COOKEVILLE CITY COUNCIL
REGULAR MEETING
FEBRUARY 18, 2016
5:30 P.M.

The Council of the City of Cookeville met in regular session on Thursday, February 18, 2016, at 5:30 p.m., in the Municipal Building, 45 East Broad Street. Dr. Rob Owens of the Kainos Church gave the invocation, and led the audience in the Pledge of Allegiance. Mayor Shelton then called the meeting to order and asked the Clerk to call the roll. Present and answering roll call were:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

Also present: Mike Davidson, City Manager; Cathy McClain, City Clerk and Dan Rader, City Attorney.

CONSIDER APPROVAL OF AGENDA AS PRESENTED

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

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

APPOINTMENTS, PROCLAMATIONS, PRESENTATIONS OR AWARDS:

CONSIDER APPOINTMENT TO THE PUTNAM COUNTY LIBRARY BOARD

Putnam County Library System

931 526 2416 pclibrary.org
50 East Broad St Cookeville, TN 38501

January 29, 2016

Mayor Ricky Shelton
City of Cookeville
45 E Broad Street
Cookeville, TN 38501

RE: Putnam County Library Board of Trustees Appointment

Mayor Shelton:

Pursuant to Article IV of the Joint Venture Agreement between Putnam County and the City of Cookeville, the Cookeville City Council appoints three of the seven members of the Putnam County Library Board of Trustees and one of the two representatives to the Regional Library Board. The term of one of the three City of Cookeville appointees is vacant and is set to expire in June 2016.

The position was filled by Ms. Susan Pogue who has moved out of state. At the January 12, 2016 Library Board of Trustees meeting, the Board nominated Ms. Patricia Phillips to fill this unexpired term.

Ms. Phillips is an active member of the Putnam County Library Friends and is a retired academic librarian from the University of Texas at El Paso.

The Putnam County Library Board of Trustees respectfully request the Cookeville City Council to appoint Ms. Patricia Phillips to the Putnam County Library Board of Trustees to fill the remainder of Ms. Pogue's term.

Best Regards,

Stacie Netherton

Stacie Netherton
Director

Councilman Woodford made a motion, seconded by Councilman Womack, to appoint Patricia Phillips to the Putnam County Library Board as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

OLD BUSINESS:

CONSIDER APPROVAL OF MINUTES OF COUNCIL MEETING HELD ON FEBRUARY 4, 2016

Councilman Womack 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 Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

CONSENT AGENDA:

CONSIDER AWARDING BIDS FOR SEMI-ANNUAL PAVING AND MINERAL AGGREGATE - PUBLIC WORKS DEPARTMENT

CITY OF COOKEVILLE
BID TABULATION RECORD

PAVING, ASPHALT MIX AND MILLING
6 MONTH CONTRACT - FEBRUARY 22 - AUGUST 22, 2016

DEPARTMENT: Public Works
BIDS OPENED BY: Greg Brown
OPENING WITNESSED BY: Clyde Presley

DATE OF BID OPENING: February 11, 2016
TIME OF BID OPENING: 10:00 AM

	COMPLETE IN PLACE - PRICE PER TON				CITY PICK UP		DEL	MILLING				
BIDDERS	GRADE D	GRADE E	GRADE A	B-MOD	411 E	COLD MIX		MOBILIZATION AND SET UP PER L.S.	1" DEPTH PER S.Y.	1 1/2" DEPTH PER S.Y.	2" DEPTH PER S.Y.	2 1/2" DEPTH PER S.Y.
ROGERS GROUP	**$88.75**	**$78.50**	**$68.75**	**$75.50**	**$68.00**	$90.00		**$2,350.00**	**$1.85**	**$2.75**	**$3.75**	**$4.75**
LOJAC ENTERPRISES	$93.50	$83.50	$70.50	$80.50	$70.00	**$80.00**		$2,500.00	$2.15	$3.15	$4.15	$5.15
HUDSON MATERIALS						$71.00	$71/ TON $350 HAUL FEE 22 TON MIN.					

* HUDSON MATERIALS PICK UP LOCATION IS CHATTANOOGA

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM ROGERS GROUP - (LOJAC FOR COLD MIX)
BE AWARDED FOR THE FOLLOWING REASON: LOW BID

Greg Brown
RECOMMENDED: DEPT DIRECTOR

Brenda Amel
BUDGET AVAILABILITY: FINANCE DIRECTOR

Michael Neil
APPROVAL: CITY MANAGER

CITY OF COOKEVILLE
BID TABULATION RECORD
ROCK
6 MONTH CONTRACT - FEBRUARY 22 - AUGUST 22, 2016

DEPARTMENT: Public Works
BIDS OPENED BY: Greg Brown
OPENING WITNESSED BY: Clyde Presley

DATE OF BID OPENING: February 11, 2016
TIME OF BID OPENING: 10:00 AM

BIDDERS	CRUSHER RUN	#57 STONE	2 INCH ROCK	CLEAN RIPRAP	PUG MIX	SHOT ROCK	DELIVERY COST
ROGERS GROUP	$9.00	$13.90	$13.90	$13.90	$9.00	$8.45	$3.50
VULCAN MATERIALS	$9.00	$14.00	$14.00	$14.00	$9.00	$9.00	$3.75

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM ROGERS GROUP & VULCAN

BE AWARDED FOR THE FOLLOWING REASON: LOW BID

RECOMMENDED: DEPT. DIRECTOR

BUDGET AVAILABILITY: FINANCE DIRECTOR

APPROVAL: CITY MANAGER

CONSIDER AWARDING BID FOR TRANSFORMERS – ELECTRIC DEPARTMENT

CITY OF COOKEVILLE
ELECTRIC DEPT.
BID TABULATION SCHEDULE
BID NOTICE # 16012002

DATE OF BID OPENING: 2-3-2016
BIDS OPENED BY: Glenn Greenwood
BIDS WITNESSED BY: Brandon Jones
DEPARTMENT: Electric

TIME: 2:30 CST

BIDDERS QTY	50 Kva Con. Transformer 12	evaluated cost
Border States	$ 948.00 $ 11,376.00	$ 1,931.97
Deco	No Bid	
Power Supply	No Bid	
Stuart Irby	$ 1,189.00 $ 14,268.00	$ 2,214.74
Wesco	No Bid	

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM Border States

BE AWARDED FOR THE FOLLOWING REASON: low evaluated bid meeting specs.

RECOMMENDED: DEPT. HEAD

APPROVAL: CITY MANAGER

Councilman Henry 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 Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

NEW BUSINESS – PUBLIC HEARINGS AND ACTION ITEMS:

CONSIDER RESOLUTION #R16-02-03, AUTHORIZING THE PARTICIPATION IN THE TML RISK MANAGEMENT POOL "PROPERTY CONSERVATION" MATCHING GRANT PROGRAM

- 50% matching funds for the purchase of twenty-five (25) security cameras, and associated equipment, to be placed in Dogwood Park
  - Maximum reimbursement of $5000.00

Councilman Womack made a motion, seconded by Councilman Woodford, to adopt Resolution #R16-02-03. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

CONSIDER APPROVAL OF CONTRACT FOR ONLINE TICKET SALES AT CPAC – LEISURE SERVICES DEPARTMENT

Cookeville Performing Arts Center

Online Ticket Sales Request

Present operation

- Current ticketing system uses city servers to store and process patron information.
- Security for city servers occasionally interrupts communication for online ticket purchases causing disruption of ticket sales system wide.

Proposed operation

- Utilize Ticket Biscuit (TB) for online and in house purchases of tickets to CPAC events.
- Patrons purchasing tickets to pay a convenience fee for online service at time of purchase. In-person sales to patron will not include a convenience fee to the patron.

Advantages

- No cost to city for software. TB receives convenience fees as compensation.
- Ticket printer and scanners provided by TB.
- TB servers store and process patron information.

Councilman Womack made a motion, seconded by Councilman Woodford, to approve the contract for online ticket sales at CPAC as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

CONSIDER APPROVAL OF YEAR 3 OF PROFESSIONAL SERVICES CONTRACT WITH RETAIL STRATEGIES

Retail STRATEGIES

Year End Review 2015

- Since we began contract services with Retail Strategies, they have reached out to over 120 retailers, developers and property owners regarding Cookeville. Yes...including Target which is now focused on urban markets with smaller store format.
- Multiple contacts have resulted in visits to the market. Including current projects involving a regional furniture concept and 3 new properties currently under option by developers.
- Cookeville was represented at the following ICSC events:
  - RECon-Vegas
  - TN/KY Idea Exchange
  - Southeast ICSC-Atlanta
  - New York ICSC

Retail STRATEGIES

Renewal Year 3 - Retail Strategies
Retail Recruitment Services: $25,000

- Updated quantitative research and on-demand reports and analysis
- Updating of Strategic Retail Recruitment Plan
- Continued execution of Strategic Retail Recruitment Plan
- Updating of Retail Prospect List
- Representation at national and regional retail real estate conferences
- 'Boots on the ground' analysis and outreach
- And YES...continue to recruit Target!

Councilman Womack made a motion, seconded by Councilman Woodford, to approve year 3 of the professional services contract with Retail Strategies as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

COOKEVILLE CITY COUNCIL
MINUTES
FEBRUARY 18, 2016

CITIZENS REQUEST FOR HEARING BEFORE CITY COUNCIL:

Andy Burgess, resident on 12th Street, updated the Council of local community workshops with churches/schools to discuss our local problems with human trafficking (current website: youcanstoptrafficking.org/931-783-1717 hotline).

HEARING FROM OFFICERS, COUNCILMEN AND CITY MANAGER:

Councilman Womack announced that he needs seven (7) more churches to join "Healthier Tennessee" to qualify for a $5,000.00 grant.

MAYOR'S COMMENTS:

No comments.

There being no further business, Mayor Shelton declared the meeting adjourned at 6:15 p.m.

_____
Ricky Shelton, Mayor

ATTEST:

_____
Cathy McClain, City Clerk