

AGENDA
JACKSON CITY COUNCIL
MARCH 1, 2016 – 9:00 A.M.
GEORGE A. SMITH MEETING ROOM

- I. **CALL TO ORDER**
- II. **INVOCATION AND PLEDGE OF ALLEGIANCE TO FLAG**
(COUNCILMAN JOHNNY DODD)
- III. **ROLL CALL**
- IV. **APPROVAL OF THE MINUTES OF THE FEBRUARY 2, 2016, CITY COUNCIL MEETING**
- V. **INVITATION FOR PUBLIC COMMENT**
- VI. **PROCLAMATIONS**
None
- VII. **RECOGNITION**
None
- VII. **FIRST READING:**
 - 1. **Consideration of an ordinance to amend/modify the municipal code relative to Business, Peddlers, and Solicitors, Title 9, Chapter 1, Section 9-104 of the Jackson Municipal code as it relates to license issuance for solicitors.**
- VIII. **SECOND READING:**
None
- IX. **NEW BUSINESS:**
 - 1. **Presentation of Audit Report by Alexander, Thompson, and Arnold, PLLC**
By Mike Hewitt, John Whybrew, and Matt Wood.

2. Donation request from Jackson Madison County General Hospital Security for eight (8) bulletproof vests from the Jackson Police Department.

3. Consideration of Board Appointments

Ned McWherter West Tennessee Cultural Arts Center
Board

Reappointment of the following:

- Jerry Gay
- Lyda Kay Feree
- Glenda Baker
- Wes Henley

4. Budget Amendments

- Jackson Police Department
- Civic Center
- Jackson Ballpark

5. Consideration of invoices over \$10,000

X. ADJOURN.

MINUTES
CITY COUNCIL MEETING
FEBRUARY 2, 2016

The Jackson, Tennessee, City Council met for their regular monthly meeting on Tuesday, February 2, 2016, at 9:00 a.m. in the George A. Smith Meeting Room at City Hall with Mayor Jerry Gist and Councilmembers Charles "Pepper" Bray; Ernest Brooks II; Harvey Buchanan; David Cisco; Scott Conger; Johnny Dodd; Vicky Foote; Charles Rahm and Randy Wallace present. Also present was Anita Brooks, recorder of the minutes.

Councilmember Vicky Foote gave the invocation and led the audience in the Pledge of Allegiance to the Flag.

The minutes of the January 5, 2016, meeting were approved and signed.

Mayor Gist extended an invitation for public comment to anyone present who wished to express comments related to any new business item on the meeting agenda.

SECOND READINGS:

On the motion of Councilmember Rahm, seconded by Councilmember Brooks, unanimous approval was given to an Ordinance to repeal Title 5, Chapter 3, Section 5-306 of the Jackson Municipal Code relative to discount for early payment of property taxes.

On the motion of Councilmember Buchanan, seconded by Councilmember Conger, unanimous approval was given to an Ordinance to close and abandon Vincent Street, running between North Royal Street and Bertha Street, submitted by Ray Butts.

On the motion of Councilmember Brooks, seconded by Councilmember Foote, unanimous approval was given to an Ordinance to close and abandon Bertha Street, running between East Orleans Street and Depot Street, submitted by the City of Jackson Planning Staff.

OLD BUSINESS:

The consideration of a recommendation for the solid waste hauling contract for the City of Jackson was tabled at the January 5, 2016, meeting. Councilmember Rahm moved to take the consideration of the recommendation from the table. Councilmember Conger seconded the motion and the motion carried.

A committee comprised of Susan White, Kathleen Huneycutt, Alan Laffoon, Sam Dawson (City employees) and Councilmember Vicky Foote assessed bid proposals from four solid waste hauling companies for the collection of solid waste in the City of Jackson. Councilmember Foote explained the process the committee used to evaluate the bid proposals and reported that the committee's recommendation is to award the contract for solid waste collection to Waste Management. On the motion of Councilmember Foote, seconded by Councilmember Cisco, a contract with Waste Management for solid waste collection was approved 7-2, with Councilmembers Brooks and Wallace voting nay.

NEW BUSINESS:

On the motion of Councilmember Conger, seconded by Councilmember Cisco, unanimous approval was given to a contract with Jackson Energy Authority for Broadband services for internet and Wi-Fi connections at various city locations.

On the motion of Councilmember Rahm, seconded by Councilmember Foote, unanimous approval was given to the Jackson Recreation and Parks Department grant

application from the State of Tennessee Recreation Trails Program. The grant will be used to replace the existing walking trail at Liberty Garden Park with a wider trail. The grant application is for \$125,020 and is an 80/20 match grant, with the City's match being \$25,020.

On the motion of Councilmember Brooks, seconded by Councilmember Conger, unanimous approval was given to the re-appointment of Pat Mingledorf to the Jackson Recreation and Parks Advisory Board.

On the motion of Councilmember Conger, seconded by Councilmember Cisco, unanimous approval was given to the following budget amendment requests:

GENERAL		Current	Amendment	Amended
FUND:		Budget	Request	Budget
<i>Expenses:</i>				
110-42180-321	Federal Equitable Sharing	86,189	1,000.07	87,189.07
110-42100-328	Traffic Safety Expense	8,000	17,679.93	25,679.93
<i>Revenue:</i>				
110-35214	Federal Equitable Sharing	86,189	1,000.07	87,189.07
110-34291	Traffic Fees		17,679.93	17,679.93

The Police Department is purchasing from the Traffic Safety Reserve (110-26500) and the Federal Equitable Sharing Reserve (110-26700) one FARO Total Station System which will be used by the Traffic Division to conduct accident reconstruction in cases where traffic fatalities or serious bodily injuries occur. This equipment can also be used by the Crime Scene Unit to map major crime scenes. This purchase will not require funds from the general fund as funds are available in these reserves.

On the motion of Councilmember Rahm, seconded by Councilmember Foote, unanimous approval was given to the following budget amendment requests:

CAPITAL		Current	Amendment	Amended
FUND:		Budget	Request	Budget
<i>Expenses:</i>				
315-44500-900	Jackson Ballpark	97,465	40,000	137,465
<i>Revenue:</i>				
315-37900	Fund Balance	4,967,148.00	40,000	5,007,148.00

Budget amendment for new speakers for entire ballpark system in the amount of \$40,000. This will require a draw on fund balance.

On the motion of Councilmember Brooks, seconded by Councilmember Cisco, the following budget amendment requests was approved 6-3, with Councilmembers Conger, Foote and Wallace voting nay:

CAPITAL		Current	Amendment	Amended
FUND:		Budget	Request	Budget
<i>Expenses:</i>				
315-44500-900	Jackson Ballpark	97,465	24,000	121,465
<i>Revenue:</i>				
315-37900	Fund Balance	4,967,148.00	24,000	4,991,148.00

Budget amendment for additional point of sale concession stand locations and drink rails at the Jackson Ballpark in the amount of \$24,000. This will require a draw on fund balance.

On the motion of Councilmember Bray, seconded by Councilmember Dodd, unanimous approval was given to the payment of invoices over \$10,000.

There being no further business, the meeting was adjourned.

JERRY GIST, MAYOR

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND THE OFFICIAL MUNICIPAL CODE OF THE
CITY OF JACKSON**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF JACKSON; THAT:

SECTION I. The text of the Official Municipal Code of the City of Jackson, Title 9 Business, Peddlers, Solicitors, Chapter 1 Peddlers, Solicitors, Etc, Section 104 shall be hereby amended:

Change Section 9-104 (3) to read as follows:

(3) License Issued. Upon the completion of the application form and the payment of the license fee, where required, the Recorder shall issue a license to engage in business for a period of not more than one hundred eighty (180) days and provide a copy of the same to the applicant.

SECTION II. Title 9, Chapter 1 Peddlers, Solicitors, Etc, Section 108. Expiration and renewal of license, be hereby amended:

Change Section 9-108 to read as follows:

The license of the peddlers, solicitors, solicitors for charitable or religious purposes, solicitors for subscriptions and street barkers shall expire one hundred eighty (180) days from the date of issuance. A license may be renewed each subsequent six (6) months upon the payment of an additional license fee of one hundred dollars (\$100.00). (Ord. #2004-040, July 2004)

SECTION III. This Ordinance becomes effective from and after its adoption, the public welfare requiring it.

MAYOR

INTRODUCED: _____

ADOPTED: _____

Section 9-111
City of Jackson Application for Solicitors and Peddlers Permit

Full Name of Applicant: _____	Cell Phone: _____
Date of Birth: _____ SSN: _____	Local Address of Applicant: _____
Email: _____	Permanent Address of Applicant: _____
Complete Name of Business or Organization: _____	Permanent Address of Business or Organization: _____
Business Phone: _____	TN State Sales Tax #: _____

- Dates on which Applicant intends to do business or make solicitations _____ to _____
- Type of Business and Goods Sold: _____
- Sales Door to door: YES _____ NO _____
- Exactly where solicitor/peddler will sell: _____

Description of Applicant: Male _____ Female _____ Hair Color _____ Eye Color _____ Height _____ Weight _____

Description of Vehicle(s) to be used to make sales or solicitations: (use back or additional sheets if needed)

Make _____ Model _____ Description _____ License Plate _____ State _____

- Name and address of any other person, firm, corporation or association for which you have solicited during the past 3 years _____
- Were you ever denied a license or permit to solicit, or have you ever had one revoked? If yes, please list place and date. _____
- Have you ever been convicted of a felony or a misdemeanor involving moral turpitude? _____

The statements made on this application are true to the best of my knowledge, information and belief.

Signature of Applicant

Date applied Date issued Expiration date

Issued by

Each applicant for a permit as a solicitor or peddler shall submit with his application a nonrefundable fee of one hundred dollars (\$100.00).

Sworn to and subscribed before me this _____ Day of _____, 20____

Notary Public

My Commission Expires

SECTION 9-111

REQUIREMENTS FOR LICENSE APPLICATION

LICENSE PROCEDURES

- Each application shall be accompanied by at least three recent photographs of the applicant (2") square, by one (1) of which shall be attached to the permit , if issued , and two of which shall be retained in the file in the revenue department with the application for the permit.
- Each application shall be accompanied by at least two copies of the applicant's drivers license. One of which will be sent to the Jackson Police Department to assist with the background check and one which will be retained in the file in the revenue department with the application for the permit.
- A brochure is required telling about the company and the product for which is being solicited.

BACKGROUND CHECKS

- A criminal background check done on each applicant.
- Each application shall be referred to the chief of police for investigation. The chief shall report his findings to the city recorder within 10 business days. If as a result of such investigation the chief reports the applicant's moral reputation and/or business responsibility to be unsatisfactory the city

recorder shall notify the applicant that his application is disapproved and that no permit will be issued.

PERIOD OF TIME PERMIT IS GOOD/ SOLICITORS HOURS

- The ordinance now indicates a permit is good for 180 days.
 - Certain hours solicitors may not be allowed.
- ❖ Solicitors not allowed without prior invitation to enter on property between 7:00 p.m. and 9:00 a.m.

PROHIBITED SOLICITORS

- The solicitor must leave the property immediately if asked to do so by the property's owner or else face charges of trespass. Residents who tell a solicitor to leave their property are urged to call the police if their instructions are not promptly followed.



City of Jackson

Solicitors Permit ID NO: 16-01-1001

Solicitors Permit

Issued _____ 20 _____

Expires _____ 20 _____

[Handwritten Signature]

Jackson City Recorder Signature

Solicitor's Name _____

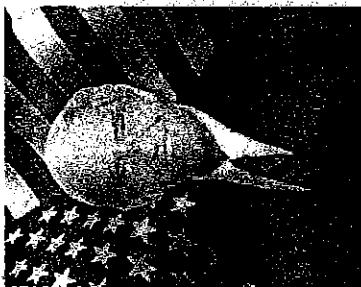
Race _____ D.O.B. _____

Hair Color _____ Eye Color _____

Height _____ Sex _____

Company soliciting for _____

This permit must be kept with solicitor at all times



Solicitor's photo →

MEMORANDUM

DATE: February 4, 2016
TO: Mayor Jerry Gist
FROM: Karen Bell
SUBJECT: Requests for FY16 Budget Amendments

The following budget amendment requests are submitted for council consideration for the FY16 budget year:

CAPITAL		Current	Amendment	Amended
FUND:		Budget	Request	Budget
<i>Expenses:</i>				
315-42100-900	Police Admin	88,721	30,000	118,721
<i>Revenue:</i>				
315-36961	Transfer from General Fund		2,007,500	2,007,500

Budget amendment being completed for the purchase of additional car to be used by the Jackson Police Department Administration Division in the amount of \$30,000. Funds were received from insurance recovery for some other damaged/totaled police vehicles and the settlement funds are being used to purchase this additional vehicle. Insurance recovery money is in the general fund and this would be a transfer to the capital fund to cover the cost of the vehicle which is a capital purchase.

c: Al Laffoon, City Recorder
Susan White, Purchasing

MEMORANDUM

DATE: February 18, 2016
 TO: Mayor Jerry Gist
 FROM: Karen Bell
 SUBJECT: Requests for FY16 Budget Amendments

The following budget amendment requests are submitted for council consideration for the FY16 budget year:

CAPITAL		Current	Amendment	Amended
FUND:		Budget	Request	Budget
<i>Expenses:</i>				
315-42100-900	Police Admin	118,721	30,000	148,721
315-42115-900	Police CID	62,750	-7,228.84	55,521.16
315-42123-900	Police Gang Control	68,395	-1,676.32	66,718.68
<i>Revenue:</i>				
315-36963	Transfer from Police Drug		21,094.84	21,094.84
DRUG FUND				
<i>Expense:</i>				
141-42129-900	Drug Fund Capital	120,000	-21,094.84	98,905.16
141-42129-765	Transfer to Capital Fund		21,094.84	21,094.84

Budget amendment being completed for the purchase of additional car to be used by the Jackson Police Department Administration Division in the amount of \$30,000. Funds remain in the Police Drug Fund and two other capital accounts, CID and Gang Control, to allow for the purchase of this car in Police Administration. Transferring these funds to the capital fund requires no draw on fund balance for this purchase.

c: Al Laffoon, City Recorder
 Susan White, Purchasing

Date: 2/18/2016
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CITY OF JACKSON
Invoice History Report

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Number	Name	Invoice	Inv Date	PO Number	Check Num	Chk Date	Man	Description	Invoice Amt
15368	ASKEW HARGRAVES HARCOUR	39312	12/31/2015		109158-B	2/01/2016		14457 COJ-HIGHLND AV	10,536.64
			315-43190-937					EX 10,536.64	
			315-21121					AP 10,536.64	
			110-11213					CA 10,536.64	
VENDOR TOTALS									10,536.64
29146	AVIATION SPECIALTIES UN	160204-24	2/04/2016		109501-B	2/16/2016		AVIATION NITE VISION	13,675.00
			315-42122-900					EX 13,675.00	
			315-21121					AP 13,675.00	
			110-11213					CA 13,675.00	
VENDOR TOTALS									13,675.00
29143	BULLEX INC	75648	11/29/2015		109516-B	2/16/2016		SMARTPROPS-BULLEX SE	32,215.00
			110-42250-237					EX 32,215.00	
			110-21121					AP 32,215.00	
			110-11213					CA 32,215.00	
VENDOR TOTALS									32,215.00
12964	CDW GOVERNMENT LLC	BTR4760	1/20/2016		109522-B	2/16/2016		COMPUTER EQUIP-JPD	175,273.20
			315-42100-900					EX 175,273.20	
			315-21121					AP 175,273.20	
			110-11213					CA 175,273.20	
12964	CDW GOVERNMENT LLC	BWR6416	1/29/2016		109522-B	2/16/2016		COMPUTER EQUIP-INFO	57,096.00
			315-41640-900					EX 57,096.00	
			315-21121					AP 57,096.00	
			110-11213					CA 57,096.00	
VENDOR TOTALS									232,369.20
26008	DELTA ELECTRICAL INC	938	12/23/2015		109533-B	2/16/2016		LIGHTING WK-COJ TENN	13,450.50
			315-44642-900					EX 13,450.50	
			315-21121					AP 13,450.50	
			110-11213					CA 13,450.50	
VENDOR TOTALS									13,450.50
1139	GOLDEN CIRCLE FORD INC	8622044	2/04/2016		109571-B	2/16/2016		SUPER DUTY F-450 2WD	50,601.32
			315-43190-900					EX 50,601.32	
			315-21121					AP 50,601.32	
			110-11213					CA 50,601.32	
1139	GOLDEN CIRCLE FORD INC	8627050	2/04/2016		109571-B	2/16/2016		UTILTY VEH-JPD	30,000.00
			315-42100-900					EX 30,000.00	
			315-21121					AP 30,000.00	
			110-11213					CA 30,000.00	
VENDOR TOTALS									80,601.32

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Number	Name	Invoice	Inv Date	PO Number	Check Num	Chk Date	Man	Description	Invoice Amt
23852	GRESHAM SMITH & PARTNER	0691402	1/08/2016		109220-B	2/01/2016		PROJ#40213.00	24,670.82
			315-43190-935					EX 24,670.82	
			315-21121					AP 24,670.82	
			110-11213					CA 24,670.82	
VENDOR TOTALS									24,670.82
27011	JACKSON BASEBALL CLUB L	1134	2/01/2016		109602-B	2/16/2016		PICNIC/TRKTS-COJ	25,980.00
			110-44500-290					EX 25,980.00	
			110-21121					AP 25,980.00	
			110-11213					CA 25,980.00	
VENDOR TOTALS									25,980.00
2540	JACKSON TRANSIT AUTHORI	01/14/16	1/14/2016		109256-B	2/01/2016		OPERATING ASSISTANCE	200,000.00
			110-41900-762					EX 200,000.00	
			110-21121					AP 200,000.00	
			110-11213					CA 200,000.00	
VENDOR TOTALS									200,000.00
2540	JACKSON TRANSIT AUTHORI	01/15/16	1/15/2016		109257-B	2/01/2016		SECTION 5316 FUNDS	28,556.23
			110-41900-762					EX 28,556.23	
			110-21121					AP 28,556.23	
			110-11213					CA 28,556.23	
VENDOR TOTALS									28,556.23
5172	JAX-MAD CO AIRPORT AUTH	779	1/21/2016		109612-B	2/16/2016		RE:SECURITY VEHICLE	17,500.00
			315-52500-900					EX 17,500.00	
			315-21121					AP 17,500.00	
			110-11213					CA 17,500.00	
VENDOR TOTALS									17,500.00
14672	MADISON CO SHERIFF'S DE	02/04/16	2/04/2016		109636-B	2/16/2016		1/2 CRIMESTOPPERS SA	20,523.53
			110-42115-111					EX 20,523.53	
			110-21121					AP 20,523.53	
			110-11213					CA 20,523.53	
VENDOR TOTALS									20,523.53
1245	MADISON CO TRUSTEE	27622	1/25/2016		109083-B	1/29/2016		MIXED TAX DEC/JAN&SH	32,291.20
			110-31930					EX 32,291.20	
			110-21121					AP 32,291.20	
			110-11213					CA 32,291.20	
VENDOR TOTALS									32,291.20
24223	MADISON COUNTY DEV LLC	2016-1 Jan-16	1/31/2016		109637-B	2/16/2016		DUMPING-H&S	230,126.02
			131-43230-242					EX 230,126.02	
			131-21121					AP 230,126.02	

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Number	Name	Invoice	Inv Date	PO Number	Check Num	Chk Date	Man	Description	Invoice Amt
			110-11213				CA	230,126.02	
VENDOR TOTALS									230,126.02
11882	MORRIS NURSERY & LANDSC	17485	1/19/2016		109652-B	2/16/2016		IRRIGATION SYS INSTA	18,640.00
			124-44505-900				EX	18,640.00	
			124-21121				AP	18,640.00	
			110-11213				CA	18,640.00	
VENDOR TOTALS									18,640.00
27981	P & J PETROLEUM	6926D	2/21/2016		109665-B	2/16/2016		GAS-GARAGE	11,431.27
			110-14111				EX	11,431.27	
			110-21121				AP	11,431.27	
			110-11213				CA	11,431.27	
27981	P & J PETROLEUM	8952D	1/12/2016		109304-B	2/01/2016		UNLEADED GASOLINE	11,189.28
			110-14111				EX	11,189.28	
			110-21121				AP	11,189.28	
			110-11213				CA	11,189.28	
VENDOR TOTALS									22,620.55
27527	PARMAN ENERGY CORPORATI	0434561-IN	1/04/2016		109305-B	2/01/2016		ORDER#0434561-GAR	12,217.54
			110-14111				EX	12,217.54	
			110-21121				AP	12,217.54	
			110-11213				CA	12,217.54	
VENDOR TOTALS									12,217.54
29140	RADIO IP SOFTWARE INC	IN9894376	2/01/2016		109674-B	2/16/2016		SERV CONTRACT RNWL-J	12,100.00
			110-42100-250				EX	12,100.00	
			110-21121				AP	12,100.00	
			110-11213				CA	12,100.00	
VENDOR TOTALS									12,100.00
7307	SPRAGINS BARNETT & COBB	26788-02/16/16	2/01/2016		109698-B	2/16/2016		LEGAL SERV-COJ	10,416.66
			110-41300-250				EX	10,416.66	
			110-21121				AP	10,416.66	
			110-11213				CA	10,416.66	
VENDOR TOTALS									10,416.66
29130	SPRINKLER SYSTEMS LLC	48395	1/21/2016		109085-B	1/29/2016		IRRIGATION PROJ	23,013.25
			124-44505-900				EX	23,013.25	
			124-21121				AP	23,013.25	
			110-11213				CA	23,013.25	
VENDOR TOTALS									23,013.25

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Number	Name	Invoice	Inv Date	PO Number	Check Num	Chk Date	Man	Description	Invoice Amt
15137	TELETA	1/29/2016	1/29/2016		109715-B	2/16/2016		BASIC POLICE SCHL-JP	24,000.00
			110-42100-289					EX 24,000.00	
			110-21121					AP 24,000.00	
			110-11213					CA 24,000.00	
VENDOR TOTALS									24,000.00
7054	TLM ASSOCIATES INC	26	1/15/2016		109360-B	2/01/2016		FE WRIGHT DR WIDENIN	14,070.20
			315-43190-936					EX 14,070.20	
			315-21121					AP 14,070.20	
			110-11213					CA 14,070.20	
VENDOR TOTALS									14,070.20
3936	WASTE MANAGEMENT	02/01/16A	2/01/2016		109746-B	2/16/2016		COMM LOOSE/RES PU-H&	220,460.22
			131-43230-297					EX 220,460.22	
			131-21121					AP 220,460.22	
			110-11213					CA 220,460.22	
3936	WASTE MANAGEMENT	2/1/2016B	2/01/2016		109746-B	2/16/2016		COMM PU/ADJS-H&S	184,366.60
			131-43230-298					EX 184,366.60	
			131-21121					AP 184,366.60	
			110-11213					CA 184,366.60	
3936	WASTE MANAGEMENT	2/1/2016C	2/01/2016		109746-B	2/16/2016		ROLLOFF/ADJS-H&S	75,215.21
			131-43230-298					EX 75,215.21	
			131-21121					AP 75,215.21	
			110-11213					CA 75,215.21	
VENDOR TOTALS									480,042.03
GRAND TOTAL									1,579,615.69