

**COOKEVILLE CITY COUNCIL
REGULAR MEETING
NOVEMBER 3, 2011
5:30 P.M.**

The Council of the City of Cookeville met in regular session on Thursday, November 3, 2011, at 5:30 p.m., in the Municipal Building, 45 East Broad Street. Mayor Swallows called for a moment of silent prayer, and led the audience in the Pledge of Allegiance. Mayor Swallows then called the meeting to order and asked the Clerk to call the roll. Present and answering roll call were:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

Also present: Jim Shipley, City Manager; Cathy McClain, City Clerk; and Dan Rader IV, serving as City Attorney.

Mr. Leland Goolsby, former city employee of Public Works Dept. (13 years ago), spoke requesting a meeting with the City Manager to discuss workmen's comp for his heat stroke while working for the city. A meeting was scheduled for 11-7-11.

**CONSIDER APPROVAL OF
AGENDA AS PRESENTED**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the agenda as submitted. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

OLD BUSINESS:

**CONSIDER APPROVAL OF
MINUTES OF COUNCIL
MEETING HELD ON
OCTOBER 20, 2011**

Councilman Albrecht made a motion to dispense with the reading of the minutes and approve said minutes as submitted. The motion was seconded by Councilman Anderson. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL
MINUTES
NOVEMBER 3, 2011**

CONSENT AGENDA:

**SET A DATE (12-1-11) FOR A
PUBLIC HEARING ON
ORDINANCE #O11-11-19,
REZONING 2001 FISK ROAD
FROM HM (HEAVY
MANUFACTURING) TO CI
(COMMERCIAL-INDUSTRIAL
MIXED USE)**

**SET A DATE (12-1-11) FOR A
PUBLIC HEARING ON
ORDINANCE #O11-11-20,
ANNEXATION OF SOUTH
WILLOW AVENUE AREA,
AND RESOLUTION
#R11-11-16, ADOPTING
PLAN OF SERVICES
FOR SAME**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the consent agenda items as submitted. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

NEW BUSINESS:

**CONSIDER DECLARING
VEHICLES & EQUIPMENT
AS SURPLUS**

NOVEMBER 3, 2011

SURPLUS VEHICLES:

CUSTOMER SERVICE DEPT.:

1999 GMC Sonoma Pickup VIN # 1GTCS14X5XK509939 Runs, but will not go over 89,265 miles 30 mph.

1998 Ford Crown Victoria VIN # 2FAPP71W8WX177459 Runs, but not reliable – transmission bad. 160,452 miles (retired police patrol car)

1999 GMC Sonoma Pickup VIN # 1GTCS14X7XK510090 Needs major repairs to radiator – intake valve & etc. 90,406 miles

POLICE DEPARTMENT:

2005 Chevrolet Impala VIN # 2G1WF55K359319897 Needs misc. repairs. 98,000 miles

FIRE DEPARTMENT:

Kenwood THR720 Repeater with a 100w power amp. (replaced by up-to-date equipment).

LEISURE SERVICES DEPT.:

2005 John Deere 725 mower #TCF25X160346 820 hrs. Will start, but low power & smokes a lot.

MEMORANDUM

TO: Jim Shipley, City Manager
FROM: Mike Davidson, Finance Director
DATE: November 3, 2011
SUBJECT: Surplus of Equipment

I am requesting that the following items be declared surplus by the Cookeville City Council.

38 American Gas meters

16 Rockwell Gas meters

These meters were removed from service due to their age and they do not have the capacity to carry sufficient gas loads to serve newer equipment. The average age of these meters is 35 years.

Should you have any other questions, please feel free to contact me.

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Councilman Anderson made a motion, seconded by Councilman Woodford, to declare the vehicles & equipment submitted as surplus. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER REJECTING ALL
BIDS RECEIVED & REBIDDING
THE WATER PLANT
IMPROVEMENTS – WATER
QUALITY CONTROL DEPT.**

- Estimated Project cost was \$6,000,000
- Planned to construct over two budget cycles
- \$3,000,000 included in current (2011-12) budget
- \$3,000,000 scheduled in next year's (2012-13) budget
- Four options:
 - 1) ACCEPT BIDS
 - 2) MAKE CUTS AND NEGOTIATE WITH LOW BIDDER
 - 3) MAKE CUTS AND ASK FOR DEDUCT PRICES FROM THE THREE BIDDERS
 - 4) REJECT ALL BIDS, REDESIGN & REBID PROJECT
- After conferring with the City Attorney and the City Manager, it is my recommendation to reject all bids. (9-29-11)
- There will be additional redesign and bidding cost associated with rebidding the project. An amendment to the Engineering Contract will be brought back to the City Council for approval when finalized
- Open redesigned project bids in January 2012

Councilman Anderson made a motion, seconded by Councilman Woodford, to reject all bids & redesign/rebid the Water Plant Improvement Project as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

HEARING FROM OFFICERS, COUNCILMEN AND CITY MANAGER:

**RECEIVE REPORT FROM
SPORTS COUNCIL TASK
FORCE**

Mr. Ottis Phillips, Chairman of the Sports Taskforce, reported the following:

**COOKEVILLE CITY COUNCIL
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Sports Authority Research Taskforce Recommendations

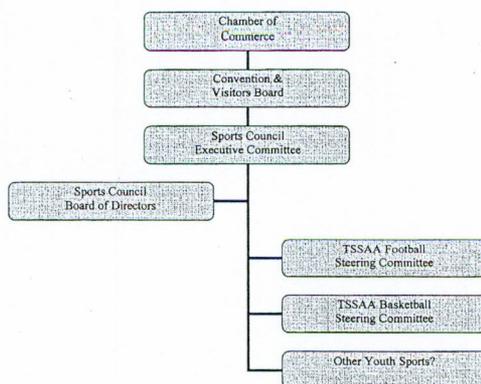
Task Force Members: Otis Phillips, Laura Canada, Melinda Keifer, Jim Martin, Rick Woods, George Halford, Jim Shipley, Allen Ray, Kim Blaylock, Joyce Hanaway (County Parks & Rec), Misty Pearson, Matt Swallows

- Otis Phillips agreed to be the Chairman of the Taskforce and our first meeting was held on June 7, 2011. He asked that the Taskforce be prepared to complete our research within 6 meetings and then prepare recommendations for the City Council. The group worked diligently to gather information, prepare initial venue inventories and develop objectives for the establishment of the new group. After much research, the following are the Taskforce recommendations:
- **Structure Recommendation**
 - Form a 501c3 for the Cookeville-Putnam County Convention & Visitors Bureau (CVB).
 - Form the Sports Council as a separate committee under the CVB with its own set of bylaws.
 - Recommend that sub-committees of the Sports Council use the same structure of the TSSAA BlueCross Bowl Steering Committee.
 - Recommend the initial members of the Executive Committee (7). They will have staggered terms and be appointed by a nominating committee going forth. This group would meet monthly or bi-monthly.
 - A board of directors will be made up of representatives who provide an overall interest in sports in our community, etc. This group would meet quarterly or semi-annually, or on an as-needed basis.
 - It was recommended there should also be an ex-officio group made up of facility directors/managers, etc. and government officials.
 - Sub-committees will be established as needed by sporting event/type.
- **Mission Statement:** The group approved the following mission statement:

“The mission of the Cookeville-Putnam County Sports Council is to strategically solicit, create and support sporting events to positively impact the economy and quality of life in Putnam County and the region, and to establish our county as a major sporting event destination.”
- **Sports Council Objectives:**
 - 1) **Top five objectives for the new group:**
 - Complete a SWOT analysis of our community in regards to hosting amateur sporting events.
 - Develop a plan to use our strengths to promote our community, improve areas where shortcomings are identified, take advantage of opportunities and eliminate threats.
 - Gather and maintain lists of events seeking sites for national, state, regional and local amateur sporting events and develop marketing tools to promote our sites.
 - Provide organizational, technical and financial support to local sports groups seeking to sponsor amateur sporting events.
 - Maintain a detailed facility and event inventory including user fees and contacts for each available site in Putnam County for hosting amateur sporting events.
 - 2) **Thoughts on member criteria and suggested members names:**
 - Emphasis should be placed on recruiting a core group of directors with leadership and sales abilities.
 - The taskforce should not feel responsible for recruiting all of the directors. The organization’s leadership should have the opportunity and responsibility for selecting at least some of the directors.

3) Top two short term goals and top 2 long term goals for the new group

- Short term -**
- Develop a budget and funding mechanism for the organization including staffing needs and resources, and develop a timeline and strategy to secure.
 - Create positive publicity, marketing and awareness in order to educate and solicit support from the local community and its leaders.
- Long term -**
- Evaluate need to create a home-grown signature event(s).
 - Evaluate need for new/upgraded event facilities.



Councilman Albrecht made a motion, seconded by Vice-Mayor Epps, to rescind action of 10-21-10 on Resolution #R10-10-11, forming a Sports Authority & approve the Sports Council & recommendations by the Sports Taskforce as submitted. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

HEARING OF CITIZENS AND/OR DELEGATIONS:

Mayor Swallows recognized the TTU Journalism Class.

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Councilman Woodford announced the TSSAA BlueCross Bowl Football Games coming up on December 1st through 3rd, 2011 at TTU's Tucker Stadium.

There being no further business to discuss, Councilman Albrecht made a motion, seconded by Councilman Anderson, to adjourn the meeting at 6:15 p.m. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

Matt Swallows, Mayor

ATTEST:

Cathy McClain, City Clerk