

City Council Work Session Meeting Agenda

December 16, 2025 at 5:00 PM Jefferson City Municipal Building

1. Call to Order

Opening Prayer

Pledge of Allegiance

- 2. Citizen Comments (Citizens should state their name, address, and limit comments to five minutes.)
- 3. Communications from the Mayor
- 4. Reports from Committees, Council Members, and other Officers
 - a. Fire Station #2 Bond Review Scott Gibson
 - **b.** Quarterly Update from C.A.R.E.
 - c. Quarterly Update from Jefferson Alliance Joe Gibson
 - Quarterly Update from Heritage Center at Mossy Creek Teresa Collins & Jeanne Musick
 - e. Quarterly Update from Mossy Creek Foundation Tommy Clapp

5. Items for Discussion

- a. Proposed Interlocal Agreement between Jefferson County & City for the Mossy Creek
 WVA Rehab Project Carey Davis, County Mayor's Office
- b. Proposed Change Orders #4 and #6 for Fire Station #2 Lee Turner
- c. Proposed Budget Amendments for FY 2025-26 Bettina Chandler
- <u>d.</u> Discuss a resolution to authorize staff to explore a partnership with CNU's Office of Intercollegiate Recreational Sports for an archery facility James Gallup/Kevin Bolden
- e. Discussion of annual City Manager performance review per contract James Gallup

6. Appointments

a. Parks and Recreation Committee - The members are appointed for a two-year term by the City Council. The first term may be extended for an additional year in order to stagger the members' terms. The current members whose terms will expire in January of 2026 are: Desiree Dolan, Sherman Hannah, Bryan Miller, and Mindy Williams.

- **b.** Regional Planning Commission The commissioners are appointed by the Mayor for a five-year term. The appointments will expire in January of 2026. The current appointments are Jeff Chitwood and Bill Newman.
- **c.** Adjustment and Appeals Board The members are appointed for a three-year term by the Mayor with confirmation from the City Council. The current members whose terms will expire in February of 2026 are Ray Cain and Ken Morton.
- **d. Beautification Board and Tree Committee** The members are appointed for a three-year term by the City Council. The current members whose terms will expire in February of 2026 are Angie France and Spencer Gatlin.
- **e. Housing Authority** Ms. Mary McCarter has resigned after serving on the board for 33 years, with 31 years as Chairman. Her term was to expire in March of 2027. The board members are appointed by the Mayor.

7. Calendar/Upcoming Events

- **a.** The December HZC/Regional Planning Commission/BZA meeting will be on Monday, December 22, 2025.
- **b.** The January City Council Meeting will be on Monday, January 5, 2026.
- **c.** Community Development Block Grant (CDBG) Public Hearing will be held at 5:30PM on January 7, 2025.
- **d.** The January Work Session will be on Tuesday, January 20, 2026.
- **e.** The January HZC/Regional Planning Commission/BZA meeting will be on Monday, January 26, 2026.

8. Announcements

- **a.** Mossy Creek Trout Derby will be hosted by the Mossy Creek Outdoor Collective from 11AM to 2PM on December 20, 2025.
- **b.** The City Offices will be closed on Wednesday and Thursday, December 24th and 25th for the Christmas holiday.
- **c.** The City Offices will be closed on Thursday, January 1st for New Year's Day.
- **d.** The City Offices will be closed on Monday, January 19th for Martin Luther King, Jr. Day.

9. Adjourn

INTERLOCAL AGREEMENT BETWEEN JEFFERSON COUNTY, TENNESSEE AND THE CITY OF JEFFERSON CITY, TENNESSEE REGARDING THE REHABILITATION OF THE MOSSY CREEK WILDLIFE VIEWING AREA

WHEREAS, *Tenn. Code Ann.* §12-9-101, *et. seq.* authorizes governmental entities in this State to enter into agreements to cooperate with other localities on a basis of mutual advantage and thereby provide services and facilities in a manner and pursuant to forms of governmental organization that accord with geographic, economic, population, and other factors influencing the needs and development of local communities; and

WHEREAS, Jefferson County, Tennessee (hereinafter the "County") and the City of Jefferson City, Tennessee (hereinafter the "City") (collectively, the "Parties") have elected to exercise the authority granted under the above-referenced statutes and have entered into a written agreement for the rehabilitation of the Mossy Creek Wildlife Viewing Area (the "Project"); and

WHEREAS, the County is the recipient of a one-time, \$80,000 grant awarded for the purpose of partially rehabilitating the Mossy Creek Wildlife Viewing Area, a park located within the limits of Jefferson City; and

WHEREAS, with the approval of the Jefferson City Council and the City Attorney, Robert Burts, Jefferson City has granted the County permission to undertake improvements to said park; and

WHEREAS, in the judgment of the City of Jefferson City, this Interlocal Agreement is advantageous to and serves the public interest of Jefferson City; and

WHEREAS, in the judgment of Jefferson County, this Interlocal Agreement is advantageous to and serves the public interest of the County.

NOW, THEREFORE, this Interlocal Agreement is entered into by and between the City of Jefferson City <u>and</u> Jefferson County as of this ______ day of ______, 20_____, and in consideration of the mutual covenants contained herein, the parties agree as follows:

This Interlocal Agreement ("Agreement") is entered into by and between Jefferson County, Tennessee and the City of Jefferson City, Tennessee, collectively referred to as "the Parties," pursuant to the authority granted under the Tennessee Interlocal Cooperation Act, Tenn. Code Ann. § 12-9-101 et seq.

1. Purpose of the Agreement

1.1 The purpose of this Agreement is to authorize collaborative efforts between Jefferson County and Jefferson City for the partial rehabilitation and improvement of the Mossy Creek Wildlife Viewing Area ("Project"), located within the municipal limits of Jefferson City as hereinafter described.

- 1.2 The County is the recipient of a one-time grant of \$80,000.00 from the State of Tennessee for the purpose of partially rehabilitating the Mossy Creek Wildlife Viewing Area.
- 1.3 This Agreement is further intended to promote the efficient and coordinated delivery of services in a manner mutually beneficial to both entities and to ensure the effective use of funds awarded to Jefferson County with the intended use of the partial rehabilitation and improvement of the Mossy Creek Wildlife Viewing Area.

2. Authority and Permissions

- 2.1 Jefferson City hereby grants Jefferson County permission to enter upon and undertake some rehabilitation activities or improvements on City-owned property known as the Mossy Creek Wildlife Viewing Area.
- 2.2 Jefferson City acknowledges and agrees that Carey Davis, Director of Community Relations & Special Projects for Jefferson County, is authorized to manage, administer, and oversee all aspects of the Project on behalf of Jefferson County.

[So, will Director Elder have any involvement?]

2.3 Jefferson County agrees that all project plans, proposals, and material decisions will be shared with Jefferson City, and that the Parties will work collaboratively throughout the duration of the Project. It is anticipated that the aforementioned grant funds shall be used to repair and/or reconstruct two wildlife observation decks. However, Jefferson County shall have the ultimate discretion and decision making authority, regarding expenditure of the grant funds and which improvements to make therewith. If the \$80,000.00 in grant funds is not sufficient to cover these repairs/ reconstruction, the County shall have no duty, liability, or responsibility to contribute any additional funds or resources to complete the Project including repair and/or reconstruction to the observation decks.

3. Responsibilities of Each Party

- 3.1 Jefferson County shall:
 - a. Oversee all project management and implementation activities related to the rehabilitation of the Mossy Creek Wildlife Viewing Area.
 - b. Administer all grant obligations, including compliance with funding requirements, reporting, budgeting, and execution of improvements.
 - c. Coordinate with Jefferson City regarding project decisions, timelines, and work to be performed.
 - d. The extent of Jefferson County's responsibilities and liability, financially or otherwise, regarding this project is the \$80,000.00 in grant funds described herein. Upon the expenditure of these funds, the County shall have no other duties or responsibilities under this Agreement.

3.2 Jefferson City shall:

- a. Be solely responsible for the present, ongoing and future maintenance, care, cost, expense, and upkeep of the Mossy Creek Wildlife Viewing Area, including, but not limited to the herein described observation decks.
- b. Collaborate with Jefferson County during planning and implementation phases of the Project.
- c. Provide access to City-owned property as needed for project activities.

4. Liability and Risk Allocation

- 4.1 The City shall be solely responsible for any liabilities arising directly from the rehabilitation work performed as part of this Project.
- 4.2 The City shall be solely responsible for all infrastructure, conditions, or defects with respect to the Project and the property and improvements upon and at the Park.
- 4.3 The City shall indemnify, defend, and hold harmless the County and the County's employees, agents, contractors, subcontractors, representatives and officials of and from any and all claims, complaints, and causes of action of any kind or character, including, but not limited to claims for bodily injury, personal injury, death, etc., arising from or related to the Project, the Mossy Creek Wildlife Viewing Area, or any condition, improvement, or fixture in, at or around the Mossy Creek Wildlife Viewing Area.
- 4.4 Nothing in this Agreement shall be construed to waive any defenses, immunities, or limitations of liability available to either Party under Tennessee law.

5. Compliance with Tennessee Code Annotated Requirements

- 5.1 This Agreement is executed pursuant to the Tennessee Interlocal Cooperation Act, Tenn. Code Ann. § 12-9-101 et seq.
- 5.2 The Parties agree to comply with statutory requirements including, but not limited to, the filing of an annual statement with the Tennessee Comptroller of the Treasury that includes:
 - The names of the Parties to this Agreement.
 - Annual revenue and expenses of any entity created under the Agreement (if applicable); and
 - Any additional information required by the Comptroller's Office.

6. Term, Amendment, and Termination

6.1 This Agreement shall become effective upon approval and execution by the legislative bodies of the County and the City, and shall expire upon the County's expenditure of the \$80,000.00 in grant funds, unless this Agreement is extended by the written agreement of the Parties or unless earlier terminated as provided herein.

- 6.2 Any amendments or modifications to this Agreement must be approved by the legislative bodies of the County and the City in writing and executed by authorized representatives of both Parties.
- 6.3 This Agreement may be terminated by mutual written agreement of the Parties. Further, this Agreement may be terminated by the County or the City upon thirty (30) days written notice. In the event of termination, the Parties shall cooperate to ensure proper closeout of grant-related activities and compliance with applicable state and federal requirements.

7. Miscellaneous Provisions

- 7.1. Nothing in this Agreement shall be construed as creating a separate legal entity. unless expressly stated and authorized under Tenn. Code Ann. § 12-9-104. With respect to this Agreement, the Parties are independent entities and neither Party nor the Parties' employees, representatives, officials, or contractors are the agents of the other Party and no joint venture of any kind is created by this Agreement.
- 7.2. The waiver of either party of a breach or violation of any provision of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent breach of the same or other provision hereof.
- 7.3. Any notice of termination, requests, demands or other communications under this Agreement shall be in writing and shall be deemed delivered: (a) when delivered in person to a representative the parties listed below: (b) 3 days after mailing when mailed by first-class certified mail, return receipt requested, addressed to the party at the address below; (c) upon confirmation of receipt if sent by electronic means or facsimile to the parties listed below; or (d) via FedEx or UPS (signature required):

For the City:	
•	
Email:	
Copy to:	
-	
Email:	
	:
-	
Email:	
Copy to:	
Email:	

Any such notice shall also be emailed to the persons listed above. Either Party may change such address or phone number from time to time by providing written notice as provided above.

- 7.4. This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee without regard to the conflicts of laws or rules of any jurisdiction.
- 7.5. This Agreement may be executed in several counterparts, each of which shall be considered an original and all of which shall constitute but one and the same instrument.
- 7.6. Titles of paragraphs are inserted solely for convenience of reference and shall not be deemed to limit, expand or otherwise affect the provisions to which they relate.
- 7.7. In the event that any one or more provisions of this Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions of this Agreement and this Agreement shall be construed and enforced as if such invalid, illegal or unenforceable provision had never been contained herein.
- 7.8. This Agreement constitutes the entire agreement of the parties and is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions and agreements that have been made in connection with the subject matter hereof.
- 7.9. This Agreement must be approved by the legislative bodies of the County and the City. This Agreement is executed by a representative of the County and City who is/ are authorized to execute this instrument. The person executing said document attests that they have authority under Tennessee law to execute this document on behalf of the County and City and that their signature allows City and County to proceed with respect to this Agreement.
- 7.10. Except as expressly limited by the terms of this Agreement, all rights, powers and privileges conferred hereunder shall be cumulative and not restrictive of those provided at law or in equity.
- 7.11. The words "JEFFERSON COUNTY," JEFFERSON CITY," "CITY," and "COUNTY" and pronouns referring thereto shall be construed to be singular or plural, masculine, neuter or feminine, as the facts warrant.
- 7.12. The Parties agree that they have not entered into this Agreement for the benefit of any third person or persons, and it is their express intention that the Agreement is intended to be for their respective benefit only and not for the benefit of others who might otherwise be deemed to constitute third-party beneficiaries hereof.

IN WITNESS WHEREOF, the Parties have executed this Interlocal Agreement as of the dates below.

JEFFERSON COUNTY, TENNESSEE

Representative Name:
Representative Signature:
Title:
Date:
CITY OF JEFFERSON CITY, TENNESSEE
CITY OF JEFFERSON CITY, TENNESSEE Representative Name:
Representative Name:
Representative Name:
Representative Name:



FIRE DEPARTMENT AGENDA ITEM REPORT

TO: Mayor and City Council

FROM: Lee Turner, Chief

DATE: December 8, 2025

SUBJECT: Proposed Change Orders #4 and #6

BACKGROUND:

- Change Order #4 increases the contract by \$10,500 for a Dumpster Enclosure and provides an additional 35 days for the construction project.
- Change Order #5 was rejected by Allen & Hoshall.
- Change Order #6 increases the contract by \$4,733.63 for additional masonry reinforcement and provides for an additional 3 construction days.

FISCAL IMPACT:

The net price change for the project is -\$20,898.53.

REQUEST/RECOMMENDATION:

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

ATTACHMENTS:

Change Order #4

Change Order #6



Change Order

PROJECT: (Name and address) Jefferson City Fire Station No. 2

1075 Odyssey Road Jefferson City, TN 37760

OWNER: (Name and address) City of Jefferson City, TN 112 City Center Drive Jefferson City, TN 37760

CONTRACT INFORMATION:

Contract For: Jefferson City Fire Station

No. 2

Date: 05-12-2025

ARCHITECT: (Name and address) Allen & Hoshall 5746 Marlin Road Suite 102 Chattanooga, TN 37411

Change Order Number: 004

CHANGE ORDER INFORMATION:

Date: 08-18-2025

CONTRACTOR: (Name and address) McSpadden Inc

P.O. Box 948

Dandridge, TN 37725

THE CONTRACT IS CHANGED AS FOLLOWS:

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

As Per ASI #2 Dumpster Enclosure--Add S10,500.00

The original Contract Sum was	\$ 5,202,800.00
The net change by previously authorized Change Orders	\$ (31,132.16)
The Contract Sum prior to this Change Order was	\$ 5,171,667.84
The Contract Sum will be increased by this Change Order in the amount of	\$ 10,500.00
The new Contract Sum including this Change Order will be	\$ 5,182,167.84

The Contract Time will be increased by Thirty-Five (35) days. The new date of Substantial Completion will be

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

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

Robert M Then ARCHITECT (Signature)	CONTRACTOR (Signature)	OWNER (Signature)
BY: Robert Thew	BY: Charles S McSpadden, VP	BY: Mayor Mitch Cain
(Printed name, title, and license number if required)	(Printed name and title)	(Printed name and title)
9/16/2025 Date	Au619,2025	
Dafe /	Date	Date





Change Order

PROJECT: (Name and address) Jefferson City Fire Station No. 2

CONTRACT INFORMATION: Contract For: Jefferson City Fire Station

Date: 05-12-2025

CHANGE ORDER INFORMATION:

Change Order Number: 006

Date: 09-23-2025

1075 Odyssey Road Jefferson City, TN 37760

OWNER: (Name and address) City of Jefferson City, TN 112 City Center Drive Jefferson City, TN 37760

ARCHITECT: (Name and address) Allen & Hoshall

5746 Marlin Road Suite 102 Chattanooga, TN 37411

CONTRACTOR: (Name and address)

McSpadden Inc P. O. Box 948

Dandridge, TN 37725

THE CONTRACT IS CHANGED AS FOLLOWS:

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

Additional masonry reinforcement as per ASI #3.--ADD 4,733.63 This price is for additional reinforcement steel only.

The original Contract Sum was	\$5,202,800.00
The net change by previously authorized Change Orders	\$ -25632.16
The Contract Sum prior to this Change Order was	\$ 5,177,167.84
The Contract Sum will be increased by this Change Order in the amount of	\$ 4,733.63
The new Contract Sum including this Change Order will be	\$ 5,181,901.47

The Contract Time will be increased by Three (3) days. The new date of Substantial Completion will be 07-12-2026

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

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

ARCHITECT (Signature) Them	CONTRACTOR (Signature)	OWNER (Signature)	
BY: Robert Thew	BY: Charles S McSpadden, VP	BY: Mayor Mitch Cain	
(Printed name, title, and license number if required)	(Printed name and title)	(Printed name and title)	
12/4/2025	SUT 73, 2005		
Date /	Date	Date	



FINANCE DEPARTMENT AGENDA ITEM REPORT

TO: City Council; James Gallup, City Manager

FROM: Bettina Chandler, City Recorder

DATE: December 10, 2025

SUBJECT: FY 2025-2026 Budget Amendment

BACKGROUND:

A budget amendment is needed for the FY 2025-2026 budget. Most of the items have been approved by City Council in previous meetings.

FISCAL IMPACT:

See attached memo.

REQUEST/RECOMMENDATION:

I respectfully request city council to approve this budget amendment for FY 2025-2026.

ATTACHMENTS:

Memo from City Recorder Ordinance 2026-01



FINANCE DEPARTMENT MEMORANDUM

TO: City Council; James Gallup, City Manager

FROM: Bettina Chandler, City Recorder

DATE: December 10, 2025

SUBJECT: FY 2025-2026 Budget Amendments

Attached is Ordinance 2026-01, an Ordinance amending the FY 2025-26 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 questions.

General Fund Revenue Increase for Fire HMEP and THSO Grants; Fire and Recreation East TN Foundation Grants; I.T. PEP Cybersecurity Grant; JCCC Silver Sneakers Program; Police vehicles sold on GOVDeals; insurance recoveries; PEP Full Package Bonus; sale of scrap metal; Recreation GameTime Playground Grant; FY 25-26 donation to the Fire Department from the County; and Fire Station 2 Bond Proceeds.

General Fund Expenditure Increase for Fire Station 2 construction costs; Police winter jackets (funded by GOVDeals sale of vehicles); Fire Department hazardous materials (funded by HMEP Grant); Fire Department miscellaneous fire equipment (funded by East TN Foundation Grant); Fire Department jaws of life (funded by THSO grant and private donation); Recreation equipment items (funded by East TN Foundation Grant); and Recreation Department playground equipment (50% funded by Gametime Playground Grant).

Sanitation Fund Revenue Increase for Operating Transfer In from General Fund.

Sanitation Fund Expenditure Increase for IWORQ data processing services.

Water Sewer Fund Revenue Increase for cutoff service fee.

Water Sewer Expenditure Increase for Water Plant bleach tank replacement and installation; Sewer Plant legal service assistance from McGill Associates; audit depreciation adjustments; and Water Plant turbidimeter replacement.

General Fund Amendments

Revenues \$5,765,330. Increase Expenditures \$5,732,610. Increase Fund Balance \$ 32.720. Increase

Sanitation Fund Amendments

Revenues \$ 2,000. Increase Expenditures \$ 2,000. Increase

Fund Balance \$ 0. Increase/Decrease

Water Sewer Fund Amendments

Retained Earnings	(\$	517,550.)	Decrease
Capital Outlay Uses	\$	19,350.	Decrease
Expenditures	\$	566,900.	Increase
Revenues	\$	30,000.	Increase

JEFFERSON CITY, TENNESSEE

Ordinance 2026-01

AN ORDINANCE OF THE CITY OF JEFFERSON CITY, TENNESSEE AMENDING THE OPERATING BUDGET FOR THE **FISCAL YEAR 2025-26**.

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 2025-26** is hereby amended by the attached spreadsheet:

SEE ATTACHMENT

Section 2. This ordinance shall become effective up requiring it.	oon fina	l passage, the public welfare
Passed this:		
First Reading: 5th day of January 2026 Second Reading: 2nd day of February 2026		
		Mitch Cain, Mayor
	Attest:	
		Bettina Chandler, City Recorder

BUDGET AMENDMENT FY 2025-2026					
ORDINANCE 2026-01					
GENERAL FUND	DEBIT		CREDIT		
REVENUES	INCRE	ASE	DECREA	ASE	EXPLANATION
110-32220		\$250			Beer Permit Application Fee
110-33425		\$3,500			CMFO Education Supplement
110-33470		\$52,800			HMEP Grant- Fire
110-33490	\$	12,500			THSO Grant - Fire
110-33558	\$	3,400			Tranportation Modernization Tax (State Shared Revenue)
110-33560	\$	18,850			State STP Project (Old AJ Highway)
110-33720	\$	56,100			East TN Foundation Grant-Fire
110-33720	\$	32,270			East TN Foundation Grant-Recreation
110-33720	\$	2,000			I.T P.E.P. Cybersecurity Grant
110-34716	\$	5,000			Silver Sneakers Program
110-34725	\$	5,000			Pool Concessions
110-36330	\$	2,750			GovDeals-Police Vehicles
110-36350	\$	4,600			Insurance Recoveries - Police Vehicles
110-36700	\$	1,490			Private Donation to Fund City's Match of Fire THSO Grant
110-36700	\$	150,000			Donation-Gametime Playground Grant
110-36710	\$	500			Donation-Mossy Creek Festival (AEC)
110-36721	\$	96,880			FY 25-26 Donation to Fire Dept. from County
110-36900	\$	17,440			PEP Full Bonus Package Refund, Sale of Scrap Metal, DOJ PD Overtime
110-36930	\$	5,300,000			Bond Proceeds - Fire Station 2
TOTAL	\$	5,765,330	\$	-	
EXPENDITURES	DECRE	ASE	INCREA		EXPLANATION
110-41320-111			\$		City Manager Review Bonus
110-41510-949			\$		Printer for Accounts Payable Clerk (Emergency Replacement)
110-41810-312			\$		Battery Backup for Server - City Hall
110-41926-254			\$		Fire Station 2 - Architectural (Allen & Hoshall)
110-41926-259			\$	22,000	Fire Station 2 - Inspections (UES)
110-41926-920					Fire Station 2 - Construction (McSpadden)
110-42100-326			\$		Winter Jackets (Funded by Sale of Police Vehicles)
110-42200-148			\$		HMEP Grant - Fire (Propane Class)
110-42200-312			\$		HMEP Grant - Fire (Hazmat Small Items)
110-42200-312			\$		East TN Foundation Grant - Fire (Truck 52 Small Equipment)
110-42200-312			\$		East TN Foundation Grant - Fire (Mannequins)
110-42200-949			\$		East TN Foundation Grant - Fire (Thermal Imagers)
110-42200-949			\$		East TN Foundation Grant - Fire (Mannequins)
110-42200-949			\$	18,670	East TN Foundation Grant - Fire (Truck 52 Big Equipment)

BUDGET AMENDMENT FY 2025-2026			
ORDINANCE 2026-01			
110-42200-949		\$ 8,110	East TN Foundation Grant - Fire (Mobile Radio & Knox Box Key Secure)
110-42200-949		\$ 33,270	HMEP Grant - Fire (Hazmat Equipment Items
110-42200-949		\$ 14,000	THSO Grant - Fire (Jaws of Life)
110-42254-312		\$ 300	Battery Backup for Server - Fire Department
110-43000-947		\$ 1,500	Copier for PW Administative Asst. (Emergency Replacement)
110-43120-255		\$ 2,500	IWORQ Data Processing Services
110-43120-931		\$ 12,880	Paving City Streets
110-43170-949		\$ 900	35 Ton Hydraulic Jack
110-43200-760		\$ 2,000	IWORQ Data Processing Services
110-44310-266		\$ 470	Door Openers for Senior Citizen Building (Only \$5,000 budgeted)
110-44310-931	\$ 12,880		Paving City Streets
110-44460-325		\$ 7,650	Recreation Small Items - East TN Foundation Grant
110-44460-949		\$ 24,620	Recreation Equipment Items - East TN Foundation Grant
110-44460-949		\$ 32,090	Dectron Unit Replacement
110-44723-949		\$ 300,000	Gametime Playground Grant
TOTAL	\$ 12,880	\$ 5,745,490	
110-27100 FUND BALANCE INCREASE (DECREASE)	\$ 32,720		

BUDGET AMENDMENT FY 2025-2026				
ORDINANCE 2026-01				
0.00.00.00.00				
SANITATION FUND	DEBIT		CREDIT	
REVENUES	INCREA	ASE	DECREASE	EXPLANATION
120-36961	\$	2,000		Operating Transfer In From General Fund
TOTAL	\$	2,000	\$ -	
EXPENDITURES	DECRE	ΔSF	INCREASE	EXPLANATION
120-43200-255	220112	7.02		IWORQ Data Processing Services
TOTAL	\$	_	\$ 2,000	
120-27130 RESTRICTED FUND BALANCE INCREASE (DECREASE)	\$	_	φ 2,000	
	7			
WATER/SEWER FUND	DEBIT		CREDIT	
REVENUES	INCREA	ASE	DECREASE	EXPLANATION
413-37192		\$30,000		Cutoff Service Fee
TOTAL		\$30,000	\$0	
EXPENDITURES	DECRE	ASE	INCREASE	EXPLANATION
413-52113-259				Installation - Replace Bleach Tanks (MB&R Construction)
413-52113-262				Bleach Tank Replacement (Two (2) 4,500 Gallon Tanks)
413-52113-949				Flow Meter for CIP System (Emergency Purchase)
413-52217-252				McGill Associates Legal Services Assistance for Sewer Plant Lawsuit
413-52113-541				Depreciation Adjustment - Water Treatment Plant
413-52114-541				Depreciation Adjustment - Water Distribution
413-52211-541				Depreciation Adjustment - Sewer Collection
413-52213-541			\$ 258,000	Depreciation Adjustment - Sewer Plant
TOTAL	<u> </u>		\$ 566,900	
TOTAL	\$	- /E3C 000\		
413-28000 RETAINED EARNINGS INCREASE (DECREASE)	\$	(536,900)		
CAPITAL OUTLAY	DECRE	ASE	INCREASE	
413-18178			\$ 5,940	Turbidimeter Replacement - Water Plant
413-18178	\$	15,170		Single Axle Dump Truck - W/S (Underbudget)
413-18278	\$	10,120		Single Axle Dump Truck - W/S (Underbudget)
TOTAL	\$	25,290	\$ 5,940	

Section 5, Item c.

BUDGET AMENDMENT FY 2025-2026		
ORDINANCE 2026-01		
TOTAL CAPITAL OUTLAY INCREASE (DECREASE)	\$ (19,350)	

RESOLUTION 2025-XX

A RESOLUTION AUTHORIZING THE CITY MANAGER AND STAFF TO EXPLORE A PARTNERSHIP WITH CARSON-NEWMAN UNIVERSITY'S OFFICE OF INTERCOLLEGIATE RECREATIONAL SPORTS FOR THE ESTABLISHMENT OF AN ARCHERY FACILITY ON PUBLIC PROPERTY

WHEREAS, the City of Jefferson City recognizes the value of providing diverse recreational opportunities that promote community health, outdoor activity, and partnerships with local educational institutions; and

WHEREAS, Carson-Newman University has expressed interest in collaborating with the City through its Office of Intercollegiate Recreational Sports to identify opportunities for hosting an archery program that would benefit students, residents, and visitors; and

WHEREAS, the establishment of an archery facility would support athletic development, public recreation, and potential economic and tourism growth associated with outdoor sporting events; and

WHEREAS, it is in the best interest of the City to explore such cooperative arrangements to determine the feasibility, location, funding, and management considerations associated with such a project;

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

- 1. The City Manager, in coordination with appropriate City staff, is hereby authorized to engage with representatives of Carson-Newman University's Office of Intercollegiate Recreational Sports to explore the feasibility and mutual benefits of establishing an archery facility on City-owned or other suitable public property.
- 2. The City Manager is authorized to incorporate considerations of an archery facility with the City's system-wide recreational master plan.
- 3. The City Manager shall report back to the City Council with findings, potential partnership structures, cost implications, and location recommendations before any final agreements are executed.

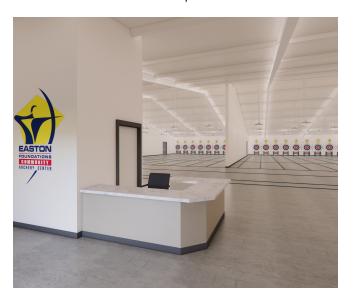
Adopted this 5th day of January 2026.	
Bettina Chandler, City Recorder	Mitch Cain, Mayor

Bring Archery to Your Community

a facility grant opportunity for state & local governments

Easton Foundations is excited to be planting Community Archery Centers (CAC) across the United States to *Inspire Growth in Archery* in local communities. ESDF is accepting Submissions of Interest for Facility Grants from any governmental entity at the state, local, and municipal level within the United States, referred to as Applicants.

The construction of permanent indoor archery ranges is necessary to improve access to archery as a viable year-round community sport. This opportunity will provide for the construction of the facility structure based on established architectural specifications.



About the Program

An Applicant must demonstrate the ability and willingness to take, protect, and operate the Community Archery Center as a 20-year community investment for the sport of archery and year-round archery programming, 40 hours or more each week.

If you determine this is an opportunity for your state or local government to explore further, contact us so that we may discuss the project in greater detail.

Submissions of Interest are divided into the following Focus Areas. Focus Areas are groupings of topics, then questions to aid you in best formulating your request, aligning resources, and expressing goals.

Submission of Interest Focus Areas

Focus Area 1: Applicant Information

Focus Area 2: Current Archery Environment

Focus Area 3: Statement of Need

Focus Area 4: Sustainable Sample Operations Plan

Focus Area 5. Facility Administration & Oversight

Focus Area 6: Sustainable Sample Financial Plan

Focus Area 7: Growth Plan

Focus Area 8: Support

Focus Area 9: Match Funding

A Snapshot of obligations under the program

(including but may not limited to)

Applicant

- · Land owned by the Applicant governing authority
- 50% matching project funds
- Permitting, as necessary, for all phases of land preparation and construction
- · Oversee facility construction
- Parking lot of appropriate scale
- Connection of facility to all public utilities
- Interior furnishings

Easton Foundations

- Up to 50% matching project funds
- Sample MEP Plans for Community Archery Center & Regional Archery Center structures for each applicant to have modified uniquely for each proposed facility construction site.
- Consultant services during construction process



Applicant Information Focus Area 1	Entity Name: (City of Somewhere, Maine Some County, Arkansas University of Everywhere) Tax ID #	Section 5, Item d.	
Current Archery Environment Focus Area 2	 Type of facility requested: Community Archery Center (8-bale), or Regional Archery Center (16-bale) Local recreational opportunities and facilities. This is your WHAT. Do you have a recreation department, and if so, tell us about it? What other recreational opportunities exist in your local area? Would this archery center operate as Part of your existing recreation department, physically and/or operationally, or separate, Part of a broader sports commission or such organization, or Operate as an independent entity? Existing ranges and clubs within 20 miles. Tell us about what your local archers can already participate in (clubs, ranges, events, and activities). This is Opportunity. We want to grow opportunities! 		
Statement of Need Focus Area 3	 Articulation of need & primary goals. This is your WHY. Tell us why your governmental entity desires a Community Archery Center in your local community. What is the need? Land. This is your WHERE. Affirm the governmental entity owns the property. Where is the parcel located for the construction of a Community Archery Center? Describe the suitability of the land. Describe the orientation of the parcel in relation to your community and community activities. (adjacent to gymnasium, within the recreation complex which includes) 		
Sustainable <u>Sample</u> Operations Plan Focus Area 4	 Days & hours of operation Employee coverage Membership Opportunities Class offerings Opportunities for clubs and groups to utilize the facility Opportunities for the public to utilize the facility Affirm the understanding that the facility is for the sport of archery, year-round, 40 hours or more each week 		
Facility Administration & Oversight Focus Area 5	 Projected Staffing Levels (administrative/coaches/managerial) Who will manage center operations and who does this manager report to? Oversight/Quality Assurance 		
Sustainable <u>Sample</u> Financial Plan (Year 1 & Out-years) Focus Area 6	 Annual Projected Expenses: Personnel costs based on proposed staffing levels & positions, estimated operatin include maintenance and utilities. Year One and Out Year Revenue: How will the above expenses be covered? List annual revenue streams and es include, but are not limited to memberships, class fees, and funds from the City/County General Fund. (It is not expectation for a facility to be completely self-funded, particularly during the first two years.) 	timations. These	
Growth Plan Focus Area 7	 Short-term goals (through year 2 of operation) Long-term goals (year 3 forward of operation) 		
Support Focus Area 8	 Stakeholder support. Governmental and archery community. This is your WHO. Who supports this project from your governmental entity and from your archery community? Include names and titles. Identify those you have engaged with as part of the pre-planning process. What is the benefit to the governmental entity archery community for supporting this project? Provide Letters of Support for this project. 		
Match Funding Focus Area 9	 Total Project Costs (when known). Written cost estimate will be requested later. Match funding. Funding up to 50% of project costs, matching other applicant funds available. What additional fund sources are anticipated to be used? Pittman-Robertson (PR) funds Governmental funds available within the city/county/agency budget Other sources, describe What is the timeline for the fund sources above to become available? PR funds may be available for allocation agency or may require legislative spending authorization within an annual state budget. What is the timeline for use of funds if granted? (timeline for project initiation) 	n by the state	

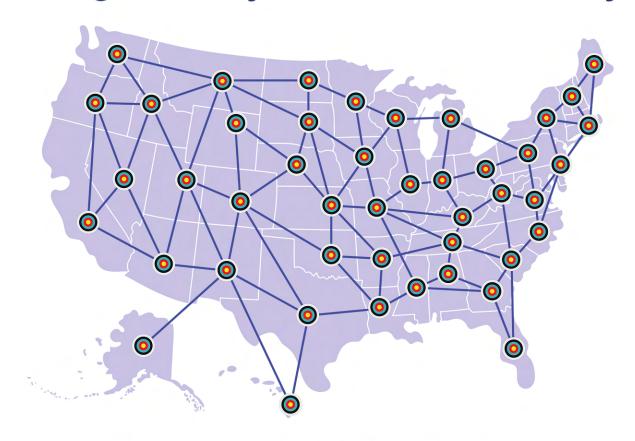
Contact Us Carl Greene, Vice President Business Development cgreene@esdf.org

Ashley Garner, Outreach Projects Mgr. agarner@esdf.org





Expanding Opportunities Together Bring Archery to Your Community



REGIONAL FACILITY



Furthering Our Mission

ESDF Community Facilities Development



The Easton Foundations' mission to "Inspire Growth in Archery" drives our vision for a nationwide network of dedicated archery facilities. These facilities will collaborate to provide local recreation and education, state and national pathways, and space for club training and events.

By strengthening this network with both existing and new locations, we aim to create a seamless pathway for archers at all levels - from local participation to international competition. A more connected system will remove barriers to entry and elevate the talent pool across the U.S.

We invite state and local governments to express their interest in bringing an archery facility to their community.



Selection, Design & Purpose

Regional Archery Facility Overview

Selection Process

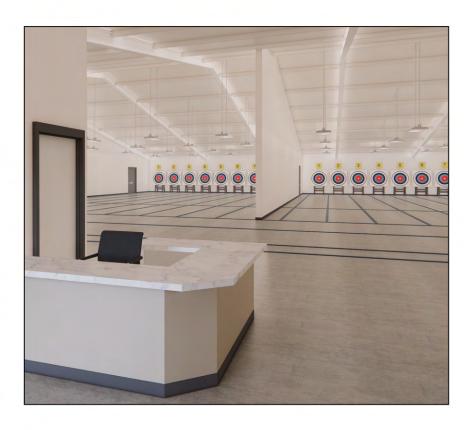
Locations will be chosen strategically to accommodate a network of facilities distributed across the US to ensure as many people as possible can participate in national opportunities.

Design

- 100' x 140' design to accommodate a minimum of 16 indoor targets at 18 meters(20yards) to 25 meters, additional spectator area, program storage, and restrooms.
- Space to be divided into two areas that allow multiple programs to be held simultaneously while also allowing for combined usage.
- Outdoor target archery field with safety zones secured to accommodate at least 20 70 meters targets with shooter canopy.

Purpose

- Host local recreation archery programs, leagues, local, state, and national sectional events.
- Provide space for local clubs such as 4H, JOAD, S3DA, Boy Scouts, NASP, OAS, etc. to hold team practices.





Regional Prototype - Exterior View (1)





Regional Prototype - Exterior View (2)





Regional Prototype - Exterior View (3) Outdoor Range



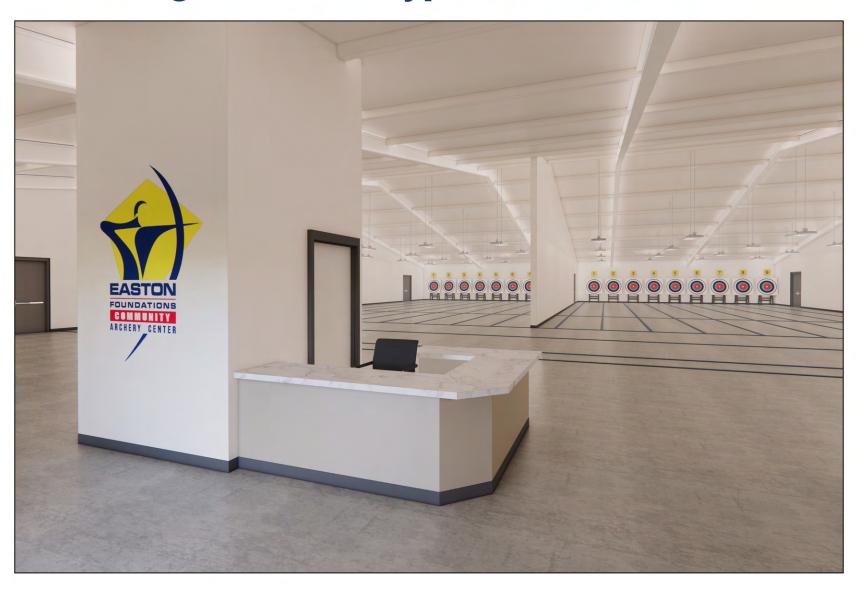


Regional Prototype - Exterior View (4) Outdoor Range





Regional Prototype - Interior View





Regional Prototype - Range Floor Plan



Section 5, Item d.



Interested?

Let Us Know!

The Easton Sports Development Foundation (ESDF) is planting these types of archery centers across the U.S. to inspire growth in archery at the regional level.



Scan the QR Code to complete our interest form — we look forward to connecting with you about this exciting opportunity!