



City Council Regular Meeting Agenda

January 06, 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 of Regular Meeting December 2, 2024

b. Minutes of Beer Board Meeting December 17, 2024

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

5. Public Hearing (Citizens should state their name and address)

a. Public Hearing on Request for Rezoning One Parcel at 1713 Russell Avenue

6. Communications from the Mayor

a. Proclamation Declaring January 2025 as "Human Trafficking Prevention Month"

7. 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 December 2024.

b. **Fire Department Monthly Report.** Consider a report from Lee Turner, Fire Chief, concerning a summary of the department's activity for December 2024.

c. **Parks and Recreation Monthly Report.** Consider a report from Kevin Bolden, Parks & Recreation Director, concerning a summary of the department's activity of December 2024.

d. **Police Department/City Court Monthly Report.** Consider a report from Andy Dossett, Police Chief, concerning a summary of the department's activity for December 2024.

e. **Public Works Monthly Report.** Consider a report from Porter Massengill, Public Works Director, concerning a summary of the department's activity for December 2024.

- f. City Manager Monthly Report.** Consider a report from James Gallup, City Manager, concerning a summary of his activity for December 2024.

8. Appointments

- a. Appoint** Betty Churchman and Bryan Miller to the Adjustment & Appeals Board.
- b. Appoint** Carolyn Blevins and Elizabeth Moser to the Beautification Committee.
- c.** Industrial Development Board has one vacancy. City Council appoints members to a six-year term. One application on file - Mindy Williams.

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

- a. Approve** purchase of 200 HP VFD (Variable Frequency Drive) for Water Plant
- b. Approve** purchase of CPR Compression System with grant funds

10. Old Business

- a. Approve** Ordinance 2024-19 Amending the Zoning Map of Jefferson City by Rezoning One Parcel at 1713 Russell Avenue on Second Reading

11. New Business

- a. Approve** Ordinance 2025-01 Amending the Operating Budget for the Fiscal Year 2024-25 on First Reading.
- b. Approve** Resolution 2025-01 Authorizing the Submission of a 2025 Community Development Block Grant
- c. Approve** Resolution 2025-02 Declaring Certain Property as Surplus Property
- d. Approve** Resolution 2025-03 Authorizing the Application for the 2025 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant

12. Adjourn

Minutes of Regular Meeting
December 2, 2024

The City Council of Jefferson City, Tennessee, met in regular session on Monday, December 2, 2024, 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.

Catherine “Aileen” Combs and Dennis “Rocky” Melton took their Oaths of Office.

Kevin Bunch was unanimously voted as Vice-Mayor.

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 Councilwoman Combs, the City Council minutes of November 4, 2024, the Beer Board minutes of November 19, 2024, and the Special Called City Council minutes of November 19, 2024, were unanimously approved as written.

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

In communications from the mayor, he announced the following: appreciation to city staff, city manager, Kevin Bolden and staff, police, and fire for putting together the tree lighting ceremony on November 30; Christmas parade is December 14 at 5:00 p.m. with activities starting at noon; and sales tax for October is up 14% due to increased retail sales.

Councilman Melton announced he will be Santa Clause in the White Pine Christmas parade on December 7.

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: Waste Connections IAW

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Minutes of Regular Meeting
December 2, 2024

contract rate increase of 2.63%; Colonel Stephen Shrader, US Army, began his DOD Skillbridge Program today; TDOT Chucky Pike Project letting is scheduled for December 6; Fire Station 2 Project bid opening is December 20 at 2:00 p.m.; Annual Downtown Christmas Parade and Market is December 14; City Hall will be closed on December 24 & 25 in observance of Christmas Eve and Christmas Day; and the November 2024 Library Report is included in council's packet.

Mayor Cain reappointed Vice Mayor Bunch and Kyle Cutshaw to the Planning Commission/Board of Zoning Appeals. Upon motion of Councilwoman Purkey, seconded by Councilwoman Combs, Joseph Payne was unanimously appointed to the Jefferson County Library Board.

Upon motion of Vice Mayor Bunch, seconded by Councilwoman Purkey, the following purchases were unanimously approved: the purchase of a replacement patrol K-9 for the police department from Integrity Canine in the amount of \$14,500.00; the purchase of a tactical drone and camera ball kit for the police department from Brinc Drones, Inc. in the amount of \$27,229.00; and the purchase of tactical communications headsets for the police department from Tactical Express, LLC in the amount of \$12,980.00.

Upon motion of Vice Mayor Bunch, seconded by Councilman Melton, the purchase of a one-ton service truck for the water/sewer department from Wilson County Motors in the amount of \$67,703.84 was unanimously approved.

Upon motion of Vice Mayor Bunch, seconded by Councilman Melton, Ordinance 2024-16, an ordinance amending Appendix A of the Jefferson City Sign Code, was unanimously adopted on second reading.

Upon motion of Councilman Melton, seconded by Councilwoman Combs, Ordinance 2024-17, an ordinance lowering the speed limit in Greene Meadows, Jefferson Park, and Founders Pointe Subdivisions from 30 mph to 20 mph, was unanimously adopted on second reading.

Upon motion of Councilwoman Combs, seconded by Councilwoman Purkey, Ordinance 2024-18, an ordinance amending the Industrial Sewer Pretreatment Program for the City of Jefferson City to establish local limits for industrial sewer pretreatment discharge into the city sewer system, was unanimously adopted on second reading.

Upon motion of Councilwoman Purkey, seconded by Councilman Melton, Resolution 2024-21, a resolution donating personnel and associated costs to the East Tennessee counties of Cocke, Unicoi, and Washington for mutual aid response as a result of the statewide impact from Hurricane Helene, was unanimously adopted on first reading.

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December 2, 2024

Upon motion of Councilwoman Purkey, seconded by Councilwoman Combs, Resolution 2024-22, a resolution authorizing an application by the Jefferson City Fire Department for grant funds to purchase equipment through the Department of Homeland Security Federal Emergency Management Agency, was unanimously adopted on first reading.

Upon motion of Councilwoman Combs, seconded by Councilwoman Purkey, Resolution 2024-23, a resolution authorizing an application by the Jefferson City Fire Department for grant funds to purchase an aerial ladder truck through the Department of Homeland Security Federal Emergency Management Agency, was unanimously adopted on first reading.

Upon motion of Vice Mayor Bunch, seconded by Councilman Melton, Ordinance 2024-19, an ordinance amending the zoning map of Jefferson City by rezoning one parcel at 1713 Russell Avenue, was unanimously approved on first reading.

The meeting was adjourned at 5:24 p.m.

Mitch Cain, Mayor

Bettina Chandler, City Recorder

Minutes of Beer Board Meeting
December 17, 2024

The City Council of Jefferson City met in special called Beer Board meeting on Tuesday, December 17, 2024, at 5:00 p.m., prior to the regular Work Session at City Hall 112 City Center Drive, with Mayor Mitch Cain presiding.

Roll call by the City Recorder was as follows:

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

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

A Public Hearing was held for an on-premises beer permit application for Circle S Butcher Block & Farm Kitchen LLC located at 256 East Broadway Blvd. There were no citizen’s comments.

Chip Shumaker of Circle S Butcher Block & Farm Kitchen LLC spoke on behalf of the application.

Upon motion of Councilwoman Combs, seconded by Councilman Melton, an on-premises Beer Permit for Circle S Butcher Block & Farm Kitchen LLC located at 256 East Broadway Blvd. was unanimously approved.

The meeting was adjourned at 5:03 p.m.

Mitch Cain, Mayor

Bettina Chandler, City Recorder



PROCLAMATION

Declaring January 2025 as Human Trafficking Prevention Month

WHEREAS, human trafficking is a public health issue and crime that harms the health and well-being of individuals, families and communities, often across generations;

WHEREAS, nearly 25 years after the passing of the Trafficking Victims Protection Act, an estimated 27.6 million people are subjected to human trafficking globally, with cases reported in every U.S. state and territory;

WHEREAS, human trafficking can happen to anyone, but certain populations are at greater risk, including people affected by abuse, violence, poverty, unstable living situations or social disconnection;

WHEREAS, human trafficking is connected to many other forms of violence and exploitation, and often shares common risk and protective factors – such as lack of resources and unsafe environments;

WHEREAS, “*Connecting the Dots. Strengthening Communities. Preventing Trafficking.*” underscores the need to understand how human trafficking relates to other forms of violence and how we can prevent it by strengthening protective factors at the individual, relational, community, and societal levels.

WHEREAS, strengthening communities requires collective action to reduce the conditions that contribute to exploitation, build resilience, and create environments where people are protected from human trafficking and other forms of violence.

WHEREAS, the City of Jefferson City is committed to ensuring that those impacted by human trafficking receive services that are trauma-informed and responsive to their individual needs;

WHEREAS, a successful response to human trafficking requires a coordinated, community-wide effort that includes collaboration across sectors and with those who have experienced human trafficking firsthand, to ensure that services and programs are effective and meet the needs of all survivors;

WHEREAS, every individual, family, community, and organization can help raise awareness, prevent trafficking, and support survivors by learning how to take action at [acf.hhs.gov/endtrafficking](https://www.acf.hhs.gov/endtrafficking);

NOW, THEREFORE, I, Mitch Cain, Mayor of Jefferson City, do hereby proclaim **January 2025** as **Human Trafficking Prevention Month**, reaffirming our commitment to “*Connecting the Dots. Strengthening Communities. Preventing Trafficking.*” by increasing awareness, improving education on human trafficking, making resources available for individuals and communities impacted by human trafficking, and building diverse public-private partnerships to support a more coordinated, comprehensive response to prevent and combat human trafficking.

Signed this 6th day of January, 2025.

Mitch Cain, Mayor

BUILDING/CODES ENFORCEMENT/PLANNING DEPARTMENT
MONTHLY REPORT FOR DECEMBER 2024



Permits and Inspections

Number of Permits Issued:

Building: 10

Sign: 1

Demo: 1

Floodplain: 0

Inspections Performed: 30

Certificates of Occupancy Issued: 1

Plan Reviews Performed: 3

Active Permits: 115

Code Enforcement

Complaints Received: 2

Violations Found: 2

Notices of Violation Issued: 2 Citations Issued: 0

Cases Closed: 5

Total Open Cases: 12

(NPDES) Stormwater

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

Stormwater Inspections Performed: 6

Violations Found: Multiple Minor Violations

Enforcement Actions Taken: Minor Violations Corrected on Site

Plan Reviews: 2

City Planning

December 16th Agenda

Regional Planning Commission:

- I. Old Business
 - a. a. Jake Greear – Site Plan Review/ Approval for Storage Facility – Located off Old A.J. Highway and Moser Rd. - **Approved**
- II. New Business
 - a. Jake Greear – Preliminary Site Plan Review for a proposed 22 – Lot subdivision – Located off Black Oak Rd. - **Approved**

BUILDING/CODES ENFORCEMENT/PLANNING DEPARTMENT

MONTHLY REPORT FOR DECEMBER 2024

- b. Ondes Webster – Use Approval for Boat Storage Buildings for Carson Newman University – Located off Davis St. and Walnut Ave. - **Approved**
- c. E.J. Baksa – Plat Approval – Located off Broadway Blvd. - **Approved**
- d. **Jesse Hurst** – Rezoning Request from R-1 (Single Family Residential) to R-2 (Multiple Family Residential) – Located off Black Oak Rd. – **Suspended (No Representation)**
- e. Shannon Greene – Rezoning Request from R-3 (High Density Planned Residential Development District) to B-2 (Central Business District) – Located off Evan Ct. in the Greene Meadows Subdivision. – **Withdrawn prior to meeting**



JEFFERSON CITY FIRE DEPARTMENT

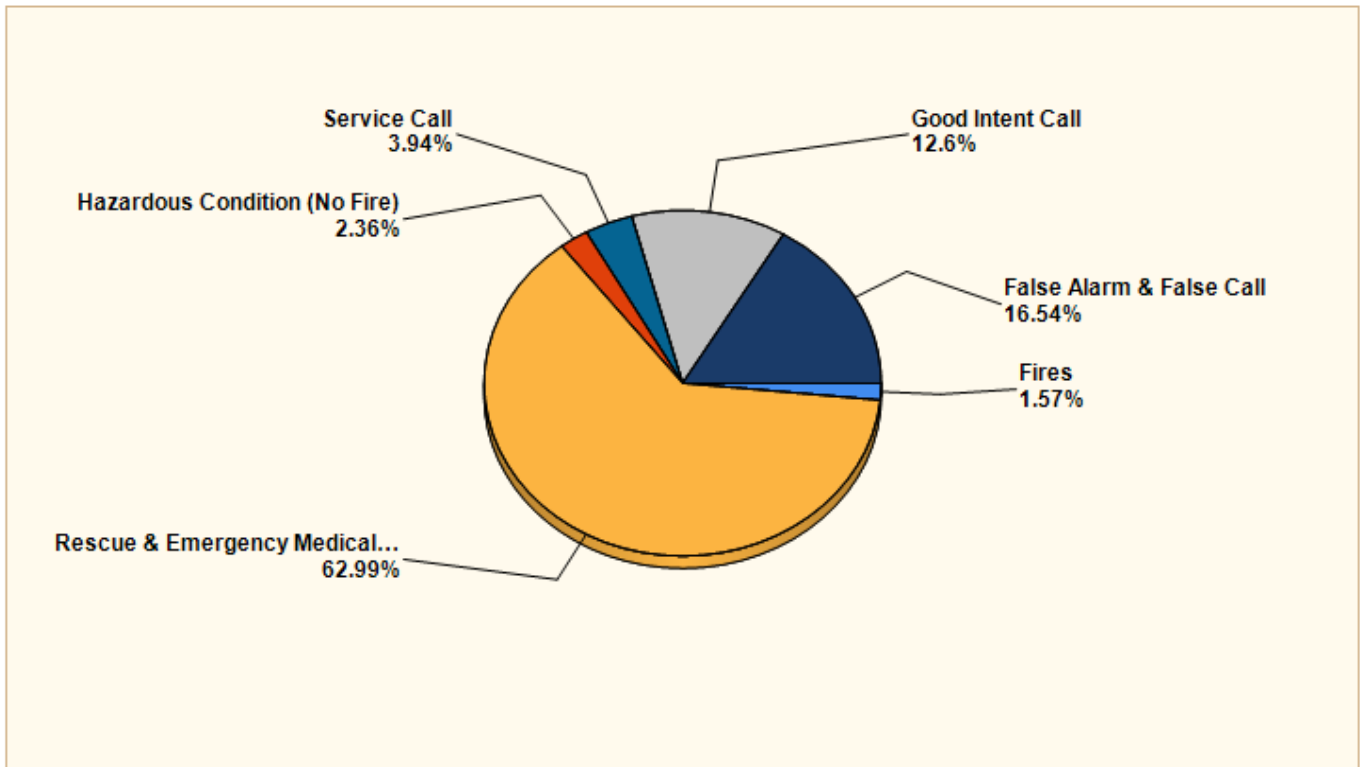
Section 7, Item b.

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

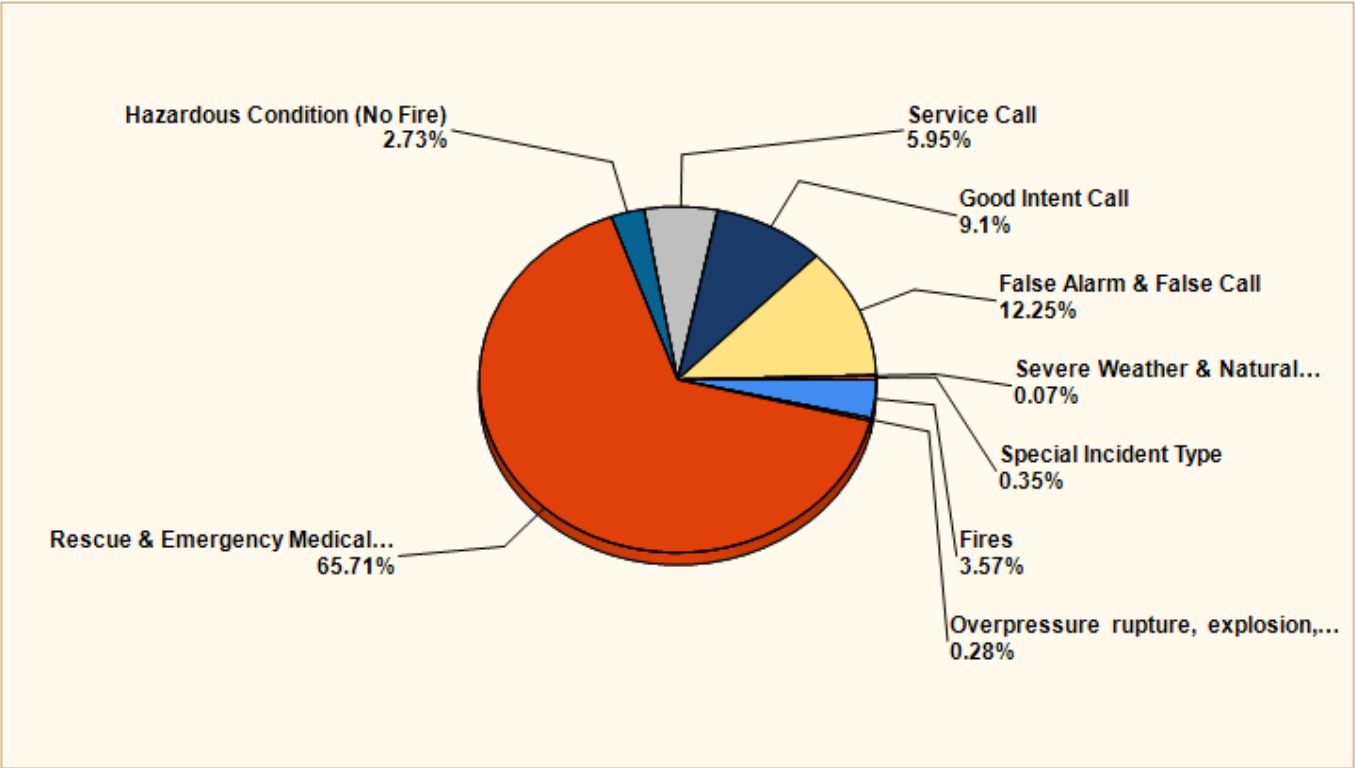
December 2024

Operations



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	1.57%
Rescue & Emergency Medical Service	80	62.99%
Hazardous Condition (No Fire)	3	2.36%
Service Call	5	3.94%
Good Intent Call	16	12.6%
False Alarm & False Call	21	16.54%
TOTAL	127	100%

Calls (Year to Date)



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	51	3.57%
Overpressure rupture, explosion, overheat - no fire	4	0.28%
Rescue & Emergency Medical Service	939	65.71%
Hazardous Condition (No Fire)	39	2.73%
Service Call	85	5.95%
Good Intent Call	130	9.1%
False Alarm & False Call	175	12.25%
Severe Weather & Natural Disaster	1	0.07%
Special Incident Type	5	0.35%
TOTAL	1429	100%

Fire Prevention/Public Education

Company Inspections/Pre-Planning Visits	10
Station Tours/Visits	2
Public Education Deliveries/Classes	3
Smoke Alarms Installed	13
Child Car Seats Installed	1

Average Monthly Response Time:

6:05 minutes

90% Percentile Response

Fire: 7:36 minutes

EMS: 7:16 minutes

Other Items of Interest:

The Fire Department conducted three separate “Santa Runs” throughout Jefferson City in December.

A Pre-Bid/Construction Meeting was held at the site of the proposed Station 2 on Odyssey Road on 12/10/2024. Prospective bidders were present during a question-and-answer session.

The Fire Department had our annual Christmas Dinner/Awards Banquet on December 13, 2024. The firefighters received awards: Firefighter of the Year – Eli Blazer, Recruit Firefighter of the Year – Cory Solomon, Reserve Firefighter of the Year – Jaden Purkey, Training Award – Ethan Jones, Mentorship Award – Gage Taylor; Department Commendations – Hurricane Helene Deployment – Lee Turner, Lee Rayburn, Ethan Jones, Brian Newell, Gage Taylor, Josh Lindsey, Andy Morgan, Eli Blazer. Lt. Lee Rayburn was recognized for 5 years of service with the Department.

During the Awards Ceremony Master Firefighters Brian Newell and Gage Taylor were awarded the Department's Medal of Valor, our second highest award for rescuing and saving the lives of 4 victims of the Hurricane Helene Flooding in Hartford, Tennessee on September 29, 2024.

JCFD Fire Apparatus participated in the City Christmas Parade and Downtown Christmas Tree Lighting Ceremonies also in December.

Parks and Recreation Monthly Report
For December 2024

Weekly Attendance

Sat. November 30 th – Fri. December 6 th	824
Sat. December 7 th – Fri. December 13 th	867
Sat. December 14 th – Fri. December 20 th	872
Sat. December 21 st – Fri. December 27 th	591

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.

Basketball games will be starting this Saturday.

We’re in the process of getting a cost analysis for each of the concept park drawings.

The Christmas Tree lighting was held on Saturday, November 30th.

The Christmas Parade was held on Saturday, December 14th.

We’re in the process of installing our new software system for the Center and all our Parks.

The Jefferson City Employees Christmas Party was held at the Center on Friday, December 20th.

We received a grant totaling \$9,450.00 from the Jefferson Health Foundation fund.



Jefferson City Police Department

Monthly Council Report

2024 December

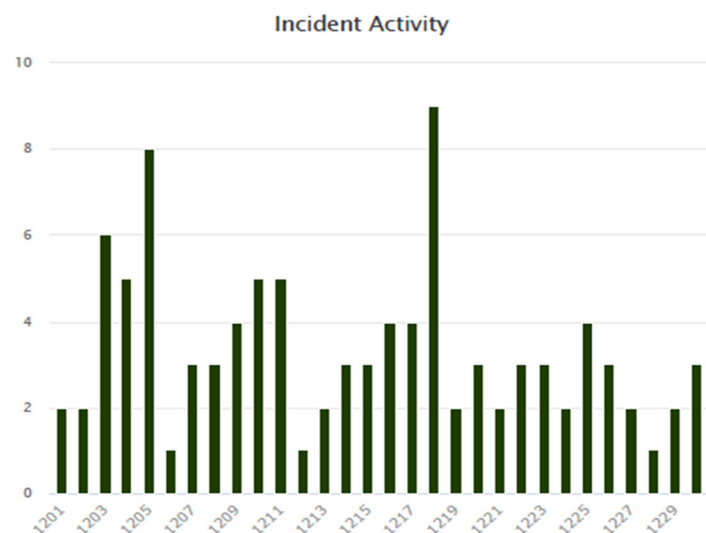


Training

Officer	Training	Hours
PO Justin Thomas	LEIC Crime Scene Operations	40
PO's Shoffner and Carter	T-CCC tactical medical care	16
Lisa May and PO Langley Wilson	TIBRS initial and review training (Nov)	16

Incident Activity

Total Incidents	102
Incidents Cleared	18
Incidents Open	2
Pending Approval	4
Total Parties	324
Total Arrests	57
Total Juveniles	25
Complainants	43
Victims	93
Suspects	106
Unsubs	8
Witnesses	13
Other Parties	60



Incident Offenses

Alphabetical:		Most Active:	
All Other Offenses	19	Larceny/Theft Offenses - Shoplifting	31
Assault Offenses - Intimidation	1	Drug Narcotic Offenses - Drug/Narcotic Violations	20
Assault Offenses - Simple Assault	3	All Other Offenses	19
Burglary/Breaking and Entering	1	Drug Narcotic Offenses - Drug Equipment Violations	11
Destruction/Damage/Vandalism of Property	3	Warrant Service Other Agency	4
Disorderly Conduct	1	Larceny/Theft Offenses - All Other Larceny	4
Driving Under the Influence	3	Destruction/Damage/Vandalism of Property	3
Drug Narcotic Offenses - Drug Equipment Violations	11	Assault Offenses - Simple Assault	3
Drug Narcotic Offenses - Drug/Narcotic Violations	20	Driving Under the Influence	3
Drunkenness	1	Drunkenness	1
Larceny/Theft Offenses - All Other Larceny	4	Assault Offenses - Intimidation	1
Larceny/Theft Offenses - Shoplifting	31	Larceny/Theft Offenses - Theft of Motor Vehicle Parts or Accessories	1
Larceny/Theft Offenses - Theft of Motor Vehicle Parts or Accessories	1	Liquor Law Violations	1
Liquor Law Violations	1	Motor Vehicle - Motor Vehicle Theft	1
Motor Vehicle - Motor Vehicle Theft	1	Sex Offenses, Forcible - Forcible Rape	1
Sex Offenses, Forcible - Forcible Rape	1	Trespass of Real Property	1
Trespass of Real Property	1	Disorderly Conduct	1
Warrant Service Other Agency	4	Burglary/Breaking and Entering	1

Community Relations/Outreach/Meetings

Officer	Event/Project/Meeting	Hours
Department-wide	Shop with a Cop Event at Walmart	3
Department-wide	Christmas tree lighting event	2
Department-wide	Christmas parade	3
Department-wide	Christmas in Jefferson County event	2
Chief Dossett	Child Protective Investigation Team annual meeting and contract renewal with Safe Harbor Child Advocacy Center	1
DCP Thomas	County-wide meeting regarding new medical examiner and protocols for death investigations	1

Municipal Court Report (December 2024/ 2024 Annual Summary)

Citations Heard	55 850	Docket Count	80 1256	Fines & Costs Imposed	\$7,975 \$123,424.00
Fines & Costs Collected	\$13,392.92 \$207,077.03	Fines & Costs Referred	\$2,271.50 \$48,075.50	Referred to State-Fail to Appear	24 543
Guilty	26 318	Not Guilty	4 50	Charges Dismissed	7 107
Referred to Driving School	16 198				

Patrol Division Activity (December 2024/ 2024 Annual Summary)

911 Calls for Service	Vehicle Crash	Arrests-Misdemeanor	Arrests-Felony	Reports	Citations
898 12357	42 444	61 957	8 111	86 1158	250 3745
Miles Patrolled	Property Checks	Drug Viol	Car Stops	Driving Under the Influence	Hands Free/Mobile Device Violations
20352 235723	6767 86129	27 364	286 4307	3 71	22 473

Employee Recognition/Updates

- Vacancies: 0
- 3rd TLEA Re-accreditation onsite visit January 10, 2025
- Sgt. Jimmy Cardwell was awarded the 2024 THSO Distracted Driving Enforcement award

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.
- ❖ SCADA complete.
- ❖ Black Oak Fire Protection Project – Construction by City Crews is scheduled for Spring of 2025.
- ❖ Duracap paving various City Streets. Is complete.
- ❖ COVID- Employees are following CDC and Health Department guidelines.

Task – November 2024

Water & Sewer

Water Taps: 3
Sewer Taps: 3
Water Treated: 143.25 million gallons
Water leaks: 22
Wastewater Treated: 23.42 million gallons.
Wastewater effluent violation: 0
Overflow: 0

Streets & Sanitation

Brush Hauled – 44 loads.
Junk Hauled – 29 loads.
Recycle Hauled – 51.50 tons.



OFFICE OF THE CITY MANAGER

City Manager Report

January 06, 2025

Activities:

- Attended CivicPlus Agenda Management Software Training with Staff
- Volunteered with VFW Post 3380 to build Christmas baskets
- Met with incoming Treasurer of C.A.R.E. regarding Animal Shelter project timeline
- Attended pre-bid construction meeting for Fire Station 2 Project
- Attended Historic Zoning Commission and Planning Commission Meetings
- MC'ed Annual Employee Appreciation Event at Community Center
- Chaired LAMTPO Technical Advisory Committee Meeting

Announcements/Events:

- January 8th – LAMTPO Executive Board Meeting @ 9AM (Jefferson City Hall)
- January 10th – Close-out Public Hearing on 2021 CDBG Sewer Rehab Project
- January 10th – Bid Deadline (Rescheduled) for Fire Station 2
- January 20th - Administrative offices closed in observance of MLK Jr. Day

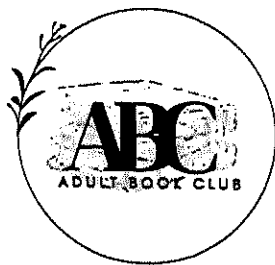
Attachments:

- Jefferson City Public Library January Calendar and Newsletter
- Jefferson City Public Library Monthly & Quarterly Report
- Jefferson City Senior Center January Calendar

JANUARY AT JCPL

SUN	MON	TUE	WED	THU	FRI	SAT
			1 Closed for New Year!	2 Little Listeners: 10:30am	3 Writing Group 3:30pm	4
5	6 Teen Craft: 4:00pm	7 Homeschool Academy 10:30am Adult Book Social 4:30pm	8 Storytime, Go: 10:30am Watercolor Club: 4:00pm	9 Little Listeners: 10:30am Science Club 4:00pm	10 Writing Group 3:30pm	11
12	13 Teen Mystery Night 4:00pm	14 Homeschool Academy 10:30am Journey through space: 4:00pm	15 Storytime, Go: 10:30am Watercolor Club: 4:00pm	16 Little Listeners: 10:30am Lego Builders: 4:00pm	17 Writing Group 3:30pm	18
19	20 Closed for MLK Jr. Day!	21 Homeschool Academy 10:30am Adult Arts & Crafts: 4:00pm	22 Storytime, Go: 10:30am Watercolor Club: 4:00pm	23 Little Listeners: 10:30am	24 Writing Group 3:30pm	25
26	27 Teen Chill night: 4:00pm	28 Homeschool Academy 10:30am	29 Storytime, Go: 10:30am Watercolor Club: 4:00pm	30 Little Listeners: 10:30am	31 Writing Group 3:30pm	
						

○ = Closed



Adults

Adult Book Social: 01/07 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: 01/21 at 4:00pm
Join us in making a Christmas Card memory book! **Please bring your own cards and preregistration 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 for special guests and topics geared toward enriching your child's learning goals and activities. For homeschoolers ages 5-10!

01/07: **Melynda Cordry and Taekwondo**
(martial arts exhibition)

01/14: **Road Trip Treasures with Stephanie Mills**
(crafting with hodge podge)

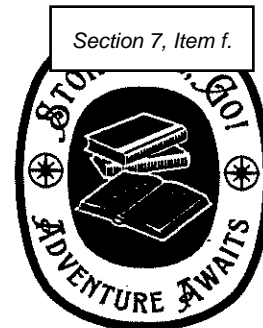
01/21: **Jason Ray; Paleontology and Dinosaurs**

01/28: **UT Lifestar and JCFD**
(medivac emergencies, car accidents, etc)

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

Kids

Section 7, 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

Science Club: 01/09 at 4:00pm
Join us for science experiments!

Lego Builders: 01/16 at 4:00pm
Bring your imagination and we'll bring the Legos!

Teens

Teen Craft Night: 01/06 at 4:00pm
Join us for a teen craft!

Teen Mystery Night: 01/13 at 4:00
Join us to solve a mystery!

Teen Chill Night: 01/27 at 4:00pm
Come chill at the library! We will do relaxing activities, destress, and make new friends!

108 City Center Drive Jefferson City, TN 37760



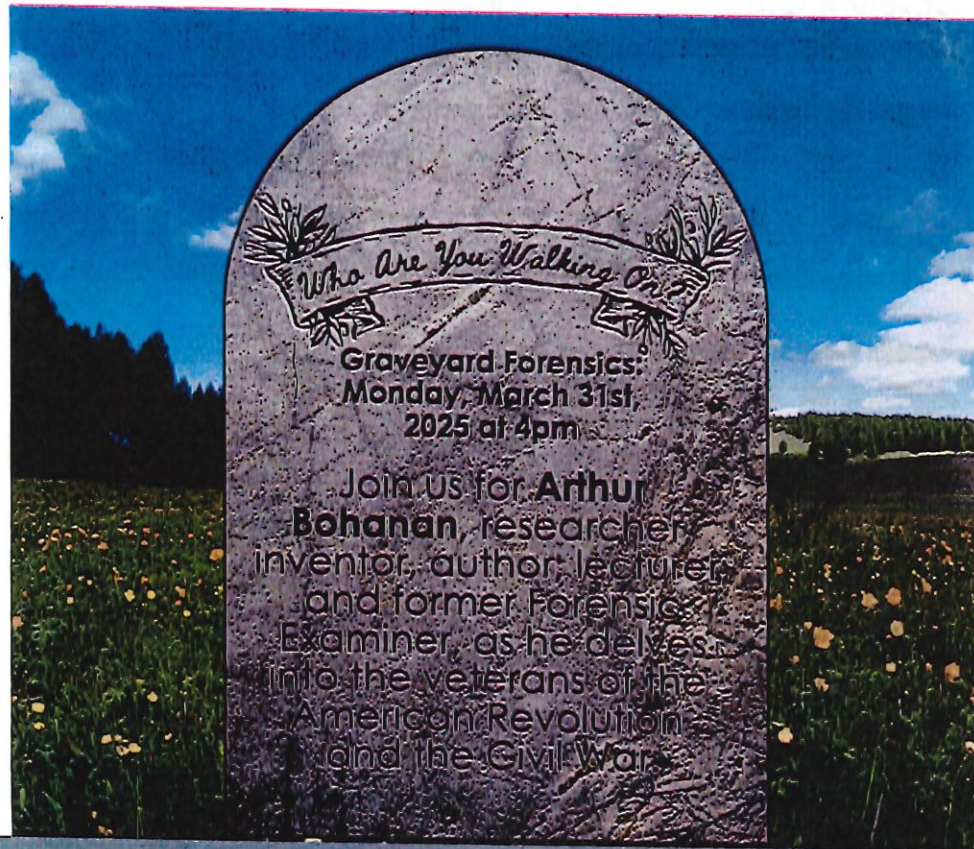
The Scribble Society

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!

Journey Through Space: 01/14 at 4:00pm

Join us for an out-of-this-world adventure through outer Space, mankind's true final frontier! Suitable for all ages!



Closings/ Holidays

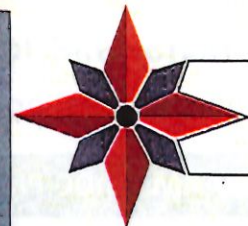
We will be closed on **January 1st** for the New Year & **January 20th** for Martin Luther King Jr. Day

January at JCPL

Section 7, Item f.



Need something printed?
Email it to
jcplrenewalsejcpls.org to
have us print it for you!



JCPL
JEFFERSON CITY
PUBLIC LIBRARY

Jefferson City Public Library

CLINCH

December 2024

Section 7, Item f.

PHYSICAL COLLECTION											ELECTRONIC COLLECTION (Advantage, etc.)		Current Balance	
Material Type		Beginnin	Added	Deleted	Balance		Beginning	Added	Deleted	Balance	Locally Owned	E-books	19	
Print Materials	Locally Owned	12,689	69	0	12,758	Regionally Owned	11,053	0	0	11,053		Audio Downloadable	18	
Audio Materials		708	0	0	708		138	0	0	138		Video Downloadable	0	
Video Materials		2,836	39	0	2,875		507	0	0	507		Total	37	
Other Materials*		60	0	1	59		0	0	0	0				
Total			16,293	108	1		16,400	Total	11,698	0		0	11,698	TOTAL PHYSICAL COLLECTION

* 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	General Interest	
On-site	6	2	2	4	7	21
Off-site	0	0	0	0	0	0
Live Virtual	0	0	0	0	0	0
Total	6	2	2	4	7	21

PROGRAM ATTENDANCE						Totals
	Children Ages 0-5	Children Ages 6-11	YA Ages 12-18	Adults 19 or Older	General Interest	
On-site	187	66	9	26	134	422
Off-site	0	0	0	0	0	0
Live Virtual	0	0	0	0	0	0
Total	187	66	9	26	134	422

LIBRARY SERVICES & ELECTRONIC TECHNOLOGY		MEETING ROOM USE	
Library Visits	3,338	Number of Events Not Sponsored by the Library	47
Reference Transactions	835	Attendance at these Events	552
Computer Uses	1,048		
Wireless Sessions	600		
Website Visits	1,303		
1-on-1 tech sessions	29		
ILL - Borrowed	186		
ILL - Loaned	194		
Volunteer Hours	63		

BORROWERS		Current Balance
Adult Borrowers >14 yrs old		7,596
Children Borrowers <14 yrs old		2,215
TOTAL BORROWERS		9,811

RECORDED PROGRAMMING		SELF-DIRECTED PROGRAMMING (activity doesn't meet program definition)	
Total Recorded Programs	0	Total Passive Programs / Activities	4
Total Views	0	Total Attendance	257

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	1,898	Adult	27	Adult & Children	3,712
Children	1,814	Children	0	Other Physical Items	27
Total	3,712	Total	27	TOTAL PHYSICAL CIRCULATION	3,739

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	1,310	E-Audio Circulation	1,572		
Children	0	E-Serial Circulation	457	E-Video Circulation	0		
Total	0	Total		3,339		TOTAL ELECTRONIC CIRCULATION	3,339

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

Pswd: tnlibguides

TITLE VI SURVEY INFORMATION	White	Black or African American	Hispanic Origin (of any race)	American Indian or Alaskan Native	Asian	Other	Two or more races	Total
New Patron Cards Issued	42	4	1	0	0	0	0	47

TOTAL CIRCULATION (Electronic, Physical & Other Physical)	
Physical Circulation	3,739
Electronic Circulation	3,339
Total for All Circulation	7,078

Jefferson City Public Library
CLINCH

2ND QUARTER (Oct., Nov., Dec. 2024)

Section 7, Item f.

PHYSICAL COLLECTION											ELECTRONIC COLLECTION (Advantage, etc.)		Current Balance
Material Type		Beginning	Added	Deleted	Balance		Beginning	Added	Deleted	Balance	Locally Owned		
Print Materials	Locally Owned	12,508	254	4	12,758	Regionally Owned	11,054	1	2	11,053		E-books	19
Audio Materials		708	0	0	708		138	0	0	138		Audio Downloadable	18
Video Materials		2,825	51	1	2,875		507	0	0	507		Video Downloadable	0
Other Materials*		60	0	1	59		0	0	0	0		Total	37
Total		16,101	305	6	16,400	Total	11,699	1	2	11,698	TOTAL PHYSICAL COLLECTION		28,098

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

PROGRAMS OFFERED						Totals
	Children Ages 0-5	Children Ages 6-11	YA Ages 12-18	Adults 19 or Older	General Interest	
On-site	20	15	5	20	19	79
Off-site	0	0	0	1	0	1
Live Virtual	0	0	0	0	0	0
Total	20	15	5	21	19	80

LIBRARY SERVICES & ELECTRONIC TECHNOLOGY		MEETING ROOM USE	
Library Visits	10,479	Number of Events Not Sponsored by the Library	159
Reference Transactions	2,621	Attendance at these Events	1,680
Computer Uses	3,493		
Wireless Sessions	2,197		
Website Visits	4,135		
1-on-1 tech sessions	89		
ILL -Borrowed	575		
ILL - Loaned	722		
Volunteer Hours	313		

BORROWERS		Current Balance
Adult Borrowers >14 yrs old		7,596
Children Borrowers <14 yrs old		2,215
TOTAL BORROWERS		9,811

PROGRAM ATTENDANCE						Totals
	Children Ages 0-5	Children Ages 6-11	YA Ages 12-18	Adults 19 or Older	General Interest	
On-site	519	621	25	170	268	1,603
Off-site	0	0	0	30	0	30
Live Virtual	0	0	0	0	0	0
Total	519	621	25	200	268	1,633

RECORDED PROGRAMMING		SELF-DIRECTED PROGRAMMING (activity doesn't meet program definition)	
Total Recorded Programs	0	Total Passive Programs / Activities	9
Total Views	0	Total Attendance	747

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	6,044	Adult	81	Adult & Children	12,167
Children	6,123	Children	0	Other Physical Items	81
Total	12,167	Total	81	TOTAL PHYSICAL CIRCULATION	12,248

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	3,867	E-Audio Circulation	4,975		
Children	0	E-Serial Circulation	1,408	E-Video Circulation	0		
Total	0	Total		10,250		TOTAL ELECTRONIC CIRCULATION	10,250

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

Pswd: tnlibguides

TITLE VI SURVEY INFORMATION	White	Black or African American	Hispanic Origin (of any race)	American Indian or Alaskan Native	Asian	Other	Two or more races	Total
New Patron Cards Issued	174	8	6	2	0	0	3	193

TOTAL CIRCULATION (Electronic, Physical & Other Physical)	
Physical Circulation	12,248
Electronic Circulation	10,250
Total for All Circulation	22,498



JEFFERSON CITY SENIOR CENTER

JANUARY 2023

Section 7, Item f.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1 CLOSED FOR NEW YEAR'S DAY	2 9 - 12 CARDS 12 - 1 LUNCH	3 9:00 PINOCHLE 10: 00 DOMINOES
6 10 - 11 BINGO 1 - 2 LIBRARY PRESENTATION	7 9:00 ROOK 10:00 CANASTA	8 9:30 BREAKFAST 10 - 12 LINE DANCING	9 9 - 12 CARDS 12 - 1 MONTHLY BUSINESS LUNCH	10 9:00 PINOCHLE 10: 00 DOMINOES
13 10 - 11 BINGO 11 - 12 CHAIR YOGA	14 9:00 ROOK 10:00 CANASTA	15 9:30 BREAKFAST 10 - 12 LINE DANCING	16 9 - 12 CARDS 12 - 1 LUNCH	17 9:00 PINOCHLE 10: 00 DOMINOES
20 CLOSED FOR MLK DAY	21 9 - 12 CARDS 1 - 2 PENNY AUCTION	22 9:30 BREAKFAST 10 - 12 LINE DANCING	23 9 - 12 CARDS 12 - 1 LUNCH	24 9:00 PINOCHLE 10: 00 DOMINOES
27 10 - 11 BINGO 11 - 12 CHAIR YOGA	28 9:00 ROOK 10:00 CANASTA	29 9:30 BREAKFAST 10 - 12 LINE DANCING	30 9 - 12 CARDS 12 - 1 LUNCH	31 VAN TRIP KNOXVILLE MUSEUM OF ART

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

- 01/13 JEFFERSON CITY PUBLIC LIBRARY
- 01/21 NATASHA COLLINS



PUBLIC WORKS
AGENDA ITEM REPORT

TO: City Council, James Gallup and Bettina Chandler

FROM: Porter Massengill

DATE: December 6, 2024

SUBJECT: Purchase of 200 HP VFD for Water Plant

BACKGROUND:

- City Council has previously approved \$20,000.00 for the purchase of a 200 HP VFD for the Water Plant in the 24-25 Budget. We have received a quote from McClean Technology under the budget approved amount.
- This will help ensure continuity of water service for the City’s customers.

FISCAL IMPACT:

- \$20,000.00 in the 24-25 Budget
- \$16,578.00, which is \$3,422.00 under budget.

REQUEST/RECOMMENDATION:

Respectfully request that this purchase be approved by the City Council.

ATTACHMENTS:

Memo and Quote sheet.

Memorandum

To: City Council, James Gallup, Bettina Chandler
From: Porter Massengill
Date: December 6, 2024

Re: Purchase of 200 HP VFD for Water Plant

City Council has previously approved \$20,000.00 for the purchase of a 200 HP VFD for the Water Plant in the 24-25 budget. We have received quote from McClean Technology of \$16,578.00, which is \$3,422.00 under the budget approved amount. I respectfully request that this purchase be approved, as it will help ensure continuity of water service to the City's customers.

Sincerely,

Porter Massengill
Director of Public Works and Utilities

DATE: 11-26-24

COMPLETED BY: Chris Smith

ACCOUNT(S) DISTRIBUTION: Water Plant (1878)

CITY OF JEFFERSON CITY
Telephone Bid Tubulation

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

UNENCUMBERED BALANCE:

Item #	Description	Name of Bidder		Name of Bidder	
		Vendor:	Phone #	Quoted By:	Quantity
1	ABB 200 hp VFD (in budget)	McLean Tech.	865-748-4222	United Service	1
2				865-281-0890	
3				Mark	
4					
5					
6					
Freight:					
Discount Terms:					
Delivery time from receipt of Purchase Order:					
TOTAL BID		\$ 16,578 ⁰⁰	\$ 19,028 ⁰⁰		

Manager/Purchasing Agent:

Department Head:

[Signature]



FIRE DEPARTMENT
AGENDA ITEM REPORT

TO: City Council, James Gallup

FROM: Lee Turner, Fire Chief

DATE: December 9, 2024

SUBJECT: CPR Compression System – Jefferson Healthcare Foundation Grant

BACKGROUND:

- The Jefferson City Fire Department has been awarded a grant from the Jefferson Healthcare Foundation for medical and training purposes.
- As part of this grant, the Department is requesting to purchase two (2) Defibtech Lifeline ARM Chest Compression Systems. These devices are placed on patients in cardiac arrest and provide hands free chest compressions so rescuers can be freed up to perform other lifesaving skills.

FISCAL IMPACT:

- The grant is a no-match, 100% funding grant.
- \$17,707.82 paid by the grant.

REQUEST/RECOMMENDATION:

Due to this being the unit in use by our EMS provider, Jefferson County EMS, I request that the bid process be waived, and the units be purchased from Master Medical Equipment (MME).

ATTACHMENTS:

Quote for CPR Compression System



Master Medical Equipment
PO Box 11476
Jackson, TN 38308
US
866-468-9558

QUOTATION

Order Number	
1076078	
Order Date	Page
12/03/2024 10:36:55	1 of 1

Quote Expires On: 01/02/2025

Bill To:

Jefferson City Fire Department
104 City Center Dr
PO Box 530
Jefferson City, TN 37760-3400
US
865-475-3616

Ship To:

Jefferson City Fire Department
104 City Center Dr
PO Box 530
Jefferson City, TN 37760-3400
US

Customer ID: 43967

Requested By: Lee Rayburn

PO Number	Ship Route	Account Manager	Sales Representative
		BENTLEE.CLARKSON	Carrie Kastner

Quantities		Item ID Item Description	Pricing UOM	Unit Price	Extended Price
Ordered	UOM				
2	EA	DFTRCF-A1000EN Lifeline ARM Chest Compression System	EA	7,995.0000	15,990.00
1	EA	DFTRCF-RBP-G1000EN Defibtech Lifeline ARM Battery	EA	424.0600	424.06
2	EA	DFTRCF-RBC-U1000NA Dual battery Charging cradle RMU-A1000	EA	626.8800	1,253.76

Delivery Instructions:

Total Lines: 3

SUB-TOTAL: 17,667.82
TAX: 0.00
FREIGHT: 40.00
AMOUNT DUE: 17,707.82
U.S. Dollars

If you are eligible for exemption from sales tax, please share your sales tax exemption documents with MME before you finalize your order. Otherwise, applicable sales tax will be added to the invoice.

Please note that all returns and refunds are subject to MME's return and refund policy which may be found at <https://www.mmemed.com/returns-refunds/>

JEFFERSON CITY, TENNESSEE
Ordinance No. 2024-
AN ORDINANCE AMENDING THE ZONING MAP OF
JEFFERSON CITY BY REZONING ONE PARCEL AT
1713 Russell Ave.

WHEREAS, the owner of real property located at 1713 Russell Ave., being Map 023D, Group A, Parcel 016.00 have requested Jefferson City rezone the property; and

WHEREAS, the Jefferson Regional Planning Commission has recommended the rezoning of this property and recommended that it be zoned P-2 Professional and Civil District; and

WHEREAS, the City Council of Jefferson City has determined that the health, safety, and welfare of the people of Jefferson City require that the above referenced property be rezoned.

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

Section 1. The zoning map of Jefferson City, Tennessee is hereby amended by rezoning one parcel of land at 1713 Russell Ave., being Map 023D, Group A, Parcel 014.14 as shown on the Jefferson City Tax Map, from R-2 Multiple Family Residential District to P-2 Professional and Civic District

Section 2. This ordinance shall become effective 15 days from its final passage, the public welfare requiring it.

Passed this:

First Reading: _____ day of _____, 2024

Second Reading: _____ day of _____, 2024

Mitch Cain
Mayor

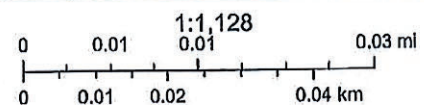
Attest: _____
Bettina Chandler
City Recorder

Jefferson County - Parcel: 023D A 016.00



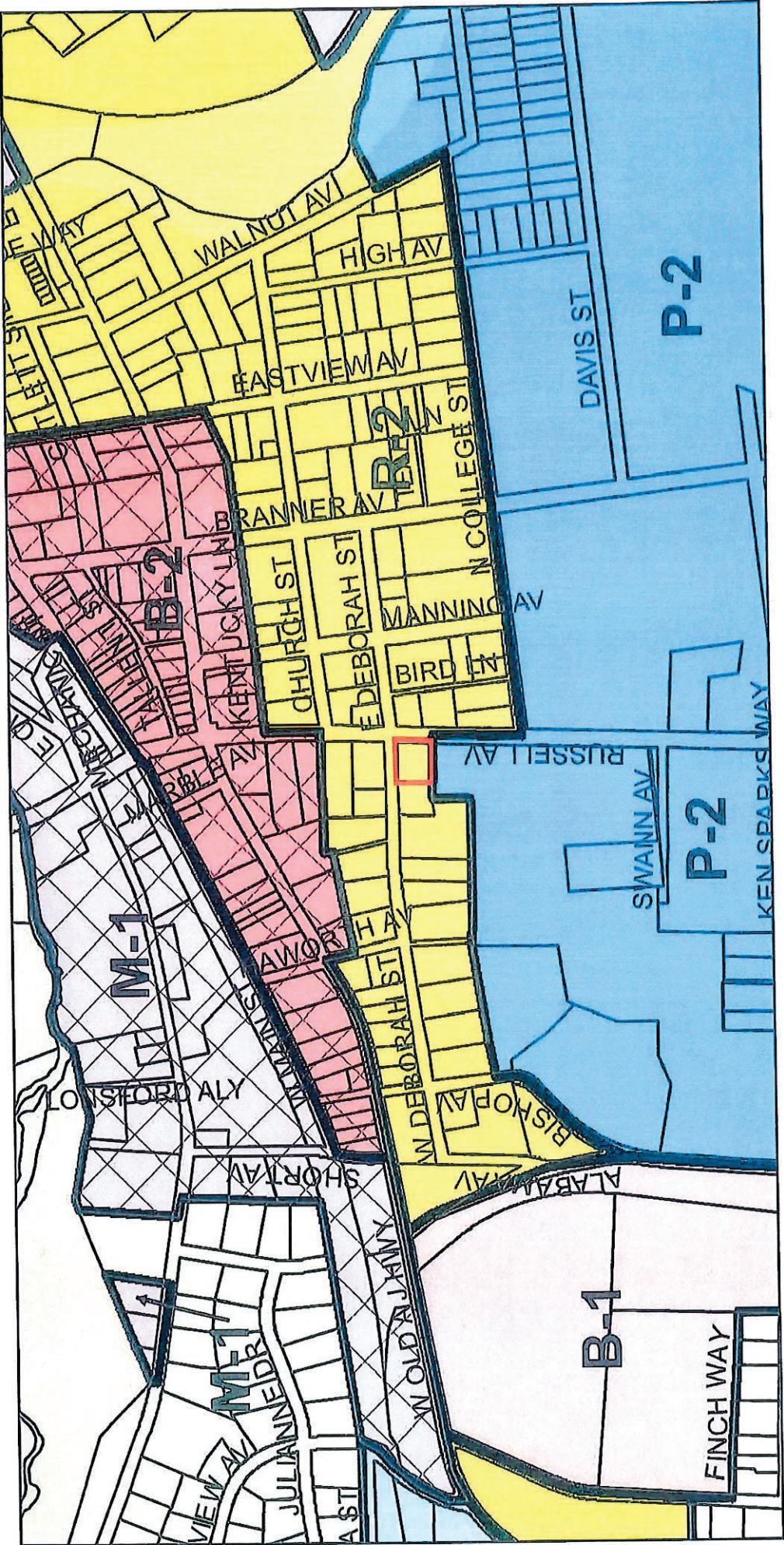
Date: September 18, 2024

County: Jefferson
 Owner: PANELLA TIMOTHY JOHN &
 Address: RUSSELL AVE S 1713
 Parcel Number: 023D A 016.00
 Deeded Acreage: 0
 Calculated Acreage: 0
 Date of TDOT Imagery: 2019
 Date of Vexcel Imagery: 2023



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

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.



JEFFERSON CITY, TENNESSEE

Ordinance 2025-01

AN ORDINANCE OF THE CITY OF JEFFERSON CITY, TENNESSEE AMENDING THE OPERATING BUDGET FOR THE **FISCAL YEAR 2024-25**.

BE IT ORDAINED BY THE CITY COUNCIL OF JEFFERSON CITY, TENNESSEE, THAT,

Section 1. The annual operating budget of the City of Jefferson City, Tennessee, for **the Fiscal Year 2024-25** is hereby amended per the attached spreadsheet:

SEE ATTACHMENT

Section 2. This ordinance shall become effective upon final passage, the public welfare requiring it.

Passed this:

First Reading: 6th day of January 2025

Second Reading: 3rd day of February 2025

Mitch Cain, Mayor

Attest: _____
Bettina Chandler, City Recorder

BUDGET AMENDMENT FY 2024-2025			
ORDINANCE 2025-01			
GENERAL FUND	DEBIT	CREDIT	
REVENUES	INCREASE	DECREASE	EXPLANATION
110-33720	\$ 50,000		Jefferson Healthcare Foundation Grant-Police
110-33720	\$ 44,000		Jefferson Healthcare Foundation Grant-Fire
110-33720	\$ 9,450		Jefferson Healthcare Foundation Grant-Recreation
110-34716	\$ 1,200		Silver Sneakers Program
110-36330	\$ 11,100		GovDeals-Police Seized Vehicles & Gun Holsters
110-36350	\$ 22,350		Insurance Recoveries - Police Vehicles
110-36721	\$ 96,880		FY 24-25 Donation to Fire Dept. from County
110-36900	\$ 14,500		PEP Full Bonus Package Refund, Sale of Scrap Metal
TOTAL	\$ 249,480	\$ -	
EXPENDITURES	DECREASE	INCREASE	EXPLANATION
110-41810-948	\$ 6,680		Fire Alarm System at City Hall (Approved 9-3-24)
110-41860-312		\$ 2,190	Cameras at Public Works (Approved 10-7-24)
110-42124-255		\$ 24,100	Police Civic Eye Electronic Citation Software (Approved 8-5-24)
110-41900-790		\$ 600	IDB-Annual Issuance Fee more than Budgeted
110-42100-261		\$ 14,600	2023 Ford Explorer (Covered by Insurance Recovery)
110-42100-949		\$ 50,000	Tactical Drone, Camera Ball, Comm Headsets (Jefferson Healthcare Grant)
110-42124-948	\$ 3,000		Fire Alarm System at Police Department - Correction-Wrong Department Budget
110-42156-948		\$ 3,000	Fire Alarm system at Police Department - Correction-Wrong Department Budget
110-42200312		\$ 300	Fire-Medical Equipment (Jefferson Healthcare Foundation Grant)
110-42200-949		\$ 43,700	Fire-Medical Equipment (Jefferson Healthcare Foundation Grant)
110-42254-312		\$ 1,900	Cameras at Fire Department (Approved 10-7-24)
110-42254-948	\$ 2,590		Fire Alarm System at Fire Department (Approved 9-3-24)
110-44460-312		\$ 5,810	JCCC Cameras (Approved 10-7-24)
110-44460-312		\$ 1,600	JCCC Misc. Lifesaving/CPR items (Jefferson Healthcare Foundation Grant)
110-44460-948		\$ 27,660	JCCC Fire Alarm System & Sprinkler System (Approved 9-3-24 & 11-4-24)
110-44460-949		\$ 1,030	JCCC Cameras (Approved 10-7-24)
110-44460-949		\$ 7,850	JCCC Manikins & AED (Jefferson Healthcare Foundation Grant)
110-44720-254		\$ 9,600	Canopy-Mossy Creek Station Design (Approved 8-5-24)
110-44724-312		\$ 200	Camera for Mossy Creek Station
110-44724-255		\$ 340	Data Processing for camera at Mossy Creek Station
110-44800-266		\$ 5,400	View Smart Glass System
110-44800-312		\$ 2,120	Cameras for Library
110-44800-948		3050	Library Burglar Alarm (Approved 11-4-24)
110-44800-949		\$ 520	NVR for Library
TOTAL	\$ 12,270	\$ 205,570	
110-27100 FUND BALANCE INCREASE (DECREASE)	\$ 56,180		

BUDGET AMENDMENT FY 2024-2025			
ORDINANCE 2025-01			
STREET AID FUND	DEBIT	CREDIT	
REVENUES	INCREASE	DECREASE	EXPLANATION
121-33558	\$ 3,000		Transportation Modernization Tax (State Shared Taxes)
121-36900	\$ 5,000		Hicks Road Signal Replacment Recovery
TOTAL	\$ 8,000	\$ -	
EXPENDITURES	DECREASE	INCREASE	EXPLANATION
121-42130-267		\$ 4,630	Stansell Electric - Repair for Hicks Road Signal
TOTAL	\$ -	\$ 4,630	
121-27130 RESTRICTED FUND BALANCE INCREASE (DECREASE)	\$ 3,370		
DRUG FUND	DEBIT	CREDIT	
REVENUES	INCREASE	DECREASE	EXPLANATION
125-36330	\$ 9,510		GovDeals-Police Seized Vehicles
TOTAL	\$ 9,510	\$ -	
EXPENDITURES	DECREASE	INCREASE	
125-42129-148		\$ 6,000	Handler Course for dual purpose K9 (Approved 12-2-24)
125-42129-949		\$ 8,500	Dual purpose K9 Narc (Approved 12-2-24)
125-42129-949		\$ 2,750	Motorola Radio Desk Chargers (2)
TOTAL	\$ -	\$ 17,250	
125 27130 RESTRICTED FUND BALANCE INCREASE (DECREASE)	\$ (7,740)		

BUDGET AMENDMENT FY 2024-2025			
ORDINANCE 2025-01			
WATER/SEWER FUND	DEBIT	CREDIT	
REVENUES	INCREASE	DECREASE	EXPLANATION
TOTAL	\$0	\$0	
EXPENDITURES	DECREASE	INCREASE	EXPLANATION
413-51520-511		\$ 20,650	Insurance on Buildings
413-52113-262		\$ 9,180	Emergency Repair Train # 3 Water Plant -Actuator/Positioner
413-52113-262		\$ 3,140	Emergency Repair Train # 3 Water Plant
413-52113-262		\$ 4,900	Emergency Repair of an Ebara 65 hp pump for Backwash at WTP
413-52113-533		\$ 1,130	Emergency Repair Train # 3 Water Plant
413-52113-312		\$ 2,370	Cameras (Approved 10-7-24)
413-52114-949		\$ 1,220	Leak Detector
413-52114-949		\$ 2,780	Tap Machine
413-52114-949		\$ 1,190	Backflow Test Kit
413-52114-949		\$ 3,165	Nokta 3D Metal Dectector
413-52213-312		\$ 2,790	Sewer Plant Cameras (Approved 10-7-24)
413-52213-949		\$ 520	Sewer Plant NRV (Approved 10-7-24)
413-52520-511		\$ 12,550	Insurance on Buildings
TOTAL	\$ -	\$ 65,585	
413-28000 RETAINED EARNINGS INCREASE (DECREASE)	\$ (65,585)		
CAPITAL OUTLAY	DECREASE	INCREASE	
413-18178		\$ 74,000	Membrane Replacement in Train # 2 - WTP (Approved 9-3-24)
413-18178		\$ 6,250	A/C at VFD Building - WTP (Approved 9-3-24)
413-18178		\$ 20,510	300 HP VFD - WTP
413-18178		\$ 5,100	40 HP VFD - WTP
413-18178		\$ 3,500	Installation of two VFDs - WTP
413-18178		\$ 12,300	Emergency Purchase of new Ebara 65 HP Pump
413-18178	\$ 3,500		Water Dist. - Attachment for Track Loader Savings
413-18178	\$ 15,290		Water Dist. - Two (2) 1/2 Ton Pickup Trucks Savings
413-18278	\$ 10,190		Sewer Coll. - Two (2) 1/2 Ton Pickup Trucks Savings
413-18178	\$ 7,740		Water Plant - 1/2 Ton Pickup Truck Savings
TOTAL	\$ 36,720	\$ 121,660	
TOTAL CAPITAL OUTLAY INCREASE (DECREASE)		\$ 84,940	

MEMORANDUM

TO: City Council; James Gallup, City Manager

FROM: Bettina Chandler, City Recorder

DATE: December 12, 2024

SUBJECT: FY 2024-25 Budget Amendments

Attached is Ordinance 2025-01, an ordinance amending the FY 2024-25 Budget. Most of the items have been approved by City Council in previous meetings. Following is a list of the amendment highlights. Please let me know if you have any questions.

General Fund Revenue Increase for Police, Fire, and Recreation for Jefferson Healthcare Foundation Grants; JCCC Silver Sneaker Program; Police seized vehicles sold on GovDeals; insurance recoveries; PEP Full Package Bonus; sale of scrap metal; and FY 24-25 donation to the Fire Department from the County.

General Fund Expenditure Increase for surveillance equipment (cameras) at Public Works, Fire Department, JCCC, Mossy Creek Station, and Library; electronic citation software for Police Department; vehicle repair for Police Department (covered by insurance recoveries); Police, Fire, and Recreation equipment funded by Jefferson Healthcare Foundation Grants; fire alarm system and sprinkler system for JCCC; and burglar alarm system and view smart glass system for Library.

Street Aid Fund Revenue Increase for Transportation Modernization State Shared Tax and Hicks Road signal replacement recovery.

Street Aid Fund Expenditure Increase for repair for Hicks Road signal replacement (funded by signal replacement recovery).

Drug Fund Revenue Increase for Police drug seized vehicles sold on GovDeals.

Drug Fund Expenditure Increase for handler course and dual purpose K9 and Motorola radio desk chargers.

Water/Sewer Fund Expenditure Increase for emergency repairs on train # 3 and a 65 HP pump at Water Plant; membrane replacement at Water Plant; A/C for VFD building at Water Plant; 300 HP and 40 HP VFDs at Water Plant; emergency purchase of 65 HP pump at Water Plant; surveillance equipment (cameras) at the Water Plant and Sewer Plant; emergency purchases of a leak detector, tap machine, backflow test kit, and 3D metal detector for Water Distribution; and insurance on buildings.

General Fund Amendments

Revenues	\$249,480.	Increase
Expenditures	\$193,300.	Increase
Fund Balance	\$ 56,180.	Increase

Street Aid Fund Amendments

Revenues	\$8,000.	Increase
Expenditures	\$4,630.	Increase
Restricted Fund Balance	\$3,370	Increase

Drug Fund Amendments

Revenues	\$ 9,510.	Increase
Expenditures	\$17,250.	Increase
Restricted Fund Balance	(\$ 7,740.)	Decrease

Water/Sewer Fund Amendments

Revenues	\$ 0.	
Expenditures	\$ 65,585.	Increase
Capital Outlay-Uses	\$ 121,660.	Increase
Capital Outlay-Uses	(\$ 36,720.)	Decrease
Retained Earnings	(\$ 150,525.)	Decrease

JEFFERSON CITY, TENNESSEE

Resolution 2025 - 01

A RESOLUTION AUTHORIZING THE SUBMISSION OF
A 2025 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
APPLICATION TO FUND A CDBG PROJECT

WHEREAS, the Community Development Block Grant (CDBG) Program as administered by the State of Tennessee offers grants to local jurisdictions to fund public infrastructure facilities; and

WHEREAS, Counties and municipalities within the State of Tennessee may apply annually for such CDBG funding; and

WHEREAS, the Three Star incentive makes the 2025 CDBG match for the City of Jefferson City seven percent (7%) or \$75,268.00 based on a \$1,000,000.00 grant limit; and

WHEREAS, the City of Jefferson City will apply for the grant (CDBG) to fund a community revitalization project.

NOW THEREFORE, BE IT RESOLVED that the City Council of Jefferson City hereby requests the Mayor or his representatives to prepare and submit a 2025 Community Development Block Grant application for funding up to the maximum amount of \$1,000,000.00 (CDBG) funds with a local match of \$75,268.00 for a total project cost of \$1,075,268.00.

ADOPTED this 6th day of January, 2025.

APPROVED:

Mitch Cain, Mayor

Attest: _____
Bettina Chandler, City Recorder

JEFFERSON CITY, TENNESSEE

Resolution 2025 - 02

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

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

WHEREAS, it is appropriate that the listed property be declared as surplus.

NOW THEREFORE, BE IT RESOLVED by the City Council of Jefferson City that the assets listed in the memo from Emma Andrews dated 12/2/24, consisting of 21 items including vehicles and equipment are hereby designated as surplus property of the City of Jefferson City.

FURTHERMORE, the Council directs the City Manager and his designee to dispose of the attached property in accordance with law.

ADOPTED this 6th day of January, 2024.

APPROVED:

Mitch Cain, Mayor

Attest: _____
Bettina Chandler, City Recorder

MEMORANDUM

To: James Gallup, City Council

From: Emma Lawson

Subject: Fixed Asset Surplus

Date: December 2, 2024

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

<u>Department</u>	<u>Asset #</u>	<u>Description</u>	<u>Serial/VIN Number</u>
Streets	2235	New Holland Backhoe	31008590
Streets	2904	2005 Ford F550 4x4 Crew Truck	1FDAF57Y65EB79260
Streets	2905	Switch & Go Bed Attachment	S2073
Streets	2909	Dumpbed 11' w/switch n go frame	110B
Streets	2931	2005 Leafbed for switch n go	DRB-1351-SS
Streets	3049	2008 Ford Super Duty F350	1FDWF36518EC87131
Streets	3139	Flatbed for switch n go	EB-12
Streets	728	26 HP Kubota Tractor Mower	L2250-11248
Streets	1580	6300 John Deere Tractor	106300H127170
Streets	2938	2006 Ford 4x4 ¾ Ton Truck	1FDNF21596EB71850
Streets	3009	John Deere 6300 Mower	3325
Sanitation	2823	BC1000 Brush Chipper	3596
Sanitation	2426	Brush Chipper	AR70427
Fire	3052	2004 Ford Crown Victoria	2FAFP74W54X148803
Recreation	4207	Hewlett Packard Computer 24"	8CC71305 DM
City Shop	252	AJAX Transmission Jack	G714C14189
City Shop	2465	JBC Computer wheel balancer	E41HS031
City Shop	2541	Leak Detector/Air Cond. Recover	01828
City Shop	3141	Tire Changer	1ED003660
City Shop	757	1988 Chevrolet Pickup Truck	1GCDC14Z9JZ146353
City Shop	3099	Cabinet Sandblaster/ACCESS	00110/00112

JEFFERSON CITY, TENNESSEE

Resolution 2025 - 03

**A RESOLUTION AUTHORIZING THE APPLICATION FOR THE
2025 REBUILDING AMERICAN INFRASTRUCTURE WITH
SUSTAINABILITY AND EQUITY (RAISE) GRANT PROGRAM**

WHEREAS, the U.S. Department of Transportation (USDOT) administers the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program to provide federal funding for infrastructure projects that improve transportation systems, enhance sustainability, and promote equity across communities; and

WHEREAS, the City of Jefferson City recognizes the importance of investing in infrastructure that will foster long-term economic growth, improve community accessibility, and reduce transportation inequities, and understands the program's alignment with these goals; and

WHEREAS, the application for the 2025 RAISE Grant Program requires an official resolution from the governing body of the City of Jefferson City authorizing the submission of the application and certifying the willingness to meet any applicable requirements of the program, including cost-sharing provisions and federal compliance requirements.

NOW THEREFORE, BE IT RESOLVED that the City Council of Jefferson City, as follows:

1. The City of Jefferson City is hereby authorized to apply for the 2025 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program to fund surface transportation improvements along US Highway 11-E.
2. The City of Jefferson City agrees to comply with all program requirements and to provide the necessary matching funds or in-kind contributions as required by the RAISE Grant Program.
3. The City of Jefferson City further agrees to meet all applicable federal, state, and local regulations and policies in the implementation of the project, should the application be successful and the grant awarded.

ADOPTED this 6th day of January, 2025.

APPROVED:

Mitch Cain, Mayor

ATTEST: _____
Bettina Chandler, City Recorder