

**COOKEVILLE CITY COUNCIL
REGULAR MEETING
APRIL 17, 2014
5:30 P.M.**

The Council of the City of Cookeville met in regular session on Thursday, April 17, 2014, at 5:30 p.m., in the Municipal Building, 45 East Broad Street. Mayor Swallows called for a moment of silence, 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
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

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

**CONSIDER APPROVAL OF
AGENDA AS PRESENTED**

City Manager Jim Shipley requested to add item #7 – consider for approval ESRI Enterprise License Agreement for all departments.

Councilman Anderson made a motion, seconded by Councilman Woodford, to add item #7 and approve the agenda as amended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

OLD BUSINESS:

**CONSIDER APPROVAL OF
MINUTES OF COUNCIL
MEETING HELD ON
APRIL 3, 2014**

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

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL
MINUTES
APRIL 17, 2014**

NEW BUSINESS:

**CONSIDER RESOLUTION
#R14-04-09, SUPPORTING
THE TTU EDA GRANT
APPLICATION FOR
REGIONAL ECONOMIC
DEVELOPMENT
INNOVATION CENTER
IN THE HIGHLANDS
BUSINESS PARK**

RESOLUTION

A RESOLUTION OF THE COUNCIL OF
THE CITY OF COOKEVILLE, TN
SUPPORTING TENNESSEE
TECHNOLOGICAL UNIVERSITY'S
PURSUIT OF EDA FUNDS FOR AN
INNOVATION CENTER IN THE
HIGHLANDS BUSINESS PARK

RESOLUTION NUMBER: R14-04-09
REQUESTED BY: CITY COUNCIL
PREPARED BY: MELINDA KEIFER
APPROVED AS TO FORM AND
CORRECTNESS:

(City Attorney)
ADOPTED: _____
MINUTE BOOK _____ PAGE _____

WHEREAS, globalization has fundamentally transformed the American economy, this is especially critical to many of the rural Upper Cumberland fourteen counties where the average unemployment rate has risen, and the population falls below the poverty level; and

WHEREAS, in an effort to respond to these challenges, Tennessee Technological University has collaborated with the Upper Cumberland fourteen counties and communities by developing strategic initiatives to vigorously pursue a competitive edge in this global economy with the proposed construction of a Regional Economic and Community Development Innovation Center, known as TECH-REDi within the Highlands Business Park; and

WHEREAS, TECH-REDi is an opportunity to provide a leading collaborative, innovative, diverse, creative and entrepreneurial culture-driven rural community and economic development center, which will place focus on growing 21st century workforce and focus on sustainable prosperity for the region and State; and

WHEREAS, the presence of Tennessee Technological University in the Highlands Business Park will help attract companies seeking to relocate and will assist in utilizing university research and workforce development resources; and

WHEREAS, the Economic Development Administration, in an effort to assist distressed regions, will prioritize grant investments to support projects such as the TECH-REDi concept that build on existing assets; and

WHEREAS, the City Council of the City of Cookeville supports the establishment of this center and commits to donate land in the Highlands Business Park to the TECH-REDi center; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF COOKEVILLE, TENNESSEE, the Council and City of Cookeville supports Tennessee Technological University's endeavors to pursue the placement of the TECH-REDi Innovation Center in the Highlands Business Park, and this commitment of land is conditional on approval of the proposal submitted by TTU to the Economic and Development Administration, with no other cost commitments requested by the University.

NOW, THEREFORE, BE IT FURTHER RESOLVED that this resolution shall be duly recorded and filed in the City Clerk's office.

Adopted, this the 17th day of April, 2014.

ATTEST:

Matt Swallows, Mayor

Cathy McClain, City Clerk

Dr. Bharat Soni, of Tennessee Tech University, gave a report on the future TECH-REDi Innovation Center.

Councilman Anderson made a motion, seconded by Councilman Woodford, to adopt Resolution #R14-04-09. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF
TVA INVESTPREP
PROGRAM CONTRACT
AND MATCHING FUNDS**

**COOKEVILLE CITY COUNCIL
MINUTES
APRIL 17, 2014**

Melinda Keifer, Economic & Community Development Coordinator, gave the following report:



What is InvestPrep?

The InvestPrep Program is an innovative multi-year economic development program designed to bring to market new/improved sites and facilities within the TVA territory and position communities to compete successfully for new jobs and investment.

It is a product investment program--a new paradigm in economic development designed to help communities that invest in themselves.

In creating the program, TVA desires to invest funds where:

- 1) A clear market-driven need is evident;
- 2) Matching financial participation is available;
- 3) InvestPrep priorities are accomplished; and
- 4) There is high probability of return on investment through job creation and capital investment.

TVA and KPMG

TVA partnered with the consulting firm, KPMG LLP, for the objective analysis of program applications and funding recommendations. Projects were prioritized by the methodology developed by KPMG.

Through a competitive application process, qualified projects were selected that most clearly show the ability to meet these goals.



1) Phase II Archeological Survey on Lot D of Master Concept Plan:
ESTIMATED COST: \$38,000.00

2) Entrance Signage for two locations:
ESTIMATED COST: \$8,281.00

3) Lot Signage for 13 Lots
ESTIMATED COST: \$9,917.00

4) "Lowest cost/highest impact" site grading plan:
ESTIMATED COST: \$60,000.00

5) New GIS mapping for entire Park:
* Aerial acquisition/ground control survey/aerotriangulation
ESTIMATED COST: \$7,000.00
* Compilation/cartographic editing/topographic mapping
ESTIMATED COST: \$9,000.00

TOTAL COST=\$132,031 / 30%match=\$39,631 / \$19,815.50

(1/2 CITY
1/2 COUNTY)

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the TVA InvestPrep Program Contract & matching funds. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

**CONSIDER APPOINTMENT
TO THE ALCOHOLIC
BEVERAGE CONTROL
BOARD**

**COOKEVILLE CITY COUNCIL
MINUTES
APRIL 17, 2014**

MEMORANDUM

TO: Mayor Swallows
Vice-Mayor Epps
Councilman Anderson
Councilman Albrecht
Councilman Woodford

FROM: Cathy McClain, CMC, City Clerk 

DATE: April 14, 2014

RE: Vacancy on the Alcoholic Beverage Control Board

We have (1) one vacancy on the Alcoholic Beverage Control Board. Matt Faier's term on the board has expired. Kirt (Touch) Lamb, a resident at 665 N. Pickard Avenue, has shown an interest in serving on the board. It is my recommendation to appoint Mr. Lamb to the ABCB – term expiring 9/2017. If you have any questions, please call me at 520-5246.

Thank you for your attention to this matter.

Councilman Anderson made a motion, seconded by Councilman Woodford, to appoint Kirt Lamb to the Alcoholic Beverage Control Board as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL TO
PURCHASE POWERDMS
POLICY MANAGEMENT
SOFTWARE (SOLE
SOURCE) – POLICE
DEPARTMENT**

PowerDMS Software

- Document Management Software
- CALEA – (Commission on Accreditation for Law Enforcement Agencies) uses PowerDMS exclusively for electronic publication of standards and file management
- Cloud based – no need for additional hardware
- Paperless electronic submission

**COOKEVILLE CITY COUNCIL
MINUTES
APRIL 17, 2014**

PowerDMS Software

- CJIS (Criminal Justice Information Services) compliant
- Sole Source
- Drug Fund Purchase
- Purchase Cost \$10,915
- Annual Maintenance Fee - \$3,500

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the purchase/maintenance of the PowerDMS Policy Management Software as requested. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

**CONSIDER FOR APPROVAL
ESRI ENTERPRISE
LICENSE AGREEMENT
FOR ALL CITY DEPTS.**



ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
3325 Springbank Lane
Charlotte, NC 28269
Phone: 704-541-9810 x8617 Fax: 909-307-3049
DUNS Number: 06-313-4175 CAGE Code: 0AMS3
To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 02/28/2014 To: 05/29/2014

Quotation # 20443762
Date: February 28, 2014
Customer # 19499 Contract #
City of Cookeville
Planning & Codes Dept
45 E Broad St
Cookeville, TN 38501
ATTENTION: Katherine Phipps
PHONE: (931) 484-4125
FAX:

Material	Qty	Description	Unit Price	Total
110036	1	Year 1: Populations of 25,001 to 50,000 Small Government Term Enterprise License Agreement	35,000.00	35,000.00
110036	1	Year 2: Populations of 25,001 to 50,000 Small Government Term Enterprise License Agreement	35,000.00	35,000.00
110036	1	Year 3: Populations of 25,001 to 50,000 Small Government Term Enterprise License Agreement	35,000.00	35,000.00
115572	1	ArcPad Populations of 25,001 to 50,000 Small Government Enterprise License Agreement	750.00	750.00
			Item Total:	105,750.00
			Subtotal:	105,750.00
			Sales Tax:	0.00
			Estimated Shipping & Handling(2 Day Delivery) :	0.00
			Contract Pricing Adjust:	0.00
			Total:	\$105,750.00

**COOKEVILLE CITY COUNCIL
MINUTES
APRIL 17, 2014**

James Mills, Planning Department Director, stated that our current contract with ESRI will expire in June 2014.

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the ESRI Enterprise License Agreement (three (3) year term – payment annually) as submitted. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

HEARING OF CITIZENS AND/OR DELEGATIONS:

Mayor Swallows recognized the TTU Journalism Class!!

Councilman Anderson reminded everyone of the “Easter Egg Hunt in Dogwood Park” on Saturday, April 19th at 11:00 a.m.

Councilman Albrecht reminded everyone of the “Storyfest in Dogwood Park” on Saturday, May 10th from 9:30 a.m. – 5:00 p.m.

There being no further business to discuss, Councilman Woodford made a motion, seconded by Councilman Anderson, to adjourn the meeting at 6:00 p.m. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

Matt Swallows, Mayor

ATTEST:

Cathy McClain, City Clerk