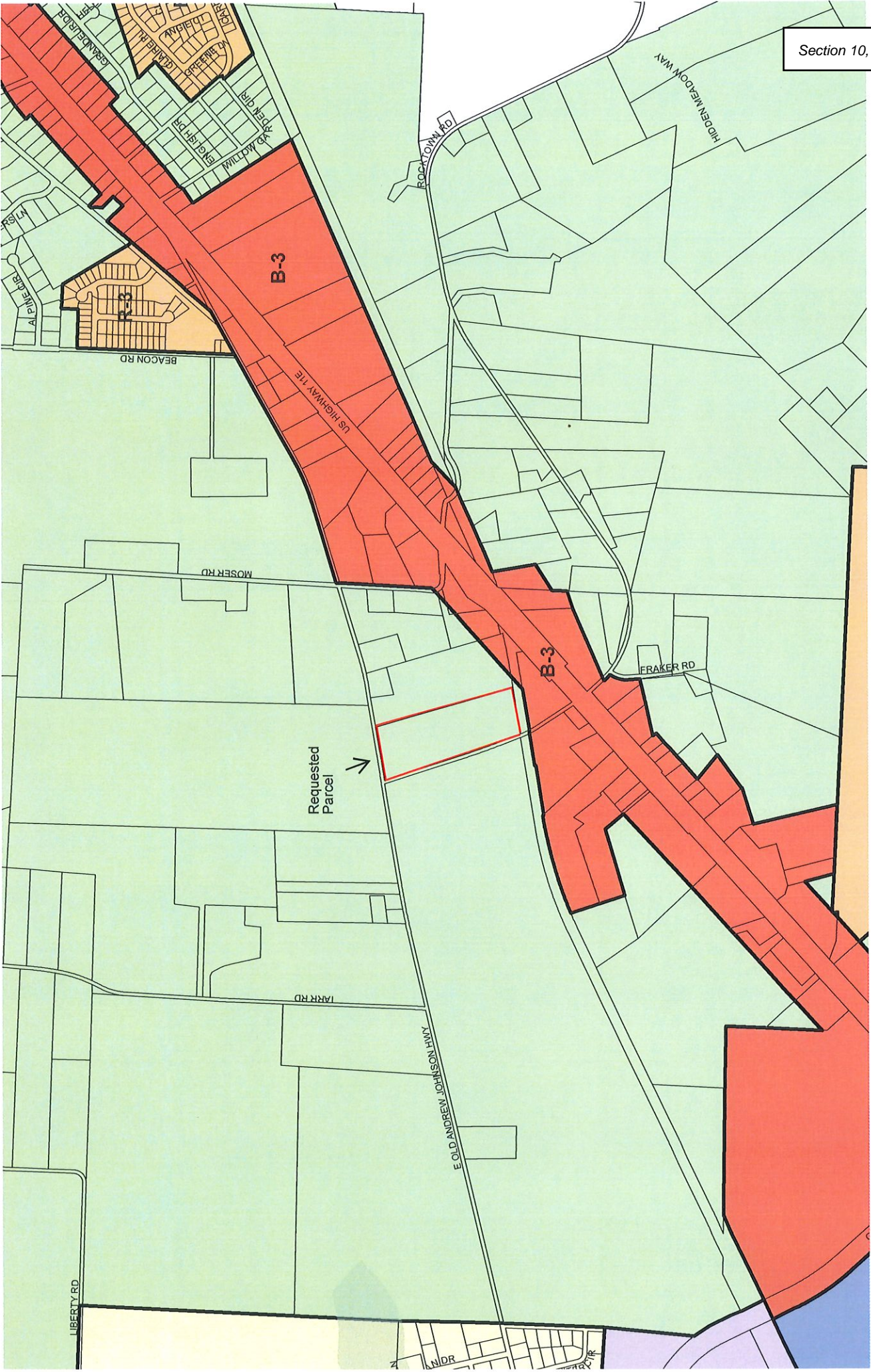
Land Information

Deed Acres: 13.5

Calculated Acres: 0

Total Land Units: 13.5

Land Code	Soil Class	Units
03 - SMALL TRACT		13.50



JEFFERSON CITY, TENNESSEE

Resolution 2025 -11

**A RESOLUTION AUTHORIZING THE BUILDING OFFICIAL
TO PROCEED WITH THE ANNEXATION
REQUEST FROM DAVID ARANDA**

WHEREAS, the City of Jefferson City has received a request for a parcel to be annexed into the City limits from David Aranda; and

WHEREAS, the parcel is 11.67 acres off Moody Road (Parcel 0035 – Lot 020.05); and

WHEREAS, the requested parcel is not located within the City’s growth boundary area, but is adjacent to current City limits; and

WHEREAS, an annexation study summary has been prepared for the requested parcel and is attached to this resolution.

NOW THEREFORE, BE IT RESOLVED that the City Council of Jefferson City hereby authorizes the Building Official to proceed with the annexation process for this parcel of property located off Moody Road.

ADOPTED this 7th day of April, 2025.

APPROVED:

Mitch Cain, Mayor

Attest: _____
Bettina Chandler, City Recorder



CITY OF JEFFERSON CITY

MITCH CAIN, MAYOR

JAMES A. GALLUP, CITY MANAGER

Annexation Study Summary

Parcel 035 020.05

David Aranda

The requested annexation is located off Moody Rd. The parcel is an 11.67-acre parcel that is currently vacant and mostly wooded. This annexation request is for a single-family residence.

The parcel is outside of the Jefferson City Growth Boundary and would require an amendment of the growth boundary before proceeding with an annexation. The property is essentially land locked with access easement rights off City maintained Moody Rd.

The estimated assessed valuation of this single-family residential property is per the owner's estimate. The future home and accessory structures along with the land value is \$1,190,200.00 which would produce \$3,571.00 in property taxes annually.

This parcel will be serviced by the JCFD, with an estimated response time of 3-4 minutes. The addition of this residential parcel would require the addition of an additional fire hydrant to service the location. The cost estimate for the additional fire hydrant is \$6,000.00 to \$10,000.00 to be installed.

This parcel will be service by the JCPD, with an estimated response time of 2 and ½ minutes for private calls. The estimated total expense for police service to this additional dwelling is \$400.00 annually.

The utilities (water and sewer) for this parcel are in place but would require approximately 100 feet of extension to service the parcel. Including the addition of the fire hydrant the estimated cost to provide the utilities is \$16,000.00 to \$20,000.00. Electric is available and would be provided by AEC.

Annexation of this single parcel would require amending the growth boundary prior to annexation. Annexation of this single parcel would have little impact on the growth and development of Jefferson City.

Jeff Houston

City Planning Assist

Appendix A - Annexation Study Outlines

Study Area: Parcel ID: 035 020.05 Aranda
 Function: **Planning**
 Form 1

1. Population estimate: Currently 0 - est. 3-5
2. Land area, density per acre: 11.67 Acres - 1 Single family Home proposed
3. Number of dwelling units — homes, trailers, apartments, etc.:
1 plus Accessory Buildings
4. Names and types of businesses, manufacturing plants, beer taverns, etc.:
None
5. Miles of streets with classification as to type, width, and condition (streets and highways maintained by the Department of Transportation should not be included):
0 - would be a private Driveway utilizing an easement for Access.
6. What services are now available in the area, who provides them, and at what cost (not including county taxes)? Water and Sewer are available by Jefferson City at Moody Rd. Approx. 475' from property. AEC is Avail. for Electricity.
7. Do planning, zoning, codes, and subdivision regulations exist and are they enforced?
Yes - Lot is Vacant but does fall Under County Zoning. Currently Zoned A-1 in the County
8. Is any part of the area in a designated flood plain?
No
9. Comment on the overall impact of annexation on the growth and development of the city:
Annexation of this Single Parcel would require amending the growth Boundary prior to annexation. Annexation of this Single Residential Parcel would have little impact on growth and development of the City.

Study Area: Parcel ID: 035 020.05 Aranda (Single Family Home)
 Function: Revenue

Assessed Valuations

Residential and Farm Properties	\$ <u>1,190,200</u>
Commercial and Industrial Properties	\$ _____
Public Utilities	\$ _____

Revenue Estimates

Property Taxes	
Real and Personal Property	\$ <u>3,571</u>
Public utility taxes	\$ _____
Payments in lieu of taxes	\$ _____

Other local taxes

Local option sales tax	\$ _____
Business Tax	\$ _____
Wholesale Beer Tax	\$ _____

State-Shared taxes

Sales (\$_____/capita)	\$ _____
Gasoline and motor fuel (\$_____/capita)	\$ _____
Special tax on petroleum products (\$_____/capita)	\$ _____
Beer (\$_____/capita)	\$ _____
TVA in lieu (\$_____/capita)	\$ _____
Income	\$ _____

State Street Aid	\$ _____
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Permits, Fines, etc.	\$ _____
Refuse Collection Fees	\$ _____

Other Revenues

Total Revenue	\$ _____
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Appendix A

Study Area: ID: Q35 020.05 Aranda (Single family home)
 Function: Fire Protection
 Form 5

- | | |
|---|--------------------------------|
| 1. Additional personnel needed, by rank | <u>0</u> |
| 2. Total additional personnel cost, including fringe benefits | \$ <u>N/A</u> |
| 3. Additional engines and equipment
(amortize to obtain annual cost) | <u>N/A</u> \$ |
| 4. Increased operating expenses
(supplies, gas, repairs, etc.) | \$ <u>N/A</u> |
| 5. Hydrant rental (_____ hydrants at \$_____ per year) | \$ <u>* SEE COMMENTS BELOW</u> |
| 6. Fire station (amortize to obtain annual cost) | \$ <u>N/A</u> |
| 7. Cost of maintaining and operating station | \$ <u>N/A</u> |
| 8. Other miscellaneous expenses | \$ <u>N/A</u> |
| Total Annual Expense | \$ <u>0</u> |

Comment on the overall impact of annexation on the fire operation:

* WILL REQUIRE 1 ADDITIONAL FIRE HYDRANT TO BE INSTALLED DUE TO DISTANCE FROM CLOSEST, EXISTING HYDRANT.

6,000
 with labor
 # 9,000.00

In calculating annexation costs, you may wish to estimate total needs to provide fire protection to all the annexation study areas and prorate this cost to each area.

Response Time est: STATION 1 - 3-4 MINUTES

 2/11/2020

Appendix A

Study Area: ID: 035 020.05 Aranda (single family home)
 Function: Police Protection
 Form 4

1. Additional personnel needed, by rank

1005 Officers

2. Total additional personnel cost, including fringe benefits

\$ 400

3. Additional cars and equipment
 (amortize to obtain annual cost)

\$

4. Increased operating expenses
 (supplies, gas, repairs, etc.)

\$

5. Other miscellaneous expenses

\$

Total Annual Expense

\$ 400

Comment on the overall impact of annexation on the police operation:

Based on a population of 2 residents

In calculating annexation costs, estimate total needs to provide police protection to all the annexation study areas, and then prorate this cost to each area.

Response Time est.

2.5 minutes for priority call

David J. Aranda

132 Crooke Road
Jefferson City, TN 37760
Davidjaranda@outlook.com
865-765-2247

01/24/2025

City of Jefferson City**City Council**

Dear Members of the City Council,

I, David Joshua Aranda, the owner of the property located at Moody Road Off, Jefferson City, TN (960 Moody Road; Parcel 035 020.05), respectfully submit this formal request for the annexation of my property into the corporate limits of the City of Jefferson City, Tennessee.

I believe that annexing my property will contribute to the continued growth and development of the city. I would greatly appreciate your consideration of this matter, and I am available to provide any additional documentation or information if required.

Please find below my signature as an indication of my consent to this annexation request. Additionally, I am requesting that a notary public be present to acknowledge my signature.

Thank you for your time and attention to this request. I look forward to hearing from you and discussing any necessary steps in the annexation process.

Sincerely,

 1/24/2025

David J. Aranda

State of Tennessee**Jefferson County**

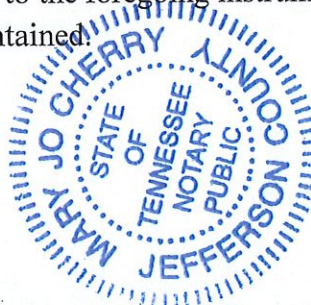
On this 24th day of Jan, 2025, before me, a Notary Public, personally appeared David J. Aranda, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged that they executed the same for the purposes therein contained.

Notary Public

My Commission Expires: 2-22-26

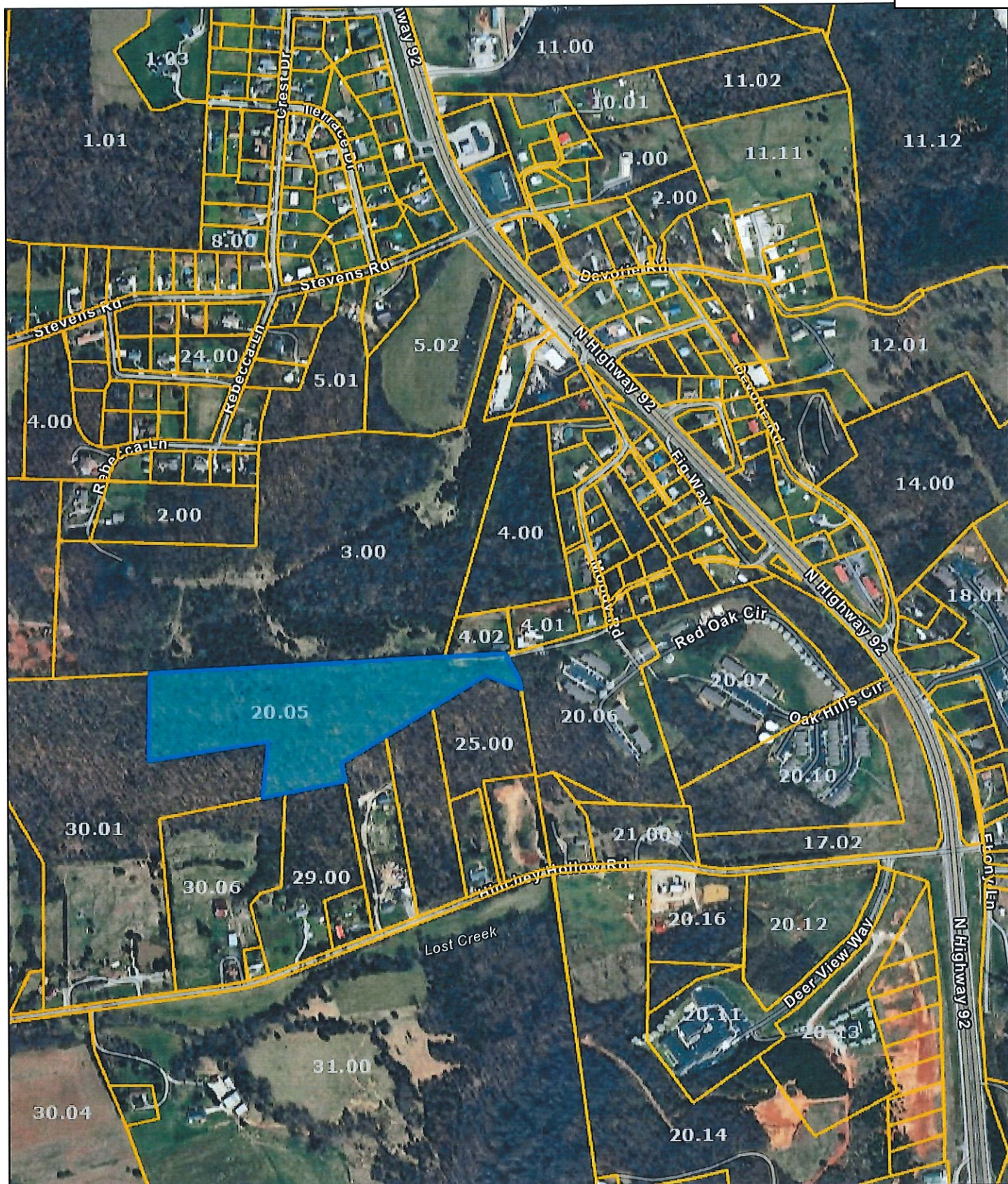
[Notary Seal]





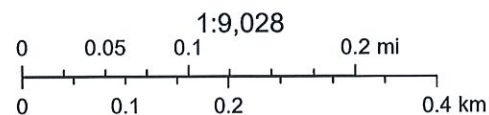
Jefferson County - Parcel: 035 020.05

Section 10, Item c.



Date: February 10, 2025

County: JEFFERSON
 Owner: ARANDA DAVID J & CHARISSA J
 Address: MOODY RD OFF
 Parcel ID: 035 020.05
 Deeded Acreage: 11.67
 Calculated Acreage: 0



State of Tennessee, Comptroller of the Treasury, Division of Property Assessments (DPA), Esri Community Maps Contributors, © OpenStreetMap contributors, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI, NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

The property lines are compiled from information maintained by your local

GIS Map

 PDF[Return to Results](#)

Parcel Details

JEFFERSON COUNTY, TN | TAX YEAR 2025

Property Owner and Mailing Address

January 1 Owner

ARANDA DAVID J & CHARISSA J
132 CROOKE RD
JEFFERSON CITY TN 37760

County Information

County Number: 045
Reappraisal Year: 2024

Property Location

Address: MOODY RD OFF

Control Property Map: Interest:	Group: Special Identifier:	Parcel:
035	020.05	000

Value Information

Land Market Value:	\$90,200
Improvement Value:	\$0
Total Market Appraisal:	\$90,200
Assessment Percentage:	25%
Assessment:	\$22,550

Additional Information

General Information

Class: 00 - Residential**City #:****Special Service District 1:** 000**District:** 04**Number of buildings:** 0**Utilities - Water/Sewer:** 11 - INDIVIDUAL
/ INDIVIDUAL**City:****Special Service District 2:** 000**Neighborhood:** J01**Number of mobile homes:** 0**Utilities - Electricity:** 01 - PUBLIC**Zoning:**

Outbuildings & Yard Items

Building/Card#	Type	Description	Units
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Sale Information

Sale Date	Price	Book	Page	Vacant/Improved	Type Instrument ?	Qualification
3/27/2024	\$145,000	1808	186	V - VACANT	WD - WARRANTY DEED	J - ESTATE SALE
2/25/2022	\$55,000	1676	283	V - VACANT	WD - WARRANTY DEED	I - FINANCIAL INSTITUTION
1/7/2020	\$0	1513	173		TR - TRUSTEE'S DEED	-
9/16/2008	\$0	957	191		QC - QUITCLAIM DEED	-
7/30/1981	\$0	262	335		-	-
6/8/1979	\$0	243	93		-	-

Land Information

Deed Acres: 11.67

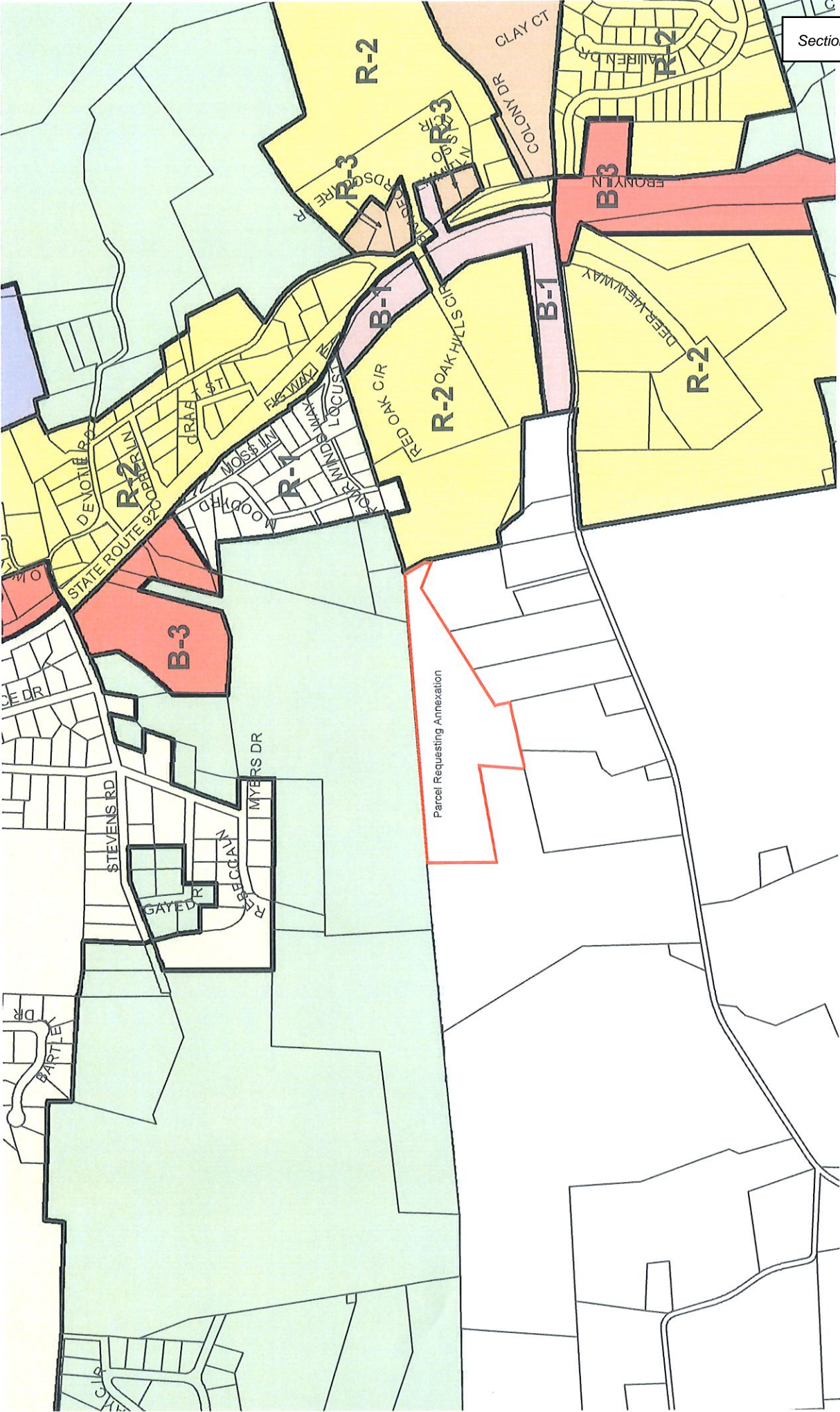
Calculated Acres: 0

Total Land Units: 11.67

Land Code

Soil Class

Units



JEFFERSON CITY, TENNESSEE

Resolution 2025 - 12

**A RESOLUTION AUTHORIZING THE PARKS AND
RECREATION DEPARTMENT TO APPLY FOR
A HEALTHY BUILT ENVIRONMENT GRANT**

WHEREAS, the Parks and Recreation Department requests to apply for a Health Built Environment grant through the State of Tennessee Department of Health; and

WHEREAS, the Healthy Built Environment Grant can be used to improve facilities; and

WHEREAS, the restroom facilities at the outdoor pool at Roy Harmon Park are in need of upgrade and repairs; and

WHEREAS, the Healthy Built Environment Grant is a one hundred percent grant with no match required from the City of Jefferson City.

NOW THEREFORE, BE IT RESOLVED by the City Council of Jefferson City authorizes and supports the Parks and Recreation Department's application for the Healthy Built Environment Grant for \$80,000 with no match from the City of Jefferson City.

ADOPTED this 7th day of April, 2025.

APPROVED:

Mitch Cain, Mayor

Attest: _____
Bettina Chandler, City Recorder