

ELECTIONS/ APPOINTMENTS

CITY CLERK MEMORANDUM
16-33

DATE: December 30, 2016
TO: Honorable Mayor and Members of City Council
FROM: Mary Beth Hickman, City Clerk
SUBJECT: 2016 END-OF-YEAR ELECTIONS

Elections to City Boards and Commissions

During the recruitment process, approximately sixty applicants expressed an interest in serving as a member of the various boards. This year, there were eighteen city and non-city boards that had end-of-year expiring terms or current vacancies.

The reports for the boards contained in the agenda packet contain information pertaining to special qualifications for specific boards and identifies incumbents. Resumes, cover letters, or other reference materials submitted by applicants have also been included in the agenda packet for Council's review.

At the beginning of each of the board applications, there is a list of the interested board applicants and their preference, terms of office, special qualifications, a current board roster, and a list of the terms of office. I have also included one sample ballot for City Council to familiarize themselves with the ballot process, which is similar to that of previous years. Ballot A will be used to elect the individuals to the board, and Ballot B will be used to designate which person will be chosen for a particular term of office if terms of office of different lengths are available. Official ballots will be distributed at the January 9, 2017 meeting that will be used to elect board members. In some cases, the number of board vacancies matches the same number of applicants. In those cases, City Council may wish to elect those members by acclamation. Additionally, City Council may wish to elect someone by acclamation based on the special qualifications of a specific membership. I have also included an attendance record for the incumbent board members.

There were three boards that did not receive the number of applications needed to match the number of vacancies. These boards are the Environmental Quality Advisory Board, which received three applicants for five vacancies, the Traffic Safety Advisory Board, which received two applicants for three vacancies, and the Trade Licensing Board, which received four applicants for five vacancies. All four incumbents reapplied to the Trade Licensing Board, but there is still one position that has been vacant for some time.

Election of City Council Representatives to Oak Ridge Municipal Planning Commission and the Oak Ridge Land Bank Corporation Board of Directors.

During this election process, one City Council representative will be elected to serve on the Oak Ridge Municipal Planning Commission and the Oak Ridge Land Bank Corporation Board of Directors. The City Council representative on each of these boards serves for two (2) years or until his or her term on Council expires, whichever occurs first.


Mary Beth Hickman

Voting Ballot A for Oak Ridge Municipal Planning Commission

Vacancies 4

Term Valid Through One (1) term is balance of an unexpired term ending on December 31, 2018; One (1) term is balance of an unexpired term ending on December 31, 2019; Two (2) terms ending December 31, 2020

Full Name	Preference	
<input type="checkbox"/> Brooks Baldwin	1	<input type="checkbox"/> Abstain
<input type="checkbox"/> Adam Brown	2	<input type="checkbox"/> Abstain
<input type="checkbox"/> Thomas Carney	2	<input type="checkbox"/> Abstain
<input type="checkbox"/> Wende Doolittle*	1	<input type="checkbox"/> Abstain
<input type="checkbox"/> J. Mark Harvey	1	
<input type="checkbox"/> L. Charles Hensley	1	
<input type="checkbox"/> Gerald B. Martin	1	
<input type="checkbox"/> Patrick McMillan (Incumbent)	1	
<input type="checkbox"/> Timothy Powers	1	
<input type="checkbox"/> Ben Redmond	1	
<input type="checkbox"/> Jane Shelton (Incumbent)	1	
<input type="checkbox"/> Benjamin J. Stephens	1	

SAMPLE

*Currently holds a position on another board with a term that is not expiring.

Voting Ballot B for Oak Ridge Municipal Planning Commission

Please write-in one of the elected member's name for each of the terms listed below:

Four (4) year term commencing on January 1, 2017

Four (4) year term commencing on January 1, 2017

Balance of an unexpired term ending on December 31, 2018

Balance of an unexpired term ending on December 31, 2019

Member, Oak Ridge City Council
1/9/2017

Round: 1

SAMPLE

**City Council Voting Ballot for
Oak Ridge Land Bank Corporation Board of Directors**

Kelly Callison	<input type="checkbox"/>
Rick Chinn, Jr.	<input type="checkbox"/>
Jim Dodson	<input type="checkbox"/>
Warren L. Gooch	<input type="checkbox"/>
Charles J. Hope, Jr.	<input type="checkbox"/>
Ellen D. Smith	<input type="checkbox"/>
Hans Vogel	<input type="checkbox"/>
Abstain	<input type="checkbox"/>

**** Please select only one candidate or box above and sign below**

**Member, Oak Ridge City Council
January 9, 2017**

Round 1

**City Council Voting Ballot for
Oak Ridge Municipal Planning Commission**

Kelly Callison	<input type="checkbox"/>
Rick Chinn, Jr.	<input type="checkbox"/>
Jim Dodson	<input type="checkbox"/>
Warren L. Gooch	<input type="checkbox"/>
Charles J. Hope, Jr.	<input type="checkbox"/>
Ellen D. Smith	<input type="checkbox"/>
Hans Vogel	<input type="checkbox"/>
Abstain	<input type="checkbox"/>

** Please select only one candidate or box above and sign below

Member, Oak Ridge City Council
January 9, 2017

Round 1

Anderson County Board of Equalization

NumVacancies 1 Total # of Members 1

Term of Office

January 1, 2017 to December 31, 2018

Qualifications

The applicant must be an Oak Ridge resident and a "freeholder and taxpayer."

Anderson County Board of Equalization	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Leonard Abbatiello (Incumbent)		12/4/2016	1	6
Ms. Catherine Denenberg		12/5/2016	1	0
Total Number of Applicants: 2				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Leonard Abbatiello		12/31/2016
1 of 1 members		

City of Oak Ridge Board Application 2016

BoardName: Anderson County Board of Equalization

Application Submitted

Applicant: Abbatiello, Leonard

12/4/2016 12:59 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 6

Address

Contact Information

110 Dover Lane

Home Phone: (865) 483-8264

Email: laaaca@comcast.net

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Anderson County Board of Equalization and Anderson County Economic Development Association

Education, Professional and or Community Activity

See attached sheets

Explain why you are interested in being appointed to this board, commission or committee

Experienced, reappointment

Describe any special knowledge or past experience qualifying you for this appointment?

See attached sheets

Additional Information

Special Qualifications

110 Dover Lane.
Oak Ridge, TN 37830

.....
Leonard Abbatiello

November 3, 2016

Honorable Mayor Warren Gooch
Mayor, Oak Ridge Tennessee
P.O. Box 1
Oak Ridge, TN 37831-0001

Subject: Reappointment to the Anderson County Board of Equalization.

Dear Mayor Gooch:

I am seeking appointment as the Oak Ridge Representative on the Anderson County Board of Equalization.

I believe that a fair hearing on ones' property evaluation is the foundation of our tax system. The Board of Equalization is the primary organization devoted to establishing fairness within our fair City. I would like to remain a member of the Board evaluating the equitability of our property assessments!

My evaluation experience is long, varied, and has created a proven record of effective leadership. It has ranged from MAI and SRA training, managerial assistance, and financial management. I have served approximately 6 terms on this Board.

I am the past Chairman of the Board of the Anderson County Economic Development Association. I originally joined the ACEDA Board in 1999. ACEDA has been instrumental in bringing 5 of the regions 16 largest employers to Anderson County. We have also been focused on acquiring large, potential growth industries. ACEDA is by far, the most effective economic development organization in Anderson County, and one of the most effective in Tennessee.

I would like to continue to be a part of Anderson County Board of Equalization. I have annually produced a summary report of this Boards activities my 2016 report is attached as an example of the results previously produced.

If you have any other questions, please call!

Sincerely,



Leonard Abbatiello

Anderson County Board of Equalization

110 Dover Lane,
Oak Ridge, TN 37830

November 3, 2016

Honorable Mayor Gooch and Members of City Council
City of Oak Ridge
P.O. Box 1
Oak Ridge, TN 37831-0001

Subject: Anderson County Board of Equalization Results -2015

Dear Honorable Mayor Gooch and Members of City Council:

I currently serve as the Oak Ridge representative on the Anderson County Board of Equalization.

The Anderson County Board of Equalization has completed its task of appraisal hearings for 2016. Attached is our report which has been sent to the TN State Appraisal Office. This is also the lightest "Board" workload ever! This year we evaluated 119 cases totaling \$107,105,317 of appraised value reducing their total to \$103,028,017. Commercial appeals continue to dominate our requests for review. Some commercial cases are expected to also appeal to the State for additional relief.

Every individual property appraisal is intended to reflect 100 % of the property's value within +/- 5%. Appraisal's also serve the more important function of determining each owners fraction of the total property base and is the basis which distributes the cost of local government operation. This is the "Tax Rate" which produces the same annual revenue as the previous year property taxes and it becomes the basis for the baseline tax base adjustment before taxing bodies consider any new government needs. 2015 was a total reappraisal year for all of Anderson County and the assessment was reduced. 2016 was also unique because The State of TN implemented a new appraisal computational system switching from the previous "CASS" to a system called "IMPACT".

Our Anderson County, the pre-hearing overall assessment base has increased by +2.8 % above the 2015 assessment base. This growth rate exceeds the national CPI growth for 2016 by more than 2X. Some property categories' continue to increase in greatly value, these include; lake front lots and many greenbelt agricultural properties. Greenbelt properties have increased because farm crops and cattle are currently commanding unusually high prices and the demand for these tracts continues to grow. All Anderson County communities have increased in assessed value during this period. Greenbelt values have been increasing because of increasing crop and cattle values.

The City of Clinton has been the epicenter of our Anderson County growth logging a phenomenal growth rate approaching 11 % with most of this growth occurring in the industrial and commercial sectors. This is 10X the national average. Clinton's growth is buoying up the complete county! Congratulations to Clinton, ACEDA and Mr. Tim Thompson for achieving this stellar assessment base growth through effective industrial development.

The table below reflects the 2015 to 2016 assessment base changes for all Anderson County communities.

Government	2016 Assessment	2015 Assessment	Chq. %
1. Anderson County, Total	\$1,590,575,834	\$1,547,456,623	+2.79 %
2. Anderson Co, Rural Uninc.	\$486,603,478	\$483,888,628	+0.56 %
3. Clinton, And. Co.	\$369,178,783	\$333,579,939	+10.67 %
4. Rocky Top, And Co.	\$21,821,749	\$21,805,944	+0.07 %
5. Norris, And. Co.	\$41,090,501	\$40,376,793	+1.77 %
6. Oak Ridge, And. Co.	\$637,079,496	\$633,005,201	+0.64 %
7. Oliver Springs, And. Co.	\$34,802,825	\$34,800,118	+0.01 %

These are the assessments which affect the calculation of the "Certified Tax Rates." About 20% of the Oak Ridge properties lie within Roane County. Last year, the State of Tennessee took over the complete Roane County appraisal process delaying Roane County's reevaluation.

There have been no major residential subdivisions constructed for several years. Even with the inclusion of a significant number of new commercial properties, such as the new Kroger's complex. New residential building in Oak Ridge and Anderson County is minimal. The number of new Oak Ridge residential single family dwelling permits issued during this year is 22 permits as compared to 20 last year. Anderson County new permits also indicate that new single family dwelling expansion remains anemic. Both governments new residential structures permitting rates remain historically low reflecting a continuing near-stagnant residential development environment. A total of 161 new taxable properties were added to the rolls this year.

The Anderson County assessment base has experienced a growth of 2.8 % during the last year. The Oak Ridges' assessment base has grown at a rate about 1/2 of the inflation rate, logging an increase of +0.64 % rate during this period. Only the communities of Clinton and Norris have grown at a rate exceeding the CPI Index growth rate. All Anderson County has experienced some growth, but only about 1/8 of our county is growing at a rate exceeding the national average CPI-U inflation rate of increase of 1.13 %. Assessment base growth minimizes property tax rate increases.

This Board is requesting the State Comptroller's Office to assist us by providing both better IMPACT training and more extensive computational baseline information to its County Equalization Boards.

Oak Ridge continues to have several classes of property some which continue to sell below their IMPACT determined appraisal. These are: 1) Low priced, low quality, Manhattan Era homes. 2) High quality homes costing more than \$400,000 who sales have numbered less than 11 annually for several years, but sales are now increasing in Oak Ridge.

The Equalization Board is composed of five diverse, concerned Anderson County residents who know: construction, real estate, and appraisal methods and everyone is committed to a fair equalization process. This year, two new members joined the board bringing in both real estate and commercial construction experience. The activities of this Board this year will collectively save

November 3, 2016

its applicants in excess of \$28,000 annually in future tax payments while achieving fairness and equality.

It has been our pleasure to serve on this "Board" and help to inform our citizens about the States property appraisal process.

Sincerely,

A handwritten signature in cursive script, appearing to read "Leonard A. Abbatiello".

Leonard A. Abbatiello
Anderson County / Oak Ridge Equalization Board Representative

cc: John K. Alley, Anderson County Assessor of Property
Janice McGinnis, Budget Director, City of Oak Ridge

City of Oak Ridge Board Application 2016

BoardName: Anderson County Board of Equalization

Application Submitted

Applicant: Denenberg, Catherine

12/5/2016

Race (Optional): White

Preference: 1

Number of Times Previously Applied: 0

Address

122 Salem Road

Contact Information

Home Phone: (865) 483-4662

Email: cate.denenberg@gmail.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y Fidelity National Financial Group

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

College; Licensed Title Agent, Florida (Inactive); Neighborhood Crime Watch Block Captain; Substitute Teacher, Oak Ridge School system

Explain why you are interested in being appointed to this board, commission or committee

Strong interest in giving back and supporting the community where I live. Direct fit to my many years in real estate.

Describe any special knowledge or past experience qualifying you for this appointment?

10+ years as a Realtor and Property Manager; 25+ years experience managing real estate title offices for National Title Underwriters.

Additional Information

Special Qualifications

Catherine Denenberg
122 Salem Road
Oak Ridge, TN 37830

December 5, 2016

Mayor Warren Gooch, and
Members of City Council
200 South Tulane Ave
Oak Ridge, TN 37830

Re: Anderson County Board of Equalization

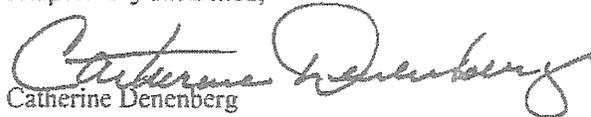
Dear Mayor Gooch and Members of City Council;

Accompanying this cover letter is my application for consideration to the Anderson County Board of Equalization. For some time I have pondered applying to serve on either a board or commission for the city and now is the time. So after reviewing the different boards and commissions, I feel with my extensive background in the real estate business that my best fit would be to serve on the Anderson County Board of Equalization.

For over 25+ years I worked for national title underwriters managing real estate closing offices in Florida and Tennessee. I still hold, although inactive, a real estate title agent license in Florida. Being a property owner I know and understand the necessity and value of property taxes and the direct impact they have on city/county budgets. We all want taxes as low as possible but money must be there to efficiently run government and maintain services.

I sincerely thank you for your time and consideration.

Respectfully submitted,


Catherine Denenberg

865-483-4662

Anderson County Community Action Commission

Num Vacancies 1 Total # of Members 1

Term of Office

January 1, 2017 to December 31, 2017

Qualifications

The applicant may be any citizen of Oak Ridge, including a member of City Council

Anderson County Community Action Commission	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Sharon Stratton		12/16/2016	1	0
Total Number of Applicants: 1				

Current Members

City of Oak Ridge Board Application 2016

BoardName: Anderson County Community Action Commission

Application Submitted

Applicant: Stratton, Sharon

12/16/2016 8:46 PM

Race (Optional): White

Preference: 1

Number of Times Previously Applied: 0

Address

148 Kentucky Avenue

Oak Ridge, TN 37830

Contact Information

Email: strattonse@ridgevw.com

Mobile Phone: (865) 789-4352

Current Company/Organization

Ridgeview Behavioral Health Services

Current Position / Title

Director of Psychosocial Rehabilitation Programs

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Bachelors Degree in Vocational Education/Rehabilitation; Employed 26 years with Ridgeview Behavioral Health Services as a Director of Psychosocial Rehab programs and transitional housing supports for homeless and mentally ill adults.

Organizations: Board of Directors TORCH (Trinity Outreach Center for Hope); President-Elect, Pilot Club of Oak Ridge (non-profit civic organization); Board of Directors, United Church Chapel on the Hill.

Explain why you are interested in being appointed to this board, commission or committee

I have a vested interest in the disadvantaged, homeless, financially strapped and mentally ill/intellectually disadvantaged members of our community. I also love Oak Ridge and am excited to see promise of growth in our community through employment and housing opportunities. I hold hope for a growing community in which all members have the opportunity to be a vital and productive member to their community.

Describe any special knowledge or past experience qualifying you for this appointment?

26 years with Ridgeview working directly with adults living in our community with serious and persistent mental illness. I was fortunate to assist Ridgeview to develop a transitional housing program for mentally ill and co-occurring adults who present homeless without supports to allow them to be successful in their community. This program offers hope and embraces them starting with Mental Health Recovery supports, safe and affordable housing assistance and meaningful employment opportunities. I have volunteered in several ecumenical opportunities throughout Anderson County throughout the years. I consider myself a people person and like to learn and grow with team work for a positive change.

Additional Information

Special Qualifications

End of Application for Stratton, Sharon For Board Anderson County Community Action Commission

Anderson County Economic Development Association

NumVacancies 1 Total # of Members 4

Term of Office

January 1, 2017 to December 31, 2020

Qualifications

Anderson County Economic Development Association	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Adam Brown		11/16/2016	1	0
Ms. Karen Goforth Crutchfield (Incumbent)		11/21/2016	1	1
Mr. L. Charles Hensley		11/19/2016	2	0
Total Number of Applicants: 3				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Leonard Abbatiello		12/31/2019
Ms. Karen Goforth Crutchfield		12/31/2016
Mr. Terry McGhee		12/31/2017
3 of 4 members		

City of Oak Ridge Board Application 2016

BoardName: Anderson County Economic Development Association

Application Submitted

Applicant: Brown, Adam

11/16/2016 4:15 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address

108 Montana Avenue

Contact Information

Home Phone: (865) 924-8409

Email: abrown1213@att.net

Oak Ridge, TN 37830

Current Company/Organization

Enrichment Federal Credit Union

Current Position / Title

Financial Advisor Representative

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

EDUCATION:

- 1) MBA-Lincoln Memorial University
- 2) Bachelor of Science: Business-Tennessee Wesleyan College
- 3) Associates of Science: Roane State Community College

PROFESSIONAL:

- 1) Enrichment Federal Credit Union-Financial Advisor Representative. 05/16/16-Current
- 2) U.S. Bank-Branch Manager.5/4/15-5/15/16
- 3) ORNL Federal Credit Union-Teller, Operations, Financial Service Officer, Underwriter, Assistant Branch Manager and Branch Manager. 08/26/2006-05/04/2015

COMMUNITY ACTIVITIES:

- 1) Leadership Oak Ridge Graduate: 2015
- 2) United Way of Anderson County
- 3) Oak Ridge Chamber of Commerce
- 4) Methodist Medical Center Foundation

Thursday, December 29, 2016

City of Oak Ridge Board Application 2016

BoardName: Anderson County Economic Development Association

Applicant: Brown, Adam

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

11/16/2016 4:15 PM

Preference: 1

5) Secret City Festival

Explain why you are interested in being appointed to this board, commission or committee

I am interested in this board/position for several reason:

1) Greater Economic Exposure:

Through my work experience and education, I have had a working/hands on knowledge of economics and its impact on communities. However, I have not had the direct working experience from a government level.

2) Serve the Community:

I would like to put my experience to good use to better serve the community in which I live. It has provided me with many opportunities and I would like to give back by contributing in ways that I am familiar with.

3) Have a Voice in Decision Making:

I would like to have the opportunity to contribute my voice in economic decision making for Anderson County. This community is booming currently and I would like to lend my experience to further this boom along.

Describe any special knowledge or past experience qualifying you for this appointment?

I believe that my 10 years of experience in the financial industry, as well as my education, qualifies me as a strong candidate for this position. I understand what sparks economic growth and what needs to be done to keep the growth going.

Additional Information

Special Qualifications

To Whom It May Concern:

I am writing you to let it be known of my interest in serving the City of Oak Ridge, as well as Anderson County, by lending my experience and educational back ground to one of the vacant board and commissions positions. I have applied to three boards/commissions in particular: 1) Anderson County Economic Development Association, 2) Oak Ridge Municipal Planning Commission and 3) Oak Ridge Convention and Visitors Bureau. However, if another candidate is chosen, I would still like to be considered for any one of the other boards/commissions. Thank you for your time and I look forward to hearing back from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Adam R Brown', with a stylized flourish at the end.

Adam R Brown

Adam R Brown

108 Montana Ave. ♦ Oak Ridge, TN 37830 ♦ (865) 924-8409 ♦ abrown1213@att.net

PROFILE

I'm a well-qualified and results-oriented professional with over 9 years of successful experience in positions of increasing responsibility and duties. I have a track record of consistently meeting or exceeding production goals as well as customer and management expectations. Skilled at contributing to projects from creation to implementation. I'm able to generate necessary data and interpret that data in order to better gauge project success. I'm a team player with polished communication skills: verbal, written, interpersonal, presentations and rapport building.

- Customer Relations
- Marketing Products and Services
- Staff Training & Development
- Banking Products & Services
- Credit Analysis and Underwriting
- New Business Development
- Sales Management
- Loan/Account Origination
- Regulatory Compliance
- Relationship Building
- Revenue Growth Management
- Account Management
- Project Management
- Teller Operations
- Communications
- Budgeting
- Report Generation
- Data Interpretation

CAREER PROGRESSION

Enrichment Federal Credit Union, Oak Ridge TN

2016-Present

Financial Adviser Representative

- Actively listen to members financial concerns/needs and make appropriate suggestions to meet those needs
- Tracking monthly production figures to determine goal progression as well as department budget construction.
- Volunteering in the community to help give back while strengthening business relationships.
- Develop department strategies and effectively implement them to boost production and meet member needs

U.S. Bank, Knoxville TN

2015-Present

Branch Manager

- Manage sales of bank products, new business, operations, customer service, and teller activities while working within regulatory compliance, internal policies and procedures.
- Hiring, training/coaching and supervising a staff of 3 employees while tracking monthly sales figures to determine goal progression as well as branch budget construction.
- Volunteering in the community to help give back while strengthening business relationships.

Branch Manager and Assistant Manager at high traffic retail location that conducts an average of over 10,000 transactions per month

- Manage sales of bank products, new business, operations, customer service, and teller activities while working within regulatory compliance, internal policies and procedures.
- Hiring, training/coaching and supervising a staff of 6 employees while tracking monthly sales figures to determine goal progression as well as branch budget construction.
- Volunteering in the community to help give back while strengthening business relationships.
- Led several projects that had and will have tremendous impact on the institution that involved generating reports and data then constructing this information into a format that is easy to comprehend and present.

Centralized Underwriter and Indirect Loan Officer for \$1+ billion financial institution

- Underwrote loans creating an \$18+ million portfolio while maintaining good yield w/ little loss
- Identified additional products member would benefit from and suggested these to the employee.
- Led several department projects that not only effected the Department, but the Credit Union as well.
- Arbitrated financial deals with car dealerships
- Audit dealership packets to ensure compliance items have been met
- Calculated key financial ratios to help guide dealership on agreement structure

Financial Service Officer for \$1+ billion financial institution.

- Aligned members with appropriate banking products that would help them with their financial needs
- Resolved account, loan and Credit Union issues that have been brought up by members
- Processed loan applications and acted as liaison between member and underwriter
- Worked toward sales goals

Operations Specialist for \$1+ billion financial institution

- Audited new accounts to ensure they were opened correctly to meet compliance guidelines
- Coach front office staff on how to correct errors and account issues
- Helped design more efficient courier /mail route
- Trained new employees on proper processes and procedures for their position

Teller for \$1+ billion financial institution

- Conducted day to day member financial transactions
- Worked in fast paced environment of the drive through
- Conducted 200-300 transactions per day

Selected Accomplishments

- Played instrumental role in increasing branch sales: Credit Cards: +400%; Accounts: +60%; Checking: +70%; New Money: +81%; Mortgage: +454%.
- Selected by upper management to lead several projects that had and will have dramatic impact on the institution.
- Raised branch ranking from 15th to 6th within 2 months of taking leadership of my branch.
- Participant in Leadership Oak Ridge

PROFESSIONAL DEVELOPMENT

- Lincoln Memorial University, Harrogate, TN
Master of Business Administration (MBA): HR Management
- Tennessee Wesleyan College, Athens, TN
Bachelor of Applied Science: Business Administration/HR Management

COMPUTER SKILLS

Microsoft Office (Word, Excel, Powerpoint), Symitar, SAIL, Opening Act, DocuSign, Smartsheet, ADP, BVS, iPermease, Fusion, HOGAN

City of Oak Ridge Board Application 2016

BoardName: Anderson County Economic Development Association

Applicant: Crutchfield, Karen

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted

11/21/2016 4:36 PM

Preference: 1

Address

15 Rockingham Lane

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 483-8171

Email: kcrutchfield@wimberlylawson.com

Current Company/Organization

Wimberly, Lawson, Wright, Daves, & Jones, PLLC

Current Position / Title

Attorney

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Anderson County Economic Development Association

Education, Professional and or Community Activity

See attached resume

Explain why you are interested in being appointed to this board, commission or committee

Anderson County Economic Development Association - with the reductions in state, federal and municipal budgets for the foreseeable future, I think it is very important for Oak Ridge and all of Anderson County to work together to bring new jobs, new businesses and new opportunities to the entire county. I am interested in doing whatever I can to help brainstorm, problem solve, and work with others on the ACEDA to make Anderson County, and by connection Oak Ridge, a more nationally and internationally competitive option for new business and/or relocating businesses.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications



Wimberly Lawson

Wright Daves & Jones, PLLC

Attorneys & Counselors at Law



KAREN G. CRUTCHFIELD
kgcrutchfield@wimberlylawson.com
(865) 546-1000
(865) 546-1001 (facsimile)

I. EDUCATIONAL BACKGROUND:

Delegate – OECD-NEA International Nuclear Law Program, October 2013.
Paris, France.

Doctor of Jurisprudence, University of Tennessee, Knoxville, TN 1994
Honors and Activities: TAPIL Fellowship, 1992; Law Women 1991-1994, Treasurer 1992-93; Student Bar Association 1991-94; CASA volunteer 1992-94. Clerkships at Knox County Juvenile Court and McCord, Weaver & Troutman, PC.

Master of Social Work, Washington University of St. Louis, Missouri, 1991
Honors and Activities: Marion Weir Scholarship 1989-91; Student Council 1990-91; Student Representative, Curriculum Committee 1990-91. Graduate Research Assistant to Dr. Martha Ozawa 1989-91.

Bachelor of Science in Communications, University of Tennessee, Knoxville, 1988

Honors and Activities: UTK Student Orientation Assistant 1986; All Campus Events 1985-87, Co-Chair 1986-87; Richard Joel Scholarship 1986; Parade Magazine Young Columbus Program, Switzerland 1987.

III. PROFESSIONAL EXPERIENCE:

Admitted to all state Courts in Tennessee, and U.S. District Court for Tennessee, Eastern District, U.S. Supreme Court.

Hearing Officer, Board of Professional Responsibility of the Tennessee Supreme Court - Appointed March 2014 - present.

Wimberly, Lawson, Wright, Daves & Jones, PLLC, Member, October 2013 – Present.

Attorney with practice emphasis in corporate defense of personal injury, professional, products and premises liability cases, as well as construction, environmental and occupational exposure liability and workers compensation claims. Experience as lead counsel in jury and bench trials in State & Federal Courts, state and federal administrative proceedings, mediations, contract negotiations, and working with various government/municipal agencies and administrative agencies. Consultant for local, national and international businesses on issues of legal compliance, litigation and risk management issues. Experience as member of litigation and crisis teams on claims with media exposure, potential brand impact and pre-litigation and/or claim resolution planning.

Leitner, Williams, Dooley & Napolitan, PLLC, January 1998 to September 2013, Equity Member 2003-2013.

Attorney with practice emphasis in corporate defense of general liability, property and casualty litigation, as well as workers compensation claims. Experience as member of national client litigation and crisis teams on claims with media exposure, potential brand impact and pre-litigation and/or claim resolution planning.

Prior Legal and Professional Experience - available on request.

V. MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS:

Anderson County Bar Association

Knoxville Bar Association

Tennessee Bar Association - Bench/Bar Committee

American Bar Association

East Tennessee Lawyers Association for Women; TLAW Representative 2013 - 2015, Immediate Past-President 2012; President, 2011; President-Elect 2010; Co-Membership Chair with Justice Sharon Lee 2008 -2009.

Tennessee Lawyers Association for Women, President-Elect 2016-17; ETLAW
Representative, 2013 - 2015
Defense Research Institute, Women in the Law & Construction Litigation
Committee Member
Claims & Litigation Management Alliance, Member

VI. COMMUNITY INTERESTS & OTHER ORGANIZATIONS:

Anderson County Economic Development Board 2013-17
Emory Valley Center – Human Rights Committee Member - 2013 - Present
Oak Ridge League of Women Voters - Member 2008 – Present
Leadership Oak Ridge 2012
University of Tennessee College of Law Alumni Council Member, 2010 – 2013.
First Families of Tennessee, East Tennessee Historical Society –
Registrant/Member
National Trust for Historic Preservation – Member
CASA of the Tennessee Heartland; Immediate Past President of the Board 2012-
13, **President 2011-12, President Elect 2010-2011; Co-chair BBQ Bash 2010, 2013,**
2014 & 2015

VIII. HONORS & AWARDS

The Fellows of the American Bar Association - inducted June 2016
U.S. News & World Reports - Best Lawyers in America - 2015, 2016
Tennessee Supreme Court Attorneys for Justice Recognition - 2014, 2015, 2016
ETLAW Spirit of Justice Award - 2014

City of Oak Ridge Board Application 2016

BoardName: Anderson County Economic Development Association

Application Submitted

Applicant: Hensley, L.

11/19/2016

Race (Optional):

Preference: 2

Number of Times Previously Applied: 0

Address

113-A Amanda Place

Contact Information

Home Phone: (865) 482-6536

Email: chuck188@comcast.net

Oak Ridge, TN 37830

Office Phone: (865) 805-7898

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

Bachelor of Engineering Science, 1968, Marshall University; Two-term City Councilman; Have served on Planning Commission for a total of 17 1/2 year including 8 years (1984-1992); Land Bank Board; Member, The Rotary Club; Current Board Member of O/R Unitarian Church; Member, ORHPA Board; CROET Greenways Foundation Board; Airport Advisory Committee, CROET; Coalition of Oak Ridge Retirees; Advocate for Oak Ridge Reservation

Explain why you are interested in being appointed to this board, commission or committee

The City is making great progress due to developing growth and also due to our becoming more connected to our neighbors in Anderson, Roane, and Knox Counties. In addition to planning for Oak Ridge, I would like to contribute to a stronger working relationship between Oak Ridge and both Anderson and Roane Counties. The combination of Planning Commission involvement and also closer ties to Anderson and Roane Counties can help us move forward in cooperation.

Describe any special knowledge or past experience qualifying you for this appointment?

In the past, I frequently attended the Anderson County Economic Development Association meetings and have developed a good relationship with both Tim Thompson and Rick Meredith. I feel like I am well-suited to represent Oak Ridge in this arena. Also, my current working relationship with our Chamber of Commerce place me in a position to make immediate contributions to our mutually beneficial progress and enhance the ongoing cooperative efforts.

Additional Information

Special Qualifications

L. Charles Hensley, P.E.

August 15, 2016

ADDRESS:

113-A Amanda Place
Oak Ridge, Tennessee 37830

Phone: (865)-425-3407 wk
(865)-482-6536 hm
(865)-805-7898 cell

- Registered Mechanical Engineer in Tennessee since 1972, No. 9325 (Inactive 2014)
- Holder of DOE "Q" Security Credential, during 30+ yr engineering activities

EDUCATION:

Bachelor of Engineering Science, 1968, Marshall University, Huntington, W.Va.
Selected studies, University of Tennessee (Mechanical and Industrial Engineering).
Continuing education, studies to maintain expertise and professional standing

APPLIED EXPERIENCE:

- Mechanical Design of automated special production equipment, (8 yrs)
- Cost estimating, alternatives evaluation, and vendor selection, (8 yrs)
- Nuclear materials component handling, safety, and manufacturing support, (29 yrs)
- Hazardous materials handling and worker protection, (33 yrs)
- Quality Assurance and Quality Auditing for special products manufacturing, (8 yrs)
- Decontamination and Decommissioning, Project Manager / Design Specialist, (5 yrs)
- Nuclear Criticality Safety Bounding and delineation of safety related issues, (1 yr)
- Project Manager and Mechanical Design Supervisor, (17 yrs)
- Design Specialist for Mechanical Design in Oak Ridge Nuclear facilities, (16 yrs)

AREAS OF EXPERTISE:

- Mechanical Design: Stress Analysis, Dynamics, Vibration Analysis, Materials Selection, Special Mechanism Design and Fabrication,
- Management of Engineering activities including proposal preparation, specification review, cost estimating, and planning of manufacturing activities,
- Engineering and fabrication quality assurance and control,
- Decontamination and Decommissioning of Nuclear Facilities,
- Hazardous waste handling, packaging, and shipping,
- Nuclear materials handling, criticality safety, and worker protection,
- Design, manufacturing, assembly, and mechanical operation of gas centrifuges,
- Project Planning, Project Management, Systems Engineering, Layout Planning of Industrial Facilities,
- Nuclear Fuel Cycle: Remote Tooling and Handling, Fuel Cycle comparison

MECHANICAL DESIGN EXPERIENCE BY EMPLOYER:

October 1998-January 2006, Oak Ridge Tool-Engineering, Engineering Manager

- Management of engineering activities, and fabrication shop interfacing,
- Design, fabrication, testing, and installation of mechanical production line equipment,
- Dynamic and structural stress analysis for mechanical designs,
- Aerospace component fabrication management, testing, and quality assurance,

- Preparation of proposals for engineering and fabrication projects.
- Since 2006 through present, brief job-specific consulting services

January 1997 -October 1998 . Machine Kinetics Corporation, Knoxville, Tn.

- Design, fabrication, and checkout of automated assembly line equipment,
- Preparation of proposals for engineering and fabrication projects,
- Supervision of engineering activities,

Lockheed Martin Energy Systems, (Oak Ridge K-25 Plant, 1992-1997)

- Configuration Management, Nuclear Criticality Safety Evaluation, Paducah Gaseous Diffusion Plant,
- Deputy Manager of K-25 Deposit Removal Project, Project Manager for Gas-Phase Deposit Removal equipment design, procurement, and fabrication,
- Nuclear criticality safety, materials handling, packaging, and worker protection,
- Principal Design Engineer for deposit removal glove box and tooling for mechanical removal of uranium deposits from K-25 Site Diffusion Equipment.
- Specialist, identification of technologies for dismantlement of gaseous diffusion equipment in DOE Complex,
- Specialist, identification of technologies, dismantlement of nuclear facilities, Oak Ridge National Laboratory.
- Author of Dismantlement Section, D&D Integrated Demonstration-Strategic Plan, DOE facilities nationwide.

Mechanical Design Experience, Lockheed Martin Energy Systems, (Oak Ridge Y-12 Plant, 1982-1992)

- Mechanical Design and supervision, nuclear weapons fabrication equipment and tooling, glove box design, furnace design and procurement, fabrication processes including casting, forming, and heat treating.
- Nuclear criticality safety and worker protection,
- Layout planning, Systems Engineering, Project Management of special equipment projects, Y-12 Plant mechanical forming processes.

Mechanical Design Experience, Union Carbide Nuclear Division, (Oak Ridge National Laboratory, 1975-1982)

- Mechanical design and supervision, development and testing of advanced nuclear fuel reprocessing equipment, gas cooled/thorium-U233 cycle and liquid sodium cooled/U-235-Plutonium cycle,
- Design, remotely operated nuclear processing, handling and remote maintenance equipment,
- Design / conceptual design of waste retrieval and processing equipment.
- Capital facilities planning, feasibility, conceptual, and final design documentation.

Mechanical Design Experience, Union Carbide Nuclear Division, (Oak Ridge Gaseous Diffusion Plant, 1968-1975)

- Mechanical design, development, gas centrifuges, uranium enrichment,
- Layout and design of production equipment and facilities for gas centrifuges,
- Design, handling, upgrading and operation, Gaseous Diffusion equipment

RECOGNITION AND AWARDS

- 1972, Promoted to Design Specialist, Mechanical Engineering Department, Oak Ridge K-25 Plant, Centrifuge Design Department
- 1973, Received patent on "assembly device" for gas centrifuge rotors.
- 1973, Assigned Principal Design Engineer, K-1600 Project,
- 1975, Promoted to Design Supervisor, Mechanical Engineering Department, Metals and Ceramics Support, Oak Ridge National Laboratory.
- 1982, Received Special Achievement Award, weapons tooling design in the Y-12 Process Capabilities Restoration Program.
- 1983, Promoted to Metal Preparation Engineering Design Supervisor, Mechanical Engineering Department, Y-12 Plant.
- 1990, Received President's Award, glove box design process improvement
- 1992, Promoted to Design Specialist, D&D Support, K-25 Site,
- 1993, Received Technical Achievement Award, identification of technologies for decontamination and decommissioning, gaseous diffusion equipment,
- 1994, Designated Project Manager, K-25 Gas-Phase Deposit Removal Project,
- 1998, Promoted to Engineering Manager, Oak Ridge Tool-Engineering,

PROFESSIONAL QUALIFICATIONS AND ACTIVITIES

- Vice President, Tennessee Society of Professional Engineers, Oak Ridge, 1982
- Member, American Glove box Society
- Participated in numerous workshops and conferences such as:
WATTec Conference, Arrangements Chairman, Facilities Chairman
- Dismantlement Workshop, selection of technologies, dismantlement of Princeton Fusion Test Device, 1993
- Oak Ridge National Laboratory D&D Workshop, 1993
- Four conferences, Technical Support Group, planning of D&D Integrated Demonstrations, 1992-1994

PUBLICATIONS

- Oak Ridge K-25 Technology Logic Diagram, K-2073 Dismantlement Section, 1993
- Oak Ridge National Laboratory Technology Logic Diagram, ORNL/M-2751/ES,
- Dismantlement Section, D&D Integrated Demonstration Strategic Plan, Technical Support Group, 1994
- Dismantlement Scenario for Massive Uranium Contaminated Equipment, 1994

COMMUNITY SERVICE

Past:

- Member, Land Use Zoning Subcommittee, Board of Zoning Appeals, 1974,
- Founding member, Oak Ridge Citizens for Quality Growth, 1985-1990,
- Member, Oak Ridge Regional Planning Commission, 1986-1994,
- Coach, American Youth Soccer Association, 1986-1992,
- Graduate of Leadership Oak Ridge, 2008,
- Graduate, Leadership Anderson County, 2010,
- Member of Oak Ridge Waterfront Planning Committee,
- Coach, Oak Ridge Boys Club Baseball, 1986-1994 and 1996-present,
- Member, Advisory Committee to Department of Children's Services,
- Member, Roane County Emory River Ash Spill Recovery Committee,
- Member, Oak Ridge Boys Club Board Directors
- Chairman, Budget and Finance Committee, Oak Ridge City Council
- Former Chairman, Oak Ridge City Council / Audit Committee

Present:

- Elected member, Oak Ridge City Council, 2007-present, (Re-elected 2012, 4-yr term)
- Member, Oak Ridge Planning Commission, 2007-present,
- Member of Oak Ridge Land Bank Board of Directors,
- Advisor to Oak Ridge Pre-School Budget Committee,
- Advisor to Jefferson Middle School, Applied Technology,
- Member, League of Women Voters,
- Oak Ridge Unitarian Universalist Board of Directors, Director at Large
- Board Member, Oak Ridge Historical Preservation Association

REFERENCES:

- Available upon request, and depending upon information requested.

Beer Permit Board

NumVacancies 2 Total # of Members 7

Term of Office

January 1, 2017 to December 31, 2019

Qualifications

The applicants must be least twenty-two (22) years of age who have resided within the corporate limits of the City for a period of at least two (2) years immediately preceding their election by the City Council.

Beer Permit Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Michael Calfee		11/8/2016	2	N/A
Mr. Mark Cantrell		12/14/2016	1	0
Mr. Rodney Nelson		12/7/2016	1	0
Ms. Belinda Roark		11/24/2016	2	0
Mr. Hugh Turpin		12/7/2016	2	0
Total Number of Applicants: 5				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. William Barton Bailey		12/31/2017
Ms. Wende Doolittle		12/31/2018
Mr. David Mosby		12/31/2017
Mr. Darren Osborne		12/31/2016
Ms. Theresa Scott		12/31/2018
Ms. Debra K. Solmonson		12/31/2016
Mr. Danny Whitson		12/31/2018
		7 of 7 members

City of Oak Ridge Board Application 2016

BoardName: Beer Permit Board

Application Submitted

Applicant: Calfee, Michael

11/8/2016 9:01 PM

Race (Optional):

Preference: 2

Number of Times Previously Applied: N/A

Address

107 Balboa Circle

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 483-7577

Email: mick109c@aol.com

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

BS Chemical Engineering

Explain why you are interested in being appointed to this board, commission or committee

I feel the business owners must be responsible to our citizens and most importantly our youth.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

End of Application for Calfee, Michael

For Board: Beer Permit Board

Thursday, December 29, 2016

City of Oak Ridge Board Application 2016

BoardName: Beer Permit Board

Applicant: Cantrell, Mark

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

12/14/2016 2:39 PM

Preference: 1

Address

124 Netherlands Road

Oak Ridge, TN 37830

Contact Information

Mobile Phone: (865) 599-1529

Email: markethancantrell@gmail.com

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

MBA UT Martin

BS in Computer Technology - Purdue University

I have been a coach for AYSO for the last 8 years.

Explain why you are interested in being appointed to this board, commission or committee

I believe the city is changing and the beer board has the opportunity to help with that change. The craft beer industry is becoming larger in the surrounding areas and Oak Ridge should take advantage of that. The recent economic growth is bringing new retail, which will draw new restaurants and social venues. If these flourish Oak Ridge will have the opportunity to grow as new residents move to our community.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

End of Application for Cantrell, Mark

For Board: Beer Permit Board

City of Oak Ridge Board Application 2016

BoardName: Beer Permit Board

Application Submitted

Applicant: Nelson, Rodney

12/7/2016 11:26 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address

128 Whippoorwill Drive

Contact Information

Home Phone: (865) 482-6521

Email: rnelson14@comcast.net

Oak Ridge, TN 37830

Current Company/Organization

VETCO, LLC

Current Position / Title

President/Owner

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Bachelor of Science, University of Wisconsin; Masters of Engineering Administration, University of Utah; United States Army Command and General Staff College

United States Army, 1968 to 1974, Vietnam Veteran

United States Army Reserve 1974 to 1991

Co-founder and board member of the Tennessee Veterans Business Association

Served on the Board of Girls Inc. for many years

Coached girls fast pitch softball team in Oak Ridge for many years

Explain why you are interested in being appointed to this board, commission or committee

I feel it is important to have individuals on the Beer Permit Board that are impartial, have experience in dealing with the public, and large and small businesses. and in the end can make a decision on issuing or revoking a permit in a balanced and impartial manner that has the individual or business, the economy of the city and the safety of the public all in balance.

Describe any special knowledge or past experience qualifying you for this appointment?

During my military career on many occasions I was called upon to inspect and audit the post Enlisted Clubs, the Non-Commissioned Officers Clubs and the Officers Clubs. Responsibilities included ensuring the clubs were operating during business hours in accordance with established procedures and guidelines and if not order an immediate closure of the facility.

I was a member of the Federal Senior Executive Service and responsible for designing, implementing and overseeing projects in the billions of dollars. I feel I am very unbiased and level headed. I was also responsible for ensuring licenses and permits were properly completed and submitted. After retiring from DOE I started a very successful Service-Disabled Veteran Owned-Small Business.

Thursday, December 29, 2016

City of Oak Ridge Board Application 2016

BoardName: Beer Permit Board

Applicant: Nelson, Rodney

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

12/7/2016 11:26 AM

Preference: 1

I have been a citizen of the City of Oak Ridge for over 25 years.

I feel with my background and experience I would be a good addition to the Beer Permit Board.

Additional Information

Special Qualifications

Rodney R. Nelson
128 Whippoorwill Drive
Oak Ridge, Tennessee 37830

Office: (865) 387-4096

EXPERIENCE
HIGHLIGHTS

2007 to Present

VETCO-TN, LLC

As President and founder of VETCO, LLC a Service-Disabled Veteran Owned Small Business I am responsible for all aspects of running the business including financing, business development, proposal preparation, and managing awarded work.

2002 to 2007

URS Corporation

As Director of DOE Programs for URS Corporation, was responsible for all aspects of business operations with the Department of Energy. Duties included responsibility for pursuing work with DOE and their contractors through electronic media and personal contacts. During the response to Sources Sought notices, pre-qualification submittals, and Request for Proposals, conducted market surveys, competition analysis, developed organizational strategies, strength and weakness summaries, and capture plans. Responsible for developing teaming strategies, identifying teaming partners and key personnel for major projects. Upon award of work was responsible to serve as the liaison with the customer to identify and resolve potential issues such that they didn't impact cost, schedule or negatively effect relations with the customer. During interfaces and discussions with customers served as corporate expert on environmental issues.

Served as an expert resource for the corporation in their long-term business strategy development and planning for the Department of Energy. Was called upon to provide input into corporate marketing plans and attend executive level planning sessions to support corporate measures to develop new market areas within DOE.

Was instrumental as a key member of the proposal team that prepared a proposal for the United States Department of Energy's Nationwide ID/IQ Multiple Award Task Order Contracts. URS was successful in being awarded contracts for two of the three line items; Environmental Remediation, Waste Management, Groundwater Characterization/Remediation, and Regulatory Documentation Preparation and Deactivation and Demolition. Upon award, was responsible for supporting management of the contracts.



**U.S. Department of Energy
Oak Ridge Operations Office
Oak Ridge, Tennessee**

1996 to 2002

Assistant Manager for Environmental Management. As a member of the Senior Executive Service and through a staff of up to 130 employees, was responsible for environmental restoration, decontamination and decommissioning programs and legacy waste management at the Oak Ridge Reservation; Weldon Spring, Missouri; Portsmouth, Ohio; and Paducah, Kentucky. Also responsible for newly generated waste management operations at Y-12 and ORNL. ORO is a multi-program complex that includes production or rework of nuclear weapons components, production of enriched uranium, special nuclear materials, basic energy and materials research, and waste management and environmental cleanup projects. The Environmental Management activities encompassed between 5,000 and 7,000 employees (Federal and contractor) with an annual budget of about \$750 million. Facilities in the complex included production centers, a national laboratory, nuclear physics accelerators, and sites undergoing environmental cleanup (restoration-both hazardous and radioactive waste contamination). These facilities spanned operations in seven states, and required extensive dealings with the public, labor, special interest groups, state and Federal regulators, and elected officials at all levels—local, state, and Federal. Specific accomplishments included:

- ◆ Provided the leadership in the transition to a new business strategy for the Environmental Management Program, based on the management and integration approach, which emphasizes competitive, performance based subcontracting for the execution of work. Through aggressive efforts, over a Billion dollars in fixed priced subcontracts have been awarded yielding a projected savings of over \$300 million.
- ◆ Personally initiated and created a “vision” for an on-site CERCLA disposal cell. Provided leadership and personal involvement in completion of all regulatory and procurement activities necessary for construction of the disposal cell that is key to the entire remedial action program at Oak Ridge. Personally negotiated the Record of Decision provisions and the Tipping Fee Consent Agreement with the Deputy Governor. The on-site cell is expected to result in savings of \$750 million over earlier plans to package and ship waste to commercial facilities for disposal.
- ◆ Provided leadership in the continuous improvement of the Environmental Management Integrated Safety Management System. Through personal involvement and a strong emphasis and commitment to health and safety, the Weldon Spring Site Remedial Action Project (WSSRAP) was awarded star status under the “Volunteer Protection Program (VPP)” which is the highest safety award offered by the Department. This is the first Environmental Restoration Project in DOE to win the VPP award.
- ◆ Enhanced the openness and outreach initiative with the public. Personally met with public groups and individuals to discuss issues they were concerned about. With personal leadership and attendance at meetings the



operations of the Site Specific Advisory Board (SSAB) was enhanced. Communications and relations with the state of Tennessee, Kentucky and EPA Region IV were improved through personal involvement and quarterly meetings.

1993 to 1996

Assistant Manager for Defense Programs. Responsible for planning, directing, and implementing policies and programs for nuclear weapons development and production. This included overall management of the Y-12 Plant, emergency preparedness to include management of the Emergency Operations Center, the safeguards and security program and training. These contractor-operated facilities and functions collectively represented budgets totaling over \$650 million with over 5,000 employees. Specific accomplishments include:

- ◆ Personally managed two Secretarial non-proliferation initiatives. "Project Sapphire" was the acquisition and relocation of weapons grade special materials from Kazakhstan to the Y-12 Plant. Processing equipment and workers were secretly deployed for this mission. Commended personally by the Secretary for the success of the mission. Successfully managed the placement of excess weapons grade material in Vault 16 at Y-12 under international safeguards. This was the first such operation of its kind in the world and was a Secretarial commitment to the International Atomic Energy Agency.
- ◆ During this period Defense Programs was in a rapid restructuring. Personally involved in worker and community transition activities by securing a grant for the City of Oak Ridge, and provided input and guidance to the Work Force Restructuring Plan which is still the model for the agency. Efforts were successful in providing alternate employment, retraining, and VRIFs for all 765 employees affected by the restructuring.

1990 to 1993

Assistant Manager for Environment, Safety and Quality. Responsible for planning, directing, and implementing policies and programs for the compliance and oversight programs for worker health and safety, facility safety, environmental protection, and quality assurance for the multi-program ORO complex, which included production or rework of nuclear weapons components, production of enriched uranium, special nuclear materials, basic energy and materials research, and waste management and environmental cleanup projects. These activities encompassed up to 21,000 employees.

1986 to 1990

Project Manager, Weldon Spring Site Remedial Action Project. Managed the Weldon Spring Site, the Weldon Spring Site Remedial Action Project, and all operations of the Project Office. Responsible to establish policies, plans and procedures for site operations. Managed the multiple contractors involved in the remedial action.



**U.S. Department of Energy (DOE)
Richland Operations Office
Richland, Washington**

The Richland Operations Office was a major DOE complex engaged in the production of special nuclear materials, basic energy and materials research and waste management operations. Facilities in the complex included an operating reactor; production, recovery, and conversion centers; Fast Breeder Test Reactor; and a national laboratory. The activities encompassed up to 20,000 employees with an annual budget of over \$1 billion.

- 1986 **Chief, Reactor Operations Branch.** Responsible for planning, coordinating, and providing general direction for operation of the N-Reactor. Also was responsible for the related program aspects of shipping and handling nuclear fuel.
- 1984 to 1986 **Chief, Nuclear Processing Branch.** Responsible for planning, coordinating, and providing general direction for chemical processing of nuclear materials at Richland, including operations and associated construction and maintenance of chemical processing and production facilities.
- 1981 to 1984 **Program Engineer, Nuclear Processing Branch.** Responsible for planning, organizing, and coordinating contractor-managed nuclear programs. Encompassed several programmatic areas, associated nuclear operations, and associated construction and maintenance projects.
- 1977 to 1981 **Senior Quality Assurance Engineer, FFTF Project Office.** Assigned duties of increased responsibilities until responsible for planning, directing, and implementing the quality assurance programs for acceptance testing and operation of the FFTF; design, procurement and fabrication of Breeder Reactor Fuel; and complex facilities being designed and constructed at Hanford.

Exxon Nuclear Company

- 1975 to 1977 **Quality Assurance Engineer.** Responsible for implementation, administration, and evaluation of the quality programs for nuclear fuel design, component procurement, and fuel fabrication.

Westinghouse Corporation

- 1973 to 1975 **Lead Quality Assurance Engineer.** Responsible for developing and implementing quality program for production of Fast Breeder Reactor Fuel.

EDUCATION

U.S. Army
Command and General Staff, 1985

University of Utah, Salt Lake City, Utah
Masters of Engineering Administration, 1973



University of Wisconsin, LaCrosse, Wisconsin
Bachelor of Science (Chemistry), 1968

**MILITARY
SERVICE**

Army Reserve; 1974 to 1991 - LT Colonel; Highest Rank Achieved
Company Commander, Battalion Commander, Battalion and Brigade Staff
Officer; 104th Training Division.

U.S. Army; 1968 to 1974 - Vietnam Veteran
Staff Officer, Unit Commander in Vietnam; Research and Development
Officer at Dugway Proving Grounds, Dugway, Utah



City of Oak Ridge Board Application 2016

BoardName: Beer Permit Board

Applicant: Roark, Belinda

Race (Optional): Caucasian

Number of Times Previously Applied: 0

Application Submitted

11/24/2016 4:19 PM

Preference: 2

Address

260 N. Purdue Avenue, Apt. 101

Oak Ridge, TN 37830

Contact Information

Email: harleyquinn791@gmail.com

Mobile Phone: (423) 907-4116

Current Company/Organization

JC Penney Portraits

Current Position / Title

Photographer

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Community service, volunteering at churches and homeless shelters

Explain why you are interested in being appointed to this board, commission or committee

Recently moved to Oak Ridge and would love to get involved in the community. Helping others is something that I love to do.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

End of Application for Roark, Belinda

For Board: Beer Permit Board

City of Oak Ridge Board Application 2016

BoardName: Beer Permit Board

Applicant: Turpin, Hugh

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

12/7/2016 8:48 PM

Preference: 2

Address

101 East Passmore Lane

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 483-0488

Email: turpink@att.net

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Bachelor: Business Management; Human Resources Management

Explain why you are interested in being appointed to this board, commission or committee

Interested in serving the community.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

Hugh K. Turpin
101 East Passmore Lane
Oak Ridge, TN 37830

EDUCATION

Tennessee Wesleyan College, Athens, TN
Bachelor of Applied Science - Business Administration
Double Major: General Management and Human Resources Management

EMPLOYMENT

- 1/05 – 10/06 21st Mortgage Corp – Property Tax Department.
- Research various tax entities for property tax account and status.
- Notify customer of delinquent tax status.
- Follow up with customer and tax entities for progress and status of delinquent tax.
- 9/03 – 5/05 Target (Starbucks Certified Barista)
- Provide service to customer/guest at coffee shop.
- Perform various duties for operation.
- Perform daily duties for opening and also duties for closing procedures.
- 4/71 - 9/03 Lockheed Martin Energy Systems and BWXT Y-12 Plant
12/86 - 9/03 Radiological Control Organization - Senior Health Physics Technician
- Test and read personnel radiation monitoring instruments.
- Collect samples for radiation evaluation.
- Perform routine arithmetic calculations and conversion.
*Special Assignment: Operations Department Finance and Budget Coordinator.
- Calculate cost for required procedural and regulatory tasks of each facility.
- Compile operating and burden cost.
- Monitor monthly data and compared to finance reports.
- 4/81 - 11/86 Capital Accounting Department - Property Inventory and Accounting Clerk
- Audit, unitized, and capitalized work orders.
- Compile and check inventory records of accountable capital equipment.
- Conduct field inventories of equipment.
- 4/74 - 4/81 Cashier and Travel Department – Manager, Employees’ Company Store
- Coordinate activities involved in the store operations.
- Write purchase orders for new or additional stock items
- Prepare daily and monthly worksheets for accountability of inventory.
- Balance cash register sales, cash reconciliation, and prepare bank deposits.
- 4/71 – 4/74 Nuclear Material Accounting Department – Source and Special Materials
Accountability

MILITARY EXPERIENCE

- 2/90 - 4/95 3292 U. S. Army Reserve Forces School – Instructor
- Responsible for preparing lesson plans of instructions.
- Conduct classroom instruction, and record keeping.
- Conduct field instruction and hands-on training.
- Maintain class reports, student records, and progress reports.
- 3/67 - 2/90 Tennessee Army National Guard - Section Sergeant and Trainer
- Responsible for training and maintaining proficiency of personnel.
- Responsible for accountability and control of material and supplies.

Board of Building and Housing Code Appeals

NumVacancies 2 Total # of Members 7

Term of Office

January 1, 2017 to December 31, 2019

Qualifications

In addition to being an Oak Ridge resident, one (1) member shall be a physician or person from a health-related fields; and one (1) member shall be from the public at large.

Board of Building and Housing Code Appeals	Special Qualifications	Submitted	Preference	# of Previous Submissions
Dr. Bruce Ryan LeForce (Incumbent)		11/25/2016	1	4
Mr. John McMillan		12/9/2016	1	0
Mr. Phillip Yager (Incumbent)		11/7/2016	1	1
Total Number of Applicants: 3				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Joseph E. Lee	Building-related contractor or Building supply dealer (Construction Superintendent)	12/31/2018
Dr. Bruce Ryan LeForce	Physician (Neurologist)	12/31/2016
Mr. Michael Marsh		12/31/2018
Mr. Philip W. Nipper		12/31/2017
Ms. Amy L. Seiber		12/31/2017
Mr. Leonard Vaughen	An architect or engineer	12/31/2018
Mr. Phillip Yager	public-at-large	12/31/2016
7 of 7 members		

City of Oak Ridge Board Application 2016

BoardName: Board of Building and Housing Code Appeals

Application Submitted

Applicant: LeForce, Bruce

11/25/2016 11:21 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 4

Address

105 Center Park Lane

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 483-8106

Office Phone: (865) 693-3499

Email: bleforce@covhlth.com

Current Company/Organization

Parkway Neurology Associates

Current Position / Title

Neurologist

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Board of Building and Housing Code Appeals

Education, Professional and or Community Activity

I am currently the chair of the Board of Building and Housing Code Appeals. I have also served on the Health and Education Facilities Board.

Explain why you are interested in being appointed to this board, commission or committee

I have served on this board since 2004 and I have been chair of the board for several years. I have a good working relationship with the city employees related to this board. I am proud to call Oak Ridge home and I believe that this board continues to make Oak Ridge a better and safer city for all residents.

Describe any special knowledge or past experience qualifying you for this appointment?

I have been on this board since 2004 and I have been chair for several years. I occupy a spot on the board reserved for medical professionals because of the safety issues related to this board.

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Bruce LeForce

BOARD OR COMMISSION: Board of Building and Housing Code Appeals

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 10/1/03

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 20

Number of Absences 6

Date Prepared 12/14/16

Attachment: Resume

Bruce R. LeForce, MD, FAAN

Brief Curriculum Vitae

Date of birth: October 9, 1958
Place of birth: Middletown, Ohio
Family: Wife Carla. Daughters Katie and Emily
Address: 105 Center Park Lane
Oak Ridge, Tennessee 37830

Education: Rhodes College (Southwestern at Memphis), Bachelor of Science in Chemistry with Honors, cum laude, 1981
University of Louisville School of Medicine, Doctor of Medicine, 1986
Wilford Hall USAF Medical Center, Lackland AFB, TX, Internship in Internal Medicine, 1986
Wilford Hall USAF Medical Center, Lackland AFB, TX, Residency in Neurology, 1989
Cleveland Clinic Foundation, Cleveland, Ohio, Fellowship in Epilepsy and Clinical Neurophysiology

Military Service: USAF, reserves 1981-1985, active 1985-1994, achieved rank of major

Practice Experience: 1994-1996, Douglas W. Marshall, MD, PA, San Antonio, Texas
1996-1998, Bruce R. LeForce, MD, PA, San Antonio, Texas
1998-2002, Cumberland Neurology Group, Oak Ridge, Tennessee
2002-2003, MedSolutions, Franklin, Tennessee
2003-present, Parkway Neurology Associates, Knoxville, Tennessee

City of Oak Ridge Board Application 2016

BoardName: Board of Building and Housing Code Appeals

Application Submitted

Applicant: McMillan, John

12/9/2016 1:37 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address

973 W. Outer Drive

Oak Ridge, TN 37830

Contact Information

Mobile Phone: (865) 389-3923

Email: jmcmillan123@comcast.net

Current Company/Organization

Hickory Construction, Inc.

Current Position / Title

Vice-President of Marketing

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

High School Graduate. 30 years as a general contractor, currently serving as VP-Marketing for Hickory Construction, Inc.; President Elect with The Kiwanis Club of Alcoa.

Explain why you are interested in being appointed to this board, commission or committee

Community Service and civic duty is important to me and with 30 years experience I feel I have a lot to offer as a member of the Board of Building and Housing Code Appeals.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

John McMillan

973 W. Outer Drive
Oak Ridge, TN 37830
865-389-3923

Jmcmillan123@comcast.net

<http://www.linkedin.com/pub/john-mcmillan/13/179/913>

SUMMARY

Highly-skilled construction professional helped grow a small general contractor into a multi-million dollar enterprise. Expertise in budget and project planning earned increasing company responsibilities for effective, efficient execution of commercial and residential construction projects.

Professional Experience at Hickory Construction, Alcoa, TN

Vice President, Marketing 2000 to Present

Manage all aspects of marketing for east Tennessee based General Contractor. Plan, budget and execute marketing activities. Coordinate with agency for production of marketing materials, company branding and outside advertising.

Marketing Manager 1996-2000

Established and shaped the mission for Hickory's new marketing department. Responsible for marketing activities developed to drive more inquiries to the company. During this period, company earnings grew by (\$\$).

Field Manager 1993-1996

Expert in construction document and specifications, value engineering and materials selection, I managed all project crews and subcontractors on commercial and residential projects ranging from small homes to major commercial/industrial properties.

Apprentice 1987-1993

Beginning as general construction laborer, my skills progressed to apprentice, carpenter and craftsman. Ultimately, my duties and responsibilities expanded as my experience grew.

Additional Experience

Army National Guard 1988 - 1993
Knoxville, TN
E5 Field Artillery
Howitzer Battery
278th Armored Cavalry Regiment

Affiliations

National Association of Home Builders
United States Green Building Council
Blount County Chamber of Commerce
Knox County Chamber of Commerce

U.S. Army 1985 - 1987

Ft. Stewart, Georgia
E4, Cavalry Scout
2nd Squadron, 9th Cavalry Regiment

Education

Certification: National Home Builder's Association Certified Green Professional
Armor School, Ft. Knox, KY
Field Artillery School, Camp Shelby, Mississippi
William Blount High School, Maryville, TN, Graduated 1984
General Construction related Continuing Education
Customer Service Training

City of Oak Ridge Board Application 2016

BoardName: Board of Building and Housing Code Appeals

Application Submitted

Applicant: Yager, Phillip

11/7/2016 3:45 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address

66 Riverview Drive

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 272-5153

Email psyager@gmail.com

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y Goelzer Investment Management

Do you currently serve on any other City board, commission or committee?

Board of Building and Housing Code Appeals and Industrial Development Board

Education, Professional and or Community Activity

B.A., Indiana Wesleyan University; V.P., Goelzer Investment Management; Anderson County Commissioner, District 8, Emory Valley Center Treasurer; Industrial Development Board, Building and Housing Code Appeals

Explain why you are interested in being appointed to this board, commission or committee

As a current member of this board, I wish to continue due to the importance of housing in this community. I believe serving on this board serves a great purpose to help the blight.

Describe any special knowledge or past experience qualifying you for this appointment?

Serving on this board has given me insight to the importance of improving the housing.

Additional Information

Special Qualifications

End of Application for Yager, Phillip

For Board: Board of Building and Housing Code Appeals

Thursday, December 29, 2016

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Phil Yager

BOARD OR COMMISSION: Board of Building and Housing Code Appeals

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 7/14/14

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 17

Number of Absences 4

Date Prepared 12/14/16

Attachment: Resume

Board of Zoning Appeals

NumVacancies 1 Total # of Members 5

Term of Office

January 1, 2017 to December 31, 2021

Qualifications

Oak Ridge residency

Board of Zoning Appeals	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. David R. Gengozian (Incumbent)		12/16/2016	1	2
Mr. John McMillan		12/9/2016	2	N/A
Total Number of Applicants: 2				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Syd Ball		12/31/2017
Mr. Keith Craft		12/31/2018
Ms. Susan Donnelly		12/31/2020
Mr. David R. Gengozian		12/31/2016
Mrs. Judith L. Mason		12/31/2019
5 of 5 members		

City of Oak Ridge Board Application 2016

BoardName: Board of Zoning Appeals

Applicant: Gengozian, David

Race (Optional):

Number of Times Previously Applied: 2

Application Submitted

12/16/2016 6:01 PM

Preference: 1

Address

114 Capital Circle

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 483-3840

Email: drgengozian@comcast.net

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y Tennessee Valley Authority

Do you currently serve on any other City board, commission or committee?

Board of Zoning Appeals

Education, Professional and or Community Activity

See attached resume.

Explain why you are interested in being appointed to this board, commission or committee

I view this as an opportunity to continue providing a service to the City of Oak Ridge by contributing my knowledge and experience in the decision making process.

Describe any special knowledge or past experience qualifying you for this appointment?

I currently serve on the Board of Zoning Appeals.

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: David Gengozian

BOARD OR COMMISSION: Board of Zoning Appeals

TIME IN OFFICE: Term of Office 5 Year

Date Appointed 5/22/06

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 32

Number of Absences 2

Date Prepared 12/14/16

Attachment: Resume

114 Capital Circle
Oak Ridge, Tennessee 37830
December 16, 2016

Ms. Mary Beth Hickman
City Clerk
P.O. Box 1
Oak Ridge, Tennessee 37831-0001

Dear Ms. Hickman:

Enclosed is my application and resume for consideration for reappointment on the Board of Zoning Appeals (BZA). I have also served on the City's Environmental Quality Advisory Board, Planning Commission, and past President of the Oak Ridge Neighborhood Watch Program. I grew up in Oak Ridge and graduated from Oak Ridge High School in 1968.

My professional career has been devoted to the environmental field. I graduated from East Tennessee State University in Environmental Health and retired from my environmental auditor position at the Tennessee Valley Authority in April, 2010.

To continue serving on the BZA would be an honor. I believe I will be able to continue to provide a positive service to the BZA because of my background, experience, and interest in the community. Therefore, I appreciate City Council's consideration in reappointing me to the BZA.

Sincerely,



David R. Gengozian

Enclosures

David R. Gengozian
114 Capital Circle
Oak Ridge, Tennessee 37830
865-483-3840
drgengozian@comcast.net

COMMUNITY ACTIVITIES

- Member, Oak Ridge Board of Zoning Appeals, June 2006 – Present
- President, Oak Ridge Neighborhood Watch Program, November 2011 – April 2013
- Member, Oak Ridge Planning Commission, August 2003 – February 2004
- Member, Oak Ridge Environmental Quality Advisory Board, 1991 – 1997
- Awarded Environmental Quality Award for Design Guidelines, City of Oak Ridge, 1997

CAREER AND PROFESSIONAL EXPERIENCE

- Retired Tennessee Valley Authority (TVA) – April 2010
- Lead Environmental Auditor (1995-2010), TVA, Environmental Compliance Advisory, Knoxville, TN
- Senior Specialist (1993-1995), TVA, Environmental Management, Knoxville, TN
- Project Engineer and Environmental Engineer (1990-1993), TVA, Environmental Quality Staff, Knoxville, TN
- Program Analyst and Environmental Scientist (1985-1990), TVA, Environmental Quality Staff, Knoxville, TN
- Environmental Coordinator (1980-1985), TVA, Environmental Quality Staff, Knoxville, TN
- Environmental Engineer (1976-1980), TVA Regulatory Staff, Chattanooga, TN
- Research and Environmental Licensing Engineer (1972-1976), United Engineers and Constructors, Inc., Philadelphia, Pa
- Certifications
 - Certified Professional Environmental Auditor, Board of Environmental Auditor Certifications, May 1998-2010
 - Awarded Certificate of Achievements (Excellence in Action), Waste Minimization and Waste Free Teams, TVA, 1996

EDUCATION AND TRAINING

- B.S. – Environmental Health, East Tennessee State University, 1972
- University, EPA, and State seminars and training courses on environment and management

City of Oak Ridge Board Application 2016

BoardName: Board of Zoning Appeals

Application Submitted

Applicant: McMillan, John

12/9/2016 1:37 PM

Race (Optional):

Preference: 2

Number of Times Previously Applied: N/A

Address

973 W. Outer Drive

Oak Ridge, TN 37830

Contact Information

Mobile Phone: (865) 389-3923

Email: jmcmillan123@comcast.net

Current Company/Organization

Hickory Construction, Inc.

Current Position / Title

Vice-President of Marketing

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

High School Graduate. 30 years as a general contractor, currently serving as VP-Marketing for Hickory Construction, Inc.; President Elect with The Kiwanis Club of Alcoa.

Explain why you are interested in being appointed to this board, commission or committee

Community Service and civic duty is important to me and with 30 years experience I feel I have a lot to offer as a member of the Board of Building and Housing Code Appeals.

Describe any special knowledge or past experience qualifying you for this appointment?

30 years of experience working for a local East Tennessee General Contractor with knowledge of zoning regulations.

Additional Information

Special Qualifications

John McMillan

973 W. Outer Drive
Oak Ridge, TN 37830
865-389-3923

Jmcmillan123@comcast.net

<http://www.linkedin.com/pub/john-mcmillan/13/179/913>

SUMMARY

Highly-skilled construction professional helped grow a small general contractor into a multi-million dollar enterprise. Expertise in budget and project planning earned increasing company responsibilities for effective, efficient execution of commercial and residential construction projects.

Professional Experience at Hickory Construction, Alcoa, TN

Vice President, Marketing 2000 to Present

Manage all aspects of marketing for east Tennessee based General Contractor. Plan, budget and execute marketing activities. Coordinate with agency for production of marketing materials, company branding and outside advertising.

Marketing Manager 1996-2000

Established and shaped the mission for Hickory's new marketing department. Responsible for marketing activities developed to drive more inquiries to the company. During this period, company earnings grew by (\$\$).

Field Manager 1993-1996

Expert in construction document and specifications, value engineering and materials selection, I managed all project crews and subcontractors on commercial and residential projects ranging from small homes to major commercial/industrial properties.

Apprentice 1987-1993

Beginning as general construction laborer, my skills progressed to apprentice, carpenter and craftsman. Ultimately, my duties and responsibilities expanded as my experience grew.

Additional Experience

Army National Guard 1988 - 1993

Knoxville, TN
E5 Field Artillery
Howitzer Battery
278th Armored Cavalry Regiment

Affiliations

National Association of Home Builders
United States Green Building Council
Blount County Chamber of Commerce
Knox County Chamber of Commerce

U.S. Army 1985 - 1987

Ft. Stewart, Georgia
E4, Cavalry Scout
2nd Squadron, 9th Cavalry Regiment

Education

Certification: National Home Builder's Association Certified Green Professional
Armor School, Ft. Knox, KY
Field Artillery School, Camp Shelby, Mississippi
William Blount High School, Maryville, TN, Graduated 1984
General Construction related Continuing Education
Customer Service Training

Convention and Visitors Bureau

NumVacancies 5 Total # of Members 10

Term of Office

One (1) position is for the balance of an unexpired term ending on December 31, 2017; One (1) position is for the balance of an unexpired term ending December 31, 2018; and the remaining three (3) positions are for a one (1) year term commencing on December 31, 2017 (Hotel Representatives)

Qualifications

Two (2) applicants shall be residents at-large, two (2) members shall be the general managers of the top local hotel/motel establishments based upon actual hotel/motel occupancy collections, and one (1) member shall be the general manager of one of the remaining local hotel/motel establishments.

Convention and Visitors Bureau	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Darrell Akins		12/8/2016	1	N/A
Ms. Lindsey Alexander		12/16/2016	1	0
Mrs. Naomi Asher		11/14/2016	2	1
Mr. Adam Brown		11/16/2016	3	0
Ms. Heather Brown (Incumbent)		12/8/2016	1	1
Ms. Gretchen A. Julius (Incumbent)		12/5/2016	1	4
Mr. Christopher Keever		12/7/2016	1	N/A
Mr. William A Lawrence		11/17/2016	1	2
Ms. Jana Martin		12/14/2016	1	0
Mr. Keith McDaniel		12/18/2016	1	1
Mr. Troy Patel (Incumbent)		12/9/2016	1	3
Total Number of Applicants: 11				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Heather Brown	Hotel Representative	12/31/2016
Mr. Owen Driskill		12/31/2018
Ms. Susan Frederick		12/31/2018
Mrs. Allison L. Hummel		12/31/2017
Ms. Gretchen A. Julius	Hotel Representatives	12/31/2016
Mr. Troy Patel	Hotel Representative	12/31/2016
Mrs. Carol Smallridge		12/31/2017
Ms. Rebecca Williams		12/31/2018
8 of 10 members		

City of Oak Ridge Board Application 2016

BoardName: Convention and Visitors Bureau

Application Submitted

Applicant: Akins, Darrell

12/8/2016 2:05 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: N/A

Address

102 Crest Pointe Lane

Contact Information

Home Phone: (86) 481-6139

Email dakins@akinsps.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Corridor Committee

Education, Professional and or Community Activity

University of Tennessee

Member of Gov. Lamar Alexander's Cabinet

CEO, Greater Knoxville Chamber of Commerce

Founder, Owner and CEO of Akins Public Strategies

Past President of Oak Ridge Rotary Club

Board of Directors of ETEC

Past Chair of United Way of Knoxville and of Roane County

Board of Directors of the AMSE Foundation

Other community and civic activities

Explain why you are interested in being appointed to this board, commission or committee

I am interested in helping to promote Oak Ridge as the heartbeat of the Oak Ridge Corridor and leveraging the new National Park opportunity.

Describe any special knowledge or past experience qualifying you for this appointment?

As a former state and chamber of commerce official, as well as owning a communications and public affairs practice for over 26 years, I hope to bring a good skills set to our community's convention and visitor's bureau.

Additional Information

Special Qualifications

End of Application for Akins, Darrell

For Board: Convention and Visitors Bureau

City of Oak Ridge Board Application 2016

BoardName: Convention and Visitors Bureau

Application Submitted

Applicant: Alexander, Lindsey

12/16/2016 12:36 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address

111 E. Melbourne Road

Oak Ridge, TN 37830

Contact Information

Mobile Phone: (502) 836-1719

Email ldalex.edits@gmail.com

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Education

Purdue University, MFA, Poetry, 2013

Indiana University, BAJ, Journalism (with Concentration in English Literature), 2009

Professional Affiliations

American Copy Editors Society member

Current Community Activities

Tennessee Achieves mentor, 2015 - present

Library volunteer, 2016 - present

Leadership Oak Ridge Class of 2015

Explain why you are interested in being appointed to this board, commission or committee

The ORCVB attracts me because one of the ideas that most resonated with me in Leadership Oak Ridge was making the "Secret City" a secret no more. The CVB is one of the main drivers of that and poised for growth. I would love to contribute to letting others know how great Oak Ridge is--for making a home, for business travel, for hosting events, and for taking a hike or a bike ride.

Also, I feel my professional background is a good fit. I'm a professional writer and editor with a background creating or enhancing content for businesses, magazines (one with a circulation of 2 million), press offices, and the web. Easy-to-read, fun-to-read language is my game.

Describe any special knowledge or past experience qualifying you for this appointment?

As a graduate of Leadership Oak Ridge, I understand the city's assets and its challenges, from its greenways and new rowing lane to that four-letter word (m-a-l-l). As a fairly new resident (moved here in 2015) and Millennial Oak Ridger, I also have special insight into what attracts younger professionals to Oak Ridge. This is a group that can help us grow the tax base, both through sales and property taxes.

A professional writer by trade, I have a background in writing and editing marketing copy for clients for Fortune 500 companies and small businesses. I would love to use those skills in service to our community. In 2015, I created the website, ran publicity for, and marketed the Leadership Oak Ridge Class's fundraiser for ADFAC, a festival that

Thursday, December 29, 2016

City of Oak Ridge Board Application 2016

BoardName: Convention and Visitors Bureau

Application Submitted

Applicant: Alexander, Lindsey

12/16/2016 12:36 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

raised about \$5000 for the charity.

As an editor, I can contribute by reading over and correcting (or offering questions about) documents and correspondence. For instance, from attending the most recent Board meeting, I understand one of the goals for 2017 is to revise the bylaws. A proud member of the American Copy Editors Society, I'm confident I can help make the bylaws clearer and clean, and thus easier to abide by.

Other things you should know: I work well with others and bring a fine-tuned listening ear and a sense of humor with me wherever I go.

Additional Information

Special Qualifications

Lindsey D. Alexander
111 East Melbourne Rd.
Oak Ridge, Tenn. 37830
(502) 836-1719
ldalex.edits@gmail.com

December 16, 2016

Oak Ridge City Council

Dear Council members:

I am writing to apply for a seat on the Oak Ridge Convention Visitors Bureau (ORCVB) Board.

Though I am new to East Tennessee as of 2015, through Leadership Oak Ridge, I've been gifted the opportunity to see the area's challenges and strong suits. As someone from out of state, I knew Oak Ridge was something special. When the Lab hired my husband, we made our home here, despite Knoxville beckoning nearby.

I genuinely believe in the work the ORCVB is doing will make our community more attractive to business travelers, event organizers, outdoor enthusiasts, historical tourists, and eventually new homeowners, like my husband and me.

As a Board member, I could bring TN Achieves the organizational and communications skills I've honed as a freelance writer and editor for publications with about 2 million readers and for Fortune 500 companies, as well as startups, volunteer programs and nonprofits.

I would love to use these skills to help grow our community, such as when I helped my LOR class create a website and publicize a holiday festival that raised more than \$5,000 for ADFAC. At Purdue University, I founded "Write Where You're From," a creative writing and literacy after-school program for low-income elementary school students that let them explore and celebrate their hometown. Purdue's Community Engagement Office awarded the program a grant, and I worked with five area organizations to make it happen, plus recruiting and coordinating volunteers, designing the lesson plans and setting the logistics.

When I coordinated the Visiting Writers Series at Purdue University, regular event attendance increased by more than 30 percent. To achieve this, I harnessed Facebook and tailored press releases to local media and interest groups.

Other things you should know: I work well in a team, and I bring a fine-tuned listening ear and a sense of humor to every project.

I appreciate your time, and look forward to hearing from you about the position.

Sincerely,

Lindsey D. Alexander

Lindsey D. Alexander

111 E. Melbourne Rd. / Oak Ridge, TN 37830 · (502) 836-1719 · ldalex.edits@gmail.com · www.linkedin.com/in/lindseydalexander

EXPERIENCE

Freelance Lead Editor, Dragonfly Editorial

Remote | March 2016 – Present

- Leads team of editors through entire editing cycle—from copyediting to proofreading and QC—for large projects, ensuring high quality, consistency, and deadlines met
- Coordinates staffing; communicates with client and editors; clarifies style; creates style sheets

Freelance Writer and Editor, Dragonfly Editorial

Remote | October 2015 – Present

- Edits and proofreads proposals, resumes, technical files and marketing material for variety of large IT and management consultancies, including CSC
- Writes social media posts, web copy, and blog posts for clients

Freelance Writer and Editor, Self-Employed

Oak Ridge, TN | January 2010 – Present

- Collaborates with national, local, and individual clients to create clear, clean, concise copy
- Writes and edits news releases, business reports, internal newsletters, marketing publications, breaking news, and feature stories; specialty in writing technical stories for lay audience
- Clients have included an international medical device company, a resource management startup, the American Legion (with a magazine circulation of more than 2 million readers), Purdue University, Refinery29, and others

Visiting Writers Series Coordinator, Purdue University Creative Writing Program

Lafayette, IN | June 2011 – May 2013

- Planned, organized and executed 20 community events with a total of more than 3,000 attendees
- Increased regular attendance to events by more than 30 percent in just two years

Lecturer and Instructor, Purdue University English Department

Lafayette, IN | August 2010 – May 2013; January 2014 – May 2014

STYLES

AP, *Chicago Manual of Style*, and U.S. Government Printing Office Style

COMMUNITY SERVICE

Mentor, Tennessee Achieves

Oak Ridge, TN | November 2015 – Present

Volunteer, Oak Ridge Public Library

Oak Ridge, TN | Spring 2016 – Present

Participant, Leadership Oak Ridge 2015

Oak Ridge, TN | January 2015 – December 2015

- Selected as Marketing Committee Chair for holiday benefit 2015, which raised more than \$5,500 for a local charity; wrote press releases; built and administered website

EDUCATION

Master of Fine Arts, Poetry

Purdue University

West Lafayette, IN | August 2010 – May 2013

Bachelor of Arts in Journalism, Concentration in English Literature

Indiana University

Bloomington, IN | August 2006 – December 2009

City of Oak Ridge Board Application 2016

BoardName: Convention and Visitors Bureau

Application Submitted

Applicant: Asher, Naomi

11/14/2016 1:36 PM

Race (Optional):

Preference: 2

Number of Times Previously Applied: 1

Address

122 Cumberland View Drive

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 591-7636

Email: naomigasher@gmail.com

Current Company/Organization

United Way of Anderson County

Current Position / Title

Executive Director

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Recreation and Parks Advisory Board

Education, Professional and or Community Activity

MBA in Marketing from King University

BS in Music and Theology from Johnson University

Diploma from Oak Ridge High School

Currently on the Oak Ridge Recreation and Parks Board. Altrusa Foundation President. Rotary of Oak Ridge Public Image Director. Recreation and Parks Board Member.

Explain why you are interested in being appointed to this board, commission or committee

I love the city of Oak Ridge and want to be involved in recruiting visitors to the city as well as helping with marketing outreach to nearby communities. Having experience and being involved with the Recreation and Parks Board provides a good vision for promoting our green spaces - I would like to help unite the messaging of these two departments.

Describe any special knowledge or past experience qualifying you for this appointment?

I am a longtime resident of Oak Ridge and know the draws we can capitalize on to increase tourism. I have marketing experience that I have been using for the Recreation and Parks Department and would love to unite the vision of these two departments for a clear message and vision.

Additional Information

Special Qualifications

End of Application for Asher, Naomi

For Board: Convention and Visitors Bureau

City of Oak Ridge Board Application 2016

BoardName: Convention and Visitors Bureau

Application Submitted

Applicant: Brown, Adam

11/16/2016 4:15 PM

Race (Optional):

Preference: 3

Number of Times Previously Applied: 0

Address

108 Montana Avenue

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 924-8409

Email: abrown1213@att.net

Current Company/Organization

Enrichment Federal Credit Union

Current Position / Title

Financial Advisor Representative

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

EDUCATION:

1) MBA-Lincoln Memorial University

2) Bachelor of Science: Business-Tennessee Wesleyan College

3) Associates of Science: Roane State Community College

PROFESSIONAL:

1) Enrichment Federal Credit Union-Financial Advisor Representative. 05/16/16-Current

2) U.S. Bank-Branch Manager.5/4/15-5/15/16

3) ORNL Federal Credit Union-Teller, Operations, Financial Service Officer, Underwriter, Assistant Branch Manager and Branch Manager. 08/26/2006-05/04/2015

COMMUNITY ACTIVITIES:

1) Leadership Oak Ridge Graduate: 2015

2) United Way of Anderson County

3) Oak Ridge Chamber of Commerce

4) Methodist Medical Center Foundation

Thursday, December 29, 2016

City of Oak Ridge Board Application 2016

BoardName: Convention and Visitors Bureau

Application Submitted

Applicant: Brown, Adam

11/16/2016 4:15 PM

Race (Optional):

Preference: 3

Number of Times Previously Applied: 0

5) Secret City Festival

Explain why you are interested in being appointed to this board, commission or committee

I am interested in this board/position for several reason:

1) Greater Exposure:

Through my work experience and education, I have had a working/hands on knowledge in a event planning and its tremendous impact on communities. However, I have not had the direct working experience from a government level.

2) Serve the Community:

I would like to put my experience to good use to better serve the community in which I live. It has provided me with many opportunities and I would like to give back by contributing in ways that I am familiar with.

3) Have a Voice in Decision Making:

I would like to have the opportunity to contribute my voice in the decision making for to attract others to this great city . This community is booming currently and I would like to lend my experience to further this boom along.

Describe any special knowledge or past experience qualifying you for this appointment?

I believe that my 10 years of experience in the financial industry, as well as my education, qualifies me as a strong candidate for this position. Also, I have direct experience in event planning.

Additional Information

Special Qualifications

To Whom It May Concern:

I am writing you to let it be known of my interest in serving the City of Oak Ridge, as well as Anderson County, by lending my experience and educational back ground to one of the vacant board and commissions positions. I have applied to three boards/commissions in particular: 1) Anderson County Economic Development Association, 2) Oak Ridge Municipal Planning Commission and 3) Oak Ridge Convention and Visitors Bureau. However, if another candidate is chosen, I would still like to be considered for any one of the other boards/commissions. Thank you for your time and I look forward to hearing back from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Adam R Brown', with a stylized flourish at the end.

Adam R Brown

Adam R Brown

108 Montana Ave. ♦ Oak Ridge, TN 37830 ♦ (865) 924-8409 ♦ abrown1213@att.net

PROFILE

I'm a well-qualified and results-oriented professional with over 9 years of successful experience in positions of increasing responsibility and duties. I have a track record of consistently meeting or exceeding production goals as well as customer and management expectations. Skilled at contributing to projects from creation to implementation. I'm able to generate necessary data and interpret that data in order to better gauge project success. I'm a team player with polished communication skills: verbal, written, interpersonal, presentations and rapport building.

- Customer Relations
- Marketing Products and Services
- Staff Training & Development
- Banking Products & Services
- Credit Analysis and Underwriting
- New Business Development
- Sales Management
- Loan/Account Origination
- Regulatory Compliance
- Relationship Building
- Revenue Growth Management
- Account Management
- Project Management
- Teller Operations
- Communications
- Budgeting
- Report Generation
- Data Interpretation

CAREER PROGRESSION

Enrichment Federal Credit Union, Oak Ridge TN

2016-Present

Financial Adviser Representative

- Actively listen to members financial concerns/needs and make appropriate suggestions to meet those needs
- Tracking monthly production figures to determine goal progression as well as department budget construction.
- Volunteering in the community to help give back while strengthening business relationships.
- Develop department strategies and effectively implement them to boost production and meet member needs

U.S. Bank, Knoxville TN

2015-Present

Branch Manager

- Manage sales of bank products, new business, operations, customer service, and teller activities while working within regulatory compliance, internal policies and procedures.
- Hiring, training/coaching and supervising a staff of 3 employees while tracking monthly sales figures to determine goal progression as well as branch budget construction.
- Volunteering in the community to help give back while strengthening business relationships.

Branch Manager and Assistant Manager at high traffic retail location that conducts an average of over 10,000 transactions per month

- Manage sales of bank products, new business, operations, customer service, and teller activities while working within regulatory compliance, internal policies and procedures.
- Hiring, training/coaching and supervising a staff of 6 employees while tracking monthly sales figures to determine goal progression as well as branch budget construction.
- Volunteering in the community to help give back while strengthening business relationships.
- Led several projects that had and will have tremendous impact on the institution that involved generating reports and data then constructing this information into a format that is easy to comprehend and present.

Centralized Underwriter and Indirect Loan Officer for \$1+ billion financial institution

- Underwrote loans creating an \$18+ million portfolio while maintaining good yield w/ little loss
- Identified additional products member would benefit from and suggested these to the employee.
- Led several department projects that not only effected the Department, but the Credit Union as well.
- Arbitrated financial deals with car dealerships
- Audit dealership packets to ensure compliance items have been met
- Calculated key financial ratios to help guide dealership on agreement structure

Financial Service Officer for \$1+ billion financial institution.

- Aligned members with appropriate banking products that would help them with their financial needs
- Resolved account, loan and Credit Union issues that have been brought up by members
- Processed loan applications and acted as liaison between member and underwriter
- Worked toward sales goals

Operations Specialist for \$1+ billion financial institution

- Audited new accounts to ensure they were opened correctly to meet compliance guidelines
- Coach front office staff on how to correct errors and account issues
- Helped design more efficient courier /mail route
- Trained new employees on proper processes and procedures for their position

Teller for \$1+ billion financial institution

- Conducted day to day member financial transactions
- Worked in fast paced environment of the drive through
- Conducted 200-300 transactions per day

Selected Accomplishments

- Played instrumental role in increasing branch sales: Credit Cards: +400%; Accounts: +60%; Checking: +70%; New Money: +81%; Mortgage: +454%.
- Selected by upper management to lead several projects that had and will have dramatic impact on the institution.
- Raised branch ranking from 15th to 6th within 2 months of taking leadership of my branch.
- Participant in Leadership Oak Ridge

PROFESSIONAL DEVELOPMENT

- Lincoln Memorial University, Harrogate, TN
Master of Business Administration (MBA): HR Management
- Tennessee Wesleyan College, Athens, TN
Bachelor of Applied Science: Business Administration/HR Management

COMPUTER SKILLS

Microsoft Office (Word, Excel, Powerpoint), Symitar, SAIL, Opening Act, DocuSign, Smartsheet, ADP, BVS, iPerforce, Fusion, HOGAN

City of Oak Ridge Board Application 2016

BoardName: Convention and Visitors Bureau

Application Submitted

Applicant: Brown, Heather

12/8/2016 2:35 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address

420 South Illinois Avenue

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 483-0200

Email: sales@kisnahospitality.com

Current Company/Organization

Kisna Hospitality

Current Position / Title

Director of Sales

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Convention and Visitors Bureau

Education, Professional and or Community Activity

Present - Director of Sales for Holiday Inn Express & Suites, and Staybridge Suites in Oak Ridge.

Current member of the CVB Board 2016

Explain why you are interested in being appointed to this board, commission or committee

It has been a privilege to serve on the CVB Board for 2016. I believe I bring a passion for hospitality and have been and will be a positive contributor to the organization. In addition, this is a great opportunity to serve Oak Ridge community unitizing my professional skills and knowledge.

Describe any special knowledge or past experience qualifying you for this appointment?

I have more than 15 years of hospitality experience including hotel operations and sales.

Additional Information

Hotel Representative

Special Qualifications

HEATHER BROWN

420 South Illinois Ave. ♦ Oak Ridge, TN 37830 ♦ (865) 456-6568 ♦ sales@kisnahospitality.com

PROFESSIONAL EXPERIENCE

HOLIDAY INN EXPRESS & SUITES STAYBRIDGE SUITES

Director of Sales, July 2015 to Present

Area Director of Sales for Kisna Hospitality's Oak Ridge properties. Responsible to grow revenue and market share through direct sales and marketing.

FAIRFIELD INN & SUITES – KNOXVILLE WEST

Director of Sales, February 2013 to June 2015

Area Director of Sales for Vision Hospitality Group's three greater Knoxville area properties. Holiday Inn Express & Suites, Lenoir City, Holiday Inn Express & Suites, Caryville, TN and the Fairfield Inn & Suites Knoxville West. February 2013 – March 2014. Responsible for hiring and training Sales Associates for existing properties while participating in the opening of the new Fairfield Inn & Suites. Resumed current responsibility of the Director of Sales Fairfield Inn & Suites as of property opening September 2013.

Key Results:

- ♦ Successfully established a core base of Corporate Account Business.
- ♦ Built strong relationships with the Farragut / West Knoxville Chamber of Commerce and Visit Knoxville
- ♦ Received Marriott Platinum Award and Took Top Honors in six major categories within Marriott's Customer Service 2014.
- ♦ Promoted, Developed and Mentored a Sales and Service Coordinator.

FAIRFIELD INN BY MARRIOTT - KNOXVILLE / ALCOA AIRPORT, TN

Assistant General Manager, June 2012 to February 2013

Interim General Manager, November 2012 – February 2013

Responsible for Hotel operations including: accounts receivable, accounts payable, management of front desk, Personal and labor relations, customer service management, budget revenue, expenditures, forecasting, entering in daily weekly and monthly operations reports, enforce brand standard, safety and quality assurance program. I also worked with General Manager on Daily tasks to make sure that all goals for the company were met.

Key Results:

- ♦ Marriott Spirit to serve award – a very prestigious award that recognizes associates for outstanding service and going above and beyond.

HALL LAW GROUP, P.C. — Wartburg, TN

Paralegal/Office Assistant, Dec. 2011 to June 2012

During my current internship I have assisted with scheduling meetings with clients, answering multiline calls, filing pleadings, legal memoranda and client correspondence, drafting complaints, document production and trial preparation, prepared billings for clients, interviewed clients for case intake.

Key Results:

- ♦ This position has allowed me to explore my interest in the law field with exciting challenges; fostering new career opportunities and enhancing my skills

HOLIDAY INN EXPRESS & SUITES — Lenoir City, TN

Assistant GM/Sales Manager, January 2007 to December 2011

Responsible for hotel operations including: sales, revenue, operations management functions, marketing plans, sales blitzes, security and safety programs, customer service management, personnel and labor relations, preparation of business plans, repairs, maintenance, budget revenue, and expenditures forecasting, quality assurance programs, hospitality assertion, review and enforce brand standard requirements of InterContinental Hotels Group, work with the General Manager to ensure daily, weekly, monthly goals and expectations are met. Active in the community and tourism organizations to identify, generate, and capture all business opportunities to increase revenue.

Key Results:

- ◆ Significantly improved guest satisfaction and helped play a large roll in achieving Torchbearer status, the most prestigious award in the IHG brand

HOLIDAY INN EXPRESS & SUITES — Harriman, TN

Assistant General Manager, 2006 to 2007

Accountable for all aspects of daily hotel operations including: scheduling, front desk management, hiring, banking, accounts payable and receivable, staffing, training, direct bills, inventories, filling systems, establishing major company contracts and maintaining business relationships.

Key Results:

- ◆ Held primary responsibility for maintaining the high standards that IHG set for new property regulations.

EDUCATION & CERTIFICATIONS

ROANE COUNTY HIGH SCHOOL — Kingston, TN Diploma, 1997

ROANE STATE COMMUNITY COLLEGE – BUSINESS MANAGEMENT, 2008

Certifications and Training:

- ◆ IHG Brand SMART Selling Certification, 2008
- ◆ Holidex Plus Rate Code & Rate Category Management, Opera Integrated Rate & Inventory Management, Social Marketing Cert., RESPro Effective Reservations & Sales, Maximizing Channel Contribution, Opera Group Management. Proficient skills in Windows; Microsoft Word, Excel, Outlook
- ◆ SAP Accounting Software – Working knowledge of SAP (Systems Applications and Products) Financial accounting and reporting system.
- ◆ May 2013 CPR Certified
- ◆ June 2013 Serve Safe Certified
- ◆ Marriott Confident Service Coach Certified
- ◆ Marriott Access Edge Sales Certification – (CFRST Marriott Branded Properties) 130 Hours of Sales Training
- ◆ Marriott Brand Reward Training Certification
- ◆ Proficient in Fosse Marriott PMS System & Sales Pro Tracking System

COMMUNITY SERVICE

Second Harvest Food Bank

Farragut 5K – Smoky Mountain Dogs Wounded Warrior Project

Wreaths Across America

Love Kitchen

Farragut West / Knoxville Chamber Charity Auction Committee

Professional Development:

Additionally, I set forth into the management field starting in 1998, and have had extensive on the job training and experience in the hotel industry; as well as a past work history with Department of Energy sub-contractors as Administrative Assistant and Records Management Specialist.

City of Oak Ridge Board Application 2016

BoardName: Convention and Visitors Bureau

Application Submitted

Applicant: Julius, Gretchen

12/5/2016 9:24 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 4

Address

1500 Spring View Drive

Contact Information

Home Phone: (865) 988-1835

Email: gjulius@cooperhotels.com

Lenoir City, TN 37772

Office Phone: (865) 481-2468

Current Company/Organization

DoubleTree by Hilton Oak Ridge-Knoxville

Current Position / Title

General Manager

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Convention and Visitors Bureau

Education, Professional and or Community Activity

Bachelor of Science in Education

Explain why you are interested in being appointed to this board, commission or committee

Vested interest in Tourism in Oak Ridge since I am the General Manager of the DoubleTree by Hilton Oak Ridge-Knoxville

Describe any special knowledge or past experience qualifying you for this appointment?

I have worked in the hospitality business for 30 years.

Additional Information

Special Qualifications

End of Application for Julius, Gretchen

For Board: Convention and Visitors Bureau

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Julius Gretchen (Hotel Representative)

BOARD OR COMMISSION: Convention and Visitors Bureau

TIME IN OFFICE: Term of Office 1 Year

Date Appointed 9/12/11

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 10

Number of Absences 3

Date Prepared 12/14/16

City of Oak Ridge Board Application 2016

BoardName: Convention and Visitors Bureau

Application Submitted

Applicant: Keever, Christopher

12/7/2016 2:50 PM

Race (Optional): White

Preference: 1

Number of Times Previously Applied: N/A

Address

Contact Information

108 South Seneca Road

Email: chris@acvisionsmag.com

Oak Ridge, TN 37830

Mobile Phone: (865) 227-4560

Current Company/Organization

Crafter's Brew Market & Social

Current Position / Title

Self-Employed

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

BS Marketing TTU, owner of Anderson County Visions Magazine April 1994 - May 2016, owner of Crafter's Brew Market & Social opening early 2017

Explain why you are interested in being appointed to this board, commission or committee

I was encouraged by the Visitors Bureau to apply for the position and I think I have a great skill set for both hosting and promotion of local events regionally. Plus, I have lived here 42 of 46 years of my life... Let's say I have more than a vested interest in the growth of Oak Ridge.

Describe any special knowledge or past experience qualifying you for this appointment?

I've hosted several charity 5ks and numerous private parties for corporations and individuals. I am applying by cell phone and can not attach my resume. You are welcome to contact me at anytime.

Additional Information

Special Qualifications

End of Application for Keever, Christopher

For Board: Convention and Visitors Bureau

City of Oak Ridge Board Application 2016

BoardName: Convention and Visitors Bureau

Application Submitted

Applicant: Lawrence, William

11/17/2016 9:37 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 2

Address

111 Golfcrest Lane

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 425-2908

Email: bill@globalwhiz.com

Current Company/Organization

Globalwhiz.com

Current Position / Title

Chief Idea Officer

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

I belong to a number of national and international tourism organizations. I am also an officer (Treasurer) and director of the Celebrate Oak Ridge board of directors.

Explain why you are interested in being appointed to this board, commission or committee

As Oak Ridge moves and expands into new tourism opportunities, I'd like to use my expertise and skills to help in the programs, planning and operation of the CVB.

Describe any special knowledge or past experience qualifying you for this appointment?

I have more than 30 years experience in tourism sales, marketing, fund-raising, events and activities.

Additional Information

Special Qualifications

Bill Lawrence
Summary of Experience
Phone: (865) 425-2908 - Email: bill@globalwhiz.com

Sales Director, globalwhiz.com, June 2015 to present

Travel industry sales and new business development specialist. Specific experience in direct sales and revenue generation from travel agency consortia and associations, tour operators, DMO/CVBs and sponsorship sales.

- Travel agency and tour operator sales development
- Corporate and leisure travel sponsorships, event and membership sales
- Hotel industry consortia and supplier trade shows and conferences
- Hotel and hospitality E-marketing and webinar hosting

Director of Sales, Faith Travel Association (Division of NTA) – July 2014 to June 2015

Generated \$80,000 in sponsorship and group sales from zero base. Responsible for all travel agent, tour operator, hotel, destination, airline, consortia and travel supplier sales coverage.

Director of Sales, Travel Market Report – June 2013 to July 2014

Leadership of online and print sales effort from accounts across the hotel, hospitality and travel industry. Sales results from a wide variety of travel industry partners including hotels, cruise lines, tour operators, travel agency consortia, airlines and destinations.

Director-Hotel Partner Solutions - CCRA Travel Solutions, April 2007 to May 2013

Sales results from hotels and resorts in all locations participating in CCRA's global hotel program. Successfully sold marketing programs to hotel brands, regional and local operators in the United States and International locations. I generated \$1.6 million in sales in last year, a 13% increase year-over-year. Activities include:

- Distribution of preferred hotel rates to all four GDS
- Tracking, evaluation and reporting on results
- Implementation of chain and regional advertising programs
- Sales of web-based hotel marketing programs and packages
- Webinar content and presentations
- Networking and global travel trade shows and events

Summary of Prior Hotel and Hospitality Experience: US and International

Progressively responsible senior level hotel, travel and hospitality sales with an emphasis on new business development. Experience includes print, sponsorship and event sales for ACTE; generated \$2.5 million in new revenue over 15-month period. Planning and execution of hotel sales and marketing programs, promotions and activities at every level. Generated more than \$2.7 million sales for ASTA's travel agent publication, ASTA Agency Management.

Hotel sales and marketing development, based in New York, Hong Kong, Bangkok and San Francisco. Built business from travel agencies, corporate, group travel, incentive and meetings market for international and US hotel properties.

City of Oak Ridge Board Application 2016

BoardName: Convention and Visitors Bureau

Application Submitted

Applicant: Martin, Jana

12/14/2016 11:04 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address

Contact Information

16 Brewster Lane

Email: jmartin@cfbbank.com

Oak Ridge, TN 37830

Mobile Phone: (865) 308-3620

Current Company/Organization

Citizens First Bank

Current Position / Title

Senior Vice President/Branch Manager

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Oak Ridge Breakfast Rotary;

Oak Ridge Chamber of Commerce Board of Directors;

First United Methodist Church;

Past member Oak Ridge Civic Ballet Association;

Past President and Board Member of Sound Company Performing Children's Choir of Oak Ridge;

Supporter of Oak Ridge Arts Council, Oak Ridge Playhouse, Oak Ridge Civic Music Association, AYSO, and various school organizations including the band, masquers, and cross country.

Explain why you are interested in being appointed to this board, commission or committee

I believe in the City of Oak Ridge as a great place to live and work. This is an opportunity to draw attention to the benefits of our city and accentuate its assets to our visitors. I have the perspective of living in several other communities in East Tennessee and believe we have something wonderful and unique!

Describe any special knowledge or past experience qualifying you for this appointment?

I am a native Oak Ridger. I left after high school to attend college and start my career. I returned in November 1998 and have raised my family here. I have participated in various activities and organizations in the city for the past eighteen years

Additional Information

Special Qualifications

End of Application for Martin, Jana

For Board: Convention and Visitors Bureau

City of Oak Ridge Board Application 2016

BoardName: Convention and Visitors Bureau

Application Submitted

Applicant: McDaniel, Keith

12/18/2016 11:03 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address

115 Bradley Avenue

Oak Ridge, TN 37830

Contact Information

Mobile Phone: (865) 742-8783

Email: keith@knoxvillefilmfestival.com

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

B.A. in Communications from Carson Newman College; Resident of Oak Ridge for 25 years; Owner of Secret City Films in Oak Ridge for 11 years; Documentary filmmaker having produced numerous films on Oak Ridge history; Interviewer/videographer for the Center for Oak Ridge Oral History for 6 years (over 200 original interviews conducted); Regularly donate video/filmmaking services to local non-profits and events.

Explain why you are interested in being appointed to this board, commission or committee

I was asked to consider applying for this board and enthusiastically accepted. I have spent most of the 25 years I have lived in Oak Ridge communicating her unique history through documentaries and oral histories. I think it is important to focus on our future while honoring our past.

Describe any special knowledge or past experience qualifying you for this appointment?

I served on the CVB board for one term under the leadership of Katy Brown. I have a sense of the board's responsibilities, goals and procedures.

Additional Information

Special Qualifications

End of Application for McDaniel, Keith

For Board: Convention and Visitors Bureau

Thursday, December 29, 2016

City of Oak Ridge Board Application 2016

BoardName: Convention and Visitors Bureau

Application Submitted

Applicant: Patel, Troy

12/9/2016 2:22 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 3

Address

433 S Rutgers Ave

Contact Information

Home Phone: (865) 481-8200

Email: tpatel@comfortinnoakridge.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Convention and Visitors Bureau

Education, Professional and or Community Activity

Bachelors, Business Management

Explain why you are interested in being appointed to this board, commission or committee

I have been serving on this board for the past 3 years and would like to continue the partnership to keep growing Oak Ridge Convention and Visitors Bureau.

Describe any special knowledge or past experience qualifying you for this appointment?

I have served on other boards and worked in many different markets and states to know what opportunities will help Oak Ridge continue to grow and become a more popular destination to travel too.

Additional Information

Hotel Representative

Special Qualifications

End of Application for Patel, Troy

For Board: Convention and Visitors Bureau

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Troy Patel (Hotel Representative)

BOARD OR COMMISSION: Convention and Visitors Bureau

TIME IN OFFICE: Term of Office 1 Year

Date Appointed 12/16/13

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 10

Number of Absences 4

Date Prepared 12/14/16

Environmental Quality Advisory Board

NumVacancies 5 Total # of Members 12

Term of Office

One (1) position is for the balance of an unexpired term ending December 31, 2017; One (1) position is for the balance of an unexpired term ending December 31, 2018; Three (3) positions end on December 31, 2019

Qualifications

Oak Ridge residency

Environmental Quality Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Jan Lyons		12/17/2016	1	0
Ms. Belinda Roark		11/24/2016	3	0
Ms. Jianqiu Zheng		12/22/2016	1	0
Total Number of Applicants: 3				

Current Members

Member Name	Special Qualifications	Term Expires
Mrs. Rhonda Bogard		12/31/2017
Mr. Tripp Chinn		5/31/2017
Mr. Bryan Crable		12/31/2018
Dr. William Dean		12/31/2017
Mr. Anthony Flores		12/31/2018
Mr. Robert G Kennedy III, PE		12/31/2017
Mr. Stephen Todd Kenworthy		12/31/2016
Ms. Kaela O'Dell		12/31/2018
Mr. Adithyan Sujithkumar		5/31/2018
Mr. Joseph Wood		12/31/2016
10 of 12 members		

City of Oak Ridge Board Application 2016

BoardName: Environmental Quality Advisory Board

Applicant: Lyons, Jan

Race (Optional): Caucasian

Number of Times Previously Applied: 0

Application Submitted

12/17/2016 6:22 PM

Preference: 1

Address

122 Maple Lane

Oak Ridge, TN 37830

Contact Information

Mobile Phone: (865) 406-5732

Email: jlyons.jan@gmail.com

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and/or Community Activity

BA Economics, College of William and Mary
MSSE Systems Engineering, Clemson Univ
PhD Systems Engineering & Engineering Management, Univ. of Alabama
Risk Management manager, Lockheed Martin
SSAB - past Vice Chair and Public Outreach Chair
TCWP - program committee
ORICL curriculum committee
Oak Ridge Tennis Club past board secretary
Community Shares of TN past board treasurer
OR UU Church past board secretary

Explain why you are interested in being appointed to this board, commission or committee

I live in OR because of the readily accessible and visible natural environment through greenways, landscaping and walkable neighborhoods, and the quality of life the city offers (city services out my front door but the feel of living in the mountains out my back door). While I understand the economic need for industrial and other development, if at comes at the price of environmental destruction, OR will no longer be any more special than any other paved over and ecologically challenged location.

Describe any special knowledge or past experience qualifying you for this appointment?

previous board experience (see above); recruited & led a tree watering team supporting the tree planting effort along the Haw Ridge greenway; currently maintain and monitor a section of the North Ridge trail from the Orchard Rd. access east through the Georgia Ave. access; active member of the Sierra Club supporting responsible environmental stewardship

Additional Information

Special Qualifications

End of Application for Lyons, Jan

For Board: Environmental Quality Advisory Board

City of Oak Ridge Board Application 2016

BoardName: Environmental Quality Advisory Board

Applicant: Roark, Belinda

Race (Optional): Caucasian

Number of Times Previously Applied: 0

Application Submitted

11/24/2016 4:19 PM

Preference: 3

Address

260 N. Purdue Avenue, Apt. 101

Oak Ridge, TN 37830

Contact Information

Mobile Phone: (423) 907-4116

Email: harleyquinn791@gmail.com

Current Company/Organization

JC Penney Portraits

Current Position / Title

Photographer

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Community service, volunteering at churches and homeless shelters.

Explain why you are interested in being appointed to this board, commission or committee

Recently moved to Oak Ridge and would love to get involved in the community. Helping others is something that I love to do.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

End of Application for Roark, Belinda

For Board Environmental Quality Advisory Board

Thursday, December 29, 2016

City of Oak Ridge Board Application 2016

BoardName: Environmental Quality Advisory Board

Application Submitted:

Applicant: Zheng, Jianqiu

12/22/2016 12:45 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address

790 Emory Valley Road, Apt. 506

Oak Ridge, TN 37830

Contact Information

Email: zhengj@ornl.gov

Mobile Phone: (906) 231-3690

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Research Associate, Biosciences Division, ORNL (2015-present); Ph.D. in Atmospheric Sciences, Michigan Technological University (2009-2014); M.S. in Biogeochemistry, Chinese Academy of Sciences (2006-2009); B.S. in Biology, East China Normal University (2002-2006)

Explain why you are interested in being appointed to this board, commission or committee

I have been working in the area of environmental sciences and climate change as a scientist, using data to make the case for conservation. Serving on the Environmental Quality Advisory Board would be a step further from just telling people that temperatures are rising. Instead of just talking about environmental quality, I would like to contribute by providing my service and recommendations on matters related to environmental issues and better protect our town.

Describe any special knowledge or past experience qualifying you for this appointment?

My education provides unique set of knowledge regarding atmospheric aerosol pollution, water quality improvement, subsurface remediation, and climate change in general.

Additional Information

Special Qualifications

End of Application for Zheng, Jianqiu

For Board: Environmental Quality Advisory Board

Thursday, December 29, 2016

Industrial Development Board

NumVacancies 3 Total # of Members 9

Term of Office

January 1, 2017 to December 31, 2022

Qualifications

Applicants shall be duly qualified electors of and taxpayers of the City of Oak Ridge.

Industrial Development Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Richard G Chinn Sr. (Incumbent)		11/21/2016	1	1
Mr. Chris Johnson (Incumbent)		11/28/2016	1	1
Mr. Buzz Patrick (Incumbent)		11/21/2016	1	1
Mr. Timothy Powers		12/9/2016	2	0
Total Number of Applicants: 4				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Richard G Chinn Sr.		12/31/2016
Ms. Louise B. Dunlap		12/31/2018
Mr. Chris Johnson		12/31/2016
Mr. David L. Mason		12/31/2018
Mr. Harold D. Osucha		12/31/2018
Mr. Buzz Patrick		12/31/2016
Mr. Harold Trapp		12/31/2020
Mr. David E. Wilson		12/31/2020
Mr. Phillip Yager		12/31/2020
9 of 9 members		

City of Oak Ridge Board Application 2016

BoardName: Industrial Development Board

Application Submitted

Applicant: Chinn, Richard

11/21/2016 3:36 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address

125 Balsam Road

Contact Information

Home Phone: (865) 482-3560

Email: richard@rrproperties.com

Oak Ridge, TN 37830

Office Phone: (865) 482-3602

Current Company/Organization

R&R Properties

Current Position / Title

Owner

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Industrial Development Board and Anderson County Development Corporation Operating Committee

Education, Professional and or Community Activity

High School, State of Tn. Licensed Contractor,
Developer, Business man in Oak Ridge since 1968

Explain why you are interested in being appointed to this board, commission or committee

I want to make Oak Ridge a more progressive city, by using my skills as a general contractor, developer, and business man.

Describe any special knowledge or past experience qualifying you for this appointment?

I am a current member of the Industrial Development Board. I have worked with the other members to accomplish a very successful board.

Additional Information

Special Qualifications

End of Application for Chinn, Richard

For Board: Industrial Development Board

Thursday, December 29, 2016

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Richard Chinn

BOARD OR COMMISSION: Industrial Development Board (IDB)

TIME IN OFFICE: Term of Office 5 Year

Date Appointed 3/8/10

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 88

Number of Absences 23

Date Prepared 12/14/16

City of Oak Ridge Board Application 2016

BoardName: Industrial Development Board

Applicant: Johnson, Chris

Race (Optional): White

Number of Times Previously Applied: 1

Application Submitted

11/28/2016 9:59 AM

Preference: 1

Address

134 Danbury Drive

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 425-4396

Office Phone: (865) 951-8171

Email: chris134j@gmail.com

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Industrial Development Board

Education, Professional and or Community Activity

See resume

Explain why you are interested in being appointed to this board, commission or committee

I have enjoyed my first term on the IDB and felt like a have been able to contribute to the Board and its accomplishments. It has been an honor to serve. I'm excited by the economic development progress in the City and the possibilities and opportunities ahead. I would like to continue to serve and use my experience to the advantage of the board and the community.

Describe any special knowledge or past experience qualifying you for this appointment?

My business and banking background have served me well in my first term. My experience as a board member as well as serving as Treasurer of the IDB now positions me with additional perspective that can be put to use over the next term. I have the benefit of understanding the background and insights on how the IDB functions in general as well as specific ongoing projects, most notably the Main Street Development.

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Chris Johnson

BOARD OR COMMISSION: Industrial Development Board (IDB)

TIME IN OFFICE: Term of Office 5 Year

Date Appointed 3/8/10

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 88

Number of Absences 20

Date Prepared 12/14/16

Attachment: Resume

Chris Johnson

 134 Danbury Dr., Oak Ridge, TN 37830
 (865) 951-8171

 chris134j@gmail.com
 [linkedin.com/in/chrisallenjohnson](https://www.linkedin.com/in/chrisallenjohnson)

PROFILE

Proven Executive Leader delivering results through full engagement of talent, teams and resources. Progressive career based on successful strategic leadership, financial insight, business development and building key business relationships.

Impassioned about purpose driven leadership, delivering organizational results by meeting stakeholder needs, leveraging technology to support strategy, development of teams and team members, and strong community and industry involvement.

CORE COMPETENCIES

Visionary leadership | Stakeholder focus | Strategic Planning and Implementation | Collaborative mindset and execution | Financial and Analytical skills | Lending leadership: Mortgage, Business, Consumer | Talent development | Community participation and leadership | Technology Integration | Communication | Political Advocacy | Industry engagement | Market driven branding | Product and service design

EXPERIENCE

Advanced Management, Inc.

Knoxville, TN

Principal

2015 – Present

- Principal in multi-faceted consulting firm providing strategy, financial, and organizational and people development solutions across diverse manufacturing, energy, and financial service industries.
- Developed products and services focused on new financial services market resulting in growing client base with related revenue.
- Delivered significant value to financial services clients through a broad strategic and market overview highlighted by focused actionable recommendations for increasing revenue and growing market share.
- Actively engaging in a collaborative endeavor pioneering a technology based platform for financial service providers to deliver a needs / integrity based sales and service experience centered on improving customer financial health. Customers receive differentiated highly valued service resulting in a direct and indirect ROI for the institution.

ORNL Federal Credit Union

Knoxville, TN

President and CEO

2011 – 2015

Executive Vice President

2010 - 2011

Senior Vice President

2006 - 2010

President, CU Community, LLC

2007 - 2009

- Bottom Line during CEO role: Exceeded targeted results in key categories – Net Worth increased from 10.24% to 11.26%, Asset growth of 23%, Loan growth 31%, Asset Quality improvement – Delinquency reduced from 2.1% to .99%, Average Age of membership decreased from 50.4 to 47.5, Loan Share of Wallet improved from 39.7% to 45.5%, Checking penetration from 50.7% to 57.22%, Primary Financial Institution Members from 62% to 72%, and Member Loyalty Index from 65% to 76%.

EXPERIENCE

- Strategic leadership of this \$1.7 Billion full service market leading credit union dedicated to serving over 150,000 members in the sixteen county community of East Tennessee.
- Internal candidate privileged to be successor to long term respected CEO with no external search. Reorganized leadership team to accommodate key retirements and maximize internal talent.
- Developed new strategic plan and related goals with clear focus on delivering increased member value to our cooperative owners. The targets and metrics were developed as a blended result of direct member feedback, dedicated financial analysis and a tough, honest introspective organizational 'look into the mirror'.
- Implemented broad cultural transformation effort dedicated to improving member and employee experience branded internally under the banner of 'Be Amazing'.
- Turned around profitability of subsidiary company, CU Community, a Credit Union Service Organization (CUSO) from a loss of over \$400,000 annually and negative retained earnings to income of over \$1.0M and retained earnings exceeding \$4.5M. Collaborated with local partner CU to spin off Title Company as well as launch new joint owner Insurance CUSO.

University of Kentucky Federal Credit Union

President and CEO

Lexington, KY

2003 – 2006

- Consistently met and exceeded performance targets; 2003 to 2006 comparisons: ROA - .43% to 1.53%, Net Worth - 10.42% to 11.77%, Delinquency - .68% to .28%. Complimented by loan and asset growth of 26% and 28% respectively.
- Develop and execute all strategic and operational plans to meet the expectations of all stakeholders, including the volunteer Board of Directors, staff, and the member/owners.
- Created unique collaboration with University professors and students to reevaluate student center retail presence and associated marketing plans.
- Improved results of annual employee opinion survey and received excellent feedback.
- Kicked off exciting long term focus on training geared at improving employee's and member's lives through financial education still in place.

MidFirst Credit Union, Inc.

President and CEO

Middletown, OH

1994 - 2003

- Grew the credit union's eligible market more than 10 fold by successfully gaining regulatory approval to serve all residents in two of the fastest growing counties in Ohio, Butler and Warren counties.
- Increased non-interest income by over 100% through innovative combination of new pricing strategies, introduction of new products and services, and revamping of existing programs.
- Introduced inventive new services to members consistent with branding strategy including the first financial library in Southwest Ohio and the creation of the position of Director of Financial Education.

EXPERIENCE	Chaco Credit Union, Inc.	Hamilton, OH
	<i>Executive Vice President</i>	<i>1988 – 1994</i>
	<i>Chief Financial Officer</i>	<i>1986 - 1988</i>
	<ul style="list-style-type: none"> • Doubled the asset size of the organization from \$38 million to over \$80 million in total assets while maintaining excellent capital ratios. • As the only direct report to the CEO, responsibilities included planning operational and strategic direction, coordination of all operations to ensure delivery of quality, cost effective service to members, developing and training a member responsive staff. 	
	Interstate Resources, Inc.	Cincinnati, OH
	<i>Controller</i>	<i>1985 -1986</i>
	Arthur Andersen & Co.	Cincinnati, OH
	<i>Accountant</i>	<i>1983 – 1985</i>

EDUCATION/DEVELOPMENT

University of Cincinnati	Professional
Bachelor, Business Administration Accounting	CUES CEO Institute, National Credit Union Roundtable Panelist, CUES Harvard Strategic Development, Tennessee Spokesperson for Capitol Hill Visits. '40 Under 40' Award.
Co-op program, IRS, Internal Audit Division. Beta Alpha Psi, Accounting Honors Fraternity.	Diverse conferences and leadership programs.

PROFESSIONAL and PERSONAL COMMUNITY ROLES

- | | |
|---|--|
| - Volunteer Corporate CU, Vice Chair | - Oak Ridge Chamber of Commerce, Chair |
| - Industrial Development Board of Oak Ridge, Secretary/Treasurer | - Methodist Medical Center Foundation Board Member |
| - East TN Economic Development Agency, Board Member | - East TN Economic Council, Board Member |
| - CU Community, LLC (a 100% Owned CUSO subsidiary of ORNLFCU), Board Member | - Tech 2020, Board Member |
| | - Dogwood Arts Festival, Board Member |
| | - TN Achieves High School Student Mentor |

PERSONAL GLIMPSE Incredible marriage of 35 years filled with love and joy. Four wonderful children ages 20 -31 who constantly remind us of what is possible. Golfing, biking, hiking, swimming, kayaking and friends contribute to maintaining "the balance".

City of Oak Ridge Board Application 2016

BoardName: Industrial Development Board

Applicant: Patrick, Buzz

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted

11/21/2016 1:07 PM

Preference: 1

Address

127 Rockbridge Greens Blvd

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 483-7599

Office Phone: (865) 392-9093

Email: buzzp01@live.com

Current Company/Organization

General Graphene Corp.

Current Position / Title

COO/Consultant

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Industrial Development Board

Education, Professional and or Community Activity

BSME, Michigan Technological University

Oak Ridge Chamber of Commerce, Board Member

ETEC, Board Member

Y-12 Community Relations Council

Industrial Development Board, Vice Chair

Explain why you are interested in being appointed to this board, commission or committee

I believe strongly in the industrial potential of Oak Ridge and am committed to promoting this city to industry.

Describe any special knowledge or past experience qualifying you for this appointment?

I have started businesses in Oak Ridge and relocated other businesses to the City.

My career has been industrial-based, primarily in manufacturing.

Currently the Vice Chairman of the IDB

Additional Information

Special Qualifications

End of Application for Patrick, Buzz

For Board: Industrial Development Board

Thursday, December 29, 2016

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Buzz Patrick

BOARD OR COMMISSION: Industrial Development Board (IDB)

TIME IN OFFICE: Term of Office 5 Year

Date Appointed 3/8/10

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 88

Number of Absences 24

Date Prepared 12/14/16

City of Oak Ridge Board Application 2016

BoardName: Industrial Development Board

Application Submitted

Applicant: Powers, Timothy

12/9/2016 3:15 PM

Race (Optional):

Preference: 2

Number of Times Previously Applied: 0

Address

138 Whippoorwill Drive

Contact Information

Home Phone: (865) 482-3154

Email: powerstp@ornl.gov

Oak Ridge, TN 37830

Current Company/Organization

ORNL

Current Position / Title

Director, Research Reactors Division

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

See Resume

Explain why you are interested in being appointed to this board, commission or committee

Recently finished Oak Ridge Leadership Course and would like to give back to community

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

Oak Ridge Heritage Railroad Authority

NumVacancies 1 Total # of Members 2

Term of Office

January 1, 2017 to October 9, 2019

Qualifications

Applicants shall be at least twenty-five (25) years of age and shall have resided for one year preceding appointment in the boundaries of the municipality, and the county wherein the Railroad Authority is located, which is Roane County.

Oak Ridge Heritage Railroad Authority	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Michael Calfee		11/8/2016	3	0
Mr. Gordon G Fee		11/12/2016	1	N/A
Total Number of Applicants: 2				

Current Members

Member Name	Special Qualifications	Term Expires
Dr. Pete Craven	Mayor or the Mayor's Designee	10/9/2018
1 of 2 members		

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Heritage Railroad Authority

Application Submitted

Applicant: Calfee, Michael

11/8/2016 9:01 PM

Race (Optional):

Preference: 3

Number of Times Previously Applied: 0

Address

107 Balboa Circle

Contact Information

Home Phone: (865) 483-7577

Email: mick109c@aol.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

BS Chemical Engineering

Explain why you are interested in being appointed to this board, commission or committee

I like trains and would be interested in seeing more attention brought to our facility.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

End of Application for Calfee, Michael

For Board: Oak Ridge Heritage Railroad Authority

Thursday, December 29, 2016

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Heritage Railroad Authority

Application Submitted:

Applicant: Fee, Gordon

11/12/2016 9:51 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: N/A

Address

1064 W. Outer Drive

Contact Information

Home Phone: (865) 483-4018

Email: feeg@aol.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Heritage Railroad Authority

Education, Professional and or Community Activity

Retired President of Lockheed Martin Energy Systems

Currently Chair the OR Heritage Railroad Authority

Serve on AMSE Foundation Board

Member ORHPA

Explain why you are interested in being appointed to this board, commission or committee

Have served as Chair of this Board since its beginning in 2001.

Describe any special knowledge or past experience qualifying you for this appointment?

Having been on this Board for 15 years I personally have the knowledge of the railroad service to Oak Ridge and still have an interest in serving.

Additional Information

Special Qualifications

End of Application for Fee, Gordon

For Board: Oak Ridge Heritage Railroad Authority

Oak Ridge Housing Authority

NumVacancies 1 Total # of Members 5

Term of Office

January 1, 2017 to December 31, 2021

Qualifications

Oak Ridge residency

Oak Ridge Housing Authority	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Anne Dunthorn		11/10/2016	1	N/A
Ms. Laurie Paine		12/13/2016	1	0
Ms. Belinda Roark		11/24/2016	1	0
Total Number of Applicants: 3				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Sharon Crane		12/31/2018
Mr. Charlie W. Jernigan		12/31/2016
Mrs. Jean Lantrip		12/31/2019
Ms. Judith L. Osucha		12/31/2017
Mr. James Palmer		12/31/2020
		5 of 5 members

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Housing Authority

Applicant: Dunthorn, Anne

Race (Optional): white

Number of Times Previously Applied: N/A

Application Submitted

11/10/2016 10:57 AM

Preference: 1

Address

908 West Outer Drive

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 483-6296

Email: dunthorn@tds.net

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Land Bank Corporation Board of Directors

Education, Professional and or Community Activity

BS - Economics

MA - Econometrics

Vice Chair - Oak Ridge Land Bank

Secretary - Rotary Club of Oak Ridge

Grant Writer & Administrator - Rotary Club of Oak Ridge

Explain why you are interested in being appointed to this board, commission or committee

I have had a long time interest in improving the housing in our community. I believe a coordination between the Land bank and the Oak ridge Housing Authority could make gold progress on this effort.

The Oak Ridge Housing Authority has not used nearly all of it's HUD tools that it could in the past. I would like to help it discover and use more of the tools available to improve the housing in our community.

Describe any special knowledge or past experience qualifying you for this appointment?

I have worked with HUD developing housing using the HUD-202/811 programs for over 25 years. In doing this, a strong relationship with HUD was developed. Utilizing this relationship would assist Oak Ridge Housing Authority to better utilize the HUD tools that are available.

In that current HUD DC leadership comes from the Public Housing background, it is expected that more opportunities for the Oak Ridge Housing Authority will evolve in the future. I would like to help them make good use of these opportunities

Additional Information

Friday, December 30, 2016

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Housing Authority

Applicant: Dunthorn, Anne

Race (Optional): white

Number of Times Previously Applied: N/A

Application Submitted

11/10/2016 10:57 AM

Preference: 1

Special Qualifications

CF SYSTEMS

908 West Outer Drive
Oak Ridge, Tennessee 37830

Monday, October 31, 2016

Mayor Gooch and Oak Ridge City Council
PO Box 1
Oak Ridge, TN 37831

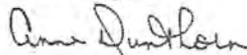
Dear Mayor Gooch and Oak Ridge City Council Members:

Attached please find my Application for the Board of the Oak Ridge Housing Authority and my Resume. My years of experience in Grant Writing, financial management of projects with multiple funding sources and housing development has been very useful in developing Policies and Procedures as well as the Strategic Plan for the Land Bank. Our community will benefit greatly in the future if the Land Bank can coordinate its efforts with the Oak Ridge Housing Authority to address the changing housing needs of our community.

There are many activities provided by HUD that have not been exercised by our Housing Authority in the past. We need to work with HUD to better understand what resources are available to us, and how we might use them effectively. As the principal DC leadership of HUD now has a Public Housing background, I anticipate that opportunities for Public Housing Agencies will expand and grow in the future. Our local agency needs to be prepared to use the new tools as they evolve from our federal HUD leadership.

If I may be of any assistance please do not hesitate to call.

Sincerely,



Anne Dunthorn

Mobile: 865-603-4566

Office: 865-483-6296

Email dunthorn@tds.net

November 2016

PERSONAL INFORMATION

Anne Elizabeth Dunthorn
908 West Outer Drive
Oak Ridge, Tennessee 37830-8232
Telephone: (865) 483-6296
Cell: (865) 603-4566
EMail: dunthorn@tds.net
Age 76

Recent Work Activity (until HUD cancelled the HUD-202/811 Program):

Serve as Grant Writer, Team Leader, and Developer of multi-family properties for non-profit organizations targeted for persons with special needs. We develop with a Team approach including architect, contractor, and surveyor. As a team we design and develop the properties for the non-profit sponsor. Recently developed:

- Dogwood Manor – Oak Ridge, 24+1 units for Elderly
- Peyton Manor – Lebanon, 34+1 units for Elderly
- Breakthrough Phase III – South Knoxville, 9+1 units for autistic adults

Education:

2 1/2 Years at Carnegie Institute of Technology (now Carnegie-Mellon University) in Chemical Engineering. Economics major, BS in Business Administration, 1978, University of Tennessee, Knoxville. Econometrics Major, Regional Economics Minor MA in Economics, 1981, UT-Knoxville.

Employment:

Business Manager and consultant with C F Systems, technical consulting services, continuing since July, 1977. Clients have included Cumberland Regional Development Corporation, Breakthrough Corporation, Covenant Health System, St. Mary's Health System, Loretto Lions Club, HOPE, Inc., Child & Family of TN, Salvation Army, Mercy Senior Health Partners, Catholic Healthcare Partners, OMNI Visions, St Vincent dePaul, North Mississippi Management, Diocese of Memphis Housing, S K International, Hardaway Realty, Inc., East Tennessee Development District, Masten Weatherspoon, Downtown Management Co., JTPA, Douglas-Cherokee Economic Authority, Emory Valley Center, Helen Ross McNabb Center, East Tennessee Human Resource Agency, Ridgeview Psychiatric Center, Overlook Center, Rogers Culliver Supportive Living Homes, Regional Education and Community Health Services, Oak Ridge Utility District, The Oak Ridger, King Research Inc., Science & Technology, Inc., US-DOL, Roane State Community College, Tennessee Technology Foundation, Oak Ridge National Laboratory, TN Department of Employment Security, TN Department of Community & Economic Development, Martin Marietta Energy Systems, Tennessee Valley Authority, Mountain Women's Exchange, Volunteers of America, University of Tennessee at Oak Ridge National Laboratory.

UT-Department of Economics, Research assistant to Dr. Hui-shyong Chang, spring-quarter, 1979. Graduate Research Assistant, for Business and Economic Research, fall-quarter, 1978.

Current Community Activities:

Oak Ridge Land Bank – Current Vice-Chair, and at middle of 2 year term
Oak Ridge Rotary Club –Secretary 2015-16, Grants Chair
Part of Mexico Heart-2-Heart Team
APDU – Association of Public Data Users (A national professional organization).

Previous Community Activities:

United Way of Anderson County Board, formerly Secretary.
Greater Knoxville Research Network, (past-president & vice president).
APDU - Treasurer
Secretary/Treasurer, Oak Ridge Industrial Development Board.
Secretary, Oak Ridge Housing Development Corporation, a CHDO
Administrator - JTPA Contracts Program for Anderson County.
Director / Founder, Oak Ridge Community Foundation.
Treasurer, Committee of 50
East Tennessee Development District - Housing Technical Committee.
Oak Ridge Chamber of Commerce - Housing Committee.
Clinch River MRS (Monitored Retrievable Storage) Task Force. July 1985 -1987,
Socio-Economic Task Force.
ORAU/ORNL Pre-college Advisory Committee - 6/86.
Oak Ridge Regional Planning Commission, Terms of office: August, 1978 - August, 1986.
Chairman: Source of Revenue Study Sub-committee,
Zoning Ordinance Revision Sub-committee
Member: Long Range Planning Sub-Committee,
Zoning Sub-committee,
Capital Improvements Sub-committee.
Member: Tennessee Council on School Community Partnerships; Previously, Tennessee Advisory Council for Career Education, Tennessee Department of Education; Charter appointment beginning February, 1977 in TN in response to U. S. Public Law 95-207 (12/13/77). Chairman and member of several task forces; developed Tennessee Plan for Career Education; grant reader, and chair for regional grant reviews.
President: Oak Ridge PTA Council, 1977-1978.
Secretary: Superintendent Selection Committee, Spring, 1978.
President: Jefferson Junior-High School PTA, 1976-1977.

AREAS OF EXPERIENCE

Economic

Work as Housing Consultant / Developer on HUD-202 elderly multi-family housing applications, HUD-811 Supportive Housing for Persons with Disabilities, and HUD 221(d)(3) housing applications. Prepare Emergency Shelter Grant Applications, Community Development Block Grant Applications, HOME grant Applications, and Federal Home Loan Bank Affordable Housing Proposal Grant Applications, Serve as Community Development Specialist providing Technical Assistance to CHDO's (Community Housing Development Organizations) and other non-profit boards, Prepare certified economic analyses for LIHTC and FmHA 515 multi-family housing projects in Tennessee and Kentucky. Facilitator for multi-state Rural Empowerment Zone Proposal Application.

Administered data input and validation for information use surveys created by King Research, Inc.; compiled and tabulated results of those surveys in basic form and for selected cross-section analysis. Created mapping system and linked data from numerous different surveys for purposes of modeling studies.

Developed and administered four surveys for The Oak Ridger and developed a subscriber/non-subscriber data base to better define the newspaper's 'City Zone.'

Developed a forecasting model for the local gas company which predicts gas demand as a function of plant size and weather variables.

Performed hiring experience study for the Tennessee Technology Foundation. The study showed hiring announcement methods of area firms as well as the firms' experience with securing quality labor and associated labor rates.

Updated the annual EIA (Energy Information Administration) Fuel Price/Usage data base for two consecutive years under sub-contract to ORNL. This included downloading the database from the Washington, DC, EIA computer system, correcting integrity problems and restoring it to their system in the 1982 time period.

Advised ETDD (East Tennessee Development District) on software/hardware requirements of upgrading their computer system for GIS (Geographic Information System) applications.

Developed CEMOR, the Community Econometric Model for Oak Ridge, a TVA/C F Systems sponsored project, including planning for and administration of field interviewers, data collection and analysis, and development of an economic input-output model for Oak Ridge.

Created numerous large data bases for economic analysis. This has involved locating sources of current data, introduction of new data, retrieval and merging of existing data obtained from different computer systems and mainframes, and testing the resulting data bases for compatibility and integrity. Documentation of the procedures for producing each data base is always treated as equally important as the creation of the base itself.

Determined state-of-the-art in personal-income models, including the availability of data for such models.

Applied various econometric models to large data bases to evaluate specific scenarios and graphical reduction of the results. Revised an existing investment econometric model to match new requirements.

Business

Serve as the grant writer / developer on HUD multi-family and group home construction projects. This includes proposal preparation, project management during construction, and supervision of financial matters through the construction audit period. Total budget responsibility for projects ranging between \$200,000 and \$4,400,000. Develop proposals for non-profit clients seeking Federal Home Loan Bank Grants and Advances, and assist them in Drawing the funds. Prepare market studies for Low Income Housing Tax Credits and other development funders. Formerly the Administrator for Contract Development, Anderson County area, for the JTPA (Job Training and Partnership Act). This was an activity contracted from the Private Industry Council by a non-profit corporation, the Committee of Fifty. My responsibilities included supervision of the Contract Developer, Disabled Training Program, Retail Training Program, and a secretary, as well as new program development and fund management. Contracts were made with County industries to hire individuals and provide training in new job skills. Total budget responsibility for FY1990 for this program exceeded \$200,000.

Local Planning

Currently involved in rural development initiatives and in the provision of housing for special needs populations. Initial involvement in local planning arose from an interest in the need for more directed development in Oak Ridge. Chaired Regional Planning Commission subcommittees for alternate sources of revenue and for revision of the zoning ordinance. The latter resulted in the development of proposed major changes in both the ordinance and in zoning philosophy. This responsibility concentrated in efforts to develop performance zoning standards based upon requirements established in the 1985 Oak Ridge Comprehensive Plan. This activity currently continues in the Oak Ridge Chamber Developers Forum. We are now studying Form Based Zoning.

Education

Served as a member of the ORAU/ORNL Pre-college Advisory Committee, a group formed in June, 1986 whose purpose it is to assist regional junior and senior high schools in science and mathematics education. This group modeled its efforts in the form of the Friends of Fermilab Association.

Served as representative for Business on the Tennessee Advisory Council for Career Education, resulting from an outspoken interest in the need for a better matching of manpower training with future manpower requirements. Participated in the development, execution, and administration of the State Plan for Career Education. This also involved annual reading of state-wide proposals from local education districts and preparation of recommendations to the Commissioner of Education for federal grant funding.

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Housing Authority

Applicant: Paine, Laurie

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

12/13/2016 1:25 PM

Preference: 1

Address

132 Lasalle Road

Oak Ridge, TN 37830

Contact Information

Email: lpaine@juno.com

Mobile Phone: (865) 313-0312

Current Company/Organization

Jim McMichael Signs & Truck Painting

Current Position / Title

Administrative Assistant

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

AAS degree in Business Management
Previously ran for Oak Ridge School Board
Assisted in re-instatement of Bus Routes previously cut
Volunteer at Community Thanksgiving Meal
Several volunteer activities at Faith Promise Church

Explain why you are interested in being appointed to this board, commission or committee

As a tenant of OR Housing for several years, I have seen a large overturn in staffing, issues at prior neighbors residences, along with at my own. Concerned about housing issues as a whole in Oak Ridge and would like to assist in some capacity to help others and make sure their needs/issues are taken care of.

Describe any special knowledge or past experience qualifying you for this appointment?

Prior Landlord in Oak Ridge, TN so have dealt with tenant issues in the past. I have also worked with homebuilding companies in the past as a Senior Project Manager.

Additional Information

Special Qualifications

Laurie Paine
Oak Ridge, TN 37830
(865) 313-0312 or (865) 804-8418
lpaine@juno.com

Objective: To obtain a job in an appropriate position that matches my background, experience and work ethics and to be able to benefit the company with my knowledge, dedication and hard work, along with increasing my own knowledge and to advance and achieve to the best of my ability. I welcome a challenging career in a busy environment with a variety of tasks, along with room for growth and advancement.

Education: Roane State Community College
Graduated May 2001
A.A.S. in Business Management-Accounting Option
GPA: 3.7

Experience:

Administrative Assistant 9/13- current
Jim McMichael's Signs & Truck Painting

Duties: Provided administrative support as needed to the office manager, owner and designers. I was responsible for processing invoices, A/R, payroll when needed, filing, answering phones and preparing quotes. I was also responsible for managing and maintaining our business website, including posts, media uploads, and Woo Commerce along with our Facebook account. During slow times, I also assisted with weeding our vinyl decals.

Contracting Project Administrator 4/12-10/12
Trane (through Aerotek)

Duties: While working temporarily for this company I was introduced to the commercial side of HVAC and the administrative duties associated with this position. I helped to book contracts into the system, order materials for the projects, process billings to the customer, process invoices from the subcontractors and monitor costs as each project progressed. I learned several new software systems that Ingersoll Rand uses that I had previously not worked with. This was a fast paced and detail orientated position as I was direct support to the project managers.

Administrative Assistant 9/11-4/12
Sach's Electric (through MRI staffing)

Duties: Provided administrative support as needed to the superintendents, inter-office personal and on site electricians. I was responsible for processing payroll on a weekly basis to submit to the home office. I helped prepare labels, reports and did misc. filing.

Project Coordinator 11/10-07/11
Sign Resource

Duties: This position consisted of working for a Sign Company. I started out being in charge of handling an account that was in the middle of a conversion and was responsible for ordering and tracking their new signage along with making recommendations on types of sign for each site. I then assisted with the companies warranty and quality division as there had been previous issues with getting things handled in a timely manner. While in this position the I improved the quality and timeliness of getting issues resolved and customers satisfied while getting new product outs quickly and taking care of the other Project Managers warranty issues.

Project Manager 09/06-01/09
The Insite Group

Duties: While this position was still in Project Management the business itself was a signage company with which I had no prior experience with. I had to quickly learn all types of signage, specifications, construction detail and the industry in general. I was then tasked with Managing a long standing and large banking firm. Responsibilities included reviewing all applicable ordinances for each location, restrictions and covenants, along with preparing a detailed sign package with recommendations to the customer as to which signs to use, set up and managed the ordering and installation of all signage, and prepared weekly reports on all locations for the upper management for the company. I was also in charge of 2 large bank conversions, assisted in the debranding of locations for another major banking client and processed work orders, billing, and accounting reconciliation. Other duties included preparing requests for modification to art work, reviewing blueprints and daily communication with the client for the locations that spanned at least 20 states. While in this position the customer was very satisfied to be my client and was complimentary to my supervisors about my effectiveness and follow through.

Senior Project Manager 7/03-7/06
Saddlebrook Homes

Duties: Starting out as a Project Manager with no in-house training and only relying upon my abilities to learn quickly, I proved my dedication, hard work, and responsibility to the company and was promoted to Senior Project Manager after 2 years. My job was to assist with and monitor the progress of construction for Knoxville's top Homebuilder, along with providing support for the Director of Construction. Responsibilities included processing contracts and change orders through CFT, preparing field packets, reviewing estimates and issuing PO for vendors through Builder MT, coordinating with AP on the payment of invoices and PO's, field support, creating bid packets for new subdivisions, updating Scopes of Work and Price Agreements, creating cost analysis spreadsheets, daily communication with vendors, and tracking job variances in Timberline. With up to 5 subdivisions totaling around 70 single family homes, I worked with production and semi-custom type homes along with condos. Also among my responsibilities was the training of other employees, along with the implementation of new software programs which included Buzzsaw, in the goal to streamline the position and to increase its accuracy and effectiveness.

Payroll Clerk, Bookkeeper & Processing Clerk 11/2001- 4/2003

TaxHelp

(An independent Franchisee of Jackson Hewitt)

Duties: Preparation of payroll for 35 clients, quarterly reports, year end W-2's and 1099's through Creative Solutions software. After proving my ability to learn quickly I took on the added responsibility of Bookkeeping for small companies along with the preparation of their Sales Tax, Business Licenses and Bank Reconciliations. During tax season I also took on the role of the Processing Clerk and assisted with the filing of tax returns and customer service through Drake and Jackson Hewitt Profiler.

Administrative Assistant 5/2000-5/2001
Protech Builders Inc.

Duties: I did some basic accounting work in QuickBooks Pro such as bank reconciliations, job invoicing, general journal entries and limited AP/AR. I also handled all secretarial duties, which included processing credit applications, assembling home improvement packages for the contractors, faxing, answering phones and filing.

Shift Manager 7/1995-12/2001
Pizza Hut

Duties: I originally started out as a delivery driver and then within a few short months of proving my drive to succeed, I was promoted to shift manager. I handled all managerial functions such as supervision and delegation of duties of employees, bank deposits, daily paperwork pertaining to cash flow and inventory, and taking care of all the customers needs to insure a pleasant meal.

Administrative Assistant 5/1991-5/1992

Auto-Matic Credit

Duties: I handled all secretarial duties along with pulling credit reports for customers wishing to refinance vehicles and assisted in the decision making on which individuals would qualify for our services.

Software Knowledge:

Ingersoll Rand systems

Timberline

Builder MT

CFT

Build Pro

Microsoft Office

Creative Solutions

QuickBooks Pro

Deltek

Drake

Jackson Hewitt Profiler

Peachtree

Great Plains

Additional Skills:

Strong Leadership capabilities

Extremely quick and proficient learner on software programs

Employee Trainer

Rental Property Owner and Manager

Home based craft oriented business

References: Available upon Request

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Housing Authority

Applicant: Roark, Belinda

Race (Optional): Caucasian

Number of Times Previously Applied: 0

Application Submitted

11/24/2016 4:19 PM

Preference: 1

Address

260 N. Purdue Avenue, Apt. 101

Oak Ridge, TN 37830

Contact Information

Mobile Phone: (423) 907-4116

Email: harleyquinn791@gmail.com

Current Company/Organization

JC Penney Portraits

Current Position / Title

Photographer

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Community service, volunteering at churches and homeless shelters.

Explain why you are interested in being appointed to this board, commission or committee

Recently moved to Oak Ridge and would love to get involved in the community. Helping others is something that I love to do.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

End of Application for Roark, Belinda

For Board: Oak Ridge Housing Authority

Friday, December 30, 2016

Oak Ridge Land Bank Corporation Board of Directors

NumVacancies 3 Total # of Members 7

Term of Office

Two (2) terms ending December 31, 2018; One (1) term ending December 31, 2019

Qualifications

In addition to Oak Ridge residency, preference may be given to applicants with expertise in the fields of banking (including financing and property acquisitions); real estate (including marketing, appraisals, and assessments); and law (especially those with an interest in property law). If persons with such fields of expertise are not available, consideration should be given to persons with experience in residential construction, renovation, and/or rehabilitation; knowledge of the historic neighborhood stock, individual neighborhoods and community assets; knowledge in land bank functions; and experience in non-profit organizations; or if no individuals meet the aforementioned criteria, Council may appoint persons with the best attributable qualifications.

Oak Ridge Land Bank Corporation Board of Directors	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Colin Anderson (Incumbent)		11/25/2016	1	1
Ms. Barbara Gardner		12/15/2016	1	0
Mr. L. Charles Hensley		11/19/2016	3	N/A
Mr. James Palmer (Incumbent)		12/14/2016	1	1
Mr. David E. Wilson		12/14/2016	1	N/A
Total Number of Applicants: 5				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Colin Anderson	Chief Financial Officer (expertise in the field of banking)	12/31/2016
Ms. Anne Dunthorn		12/31/2017
Mrs. Melinda K. Hillman		12/31/2017
Mr. Charlie W. Jernigan		12/31/2017
Mr. James Palmer		12/31/2016
Mr. Hugh B. Ward Jr.	Law	12/31/2016
6 of 7 members		

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Application Submitted

Applicant: Anderson, Colin

11/25/2016 7:31 AM

Race (Optional): Caucasian

Preference: 1

Number of Times Previously Applied: 1

Address Contact Information

143 Tempura Drive Home Phone: (865) 658-0244 Email: Anderson.Colin.D@gmail.com

Oak Ridge, TN 37830

Current Company/Organization

ORNL Federal Credit Union

Current Position / Title

President & CEO

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Land Bank Board of Directors

Education, Professional and or Community Activity

See attached resume

Explain why you are interested in being appointed to this board, commission or committee

Seeking another term on ORLBC board to continue progress on vision.

Describe any special knowledge or past experience qualifying you for this appointment?

As a current ORLBC board member, I know the other board members and have a good understanding of the direction and needs of the organization.

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Colin Anderson

BOARD OR COMMISSION: Oak Ridge Land Bank

TIME IN OFFICE: Term of Office 2 Year

Date Appointed 12/16/13

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 21

Number of Absences 7

Date Prepared 12/14/16

Attachment: Resume

Colin D. Anderson

3621 So. 203rd Street
Omaha, NE 68130

Home: 402-763-8358
Mobile: 402-880-0036

Colin.Anderson@cox.net

Progressive and dynamic leader with more than 20 years of management experience leading change initiatives and process improvement in a variety of banking organizations and environments ■ Unique ability to leverage deep financial knowledge into successful business strategies ■ Cultural leader and strong decision-maker who accepts responsibility for financial performance ■ Strong operational, organizational and project management experience – particularly with bank mergers, acquisitions, system conversions and cultural integrations ■ Excellent communicator who is equally comfortable with clients, co-workers, community leaders and/or board members ■ Sets the 'tone at the top' for business development and a healthy credit environment

- Strategic Leader** Develops customized strategies and solutions for the unique needs of each financial institution. Communicates new business initiatives to create a sense of excitement and anticipation in the achievement of goals.
- Community Banking Model Advocate** Significant experience in successfully executing a 'community banking' business model across different markets and lines of business. Understands the importance of establishing a strong credit culture and communicating a positive vision, to the success of an institution.
- Results Driven** Strong and varied experience in accounting and financial systems. Strong record of assessing needs and identifying competitive strategies and actions plans tailored to improve financial performance of the organization. Creative thinker who understands that different institutions require different approaches.

PROFESSIONAL EXPERIENCE

Great Western Bank – Omaha, NE
Regional President

March 2008 – April 2011

Great Western Bank is an \$8.0 Billion financial institution headquartered in Sioux Falls, SD. With nearly 200 branch offices, the bank operates in 7 states – South Dakota, Iowa, Nebraska, Missouri, Kansas, Colorado and Arizona. The Nebraska Region represents approximately 40% (or \$3.0 Billion) of the total assets of the organization. Great Western Bank adheres to a Community Banking business model by maintaining a decentralized structure for decision-making and delivery of products and customer service.

Recruited by Bank management to address several concerns within the Nebraska Region, including organizational structure, employee morale, and loan portfolio mix and asset quality. Acted quickly to independently assess organizational needs, implement requisite managerial changes and establish a new strategic direction for the region. Significant achievements included the following:

- Restructured the management team to leverage the strengths, capabilities and potential of managers, markets and lines of business. Involved senior management team in annual strategic planning process.
- Provided credit leadership throughout the region by conducting regular loan committee meetings, establishing sound credit quality goals, and assigning individual loan limits for all bankers in the region.
- Created a strong sales environment supported by banker recruitment, unique marketing efforts, productive sales meetings, individual performance goals, and a competitive sales 'pitch'.
- Led local due diligence efforts in the development of the winning bid for the TierOne Bank acquisition. Responsible for assessing credit quality, staffing needs, branch office needs, managerial structure, and capital spending improvements.
- Successfully integrated the \$2.0 Billion FDIC-assisted acquisition of TierOne Bank in June 2010.

First National Bank – Sioux City, IA
President & CEO

January 2005 – March 2008

First National Bank is a privately held financial institution operating in three markets in Northwest Iowa – Sioux City, LeMars and Sioux Center. The Bank has total assets of approximately \$250 Million with 7 offices and 45 full time employees. First National Bank is one of three banks held under common ownership. Each of the banks

Colin D. Anderson

operates according to a community-banking model with distributed decision-making for issues impacting customer service.

Recruited by bank ownership to regain control of this low-performing financial institution. Strategized with owners and corporate staff to develop a plan addressing a variety of structural, financial, credit quality, cultural and performance concerns, as follows:

- Acted quickly to address market inconsistencies that were contributing to internal confusion and lack of direction.
- Unified the credit environment to ensure confidence in underwriting, file management, document tracking, and adherence to loan policy.
- Developed a retail-banking vision to achieve competitiveness and greater balance within the loan and deposit portfolios.
- Collaborated with senior management team in the development of annual business plans and operating budgets to ensure agreement on financial goals, departmental expectations and action plans for individuals.
- Led merger with affiliated bank to create additional operating efficiencies and lean operations across the combined charter.

First Federal Bank, FSB – Sioux City, IA
Chief Financial Officer

November 2002 – January 2005

First Federal Bank was a publicly held financial institution (thrift) operating in various markets throughout Iowa. The Bank had total assets of approximately \$620 Million with 20 offices and more than 100 full time employees. The company was acquired by Great Southern Bank in 2009 and then consolidated within their structure.

Responsible for all aspects of accounting and finance for First Federal Bankshares, Inc. (FFSX) and its subsidiary companies. As a member of the senior management team, responsible for presenting financial reports to Board of Directors and Annual Stockholders meeting. Personally responsible for certification of public financial statements. Accomplishments included:

- Achieved record earnings in 2003 and 2004 through disciplined review of balance sheet, assessment of low-performing assets, and redeploying capital in growth markets and new lines of business.
- Positioned the bank for future growth and improved profitability by providing much needed ALCO and balance sheet leadership which resulted in:
 - Selling a portion of the low-yielding mortgage portfolio to take advantage of the interest rate curve and to reduce the duration of the portfolio.
 - Selling three low-performing and projected low-growth branch offices in rural Iowa markets.
- Responsible for enterprise-wide implementation of S-OX (Sarbanes-Oxley) compliance initiatives. Collaborated with external auditors, board audit committee and senior management team to ensure complete understanding and agreement on risk mitigation efforts.

Marquette Banks – Minneapolis, MN
Chief Financial Officer

April 1997 – November 2002

Marquette Financial Companies is a privately held group of banking and non-banking financial institutions. At the time, it was the largest privately held banking group in the United States. The company consisted of 18 separate charters operating 75 branch offices throughout 7 states – Minnesota, South Dakota, Wisconsin, Iowa, Illinois, Nebraska and Arizona. The banking affiliates were sold to Wells Fargo in 2002.

Responsible for a staff of 22 accounting professionals involved in all aspects of accounting and finance serving the 18 affiliated companies. Primary responsibilities included: Internal financial reporting, regulatory reporting, Investment portfolio accounting, fixed asset accounting, accounts payable, accounts receivable, Wire transfers, general ledger reconciliements, general ledger systems, profit planning and profitability reporting. Significant accomplishments included:

Colin D. Anderson

- Centralization of all accounting functions to a single location in Bloomington, MN thereby achieving substantial cost savings and quality control.
- Implemented standardized board reports, ALCO reports, and accounting methods to ensure consistency and efficiency across the department.
- Developed a creative cost center structure enabling the organization to compare financial results across, down and through the company.
- Implemented a sophisticated profitability reporting system to provide comparable and fully allocated financial results by charter, state, office, line of business, function and customer.
- Led efforts to consolidate charters, agree on new and consistent naming conventions for legal entities, and to convert to common banking platforms and system rules.

First of America Bank Corporation

Chief Financial Officer – First of America Bank – Florida
Tampa, FL

July 1994 – April 1997

VP and Controller – First of America Bank - Illinois
Rockford, IL

March 1992 – July 1994

Assistant Regional Controller – First of America Bank – Illinois
Rockford, IL

October 1987 – March 1992

VP and Cashier – First of America Bank – Belvidere
Belvidere, IL

February 1984 – October 1987

First of America Bank Corporation was a \$23 Billion holding company with banking offices located in Michigan, Illinois, Indiana and Florida. The company was acquired by National City Corporation in 1998 and, National City was subsequently acquired by PNC following the global financial crisis in late 2008.

Served in a variety of increasingly responsible roles during a 13-year career with First of America Bank Corporation. Responsibilities included: Internal financial reporting, regulatory reporting, Asset/Liability management, application of accounting standards to merged/acquired institutions, assimilation and integration of acquired banking assets, project management in banking system conversions, strategic planning and profit planning. Major accomplishments included:

- Selected from an internal pool of candidates to become Chief Financial Officer for First of America Bank – Florida during expansion into these markets through acquisition of thrift institutions in St. Petersburg, Sarasota and Punta Gorda.
- Led project team to convert banking systems of these three acquired institutions.
- Centralized accounting functions to a single location in Tampa, FL to achieve operating efficiencies and internal consistency.
- Implemented key asset/liability management strategies designed to restructure the balance sheet for alignment with the needs of a commercial banking organization.
- Developed significant experience with banking regulators (OCC, FDIC, OTS and FRB) during on-site examinations, merger application processes and regulatory reporting.

PROFESSIONAL DEVELOPMENT AND EDUCATION

ABA – Stonier Graduate School of Banking, Rutgers University, New Brunswick, NJ
Graduated two-year program

Drake University, Des Moines, IA
Masters Degree – Business Administration (MBA)

Drake University, Des Moines, IA
Bachelor of Science – Finance

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Application Submitted
12/15/2016 4:35 PM

Applicant: Gardner, Barbara

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address Contact Information

114 Graham Place Home Phone: (865) 272-5038 Email: simplemimds@gmail.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y Fidelity National Financial Title Group

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

1978 - Bachelor of Science - Middle Tennessee State University

1981 - Juris Doctor - Cecil C. Humphreys School of Law, Memphis State University

Explain why you are interested in being appointed to this board, commission or committee

I would like to see Oak Ridge improve it's residential desirability so that people who work here would also choose to live here. To that end, the quality of the old substandard housing must be improved. Blighted property that is not going to be repaired or is beyond repair should be demolished. I believe a goal of the Land Bank is to help with renovating/restoring WWII era homes to keep the character of the neighborhoods in place. I think all these goals would improve the City of Oak Ridge and I would like to be a part of achieving those goals.

In addition, I would like to assist in helping the Land Bank determine a manner by which property that has been acquired by the City or County through tax foreclosures could be returned to the possession of homeowners and placed back on the tax rolls.

Describe any special knowledge or past experience qualifying you for this appointment?

I was a practicing real estate attorney for over 25 years in Memphis, Tennessee. My position at the time I retired from Chicago Title Insurance Company, Memphis, Tennessee, was assistant vice-president, senior underwriting counsel. I retired in April, 2010. While previously in private law practice I handled residential and commercial real estate transactions, representing sellers, buyers and lenders.

Additional Information

Special Qualifications

End of Application for Gardner, Barbara For Board: Oak Ridge Land Bank Corporation Board of Directors

Friday, December 30, 2016

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Hensley, L.

Race (Optional):

Number of Times Previously Applied: N/A

Application Submitted

11/19/2016

Preference: 3

Address Contact Information

113-A Amanda Place
Oak Ridge, TN 37830
Home Phone: (865) 482-6536
Office Phone: (865) 805-7898
Email: chuck188@comcast.net

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

Bachelor of Engineering Science, 1968, Marshall University; Two-term City Councilman; Have served on Planning Commission for a total of 17 1/2 year including 8 years (1984-1992); Land Bank Board; Member, The Rotary Club; Current Board Member of O/R Unitarian Church; Member, ORHPA Board; CROET Greenways Foundation Board; Airport Advisory Committee, CROET; Coalition of Oak Ridge Retirees; Advocate for Oak Ridge Reservation

Explain why you are interested in being appointed to this board, commission or committee

The Land Bank has made amazing progress in its first 3 years and is beginning to make a difference through blight reduction and improved quality of housing in our City. I like the direction the Land Bank is moving and would like to remain a part of it.

Describe any special knowledge or past experience qualifying you for this appointment?

I most recently served as the Council appointed member of the Land Bank Board, and have an excellent attendance record. In addition, I have been an outspoken member during the Land Bank creation and understand how the organization functions and where improvements are needed and are being made. I have made significant contributions to development of working partners now involved in Land Bank activities.

Additional Information

Special Qualifications

L. Charles Hensley, P.E.

August 15, 2016

ADDRESS:

113-A Amanda Place
Oak Ridge, Tennessee 37830

Phone: (865)-425-3407 wk
(865)-482-6536 hm
(865)-805-7898 cell

- Registered Mechanical Engineer in Tennessee since 1972, No. 9325 (Inactive 2014)
- Holder of DOE "Q" Security Credential, during 30+ yr engineering activities

EDUCATION:

Bachelor of Engineering Science, 1968, Marshall University, Huntington, W.Va.
Selected studies, University of Tennessee (Mechanical and Industrial Engineering).
Continuing education, studies to maintain expertise and professional standing

APPLIED EXPERIENCE:

- Mechanical Design of automated special production equipment, (8 yrs)
- Cost estimating, alternatives evaluation, and vendor selection, (8 yrs)
- Nuclear materials component handling, safety, and manufacturing support, (29 yrs)
- Hazardous materials handling and worker protection, (33 yrs)
- Quality Assurance and Quality Auditing for special products manufacturing, (8 yrs)
- Decontamination and Decommissioning, Project Manager / Design Specialist, (5 yrs)
- Nuclear Criticality Safety Bounding and delineation of safety related issues, (1 yr)
- Project Manager and Mechanical Design Supervisor, (17 yrs)
- Design Specialist for Mechanical Design in Oak Ridge Nuclear facilities, (16 yrs)

AREAS OF EXPERTISE:

- Mechanical Design: Stress Analysis, Dynamics, Vibration Analysis, Materials Selection, Special Mechanism Design and Fabrication,
- Management of Engineering activities including proposal preparation, specification review, cost estimating, and planning of manufacturing activities,
- Engineering and fabrication quality assurance and control,
- Decontamination and Decommissioning of Nuclear Facilities,
- Hazardous waste handling, packaging, and shipping,
- Nuclear materials handling, criticality safety, and worker protection,
- Design, manufacturing, assembly, and mechanical operation of gas centrifuges,
- Project Planning, Project Management, Systems Engineering, Layout Planning of Industrial Facilities,
- Nuclear Fuel Cycle: Remote Tooling and Handling, Fuel Cycle comparison

MECHANICAL DESIGN EXPERIENCE BY EMPLOYER:

October 1998-January 2006, Oak Ridge Tool-Engineering, Engineering Manager

- Management of engineering activities, and fabrication shop interfacing,
- Design, fabrication, testing, and installation of mechanical production line equipment,
- Dynamic and structural stress analysis for mechanical designs,
- Aerospace component fabrication management, testing, and quality assurance,

- Preparation of proposals for engineering and fabrication projects.
- Since 2006 through present, brief job-specific consulting services

January 1997 -October 1998 . Machine Kinetics Corporation. Knoxville, Tn.

- Design, fabrication, and checkout of automated assembly line equipment,
- Preparation of proposals for engineering and fabrication projects,
- Supervision of engineering activities,

Lockheed Martin Energy Systems, (Oak Ridge K-25 Plant, 1992-1997)

- Configuration Management, Nuclear Criticality Safety Evaluation, Paducah Gaseous Diffusion Plant,
- Deputy Manager of K-25 Deposit Removal Project, Project Manager for Gas-Phase Deposit Removal equipment design, procurement, and fabrication,
- Nuclear criticality safety, materials handling, packaging, and worker protection,
- Principal Design Engineer for deposit removal glove box and tooling for mechanical removal of uranium deposits from K-25 Site Diffusion Equipment.
- Specialist, identification of technologies for dismantlement of gaseous diffusion equipment in DOE Complex,
- Specialist, identification of technologies, dismantlement of nuclear facilities, Oak Ridge National Laboratory.
- Author of Dismantlement Section, D&D Integrated Demonstration-Strategic Plan, DOE facilities nationwide.

Mechanical Design Experience, Lockheed Martin Energy Systems, (Oak Ridge Y-12 Plant, 1982-1992)

- Mechanical Design and supervision, nuclear weapons fabrication equipment and tooling, glove box design, furnace design and procurement, fabrication processes including casting, forming, and heat treating.
- Nuclear criticality safety and worker protection,
- Layout planning, Systems Engineering, Project Management of special equipment projects, Y-12 Plant mechanical forming processes.

Mechanical Design Experience, Union Carbide Nuclear Division, (Oak Ridge National Laboratory, 1975-1982)

- Mechanical design and supervision, development and testing of advanced nuclear fuel reprocessing equipment, gas cooled/thorium-U233 cycle and liquid sodium cooled/U-235-Plutonium cycle,
- Design, remotely operated nuclear processing, handling and remote maintenance equipment,
- Design / conceptual design of waste retrieval and processing equipment.
- Capital facilities planning, feasibility, conceptual, and final design documentation.

Mechanical Design Experience, Union Carbide Nuclear Division, (Oak Ridge Gaseous Diffusion Plant, 1968-1975)

- Mechanical design, development, gas centrifuges, uranium enrichment,
- Layout and design of production equipment and facilities for gas centrifuges,
- Design, handling, upgrading and operation, Gaseous Diffusion equipment

RECOGNITION AND AWARDS

- 1972, Promoted to Design Specialist, Mechanical Engineering Department, Oak Ridge K-25 Plant, Centrifuge Design Department
- 1973, Received patent on "assembly device" for gas centrifuge rotors.
- 1973, Assigned Principal Design Engineer, K-1600 Project,
- 1975, Promoted to Design Supervisor, Mechanical Engineering Department, Metals and Ceramics Support, Oak Ridge National Laboratory.
- 1982, Received Special Achievement Award, weapons tooling design in the Y-12 Process Capabilities Restoration Program.
- 1983, Promoted to Metal Preparation Engineering Design Supervisor, Mechanical Engineering Department, Y-12 Plant.
- 1990, Received President's Award, glove box design process improvement
- 1992, Promoted to Design Specialist, D&D Support, K-25 Site,
- 1993, Received Technical Achievement Award, identification of technologies for decontamination and decommissioning, gaseous diffusion equipment,
- 1994, Designated Project Manager, K-25 Gas-Phase Deposit Removal Project,
- 1998, Promoted to Engineering Manager, Oak Ridge Tool-Engineering,

PROFESSIONAL QUALIFICATIONS AND ACTIVITIES

- Vice President, Tennessee Society of Professional Engineers, Oak Ridge, 1982
- Member, American Glove box Society
- Participated in numerous workshops and conferences such as:
WATtec Conference, Arrangements Chairman, Facilities Chairman
- Dismantlement Workshop, selection of technologies, dismantlement of Princeton Fusion Test Device, 1993
- Oak Ridge National Laboratory D&D Workshop, 1993
- Four conferences, Technical Support Group, planning of D&D Integrated Demonstrations, 1992-1994

PUBLICATIONS

- Oak Ridge K-25 Technology Logic Diagram, K-2073 Dismantlement Section, 1993
- Oak Ridge National Laboratory Technology Logic Diagram, ORNL/M-2751/ES,
- Dismantlement Section, D&D Integrated Demonstration Strategic Plan, Technical Support Group, 1994
- Dismantlement Scenario for Massive Uranium Contaminated Equipment, 1994

COMMUNITY SERVICE

Past:

- Member, Land Use Zoning Subcommittee, Board of Zoning Appeals, 1974,
- Founding member, Oak Ridge Citizens for Quality Growth, 1985-1990,
- Member, Oak Ridge Regional Planning Commission, 1986-1994,
- Coach, American Youth Soccer Association, 1986-1992,
- Graduate of Leadership Oak Ridge, 2008,
- Graduate, Leadership Anderson County, 2010,
- Member of Oak Ridge Waterfront Planning Committee,
- Coach, Oak Ridge Boys Club Baseball, 1986-1994 and 1996-present,
- Member, Advisory Committee to Department of Children's Services,
- Member, Roane County Emory River Ash Spill Recovery Committee,
- Member, Oak Ridge Boys Club Board Directors
- Chairman, Budget and Finance Committee, Oak Ridge City Council
- Former Chairman, Oak Ridge City Council / Audit Committee

Present:

- Elected member, Oak Ridge City Council, 2007-present, (Re-elected 2012, 4-yr term)
- Member, Oak Ridge Planning Commission, 2007-present,
- Member of Oak Ridge Land Bank Board of Directors,
- Advisor to Oak Ridge Pre-School Budget Committee,
- Advisor to Jefferson Middle School, Applied Technology,
- Member, League of Women Voters,
- Oak Ridge Unitarian Universalist Board of Directors, Director at Large
- Board Member, Oak Ridge Historical Preservation Association

REFERENCES:

- Available upon request, and depending upon information requested.

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Palmer, James

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted:
12/14/2016 3:51 PM

Preference: 1

Address Contact Information

185 Whippoorwill Dr. Home Phone: (865) 482-4809 Email: palmerj2@comcast.net

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Land Bank Corporation Board of Directors and Oak Ridge Housing Authority

Education, Professional and or Community Activity

Oak Ridge Land Bank Corp. Board of Directors (one year term expiring Dec. 31, 2016)

Oak Ridge Housing Authority Board of Commissioners (four year term expiring Dec. 31, 2020)

Roane County Industrial Development Board (Chairman, six year term expiring March 12, 2022)

10 years experience in patent law as a Registered Patent Agent - Oak Ridge / Knoxville

10 years experience in technology licensing - ORNL / Y-12

12 years experience in project engineering - ORNL / Y-12 / K-25

2 years experience in entrepreneurship - Elographics - Oak Ridge

MBA - Stanford University

BS Engineering - Iowa State University

Explain why you are interested in being appointed to this board, commission or committee

According to a study published by the Oak Ridge Community Development Department in April 2015, over half of the total housing stock in Oak Ridge was built before 1960. There are significant tracts of land where the median year that the homes were built is in the 1940's. The rejuvenation of the City cannot occur until we turn the corner on this problem of over-aged housing. I want to be re-appointed to the Oak Ridge Land Bank Corporation Board of Directors because I believe that the Land Bank can play a significant role in rebuilding residential Oak Ridge and I believe that I have skills that can provide significant contributions to that process.

Describe any special knowledge or past experience qualifying you for this appointment?

The health and vibrancy of a city depends on many factors, including the housing market, the business environment, and the attention to the needs of citizens who need public support to fulfill their potential. These considerations are intertwined. My experience on an Industrial Development Board, a Housing Authority Board, and my one-year experience on the Land Bank Board puts me in perhaps a unique position to help these efforts work together to

Friday, December 30, 2016

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Palmer, James

Application Submitted

12/14/2016 3:51 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

revitalize Oak Ridge.

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: James Palmer

BOARD OR COMMISSION: Oak Ridge Land Bank

TIME IN OFFICE: Term of Office 2 Year

Date Appointed 12/14/15

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 11

Number of Absences 3

Date Prepared 12/14/16

Attachment: Resume

December 14, 2016

Mayor Warren Gooch,
Mayor Pro-tem Rick Chinn,
the Honorable Mr. Kelly Callison,
Mr. Jim Dodson, Mr. Chuck Hope,
Ms. Ellen Smith, and Mr. Hans Vogel,
Oak Ridge City Council

Dear Council Members;

RE: Oak Ridge Land Bank Corporation

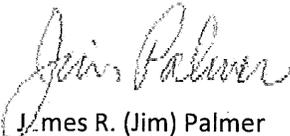
I am pleased to submit my application for re-appointment to the Oak Ridge Land Bank Corporation Board of Directors. My current appointment has been for one year to fill a previous vacancy on the Board. My term will expire at the end of this month.

During my one year term on the Land Bank Board I focused on the following efforts:

- I led the effort to have the Land Bank Board prepare a Strategic Plan. I believe that this effort is helping us center our attention on goals that are important for the City of Oak Ridge.
- I participated in the Center for Community Progress Conference 2016 meeting in Baltimore, Maryland. This widened my perspective on possibilities for ways to convert deteriorated properties in the City to attractive and productive usage.
- I leveraged my concurrent appointment to the Oak Ridge Housing Authority Board of Commissioners to benefit my Land Bank appointment. I believe that these complimentary appointments provide an enhanced opportunity to effect the productive redevelopment of residential property in Oak Ridge.

I have appreciated the opportunity that you provided to me with my appointment to the Land Bank this past year. I am confident that I can continue to make significant contributions to the future of Oak Ridge by serving on that Board. Consequently I respectfully request that you re-appoint me to the Oak Ridge Land Bank Corporation Board of Directors for a four-year term beginning in January, 2017.

Very truly yours,



James R. (Jim) Palmer
185 Whippoorwill Drive
Oak Ridge, TN 37830
(865) 482-4809

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Application Submitted

Applicant: Wilson, David

12/14/2016 10:45 AM

Race (Optional): caucasian

Preference: 1

Number of Times Previously Applied: N/A

Address	Contact Information
1079 W. Outer Drive	Home Phone: (865) 482-5218 Email: dwilson1079@aol.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Industrial Development Board and Health and Educational Facilities Board

Education, Professional and or Community Activity

Business----East Tenn State Un.
Banking/Finance... Vanderbilt Un.
Grad School of Real Estate Finance...Ohio State Un.
Chairman, Industrial Development Board, O.R.
Health Education Facilities Board, O.R.
Keystone, Vice Chair

Explain why you are interested in being appointed to this board, commission or committee

I have a great concern about the current housing problems that exist in Oak Ridge. There has been improvements over the last several years, however, there is still areas in Oak Ridge that need the help of this Board.

Describe any special knowledge or past experience qualifying you for this appointment?

Since moving to Oak Ridge at the end of 1998, when I accepted a job with a local Bank, I have seen the decline of some of our neighborhoods. I have experienced first hand the reduction of value in many of the homes in these areas. Being a Banker, I realized the problem in financing some of these properties. I have also owned a Real Estate company which also give a person a different prospective of the problems that some have by owning in these areas.

Additional Information

Special Qualifications

End of Application for For Board:

Oak Ridge Municipal Planning Commission

NumVacancies 4 Total # of Members 10

Term of Office

One (1) term is balance of an unexpired term ending on December 31, 2018; One (1) term is balance of an unexpired term ending on December 31, 2019; Two (2) terms ending December 31, 2020

Qualifications

Oak Ridge residency

Oak Ridge Municipal Planning Commission	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Brooks Baldwin		12/4/2016	1	1
Mr. Adam Brown		11/16/2016	2	N/A
Mr. Thomas Carney		12/12/2016	2	0
Ms. Wende Doolittle		11/21/2016	1	0
Mr. J. Mark Harvey		12/14/2016	1	1
Mr. L. Charles Hensley		11/19/2016	1	2
Mr. Gerald B. Martin		11/27/2016	1	0
Mr. Patrick McMillan (Incumbent)		11/26/2016	1	2
Mr. Timothy Powers		12/9/2016	1	0
Mr. Ben Redmond		11/7/2016	1	1
Ms. Jane Shelton (Incumbent)		11/30/2016	1	7
Mr. Benjamin J. Stephens II		12/2/2016	1	1
Total Number of Applicants: 12				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Zabrina R. Gregg		12/31/2018
Ms. Sharon Kohler		12/31/2019
Ms. Claudia S Lever		12/31/2017
Mr. Patrick McMillan		12/31/2016
Ms. Jane Shelton		12/31/2016
Mr. H. Stephen Stephen Whitson		12/31/2017
Mr. Todd Wilson	Mayoral Appointment	12/31/2016
7 of 10 members		

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Application Submitted

Applicant: Baldwin, Brooks

12/4/2016 12:29 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address

114 Canterbury Road

Contact Information

Home Phone: (865) 934-9993

Email: bpbaldwin@yahoo.com

Oak Ridge, TN 37830

Current Company/Organization

UT-Battelle, LLC

Current Position / Title

Procurement Manager, Support Services

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No.

Education, Professional and or Community Activity

B.A. in Organizational Management. I am the Chair-Elect of the Department of Energy's Integrated Contractor Purchase Team, with the term beginning February 2017. I recently rotated off the board of the East TN chapter of the National Contract Management Association. I am a procurement professional with over 20 years in private and government procurement, supply chain and program management positions.

Explain why you are interested in being appointed to this board, commission or committee

I have lived in Oak Ridge for five years. I am one of the few new hires at ORNL who has decided to live in Oak Ridge instead of surrounding communities. I love this city and want to see residency, commerce, and quality of life improve. I believe this will be driven by both retail investment and growth of housing. It really breaks my heart to be almost the only person "turning left" out of the lab and seeing thousands of cars backed up, leaving town. I want to give of my time to make Oak Ridge better.

Describe any special knowledge or past experience qualifying you for this appointment?

I believe my experience in contracts, program management, and involvement with DOE/NNSA will allow me to contribute to the Planning Commission at a high level.

Additional Information

Special Qualifications

Brooks Baldwin

114 Canterbury Rd. Oak Ridge, TN
Home Phone: 865-934-9993 • email: bpbaldwin@yahoo.com

PROFESSIONAL EXPERIENCE

Procurement Manager, Operations and Commercial 2012-Current
UT-BATTELLE, LLC / OAK RIDGE NATIONAL LAB Oak Ridge, TN
Manager responsible for acquisition of goods and services at the Department of Energy's (DOE) largest science research laboratory. Supervise 20 Procurement Officers, with responsibilities including construction, services, and materials. Manage e-commerce and purchase card programs.

Nuclear Procurement Officer, US ITER 2011-2012
UT-BATTELLE, LLC / OAK RIDGE NATIONAL LAB Oak Ridge, TN
Procurement Officer responsible for design, fabrication, and delivery contracts for nuclear systems and components of the ITER fusion reactor being constructed as an international effort in Cadarache, France.

Program Manager, Defense Programs, Bombs Department 2010-2011
B&W PANTEX Amarillo, TX
Responsible for disposition of weapon components, weapons dismantlement, joint test assemblies, and life extension programs. Certified DOE O 425.1D Startup Manager. Worked with National Nuclear Security Administration (NNSA) program managers to establish performance evaluation plan objectives and fee.

Manager, Purchasing and Service Contracts Department 2005 to 2010
B&W PANTEX Amarillo, TX
Manager responsible for procurement of materials, equipment and services required to operate an NNSA manufacturing facility. Responsible for advancement of e-commerce and strategic sourcing. Supervised 12 contract administrators and oversaw \$100M in contracts.

Contract Administrator, Procurement Policy Section 2000 to 2005
B&W PANTEX Amarillo, TX
Responsible for development and improvement of commercial procurement procedures and processes. Analyzed FAR and DEAR regulations flowed down from the Prime Contract. Ensured policies and contracts complied with all applicable regulations.

Aerospace Material Supervisor 1999 to 2000
CANYON ENGINEERING PRODUCTS Valencia, CA
Maintained efficient operations in procuring and managing all resources required to manufacture fluid control devices for commercial and military aerospace markets. Managed purchasing, shipping/receiving, transportation, warranty/overhaul (including AOG), and inventory departments and personnel.

Aerospace Buyer 1994 to 1999
CANYON ENGINEERING PRODUCTS Valencia, CA
Responsible for procurement of products required in manufacturing, inspecting, assembling and testing fluid control valves for commercial and military aerospace markets. Established successful relationships with vendors to perform all outside processes such as metal finishing, machining and welding.

EDUCATION

B.A., The Masters College, Santa Clarita, CA
Bachelor of Organizational Management – 2000

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Application Submitted

Applicant: Brown, Adam

11/16/2016 4:15 PM

Race (Optional):

Preference: 2

Number of Times Previously Applied: N/A

Address

108 Montana Avenue

Contact Information

Home Phone: (865) 924-8409 Email: abrown1213@att.net

Oak Ridge, TN 37830

Current Company/Organization

Enrichment Federal Credit Union

Current Position / Title

Financial Advisor Representative

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

EDUCATION:

- 1) MBA-Lincoln Memorial University
- 2) Bachelor of Science: Business-Tennessee Wesleyan College
- 3) Associates of Science: Roane State Community College

PROFESSIONAL:

- 1) Enrichment Federal Credit Union-Financial Advisor Representative. 05/16/16-Current
- 2) U.S. Bank-Branch Manager.5/4/15-5/15/16
- 3) ORNL Federal Credit Union-Teller, Operations, Financial Service Officer, Underwriter, Assistant Branch Manager and Branch Manager. 08/26/2006-05/04/2015

COMMUNITY ACTIVITIES:

- 1) Leadership Oak Ridge Graduate: 2015
- 2) United Way of Anderson County
- 3) Oak Ridge Chamber of Commerce
- 4) Methodist Medical Center Foundation

Thursday, December 29, 2016

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Application Submitted

Applicant: Brown, Adam

11/16/2016 4:15 PM

Race (Optional):

Preference: 2

Number of Times Previously Applied: N/A

5) Secret City Festival

Explain why you are interested in being appointed to this board, commission or committee

I am interested in this board/position for several reason:

1) Greater Exposure:

Through my work experience and education, I have had a working/hands on knowledge in a limited capacity concerning municipal planning and its impact on communities.

However, I have not had the direct working experience from a government level.

2) Serve the Community:

I would like to put my experience to good use to better serve the community in which I live. It has provided me with many opportunities and I would like to give back by contributing in ways that I am familiar with.

3) Have a Voice in Decision Making:

I would like to have the opportunity to contribute my voice in the decision making for the municipal growth in Oak Ridge. This community is booming currently and I would like to lend my experience to further this boom along.

Describe any special knowledge or past experience qualifying you for this appointment?

I believe that my 10 years of experience in the financial industry, as well as my education, qualifies me as a strong candidate for this position.

Additional Information

Special Qualifications

To Whom It May Concern:

I am writing you to let it be known of my interest in serving the City of Oak Ridge, as well as Anderson County, by lending my experience and educational back ground to one of the vacant board and commissions positions. I have applied to three boards/commissions in particular: 1) Anderson County Economic Development Association, 2) Oak Ridge Municipal Planning Commission and 3) Oak Ridge Convention and Visitors Bureau. However, if another candidate is chosen, I would still like to be considered for any one of the other boards/commissions. Thank you for your time and I look forward to hearing back from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Adam R Brown', with a stylized flourish at the end.

Adam R Brown

Adam R Brown

108 Montana Ave. ♦ Oak Ridge, TN 37830 ♦ (865) 924-8409 ♦ abrown1213@att.net

PROFILE

I'm a well-qualified and results-oriented professional with over 9 years of successful experience in positions of increasing responsibility and duties. I have a track record of consistently meeting or exceeding production goals as well as customer and management expectations. Skilled at contributing to projects from creation to implementation. I'm able to generate necessary data and interpret that data in order to better gauge project success. I'm a team player with polished communication skills: verbal, written, interpersonal, presentations and rapport building.

- Customer Relations
- Marketing Products and Services
- Staff Training & Development
- Banking Products & Services
- Credit Analysis and Underwriting
- New Business Development
- Sales Management
- Loan/Account Origination
- Regulatory Compliance
- Relationship Building
- Revenue Growth Management
- Account Management
- Project Management
- Teller Operations
- Communications
- Budgeting
- Report Generation
- Data Interpretation

CAREER PROGRESSION

Enrichment Federal Credit Union, Oak Ridge TN

2016-Present

Financial Adviser Representative

- Actively listen to members financial concerns/needs and make appropriate suggestions to meet those needs
- Tracking monthly production figures to determine goal progression as well as department budget construction.
- Volunteering in the community to help give back while strengthening business relationships.
- Develop department strategies and effectively implement them to boost production and meet member needs

U.S. Bank, Knoxville TN

2015-Present

Branch Manager

- Manage sales of bank products, new business, operations, customer service, and teller activities while working within regulatory compliance, internal policies and procedures.
- Hiring, training/coaching and supervising a staff of 3 employees while tracking monthly sales figures to determine goal progression as well as branch budget construction.
- Volunteering in the community to help give back while strengthening business relationships.

Branch Manager and Assistant Manager at high traffic retail location that conducts an average of over 10,000 transactions per month

- Manage sales of bank products, new business, operations, customer service, and teller activities while working within regulatory compliance, internal policies and procedures.
- Hiring, training/coaching and supervising a staff of 6 employees while tracking monthly sales figures to determine goal progression as well as branch budget construction.
- Volunteering in the community to help give back while strengthening business relationships.
- Led several projects that had and will have tremendous impact on the institution that involved generating reports and data then constructing this information into a format that is easy to comprehend and present.

Centralized Underwriter and Indirect Loan Officer for \$1+ billion financial institution

- Underwrote loans creating an \$18+ million portfolio while maintaining good yield w/ little loss
- Identified additional products member would benefit from and suggested these to the employee.
- Led several department projects that not only effected the Department, but the Credit Union as well.
- Arbitrated financial deals with car dealerships
- Audit dealership packets to ensure compliance items have been met
- Calculated key financial ratios to help guide dealership on agreement structure

Financial Service Officer for \$1+ billion financial institution.

- Aligned members with appropriate banking products that would help them with their financial needs
- Resolved account, loan and Credit Union issues that have been brought up by members
- Processed loan applications and acted as liaison between member and underwriter
- Worked toward sales goals

Operations Specialist for \$1+ billion financial institution

- Audited new accounts to ensure they were opened correctly to meet compliance guidelines
- Coach front office staff on how to correct errors and account issues
- Helped design more efficient courier /mail route
- Trained new employees on proper processes and procedures for their position

Teller for \$1+ billion financial institution

- Conducted day to day member financial transactions
- Worked in fast paced environment of the drive through
- Conducted 200-300 transactions per day

Selected Accomplishments

- Played instrumental role in increasing branch sales: Credit Cards: +400%; Accounts: +60%; Checking: +70%; New Money: +81%; Mortgage: +454%.
- Selected by upper management to lead several projects that had and will have dramatic impact on the institution.
- Raised branch ranking from 15th to 6th within 2 months of taking leadership of my branch.
- Participant in Leadership Oak Ridge

PROFESSIONAL DEVELOPMENT

- Lincoln Memorial University, Harrogate, TN
Master of Business Administration (MBA): HR Management
- Tennessee Wesleyan College, Athens, TN
Bachelor of Applied Science: Business Administration/HR Management

COMPUTER SKILLS

Microsoft Office (Word, Excel, Powerpoint), Symitar, SAIL, Opening Act, DocuSign, Smartsheet, ADP, BVS, iPerforce, Fusion, HOGAN

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Application Submitted

Applicant: Carney, Thomas

12/12/2016 11:39 AM

Race (Optional):

Preference: 2

Number of Times Previously Applied: 0

Address

Contact Information

107 Cascade Lane

Email: tacarney@outlook.com

Oak Ridge, TN 37830

Mobile Phone. (954) 218-4308

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Recently moved to Oak Ridge and have no community activities at this point.

Explain why you are interested in being appointed to this board, commission or committee

As a veteran law enforcement officer and advocate of community safety, I have a definite interest in serving the community on any issue that's involves the quality of life of the residents, etc. of my community. Planning strategies have a direct impact on community safety and the quality of life. I feel I can contribute directly to the goals of effective community planning.

Describe any special knowledge or past experience qualifying you for this appointment?

Recently retired Police Director from another state. 35 years of law enforcement and community outreach experience. As the Police Director, I routinely interacted with various levels of local, state and federal government entities as well as being a member of various boards and commissions involving community safety issues. At one point in my career, I command the Code Enforcement Division and worked regularly with the Planning and Zoning departments on a variety of issues, etc.

Additional Information

Special Qualifications

End of Application for Carney, Thomas

For Board Oak Ridge Municipal Planning Commission

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Application Submitted

Applicant: Doolittle, Wende

11/21/2016 5:00 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address

Contact Information

115 Mason Lane

Email: wendoolittle@mindspring.com

Oak Ridge, TN 37830

Mobile Phone: (615) 574-5004

Current Company/Organization

Spectra Tech, Inc.

Current Position / Title

Proposal Coordinator

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Beer Permit Board

Education, Professional and or Community Activity

Undergraduate coursework in English and Marketing at American University, Guilford College, and Belmont University

Currently serving as Treasurer for the Arts Council of Oak Ridge and as an elected member of the Oak Ridge Beer Permit Board.

Explain why you are interested in being appointed to this board, commission or committee

The long-term growth and sustainability of the City of Oak Ridge is a cause from which my unique viewpoint could strongly benefit. As the population of our city continues to change, I would like to help represent the concerns of younger working professionals who have the potential to be the main drivers to the growth of our city and its tax base. This commission will also provide better insight into the workings of our city's government, knowledge I would like to increase to help my peers understand what is going on in our city right now and in the long run.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

End of Application for Doolittle, Wende

For Board: Oak Ridge Municipal Planning Commission

Thursday, December 29, 2016

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Applicant: Harvey, J. Mark

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted

12/14/2016 1:11 PM

Preference: 1

Address

101 Park Meade Drive

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 482-5468

Email: mharvey@cowperwood.com

Current Company/Organization

Cowperwood Company

Current Position / Title

Vice President, Operations and Development

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

See Attached

Explain why you are interested in being appointed to this board, commission or committee

See Attached

Describe any special knowledge or past experience qualifying you for this appointment?

See Attached

Additional Information

Special Qualifications

From The Desk of J. Mark Harvey

14 December 2016

Honorable Mayor and City Council:

Enclosed, please find a copy of my personal resume and application that I respectfully submit for your review as it relates to my interest in serving on the Oak Ridge Municipal Planning Commission.

I have enjoyed being an active Oak Ridge resident since moving here from Dallas, Texas in 1991 to manage operations for the Cowperwood Company. I have had many opportunities over the last twenty-five years to participate in development processes both within Oak Ridge as well as in many other communities - larger and smaller. And through these experiences, I have developed an appreciation for the thorough, fair, organized process that that we have in place in Oak Ridge.

Our community is faced with many challenges in our efforts to remain a vibrant, well-planned community in light of our aging housing stock and infrastructure, but with a solid vision and community determination, I have confidence that we will remain a world-class community. And I would enjoy being part of that process by bringing my skill sets to the planning table. Given my experience in office building development on a national level, I feel I could add a diversified perspective when dealing with planning processes and implementation. I would certainly appreciate your consideration.

If you should have any questions, please do not hesitate to contact me.

Thank you for your consideration,



J. Mark Harvey



101 Park Meade Drive, Oak Ridge, Tennessee 37830 |

J. Mark Harvey

101 Park Meade Drive
Oak Ridge, Tennessee 37830
865.482.5468

Wife: Teresa R. Harvey
Children: Meagan, Mandi and Matthew

Education:

The University of North Texas

Bachelor of Business Administration
Major: Finance
Additional course work in architecture, construction management and environmental design.

Employment History:

The Cowperwood Company – National Real Estate Development & Management
Oak Ridge, Tennessee

Vice President, Operations & Development (Partner) 2000 – Present

Responsible for commercial office building development activities in Tennessee, South Carolina, New Mexico, Texas and Florida. Represent the building partnerships as project director, leading the project from the initial proposal/design phase through completion, insuring that the design, budget and scheduling goals are met. Responsibilities also include regional marketing and recruitment activities and community relations.

Property Manager 1991 – 2000

Responsible for the day to day management of approx. 450,000 square feet of commercial office space in Oak Ridge, Tennessee. Responsibilities included directing the local staff in the administration of all building management and maintenance issues, including marketing and leasing.

CWEC, Inc. – Regional Commercial/Retail Development
Dallas, Texas

Manager of Construction/Design Services 1985 – 1991

Responsible for retail/commercial construction projects throughout Texas, New Mexico and Oklahoma. Responsibilities included securing all pre-construction permitting/zoning approvals from the local jurisdictions, developing construction documents for each new project and performing code compliance reviews.

Additional Work Experience

Worked for a commercial construction company and an architectural firm while completing college.

J. Mark Harvey
Page 2

Outside Activities:

Member of the Board of Directors – Oak Ridge Chamber of Commerce (Chairman 2008)
Past Member of the Board of Directors – Keys Fillauer Invitational Golf Tournament
Member of the Board of Directors – United Way of Anderson County
Past member of the Board of Directors – New Century Alliance
Past member of the Board of Directors – Tanasi Girl Scout Council
Past Member of Board of Directors – Oak Ridge Convention & Visitors Bureau (Past Secretary/Treasurer; Past Vice-Chairman; Past Chairman)
Leadership Oak Ridge – 1994

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Application Submitted

Applicant: Hensley, L.

11/19/2016

Race (Optional):

Preference: 1

Number of Times Previously Applied: 2

Address

113-A Amanda Place

Contact Information

Home Phone: (865) 482-6536

Email: chuck188@comcast.net

Oak Ridge, TN 37830

Office Phone: (865) 805-7898

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

Bachelor of Engineering Science, 1968, Marshall University; Two-term City Councilman; Have served on Planning Commission for a total of 17 1/2 year including 8 years (1984-1992); Land Bank Board; Member, The Rotary Club; Current Board Member of O/R Unitarian Church; Member, ORHPA Board; CROET Greenways Foundation Board; Airport Advisory Committee, CROET; Coalition of Oak Ridge Retirees; Advocate for Oak Ridge Reservation

Explain why you are interested in being appointed to this board, commission or committee

Planning has been one of my main goals for our City since my service began in 1984. The City is making great progress due to recent acceleration of economic growth and also due to our becoming more connected to our neighbors in Anderson, Roane, and Knox Counties. In addition to planning for Oak Ridge, I would like to contribute to a stronger working relationship between Oak Ridge and both Anderson and Roane Counties. The combination of Planning Commission involvement and also closer ties to Anderson and Roane Counties can help us move forward in cooperation.

Describe any special knowledge or past experience qualifying you for this appointment?

I wish to continue my volunteer involvement in the City, and feel my experience on Council and my long service on the Planning Commission permits me to project needs and potentially contribute to the ongoing actions of the Commission, as as directed by Council in the future. My knowledge of City finances also allows me to contribute fully to the Capital Improvements Prioritization process by the Planning Commission.

Additional Information

Special Qualifications

L. Charles Hensley, P.E.

August 15, 2016

ADDRESS:

113-A Amanda Place
Oak Ridge, Tennessee 37830

Phone: (865)-425-3407 wk
(865)-482-6536 hm
(865)-805-7898 cell

- Registered Mechanical Engineer in Tennessee since 1972, No. 9325 (Inactive 2014)
- Holder of DOE "Q" Security Credential, during 30+ yr engineering activities

EDUCATION:

Bachelor of Engineering Science, 1968, Marshall University, Huntington, W.Va.
Selected studies, University of Tennessee (Mechanical and Industrial Engineering).
Continuing education, studies to maintain expertise and professional standing

APPLIED EXPERIENCE:

- Mechanical Design of automated special production equipment, (8 yrs)
- Cost estimating, alternatives evaluation, and vendor selection, (8 yrs)
- Nuclear materials component handling, safety, and manufacturing support, (29 yrs)
- Hazardous materials handling and worker protection, (33 yrs)
- Quality Assurance and Quality Auditing for special products manufacturing, (8 yrs)
- Decontamination and Decommissioning, Project Manager / Design Specialist, (5 yrs)
- Nuclear Criticality Safety Bounding and delineation of safety related issues, (1 yr)
- Project Manager and Mechanical Design Supervisor, (17 yrs)
- Design Specialist for Mechanical Design in Oak Ridge Nuclear facilities, (16 yrs)

AREAS OF EXPERTISE:

- Mechanical Design: Stress Analysis, Dynamics, Vibration Analysis, Materials Selection, Special Mechanism Design and Fabrication,
- Management of Engineering activities including proposal preparation, specification review, cost estimating, and planning of manufacturing activities,
- Engineering and fabrication quality assurance and control,
- Decontamination and Decommissioning of Nuclear Facilities,
- Hazardous waste handling, packaging, and shipping,
- Nuclear materials handling, criticality safety, and worker protection,
- Design, manufacturing, assembly, and mechanical operation of gas centrifuges,
- Project Planning, Project Management, Systems Engineering, Layout Planning of Industrial Facilities,
- Nuclear Fuel Cycle: Remote Tooling and Handling, Fuel Cycle comparison

MECHANICAL DESIGN EXPERIENCE BY EMPLOYER:

October 1998-January 2006, Oak Ridge Tool-Engineering, Engineering Manager

- Management of engineering activities, and fabrication shop interfacing,
- Design, fabrication, testing, and installation of mechanical production line equipment,
- Dynamic and structural stress analysis for mechanical designs,
- Aerospace component fabrication management, testing, and quality assurance,

- Preparation of proposals for engineering and fabrication projects.
- Since 2006 through present, brief job-specific consulting services

January 1997 -October 1998 . Machine Kinetics Corporation, Knoxville, Tn.

- Design, fabrication, and checkout of automated assembly line equipment,
- Preparation of proposals for engineering and fabrication projects,
- Supervision of engineering activities,

Lockheed Martin Energy Systems, (Oak Ridge K-25 Plant, 1992-1997)

- Configuration Management, Nuclear Criticality Safety Evaluation, Paducah Gaseous Diffusion Plant,
- Deputy Manager of K-25 Deposit Removal Project, Project Manager for Gas-Phase Deposit Removal equipment design, procurement, and fabrication,
- Nuclear criticality safety, materials handling, packaging, and worker protection,
- Principal Design Engineer for deposit removal glove box and tooling for mechanical removal of uranium deposits from K-25 Site Diffusion Equipment.
- Specialist, identification of technologies for dismantlement of gaseous diffusion equipment in DOE Complex,
- Specialist, identification of technologies, dismantlement of nuclear facilities, Oak Ridge National Laboratory.
- Author of Dismantlement Section, D&D Integrated Demonstration-Strategic Plan, DOE facilities nationwide.

Mechanical Design Experience, Lockheed Martin Energy Systems, (Oak Ridge Y-12 Plant, 1982-1992)

- Mechanical Design and supervision, nuclear weapons fabrication equipment and tooling, glove box design, furnace design and procurement, fabrication processes including casting, forming, and heat treating.
- Nuclear criticality safety and worker protection,
- Layout planning, Systems Engineering, Project Management of special equipment projects, Y-12 Plant mechanical forming processes.

Mechanical Design Experience, Union Carbide Nuclear Division, (Oak Ridge National Laboratory, 1975-1982)

- Mechanical design and supervision, development and testing of advanced nuclear fuel reprocessing equipment, gas cooled/thorium-U233 cycle and liquid sodium cooled/U-235-Plutonium cycle,
- Design, remotely operated nuclear processing, handling and remote maintenance equipment,
- Design / conceptual design of waste retrieval and processing equipment.
- Capital facilities planning, feasibility, conceptual, and final design documentation.

Mechanical Design Experience, Union Carbide Nuclear Division, (Oak Ridge Gaseous Diffusion Plant, 1968-1975)

- Mechanical design, development, gas centrifuges, uranium enrichment,
- Layout and design of production equipment and facilities for gas centrifuges,
- Design, handling, upgrading and operation, Gaseous Diffusion equipment

RECOGNITION AND AWARDS

- 1972, Promoted to Design Specialist, Mechanical Engineering Department, Oak Ridge K-25 Plant, Centrifuge Design Department
- 1973, Received patent on "assembly device" for gas centrifuge rotors.
- 1973, Assigned Principal Design Engineer, K-1600 Project,
- 1975, Promoted to Design Supervisor, Mechanical Engineering Department, Metals and Ceramics Support, Oak Ridge National Laboratory.
- 1982, Received Special Achievement Award, weapons tooling design in the Y-12 Process Capabilities Restoration Program.
- 1983, Promoted to Metal Preparation Engineering Design Supervisor, Mechanical Engineering Department, Y-12 Plant.
- 1990, Received President's Award, glove box design process improvement
- 1992, Promoted to Design Specialist, D&D Support, K-25 Site,
- 1993, Received Technical Achievement Award, identification of technologies for decontamination and decommissioning, gaseous diffusion equipment,
- 1994, Designated Project Manager, K-25 Gas-Phase Deposit Removal Project,
- 1998, Promoted to Engineering Manager, Oak Ridge Tool-Engineering,

PROFESSIONAL QUALIFICATIONS AND ACTIVITIES

- Vice President, Tennessee Society of Professional Engineers, Oak Ridge, 1982
- Member, American Glove box Society
- Participated in numerous workshops and conferences such as:
WATTec Conference, Arrangements Chairman, Facilities Chairman
- Dismantlement Workshop, selection of technologies, dismantlement of Princeton Fusion Test Device, 1993
- Oak Ridge National Laboratory D&D Workshop, 1993
- Four conferences, Technical Support Group, planning of D&D Integrated Demonstrations, 1992-1994

PUBLICATIONS

- Oak Ridge K-25 Technology Logic Diagram, K-2073 Dismantlement Section, 1993
- Oak Ridge National Laboratory Technology Logic Diagram, ORNL/M-2751/ES, Dismantlement Section, D&D Integrated Demonstration Strategic Plan, Technical Support Group, 1994
- Dismantlement Scenario for Massive Uranium Contaminated Equipment, 1994

COMMUNITY SERVICE

Past:

- Member, Land Use Zoning Subcommittee, Board of Zoning Appeals, 1974,
- Founding member, Oak Ridge Citizens for Quality Growth, 1985-1990,
- Member, Oak Ridge Regional Planning Commission, 1986-1994,
- Coach, American Youth Soccer Association, 1986-1992,
- Graduate of Leadership Oak Ridge, 2008,
- Graduate, Leadership Anderson County, 2010,
- Member of Oak Ridge Waterfront Planning Committee,
- Coach, Oak Ridge Boys Club Baseball, 1986-1994 and 1996-present,
- Member, Advisory Committee to Department of Children's Services,
- Member, Roane County Emory River Ash Spill Recovery Committee,
- Member, Oak Ridge Boys Club Board Directors
- Chairman, Budget and Finance Committee, Oak Ridge City Council
- Former Chairman, Oak Ridge City Council / Audit Committee

Present:

- Elected member, Oak Ridge City Council, 2007-present, (Re-elected 2012, 4-yr term)
- Member, Oak Ridge Planning Commission, 2007-present,
- Member of Oak Ridge Land Bank Board of Directors,
- Advisor to Oak Ridge Pre-School Budget Committee,
- Advisor to Jefferson Middle School, Applied Technology,
- Member, League of Women Voters,
- Oak Ridge Unitarian Universalist Board of Directors, Director at Large
- Board Member, Oak Ridge Historical Preservation Association

REFERENCES:

- Available upon request, and depending upon information requested.

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Applicant: Martin, Gerald

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

11/27/2016 9:34 PM

Preference: 1

Address

126 Center Park Lane

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 776-1407

Email: berniemartin1@comcast.net

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Univ. of Tenn. Bachelor of Arts (Political Science) 1989

Univ. of Tenn. Bachelor of Architecture 1994

Officer in the Tennessee Air National Guard, Lt Col (Ret.)
1990-2010

Graduate of USAF Air Command and Staff College

Served as Air East Representative on the Executive Council of the National Guard Association of Tennessee and a Life Member of the Association

Member of the American Institute of Architecture (AIA)

Member of the United States Green Building Council (USGBC), Certified LEED Associate Professional specializing in Building Design and Construction (AP BD+C)

Member of the National Trust for Historic Preservation

Past Secretary of the Park Meade Homeowners Association

Employee of CNS Y-12, Mission Engineering, Civil Structural Architectural (CSA) Group, Lead Architect

Explain why you are interested in being appointed to this board, commission or committee

I would like to serve in a position that will allow me to give back to my community. Based on my educational background, life experiences and professional career I believe the Municipal Planning Commission would be best suited for my skills and interests.

Describe any special knowledge or past experience qualifying you for this appointment?

Many of the core concepts of planning and architecture are similar differing primarily in scale. Issues of context, place and interrelation of spaces play a large role in both. I feel that my first degree in Political Science (with a concentration in Public Administration) provides me with an awareness of the complexities and sensitivities necessary to accomplish things in the public realm. As an architect who loves history I bring an appreciation for buildings and city plans from the past, while understanding the desire for each generation to make their mark on a community. I enjoy working with teams tasked to achieve goals informed by a coherent vision.

Additional Information

Special Qualifications

Thursday, December 29, 2016

Gerald Bernie Martin, AIA, NCARB, LEED BD+C

126 Center Park Lane
Oak Ridge, TN 37830
Home: 865-776-1407
Work: 865-576-0152
e-mail: berniemartin1@comcast.net

Registered Architect – State of Tennessee
TN License - 00101891
Date of Registration - 11 April 2000

Military Service: USAF/ANG, Lt Col (Ret)

EDUCATIONAL BACKGROUND

Bachelor of Arts in Political Science from the University of Tennessee, 1989
Bachelor of Architecture from the University of Tennessee, 1994
United States Air Force Squadron Officer School, 1995
United States Air Force Air Command and Staff College, 2002
National Security Space Institute Advanced Space Operations Course, 2005

EMPLOYMENT HISTORY

Mission Engineering, Civil, Structural & Architectural Group
Architectural Lead, January 2008 – Present
Consolidated Nuclear Security (CNS), LLC – Y-12 National Security Complex
Oak Ridge, Tennessee

Architect

- Act as architect on new facility projects, additions and modifications to existing facilities in support of new equipment and/or new processes at both Y-12 and Pantex, a high explosives facility also managed by CNS located in Amarillo, TX.
- Provide architectural design and construction support to a wide range of projects: nuclear industrial; non-nuclear industrial; hazardous material manufacturing; emergency services and commercial office, of varying scope and complexity.
- Assist with plant and facility planning through interaction with Enterprise Integration department and Projects.
- Accountable for verification of building and life safety code compliance as well as ASME Nuclear Quality Assurance (NQA-1) measures when necessary.
- Prepare and present project documentation that meets Department of Energy (DOE) standards supporting the corporate project manager and Federal Project Director's ability to comply with DOE orders and directives.
- Conduct oversight of architectural work by third party Architecture/Engineering firms providing design criteria, conceptual design input, review of the A/E's product and act as a liaison between the A/E staff and CNS project management.
- Provide design and documentation in support of the federal government's High Performing Sustainable Building (HPSB) efforts.
- Support preservation efforts of facilities at Y-12 on the National Registry of Historic Places and components of the Manhattan Project National Park.
- Field architect for construction phase of the 128,000 square feet Highly Enriched Uranium Maintenance Facility (HEUMF) with a project cost in excess of \$500,000,000. Provided design solutions and multi-discipline coordination of construction issues with B&W Engineering, Construction, Environmental Health & Safety, Operations; and approval of General Contractor change requests.

Supervisory Space Operations Officer, November 1999 – March 2010
Tennessee Air National Guard, 119th Command and Control Squadron
McGhee Tyson National Guard Base, Tennessee
Global Operations Officer

- Responsible for the integration of various command level agencies in support of the Warfighter; maintain situational awareness via a variety of information systems integrating mission areas that support planners and directors for execution – position required frequent interaction with general officers
- Liaison for the National Reconnaissance Office (NRO) to the State of Tennessee; frequently interfaced with a variety of governmental agencies and centers of excellence on Homeland Security measures providing space related products for a variety of security applications
- Annually received appraisal ratings of Outstanding in all critical areas of performance – management, training, evaluation and mission readiness

Chief, Standardization and Evaluation

- Responsible for enforcing Air Force standards of training and evaluation for all unit operations personnel ensuring squadron mission readiness - maintain oversight of 70 operations personnel evaluations, validation of the squadron operations training program and the squadron commander self-inspection program for regulatory compliance with Department of Defense (DoD), Air Force and Air National Guard directives and instructions
- Developed innovative standardization and evaluation program to include operating instructions, evaluator training program, training and evaluation performance standards and annual plan of evaluation for all operations personnel
- Served as the squadron commander's liaison with the Air Force and Air National Guard's Inspector General (IG) Office as a certified Investigative Officer and Military Equal Opportunity squadron compliance monitor
- Routinely managed, counseled and mentored personnel. As a member of the squadron's senior leadership: contributed to the unit's allocation of resources and personnel management decisions; provided inputs to squadron strategic goals; facilitated and published the first comprehensive unit strategic plan in 2004

Officer in Charge, Facilities Development

- Project manager for design and engineering coordination on three Sensitive Compartmented Information Facility (SCIF) installations involving both new construction and modifications to existing infrastructure and associated installation of equipment, communications and information systems under very tight budget and time constraints – projects were high visibility items and progress was monitored by senior general officers at United States Strategic Command and Department of Defense Joint Staff
- Coordinate architectural and engineering projects in conjunction with airbase Civil Engineering and Contracting - experienced with Federal Acquisition Regulations (FAR) and other Department of Defense, Air Force and Air National Guard regulatory guidance
- Review architectural/engineering contract documents throughout design development and construction phases providing consultation on functionality; compliance with special perimeter construction and sound attenuation requirements; ensure electronic emanation requirements are met and provide documentation of construction to security review and inspection authorities

Project Manager, January 1998 - November 1999

Architectural Services Group (ASG)

Knoxville, Tennessee

- Responsible for project management, design services and preparation of construction documents for retail shopping centers and various "anchor" tenants
- Coordinated designs with civil, structural, mechanical and electrical engineers, client's consultants and local municipalities for building code (Standard Building

Code), life safety code (NFPA 101), Americans with Disabilities Act (ADA) and zoning compliance

- Conducted on-site observations to document progress against project schedule milestones, compliance with construction documents and quality of work performed
- Responded to general contractor requests for information, reviewed shop drawings for compliance with construction documents, issued supplemental instructions and revisions and certified change orders

Architectural Intern, *January 1996 - December 1997*

Niles Bolton Associates (NBA)

Atlanta, Georgia

- Internship at the number five firm in Atlanta based on architectural billings, specialized in multi-family, commercial, transportation and institutional facilities
- Design and construction document experience with a variety of building types including low and mid-rise residential (renovations and new construction), large scale apartment complexes, Metropolitan Atlanta Rail Transportation Authority (MARTA) projects, several chain restaurants and a design-build dormitory complex
- Project Coordinator responsible for building / life safety code review and analysis, compliance with the ADA, assembly and coordination of permit documents, written responses to municipal permit reviews, answering requests for information during construction, and conduct of numerous site visits and corresponding reports

Air Battle Manager – Traditional Guardsman, *March 1990 – November 1999*

119th Air Control Squadron

McGhee Tyson National Guard Base, Tennessee

- Supported USAF aircrews with situational air picture during contingency and training operations. Conducted combat and refueling support via radar and radio interpretive operations.
- Provided Air Battle Management for United States and Allied military aircraft as Air Weapons Allocation Officer for NATO Air Operations while assigned to the 603rd Air Control Squadron, Detachment 1 - Jacotenente, Italy
- Chief, Standardization and Evaluation receiving an inspection rating of Excellent by Air Combat Command Inspector General Team- 1995

COMPUTER SKILLS

AutoCAD, Microstation, Adobe Acrobat, MS Word, Power Point, Project, Excel, Visio, Multiple Collaborative Tools, variety of other Macintosh software

AFFILIATIONS

Member, American Institute of Architects (AIA)

Certificate Holder, National Council of Architectural Review Boards (NCARB)

United States Green Building Council (USGBC) Leadership in Energy & Environmental Design (LEED) Accredited Professional (AP) with a Building Design + Construction (BD+C) specialty

Member, National Trust for Historic Preservation

Life Member, National Guard Association of the United States

- Served as Member of the Tennessee Executive Council, Air East Representative

Volunteer as a Career Guide for the University of Tennessee Alumni Association

HONORS AND RECOGNITION

United States Air Force Meritorious Service Medal – 2006, 2010

United States Air Force Commendation Medal - 1995, 2004

United States Department of Defense Joint Achievement Medal - 2003, 2007

Letter of Excellence - Written Communication, USAF Squadron Officer School - 1995
President - Phi Kappa Psi Fraternity, University of Tennessee - 1988

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Applicant: McMillan, Patrick

Race (Optional):

Number of Times Previously Applied: 2

Application Submitted

11/26/2016 7:06 AM

Preference: 1

Address

125 Cooper Circle

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 481-0233

Office Phone: (865) 560-2924

Email: patrickmc0233@gmail.com

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Municipal Planning Commission

Education, Professional and or Community Activity

Bach Architecture - UTK Bach Arts - UTK I have worked pro-bono for various organizations and churches over the years, including: Children's Museum of Oak Ridge Girl's Inc. Oak Ridge High School St. Stephens Church First Methodist Church Kern Methodist Church Grace Lutheran Church Spurgeon Chapel I have been a leader in Boy Scout Troop 224 for 18 years I serve on various committees at Grace Lutheran

Explain why you are interested in being appointed to this board, commission or committee

City Planning is important to me and I think by professional experience can benefit the commission.

Describe any special knowledge or past experience qualifying you for this appointment?

I have been very involved with hundreds of commercial, institutional and governmental architectural and construction projects over the years.

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Patrick McMillan

BOARD OR COMMISSION: Oak Ridge Municipal Planning Commission

TIME IN OFFICE: Term of Office 4 Year

Date Appointed 9/25/06

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 34

Number of Absences 8

Date Prepared 12/14/16

Attachment: Resume

Patrick McMillan, AIA

Architect with GIS, BIM and Visualization Expertise

Contact Information: 125 Cooper Circle, Oak Ridge, TN
patrickmc0233@gmail.com
(865) 696-0986

Education

B.A., Liberal Arts, University of Tennessee, 1976
B.A., Architecture, University of Tennessee, 1983

Professional Registrations

- Architectural Registration: State of Tennessee
- American Institute of Architects
- U.S. Green Building Council, LEED GA

Employment

Bechtel International, NS&E Uranium Processing Facility Project
2015- Present: Architectural Group Supervisor

CH2M Hill, Uranium Processing Facility Project
2008- 2015; Architectural Production Lead

Bechtel Jacobs Company LLC, Oak Ridge, TN
2006-2008: Site wide Architect

Barge Waggoner Sumner and Cannon, Inc. Oak Ridge, TN
1993-2006: Architect/Visualization/Mapping Specialist

Stone & Webster Engineering Corporation, Oak Ridge, TN
1992-1993: CAD Manager/Architect

Gobbell Hays Partners, Nashville, TN
1984-1992: CAD Manager/Architect

Distinguishing Qualifications

- Over 30 years professional experience as a Registered Architect
- DOE "Q" Security Clearance
- Award of Excellence for Significant Contributions to the Stockpile Stewardship Program, Gen. Harencak
- Vice Chairman, Steering Committee, Intergraph Special Interest Group on Design Visualization.
- Served as expert witness for Intergraph Corp. to testify in a court case involving implementation and utilization of CAD products in an architectural/engineering/construction firm.
- Modeled historic architectural structures for various organizations, Received several formal commendations for efforts.
- Won numerous (9) Computer Visualization Art Competitions for Architectural Renderings.
- Presented GIS technical papers at National Intergraph Graphic Users Group (IGUG) Conference.

Relevant Experience

DEPARTMENT OF ENERGY, B&W Y-12, LLC, Y-12 NATIONAL SECURITY COMPLEX; Uranium Processing Facility (UPF); Oak Ridge, Tennessee. As an integral part of Y-12's transformation as NNSA's Uranium Center of Excellence, UPF is one of two projects whose joint mission will be to accomplish the storage and processing of all enriched uranium in one smaller, centralized area. The 2.2 billion dollar project will modernize the aging uranium processes and facilities providing enhanced worker and public safety. Design will be complete in 2013 with project completion in 2018. The project consists of a ten building complex and consists of over 425,000 square feet. It includes a 388,000 square foot processing building, a 26,000 square foot administration building and several smaller support facilities. CH2M HILL provided architectural and structural design and was part of a co-located integrated team to deliver the project. Architectural services included programming, code analysis, building design and value engineering studies. Structural design services included seismic design, structural analysis and design and value engineering studies. The design was executed using 3D design software and BIM. The administration building will be LEED certified silver and the processing building will integrate sustainable features such as reduced energy and water usage. Responsibilities included Lead Architect as well as Project Manager Duties such as scope definition, project scheduling, resource planning and scheduling, resource development and training, earned value management and reporting.

DEPARTMENT OF ENERGY, K-25 DECOMMISSIONING AND DEMOLITION (D&D) Project; Oak Ridge, Tennessee: Served as Site Architect for the project from 2006 to 2008. Produced drawings and specifications for the Segmentation and Non-Destructive Assay Facilities. Oversaw various maintenance and construction projects on the site. Provided 3D models for studies pertaining to various structural demolition scenarios and containment and disposal of radioactive materials. Provided preliminary plans, drawings and renderings for the Historical Preservation efforts for the K-25 site.

DEPARTMENT OF ENERGY, B&W Y-12, LLC, Y-12 NATIONAL SECURITY COMPLEX: Various Projects; Oak Ridge, Tennessee.

GIS System, Y-12 Plant:

Established a GIS system based on Intergraph MGE software for the Y-12 Site Planning Office. Utilizing existing electronic maps and databases from various sources within the plant was able to establish and populate a GIS database quickly and economically. Raster images (photographs) and floor plans of various buildings were also incorporated in the system. The plant consists of approximately 800 acres with 400 buildings.

Facilities Modeling, Y-12 Plant:

Undertook the computer 3-D modeling of numerous facilities within the Y-12 plant. Utilizing Intergraph's Project Architect software, each floor of the facilities was modeled. Modeling was based on existing floor plans as well as actual walk downs of the facility.

Miscellaneous Computer Drafting, Modeling and Mapping Services:

Working through the Y-12 Site Planning Office have provided hundreds of CAD drafting, modeling and mapping services for a variety of clients within the Oak Ridge Reservation system. While working in an Unclassified Controlled Nuclear Information (UCNI) office was able to assist various organizations within Y-12 with the drafting, design and documentation of various storage and depleted uranium projects.

GENERAL COMMERCIAL ARCHITECTURAL EXPERIENCE, Served as staff or project architect/manager on the following projects:

- University of Tennessee Business Incubator, Knoxville TN
- NNSA Transportation Center, Oak Ridge, TN
- St. Stephens Episcopal Church, Oak Ridge, TN
- Oak Ridge Rowing Tower, Oak Ridge, TN
- Alumni Hall, Middle Tennessee State University, Murfreesboro, TN
- Alvin C. York Veterans Administration Hospital, Murfreesboro, TN
- Hawk Building, Middle Tennessee Mental Health Hospital, Nashville, TN
- North Gate High School, Mt. Diablo School District, CA

- Metropolitan Arts Commission, Nashville TN
- American Airlines Interim Terminal Modifications, Nashville TN
- FIS Customs Facility, Metropolitan Airport, Nashville TN

VISUALIZATION PROJECTS, Produced hundreds of renderings and animations for the following representative projects: (rendering samples are attached)

- | | |
|--------------------------------------|-------------------------------------|
| • K-25 Historic Preservation Project | • Cherokee Nation, Cherokee, NC |
| • Middle Tennessee State University | • Y-12 Credit Union |
| • University of Tennessee | • Honda Warehouse Facility |
| • University of Alabama | • AM South Bank |
| • Roane State University | • TN Air National Guard |
| • Fisk Chapel, Fisk University | • TVA Towers |
| • The City of Chattanooga | • Wright Patterson Air Force Base |
| • The City of Pigeon Forge | • Bell South |
| • The City of Gatlinburg, TN | • US Army |
| • The City of Nashville, TN | • US Airforce |
| • Dickerson County Court House | • Franklin, KY Historic Renovations |
| • Centennial Golf Course, Oak Ridge | • Eden Landing, Grand Cayman Is |
| • Governor's Crossing, Pigeon Forge | • Grand Cayman Condos and Hotels |
| • Riverfront Landing, Nashville, TN | |
| • Biltmore Estates Recreation Center | |

Mapping GIS/Facility Management Projects, Designed and supervised the database and CAD graphic entry of thousands of facilities totaling over 45 million square feet, including:

- Ft. Campbell, KY: 480 facilities, totaling 5,000,000 SF
- City of San Diego, CA: 280 facilities, totaling 4,000,000 SF
- San Diego County, CA: Various judicial facilities, totaling 2,000,000 SF
- Archdiocese of St. Louis, MO: Over 800 facilities, totaling 15,000,000 SF
- Southeast Banking Corporation; Miami, FL: 253 facilities, totaling 3,000,000 SF
- Ft. Chaffee, AR: Over 1,000 facilities, totaling 8,000,000 SF

As an Intergraph Registered Consultant, was responsible for the design and implementation of a Geographic Information System (GIS) for the New York City Department of Environmental Protection. The system was Intergraph-based hardware and software and was initiated after the Gramercy Park incident in downtown Manhattan. The system utilized vector and raster images with corresponding databases to track and analyze hazardous materials for the City of New York. On-site training also conducted for department staff who maintain the GIS system.

Publications:

The following book, magazine and newspaper articles have been published concerning achievements:

- Picture This, Oak Ridger Newspaper, May 1999
- Architectural Computer Renderings, MicroStation Manager, October 1998
- Christ Church, Cover Art, MicroStation Manager, December 1996
- Emergency Screen, Cover Art, MicroStation Manager, April 1996
- The Old and the New, MicroStation Magazine, Spring 1996.
- How Architects and Engineers Use Computers, How Computers Work, Charles Parker, 1995.
- Ryman Home, Cover Art, MicroStation Manager, December 1995.
- The Sprit of Competition, MicroStation World, Fall 1995.
- The Winners Circle, Computer Graphics World, June 1995.
- Captain Ryman's Home, FBC Newsletter, May 1995.

Computer Products, Progressive Architecture, April 1995.
The Envelope, Please, Computer Graphics World, June 1994.
Fisk Memorial Chapel, FBC Newsletter, June 1994.
Visiting Lost Cities, Computer Graphics World, Novitski, January 1993.
Creating a Winner, FBC Newsletter, June 1993.
Historic Structures, MicroStation Manager, Bluestone, Summer 1993.
The Vine Street Temple, InterView Magazine, Kazek, Summer 1991.
Architect Drawn to Computer Work, Nashville Banner, Hance, October 8, 1991.

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Applicant: Powers, Timothy

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

12/9/2016 3:15 PM

Preference: 1

Address

138 Whippoorwill Drive

Contact Information

Home Phone: (865) 482-3154

Email: powerstp@ornl.gov

Oak Ridge, TN 37830

Current Company/Organization

ORNL

Current Position / Title

Director, Research Reactors Division

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

See Resume

Explain why you are interested in being appointed to this board, commission or committee

Recently finished Oak Ridge Leadership Course and would like to give back to community

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

Timothy P. Powers
135 Whippoorwill Drive
Oak Ridge, Tennessee 37830
Home: (865) 482-3154

powerstp@ornl.gov
Work: (865) 576-8302

Qualification Summary

Thirty-four years of diversified experience in Reactor, Nuclear Hot Cell and Conventional Facility Operations. These experiences encompass roles in management, supervision, administration, accounting and budget, experimental research, quality, personnel safety, and training. I hold a Nuclear Regulatory Commission (NRC) Senior Reactor Operators License, PMI Project Management Certification, and a Department of Energy "Q" Level Security Clearance (including a SCI).

I am presently the chairman of the following ORNL Committees: 1) ALARA, 2) Nuclear Review and, 3) Radiological Facilities Review. I am a member of various other committees including the Safety Regulatory Review Board (formerly Price Anderson Amendment Act (PAAA)). I am also qualified as one of ORNL's few Laboratory Emergency Directors.

Experience

Oak Ridge National Laboratory, Director of the Research Reactors Division and of the High Flux Isotope Reactor

January 2014 to Present

As the Director of RRD, I am responsible for the management and operation of the High Flux Isotope Reactor (HFIR), an 85-megawatt research reactor dedicated to neutron scattering, materials irradiation and isotope production. The Division is comprised of over 200 employees with an annual operating budget of approximately \$74M

Oak Ridge National Laboratory, Project Manager Pu-238 Supply Project

December 2011 to January 2014

I have been responsible for this \$125M project since the decision was made by the DOE to again produce Pu-238 in the USA. Pu-238 is extremely important to both NASA and other Federal agencies in order to power deep space missions. The nation's Pu-238 supply is dwindling and the goal of this seven year project is to standup the capability to re-supply the nations' Pu-238 stockpile. The project is beginning year number three; it touches over 100 ORNL staff across several Divisions and Directorates.

Oak Ridge National Laboratory, Director of Non-reactor Nuclear Facilities Division (NNFD)

July 2005 to January 2014

In addition to the above, as Director of Non-reactor Nuclear Facilities Division (NNFD), I am responsible for the maintenance, safety basis, compliance, and safe operations of ORNL's six Category 2 and 3 Nuclear Hot Cell Facilities as well as the Lab's three high risk Radiological Facilities. In performing these duties I am also responsible to ensure that the research and production missions, taking place in these facilities, are successfully completed as efficiently as possible. The Division is comprised of approximately 150 employees with an annual operating budget of approximately \$40M.

Oak Ridge National Laboratory, Operations Manager Nuclear Operations Directorate

January 2005 to July 2005

I assisted the Associate Laboratory Director in the day-to-day operation of the Directorate. These duties included improving conduct of operations in the nuclear hot cell complex, continuing to reduce the number of nuclear facilities to a sustainable footprint, and reducing cost in the remaining facilities in order to cost effectively support the R&D.

Oak Ridge National Laboratory, Quality Assurance Manager High Flux Isotope Reactor

January 2004 to January 2005

In this position I was responsible for the implementation of the Quality Assurance requirements throughout the Reactor Research Division. These included performance management, assessment, surveillances, receipt inspection, corrective action planning, critiques, root cause analysis, etc.

Brookhaven National Laboratory, Director's Office, Operations Assistant

May 2002 to December 2003

As Operations Assistant in the Director's Office, I was responsible for the completion of, or participation in, activities assigned by the Deputy Director for Operations and the Assistant Laboratory Director for Facility and Operations. Some of these activities included: Accelerator and Operational Readiness Reviews, DDO Strategic Planning, Environmental Management Strategic Planning, personnel goal planning, prime contract strategic planning Standards Based Management Development, and zero based budgeting analysis.

As the Laboratory Point of Contact for Work Planning and Control, I was responsible to ensure proper implementation of the Laboratory's Integrated Safety Management System at the activity level. Prepare and/or participate in assessments of the Laboratory's Work Planning and Control (EP&C) processes. Generate and implement corrective actions as required. Maintain the Laboratory's WP&C Management System Description and Subject Area.

Brookhaven National Laboratory, Environmental Management Directorate

July 2001 to May 2002 – EM Operations Support Manager

I established the ESH&Q functions within the Environmental Management (EM) Directorate. I was responsible for the Training, Quality, ES&H, EMS, Health Physics, and Work Controls functions within the EM Directorate. In this position I managed approximately 40 employees. I improved the operations throughout the Directorate by properly implementing the Laboratory SBMS and serving as a Conduct of Operations role model for EM personnel.

Brookhaven National Laboratory, High Flux Beam Reactor (HFBR), Brookhaven Medical Research Reactor (BMRR)

August 2000 to July 2001 – HFBR Plant Manager

- WBS Manager for HFBR Project Surveillance and Maintenance – Responsible to ensure that the HFBR Systems and Structures met all requirements of the HFBR Project. I was responsible to place the HFBR in a Minimum Surveillance and Maintenance Mode that supported the health and safety of BNL workers, the public and the environment.
- Direct Manager of a staff of approximately 26 and a budget of \$6M.

1997 to August 2000 – Reactor Division User Facilities Manager and Brookhaven Medical Research Reactor Manager

- Responsible for the direct management of a staff of 20 and a budget of \$4M.
- Continued duties of Research Coordination Group Section Manager (denoted below).
- Plant Manager of Brookhaven Medical Research Reactor – I was responsible for safe and efficient operation as well as maintenance of the facility in accordance with Technical Safety Requirements, Quality Assurance Programs and Brookhaven National Laboratory Policies. I was able to substantially improve the overall conduct of operations at the reactor while still maintaining very high levels of experimenter (BNCT customer) satisfaction within budget and schedule.

1994 to 1997 – Research Coordination Group Section Manager

- Provided coordination between plant operators and 300 scientific users at the HFBR.
- Ensured safe operations of all experiments and experimental equipment.
- Provided and enforced good conduct of operations among scientific staff.
- Created and maintained experimental configuration control and oversaw all maintenance and testing of experimental equipment.
- Maintained qualifications and watch standing duties as HFBR Shift Supervisor.

1991 to 1994 – High Flux Beam Reactor Shift Supervisor

- Supervised one of the operating crews; primary duty was to ensure safe and efficient operation of the reactor plant.

- Directed the work of reactor operators, mechanics, electricians, and health physics personnel.
- Responsible for the qualifications of new operators and supervisors.

1989 to 1991 – Assistant to the Reactor Division Manager

- Assisted the Division Manager during the two-year HFBR outage and restart project.
- Prepared monthly reports, generated and scheduled restart activities, and interfaced with all levels of Laboratory Management in regard to the HFBR restart.
- Served as primary point of contact between BNL and the Department of Energy regarding the restart of the HFBR

Niagara Mohawk Power Company (Nine Mile I Nuclear Power Plant)

August 1988 to May 1989 – Licensed Class Qualification and Requalification Instructor

Generated lesson plans, presented classroom and simulator instruction in theory, plant systems, and symptomatic based emergency procedures to Licensed Operators and Senior Reactor Operators.

Long Island Light Company (Shoreham Nuclear Power Station)

February 1985 to August 1988 – Nuclear Staff Specialist (Operations)

Responsible for the implementation of the Technical Specification Surveillance Program, the generation and technical review of Operations Procedures, as well as developing and implementing corrective actions in response to Quality Assurance, NRC and INPO audits.

October 1983 to February 1985 – Plant Equipment Operator

Responsible for the operation of systems and local controls throughout the Shoreham Station.

Baltimore Gas and Electric (BG&E) (Calvert Cliffs Nuclear Power Station)

June 1982 to October 1983 – Senior Plant Operator

Responsible for the operation of systems and local controls throughout the Calvert Cliffs Power Station. Participated in the development of a Work Standards Program during a four-month refueling outage.

United States Navy (Submarine Fleet)

June 1976 to June 1982

Served in the U.S. Navy's Nuclear Power Program as a Machinists Mate in roles of progressive responsibility. Lead Welder, lead Repairs Parts Petty Officer and qualified as Engineer Watch Supervisor/Engineering Duty Petty Officer on the U.S.S. Groton SSN-694.

Education

- Masters in Science in Industrial Management, University of the State of New York at Stony Brook – 1997
- Bachelor of Science, University of the State of New York – 1993
- Graduate of the U.S. Navy's Nuclear Power School – 1978

Qualifications

- ORNL Crisis Manager/Laboratory Emergency Director.
- Plant Manager Brookhaven National Laboratory, High Flux Beam Reactor (HFBR).
- Plant Manager Brookhaven National Laboratory, Medical Research Reactor (BMRR).
- NRC Licensed Senior Reactor Operator, Shoreham Nuclear Power Station (License Number 10754).
- Certified License Requalification/Simulator Instructor, Nine Mile Point I Nuclear Power Station.
- Licensed/Certified Shift Supervisor, High Flux Beam Reactor.

- Qualified Senior Plant Operator at BG&E's Calvert Cliffs Nuclear Power Plant.
- Qualified Engineering Watch Supervisor/Engineering Duty Petty Officer, U.S.S. Groton (SSN-694).
- Published paper Safety Aspects of BNL's High Flux Beam Reactors, November 1991 (ANS)
- Holder of DOE "Q" Level Security Clearance/SCI.
- Certified PMI Project Management Professional.

Awards

- DOE Secretary's Achievement Award (2012) - Part of a team that was recognized by the Secretary of Energy for redesigning the disposition path for the U-233 presently stored at ORNL.
- Oak Ridge National Laboratory (2006) – Outstanding Individual Accomplishment in Laboratory Operations as Director of the Non-reactor Nuclear Facilities Division.
- Brookhaven Award (1996) - For the role I played in bringing together diverse operational and experimental groups to assure the continued safe operation of the High Flux Beam Reactor and Medical Research Reactor.
- Letter of Commendation for excellent performance during Shoreham's Emergency Preparedness Drive (1988).
- Letter of Commendation for superior performance, Baltimore Gas and electric (1983).
- Commander Submarine Group SEVEN letter of Commendation.
- Navy Unit Citation (1983).
- Navy Expeditionary Medal (1981/1982).
- Sea Service Deployment Ribbon (1980).
- Good Conduct Medal (1980).
- Outstanding Recruit of Company (U.S. Navy, 1976).

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Application Submitted

Applicant: Redmond, Ben

11/7/2016 1:01 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address

1369 Tuskegee Drive

Contact Information

Home Phone: (865) 384-5511

Email: benredmond@comcast.net

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y

Do you currently serve on any other City board, commission or committee?

Traffic Safety Advisory Board

Education, Professional and or Community Activity

Education:

- Project Management Professional Training (2009) Pellissippi State Community College
- Foundations of Leadership, University of Michigan Ross School of Business, 2006
- Building & Negotiating a Better Deal, CH2M HILL Learning & Development Program (2005)
- Financial Leadership/Decision Skills, University of Michigan Ross School of Business (2004)
- B.A., Human Resource Management, Pepperdine University, 1981
- A.A., General Education, Marine Associate Degree Completion Program, Pensacola Junior College, 1973
- Member of the Oak Ridge Breakfast Rotary club since 1991

Professional:

- Semi-Retired Business professional providing consulting services to multiple small and large businesses for strategic planning.
- December 2009 to January 2011: President CH2M HILL Demilitarization, Inc., Knoxville, Tennessee.
- 1990 to 2014: Business Executive with multiple corporations having served as President, Vice President, Market Segment Director, Engineering Manager.
- 1968 to 1990: U. S. Marine Corps: Entered as a Private retired as a Captain eligible for promotion to Major and service multiple combat assignments in 22 years of service.

Community Activities:

- July 2015 to Present: Chairperson Rotary International Foundation for the Oak Ridge Breakfast Rotary Club, Oak Ridge, Tennessee
- April 2015 to Present: Member Board of Directors (Vice Chairman of the Board for 2016), Ridgeview Behavior Services, Oak Ridge, Tennessee
- January 2012 to December 2016: Member Board of Directors (Vice Chairman of the Board for 2014 & 2015), City of Oak Ridge Transportation Safety Advisory Board (TSAB), Oak Ridge, Tennessee.
- Member Board of Directors 2016-2017 (President Emeritus 2004-2006) National Association of Ordnance Contractors (NAOC)

Thursday, December 29, 2016

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Application Submitted

Applicant: Redmond, Ben

11/7/2016 1:01 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Explain why you are interested in being appointed to this board, commission or committee

I have made Oak Ridge my home and plan to remain here the rest of my life. I am interested in the bright future for Oak Ridge and strongly desire to contribute to that future. My desire to serve in government has been a lifelong passion starting with 22 years' service in the United States Marine Corps and continues to this day. This great country has provided me with many opportunities and I would like to give something back through community service. I have children and grandchildren here in Oak Ridge and want to set an example of community service.

Describe any special knowledge or past experience qualifying you for this appointment?

I came to Oak Ridge in 1990 to start a small business after retirement from the Marine Corps along with two business partners. The small business was successful and I sold my ownership shares in 1997. Today this company is a successful large business employing over a hundred people in East Tennessee and a thousand worldwide. In addition to having served on the Board of Directors for many corporations and charities, I have been elected to the Board of Directors for the National Association of Ordnance Contractors (NAOC) fourteen times, have served as the President three times, Vice President once, and chaired multiple committees including the Government Affairs Committee where I routinely visited members of Congress in Washington, D.C to represent NAOC. I have twice provided testimony (2006 & 2009) before Congress as a subject matter expert on environmental cleanup of Munitions. I have dedicated my life to service of others and am dedicated to the future of Oak Ridge.

Additional Information

Special Qualifications

End of Application for Redmond, Ben

For Board: Oak Ridge Municipal Planning Commission

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Application Submitted:

Applicant: Shelton, Jane

11/30/2016 2:24 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 7

Address

Contact Information

1029 W. Outer Drive

Home Phone: (865) 482-3911

Email: jshelton@tsbdc.org

Oak Ridge, TN 37830

Office Phone: (865) 246-2663

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Municipal Planning Commission and Traffic Safety Advisory Board

Education, Professional and or Community Activity

Associate Degree in Art, Graduate. Leadership Oak Ridge, Member of Oak Ridge Chamber of Commerce, Oak Ridge Preservation Heritage Assoc., Oak Ridge Woman's Club, Oak Ridge Art Center, Oak Ridge Country Club. Attend Oak Ridge High School Football Games and have season tickets to Oak Ridge Civic Music Association concerts, participate in Neighborhood Watch, purchase table for Lavender Lunch event, attend some Play House productions and other musical events from time to time.

Explain why you are interested in being appointed to this board, commission or committee

I am the longest serving member of the Planning Commission. I first became interested when I applied for the first grant to survey the community for potential nomination to the National Trust for Historic Preservation as a TN Home Coming '86 project. I came to appreciate the planning that had gone into our 1943 community and that Oak Ridge is one of the most unique communities in the world. It was the only "planned" Manhattan Project community. It was planned to accommodate the scientific and operating personnel of the Manhattan Project production facilities so that their families would be able to have the amenities to which they were accustomed. Oak Ridge became an example of quality planning, education, and lifestyle. In spite of economic challenges, our Oak Ridge planning staff maintains the goal that we will continue to be the community in which "to live, work, and play". I share that goal and want to continue to help our community become the best that we can be.

Describe any special knowledge or past experience qualifying you for this appointment?

I have had the opportunity to serve on the Planning Commission under at least 3 Directors and have accumulated a vast amount of knowledge about planning, zoning, ordinances, etc. in general and the planning process in particular. Planning Commissioners are required by the State of TN to acquire several hours of planning associated training each year. Through these educational programs we are able to study trends, methodology, historic examples, new ideas and concepts. Planning is an evolving process. It never gets stale or dull. In the past few years, I have participated in "Plan East Tennessee" (a multi-year project), have attended East Tennessee Quality Growth Programs (Urban Landscape, Connecting Competitive Communities, The Real Cost of Development, Smart Streets, and more. Locally, I have worked on Greenways, Bikeways, the waterfront plan, the S. Illinois corridor plan, Main Street Oak Ridge, and numerous subdivisions. The Planning Commission hopes to soon launch a project with the Land Bank and Recreation and Parks to determine issues within our neighborhoods and explore potential solutions/improvements with the neighborhood residents. I want to help our community "Be the Best that we can Be". I feel I have the knowledge and experience to be an asset to our community planning process.

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Application Submitted

Applicant: Shelton, Jane

11/30/2016 2:24 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 7

Additional Information

Special Qualifications

End of Application for Shelton, Jane

For Board: Oak Ridge Municipal Planning Commission

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Jane Shelton

BOARD OR COMMISSION: Oak Ridge Municipal Planning Commission

TIME IN OFFICE: Term of Office 4 Year

Date Appointed 2/2/04

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 34

Number of Absences 0

Date Prepared 12/14/16

City of Oak Ridge Board Application 2016

BoardName: Oak Ridge Municipal Planning Commission

Application Submitted

Applicant: Stephens, Benjamin

12/2/2016 11:55 AM

Race (Optional): African American

Preference: 1

Number of Times Previously Applied: 1

Address

105 Tamara Lane

Contact Information

Home Phone: (865) 483-7553

Email: benjamin_ste@msn.com

Oak Ridge, TN 37830

Current Company/Organization

CNS Y-12

Current Position / Title

Manager, Academic Partnerships

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Education

Doctoral Student in Leadership Studies (2013 - present) Johnson University, Knoxville TN

Masters of Science in Human Resources Administration (1998) Central Michigan University, Mt Pleasant MI

Bachelor of Science in Professional Aeronautics (1990) Embry-Riddle Aeronautical University, Daytona Beach, FL

Associations:

- Anderson County Planning Commission (2016-Present)
- Past Chairman Center for Leadership and Community Development
- Past President of Atomic City Sportsmen Club
- East Tennessee Regional Leadership Association (2010)
- Leadership Oak Ridge (2009)
- Oak Ridge Rotary Club

Explain why you are interested in being appointed to this board, commission or committee

I want to contribute to the development of the Oak Ridge/Anderson County Community. I am an organizer and work very well with others. My desire is encouraging greater sectors of our community to participate by asking for a dialogue about their needs and goals and how we may become stronger through these engagements.

Describe any special knowledge or past experience qualifying you for this appointment?

As a current Anderson County Planning Commissioner, I offer a greater degree of communication between the City and County Planning Commissions.

Additional Information

Special Qualifications

Benjamin J. Stephens II

105 Tamara Lane, Oak Ridge, TN 37830 Benjamin_ste@msn.com
Work: (865) 576-8381/Home: (865) 483-7553/ Cell: (865) 617-2932

OBJECTIVE: Building a successful inclusive and cohesive workforce that demonstrates leadership, compassion and agility in overcoming the challenges of the 21st century.

EXPERIENCE: Over 25 years in Leadership/Human Resources

- Diversity/Equal Employment Opportunity
- University Partnerships/Leadership Development
- Training/Facilitation/Instructor/Recruiting

12 years of experience in Aviation Maintenance (Avionics)

Assignments

Adjunct Instructor Tennessee Tech University (Human Resources & Leadership)
August 2012 - Present Oak Ridge, TN

Y-12 National Security Complex Oak Ridge, TN
November 2007 – Present

- (1) Manager of Academic Partnerships (06/11 – present)
- (2) Talent Management Internal HR Consultant (05/10 – 06/11)
- (3) Diversity & Employee Concerns Manager (10/07 – 05/10)

I manage college and university partnerships at the Y-12 complex, matching university capability with the needs of the complex. I coordinated a Masters of Industrial Engineering degree from the University of Tennessee Knoxville being offered in Oak Ridge, TN on Fridays, a non-work day for plant personnel. I also coordinated the offering of Associate and Bachelors' degree programs with Roane State and Tennessee Tech University respectively also offered on Fridays. I manage the graduate assistantship program with University of Tennessee Knoxville and the Joint Assignment Agreement program which is an employee loan agreement between college and universities and the complex.

I developed, implemented and monitored diversity strategy, Equal Employment Opportunity (EEO) and Affirmative Action Plan (AAP) compliance. My investigated and resolved employee concerns, complaints and allegations of discrimination, workplace harassment and retaliation. I have provided individual and team coaching and counseling. I have conducted organizational development interventions, mentoring, management consulting on diversity, EEO, leadership and other HR related issues.

Office of Naval Intelligence Suitland, MD
May 2003 – November 2007

- (1) Complaints Programs Manager
- (2) Acting Director of EEO/EO & Diversity
- (3) EEO/EO and Diversity Specialist

My duties included the successful leadership of a 3 person Civilian EEO/Diversity/Military EO office and includes recommending, initiating, and developing agency EEO and Diversity policies and procedures; planning, administering and evaluating the EEO complaint processing system.

Benjamin J. Stephens II

105 Tamara Lane, Oak Ridge, TN 37830 Benjamin_ste@msn.com

Work: (865) 576-8381/Home: (865) 483-7553/ Cell: (865) 617-2932

I developed a very successful lecture and film series titled: "Around the World in 80 Days" designed to improve the cultural competencies of the workforce consisting of over 15 lectures and 45 films.

I conducted reasonable accommodation assessments and I was the Alternative Dispute Resolution (ADR) manager for all disputes. I was a Registered Neutral in the State of Georgia. I trained supervisors and non-supervisors in EEO, Diversity, Prevention of Workplace Harassment, Interpersonal Communication and Conflict Resolution. I developed a program designed to enhance the cultural competencies of the workforce.

I have developed and administered a 300K budget and a comprehensive EEO program evaluation system; I reviewed evaluation reports for information concerning effectiveness of the EEO program; provide EEO consulting services to managers, supervisors, and key staff officials throughout the Department. I conducted organizational climate assessments and trend analysis of multiple years of assessment data. I identified, defined, analyzed, and recommend solutions for systemic EEO issues. I reviewed, revised, and analyzed personnel policy proposals to determine their impact on EEO and Diversity. I maintained a good relationship with the Equal Employment Opportunity Commission.

Facilitator/Trainer/Consultant (Independent Private Contactor)

November 1999 – 2009

Washington, DC

I facilitated very large group discussions as part of an organizational development or policy development effort for public and private organizations. I taught facilitation techniques and served as a floor managing facilitator for large group 21st century town hall meetings across the country

Airport Baggage Screening Trainer (Independent Private Contactor)

Advanced Interactive Systems

Renton, WA

Nov 2002 – Jan 2003

I trained and coached personnel on the process of baggage screening for municipal and international airports in the United States. I trained personnel in the operation of various Airport Explosive Detection Systems, CTX 2500/5500, Barringer 4000, Itemizer, and Egis II equipment, and baggage search methods.

Manager, Diversity & EEO Compliance

CitiFinancial

Baltimore, MD

March 2002 – Sept 2002

I managed an office of 3 direct reports that was responsible for the creation, design, organization and implementation of the Diversity program for Field Operations and Home Office. I conducted investigations into complaints of discrimination and sexual harassment. I coached managers in the leadership of a diverse workforce. Other responsibilities included interfacing with all levels of employees and managers, the resolution of internal and external EEO complaints, and training, staffing and recruiting activities.

Benjamin J. Stephens II

105 Tamara Lane, Oak Ridge, TN 37830 Benjamin_ste@msn.com
Work: (865) 576-8381/Home: (865) 483-7553/ Cell: (865) 617-2932

Senior Trainer and University Partnership Consultant

Booz-Allen & Hamilton Inc.

McLean, VA

August 1998- March 2002

I was an instructor for interviewing, basics consulting skills, customer service, and intercultural communications, management, and workplace harassment policy and prevention skills. I developed a two-day problem solving course. I established a partnership with Johns Hopkins University to provide two on-site degree programs and with the University of Maryland for discounted tuition rates for Booz Allen employees and their families. I was the event planner for two Career Development Conferences and one Health and Fitness Fair.

Equal Opportunity Program / Diversity Specialist & Avionics Technician

United States Navy

June 1973- August 1998

Instructor/Facilitator: 14 years. I have developed and conducted seminars and panel discussions on Equal Opportunity, Sexual Harassment, Diversity, Leadership, Management, Focus Groups, Substance Abuse Prevention and Organizational Climate Assessments. I have conducted over 300 focus groups facilitating a total over 6000 people. I was a guest instructor at the Defense Equal Opportunity Management Institute for new Navy Equal Opportunity Specialist.

Manager/Advisor: I have 12 years of experience as advisor or Special Assistant for Equal Opportunity, and Diversity, serving as a central advisory source for all Equal Opportunity issues, military and civilians, with my last military assignment being the Office of the Naval Inspector General. I have an excellent working knowledge of the Federal EEO guidelines, 29 C.F.R. Part 1614 and EEO MD-110. I also served three years as Community Manager of 125 Navy Equal Opportunity Specialists worldwide.

Counselor/Investigator/Inspector/Examiner: I have 12 years of experience as an Equal Opportunity and Sexual Harassment Counselor, Investigator, Inspector, Examiner. I have conducted over 168 investigations of discrimination, sexual harassment and misuse of authority. I served as a complaint manager for 10 years. I am proficient in the art of data collection, research, analysis and evaluation. I was a compliance inspector of equal opportunity programs (military and civilian), Drug and Alcohol Abuse Prevention, and Total Quality Management Programs. I was a trained examiner for performance inspections based on Malcolm Baldrige National Quality Awards Criteria.

Aviation Electronics Technician and Supervisor: (E-8) 8 years as aviation anti-submarine and avionics technician with two squadrons. I was as a Division, Quality Assurance and Maintenance Chief with direct reports of 4 to 40 personnel.

Navy Recruiter in Navy Recruiting District San Francisco: Three years as an award winning recruiter in Oakland and San Leandro CA. Worked both as a independent and in a 3 person station recruiting enlisted and officers for the active duty Navy and Navy Reserve.

Benjamin J. Stephens II

105 Tamara Lane, Oak Ridge, TN 37830 Benjamin_ste@msn.com
Work: (865) 576-8381/Home: (865) 483-7553/ Cell: (865) 617-2932

EDUCATION:

Doctoral Student in Leadership Studies (2013 - present)
Johnson University, Knoxville TN

Masters of Science in Human Resources Administration (1998)
Central Michigan University, Mt Pleasant MI

Bachelor of Science in Professional Aeronautics (1990)
Embry-Riddle Aeronautical University, Daytona Beach, FL

Military Certification Programs

Defense Equal Opportunity Management Institute Cocoa Beach, FL

- Civilian Equal Employment Opportunity Officer course (2 weeks)
- Military Equal Opportunity Specialist course (16 weeks)

Navy Recruiting School (4 weeks) Orlando FL

Certified Administrator of the following instruments:

Myers-Briggs Type Indicator (MBTI) Conflict Dynamics Profile (CDP)
Intercultural Development Inventory (IDI) Intercultural Conflict Styles (ICS)

Certified Mediator

Atlanta Justice Center (40 hours)

Guest Columnist:

Oak Ridger Newspaper 2008 - Present
Oak Ridge, Tennessee

Reflection Magazine (1990 – 1998)
Defense Equal Opportunity Management Institute Cocoa Beach, FL

Associations:

- Anderson County Planning Commission (2016-Present)
- Past Chairman Center for Leadership and Community Development
- Past President of Atomic City Sportsmen Club
- East Tennessee Regional Leadership Association (2010)
- Leadership Oak Ridge (2009)
- Oak Ridge Rotary Club
- National Association of Black SCUBA Divers

Personnel Advisory Board

NumVacancies 1 Total # of Members 5

Term of Office

January 1, 2017 to December 31, 2019

Qualifications

Oak Ridge residency

Personnel Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Kevin Gregg		12/19/2016	1	0
Ms. Susie Stooksbury		12/18/2016	1	0
Total Number of Applicants: 2				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Lisa Bollinger		12/31/2018
Mrs. Anne Garcia Garland		12/31/2018
Ms. Bonnie Hebert		12/31/2017
Mr. Bill Henry		12/31/2016
Ms. Martha Wallus		12/31/2017
5 of 5 members		

City of Oak Ridge Board Application 2016

BoardName: Personnel Advisory Board

Application Submitted

Applicant: Gregg, Kevin

12/19/2016 2:59 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address

101 Norwood Lane

Oak Ridge, TN 37830

Contact Information

Email: kevingregg87@gmail.com

Mobile Phone: (865) 322-1476

Current Company/Organization

Local Motors, Inc.

Current Position / Title

Human Resources Generalist

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Bachelors of Business Administration with a concentration in Human Resources Management from East Tennessee State University. Almost 5 years of professional Human Resources experience in the manufacturing, technology, and government contracting industries.

Explain why you are interested in being appointed to this board, commission or committee

I have been looking for somewhere to get involved in Oak Ridge City Government since I moved to the area a little over 3 years ago. I strongly feel that the Personnel Advisory Board will allow me to utilize my current and past experiences in the workforce to help the city in the best way that I possibly can.

Describe any special knowledge or past experience qualifying you for this appointment?

I have almost 5 years of professional Human Resources experience in the manufacturing, technology, and government contracting industries. These areas of HR experience include recruiting, interviewing, project management, training and development, benefits, and safety.

Additional Information

Special Qualifications

Kevin Gregg

101 Norwood Lane Oak Ridge, TN 37830*

Phone (865) 322-1476 Email: kevingregg87@gmail.com*

EDUCATION & CONTINUED TRAINING

East Tennessee State University

May 2010

Bachelors of Business Administration

Concentration in Human Resource Management

PROFESSIONAL EXPERIENCE

May 2016 – Present

Local Motors Inc.

Knoxville, TN

Human Resources Generalist

- Responsible for hiring and recruitment for Knoxville, TN facility and National Harbor, MD facility.
- Built recruiting relationships with University of Tennessee, Pellissippi State, King University, Harvard University, MIT, and Tufts University in Boston, MA.
- Responsible for employee engagement activities.
- Responsible for creating and analyzing quarterly employee surveys.
- Responsible for Training and Development
- Responsible for Safety and programs and initiatives.
- Conduct New Hire Orientations.
- Assist with employee benefits and other general administration questions.

March 2014 – May 2016

Leidos Inc.

Oak Ridge, TN

Sr. HRIS Analyst

(August 2015-May 2016)

- Trained in the Human Capital Management system security (Work Day)
- Responsible for data quality between the organization's pay roll system and finance system. (ADP and CostPoint)
- Lead projects for implementation of changes to the HCM system
- Run and control compare report data for systems

- Ensure appropriate communication between systems and correct system errors as they occur
- Troubleshoot manager and customer issues in the HCM system
- Troubleshoot recruiter and user issues in the Taleo recruiting system

**Sr. Benefits Specialist
(March 2014-July 2015)**

- Responsible for Employee Benefits
- Responsible for Worker's Comp Administration
- Responsible for FMLA Administration
- Responsible for Disability Administration
- Responsible for Leave of Absence Administration
- Experience with PeopleSoft and Workday HRIS Systems

**August 2012 – March 2014
Morristown, TN
Human Resources Specialist**

OTICS USA Inc.

- Responsible for employee benefits and 401k administration.
- Responsible for hiring and recruitment.
- Responsible for training and development.
- Conduct employee orientation.
- Payroll duties.

**October 2010 - August 2012
Jefferson City, TN
Assistant Branch Manager**

World Finance Corp.

- Responsible for processing applications for loans.
- Responsible for approving or declining loan applications.
- Responsible for completing all contracts and paperwork required to close and complete loans.
- Made collection calls concerning customer payments.

Additional Skills and Abilities:

-
- *Proficient in Microsoft Office Suite*
 - *Proficient in the WorkDay and PeopleSoft HCM systems*
 - *Proficient in the CostPoint System*
 - *Proficient in the Taleo Recruiting System*

References available upon request

City of Oak Ridge Board Application 2016

BoardName: Personnel Advisory Board

Application Submitted

Applicant: Stooksbury, Susie

12/18/2016

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address

103 Garnet Lane

Contact Information

Home Phone: (865) 482-9428

Email: maries92@comcast.net

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y Oak Ridge Public Library

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

BA - English; MLS - both at UT-Knoxville - Retired Assistant Director of the Oak Ridge Public Library, Facility Monitor for NHC-Oak Ridge and Oak Ridge Public Library for H.A.B.I.T. - Human-Animal Bond in Tennessee

Explain why you are interested in being appointed to this board, commission or committee

I am interested in my community and local government.

Describe any special knowledge or past experience qualifying you for this appointment?

I am familiar with the City's Personnel Policy: during my 44 years at the public library, I supervised a number of employees in a variety of situations. I was also privileged to be the library representative on the employee committee involved in the job reclassification effort in the 1980's.

Additional Information

Special Qualifications

End of Application for Stooksbury, Susie

For Board: Personnel Advisory Board

Recreation and Parks Advisory Board

NumVacancies 4 Total # of Members 9

Term of Office

January 1, 2017 to December 31, 2019

Qualifications

Oak Ridge residency

Recreation and Parks Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mrs. Naomi Asher (Incumbent)		11/14/2016	1	1
Mr. Michael Calfee		11/8/2016	1	0
Mr. Mark Cantrell		12/14/2016	2	0
Mr. Ray Garrett (Incumbent)		11/4/2016	1	1
Ms. Jan Lyons		12/17/2016	2	0
Mr. Bradley Spears		11/14/2016	1	N/A
Total Number of Applicants: 6				

Current Members

Member Name	Special Qualifications	Term Expires
Mrs. Naomi Asher		12/31/2016
Mr. Steven Dittner		12/31/2016
Mr. Ray Garrett		12/31/2016
Dr. Kevin Hoyt		12/31/2018
Mr. David Kitzmiller		12/31/2017
Dr. Fay M. Martin Ph.D.		12/31/2016
Mr. Daniel Robbins		12/31/2017
Mr. Ken Rueter		12/31/2017
Mr. B. Alan Tatum		12/31/2018
9 of 9 members		

City of Oak Ridge Board Application 2016

BoardName: Recreation and Parks Advisory Board

Applicant: Asher, Naomi

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted:

11/14/2016 1:36 PM

Preference: 1

Address	Contact Information
122 Cumberland View Drive	Home Phone: (865) 591-7636 Email: naomigasher@gmail.com

Oak Ridge, TN 37830

Current Company/Organization
United Way of Anderson County

Current Position / Title
Executive Director

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?
Recreation and Parks Advisory Board

Education, Professional and or Community Activity
MBA in Marketing from King University
BS in Music and Theology from Johnson University
Diploma from Oak Ridge High School

Currently on the Oak Ridge Recreation and Parks Board. Altrusa Foundation President. Rotary of Oak Ridge Public Image Director.

Explain why you are interested in being appointed to this board, commission or committee
I have enjoyed my time on this board and wish to continue. I love the green spaces in Oak Ridge and feel this board is a strong fit for my skills and interests.

Describe any special knowledge or past experience qualifying you for this appointment?
I have served on this board for 2 years and been a longtime resident of Oak Ridge. I frequently walk, run and bike the Oak Ridge trails as well as use the city parks. Additionally, I have marketing experience I have been using to help highlight our green spaces through this board position.

Additional Information

Special Qualifications

End of Application for Asher, Naomi For Board: Recreation and Parks Advisory Board

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Naomi Asher

BOARD OR COMMISSION: Recreation and Parks Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 12/16/13

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 32

Number of Absences 10

Date Prepared 12/14/16

City of Oak Ridge Board Application 2016

BoardName: Recreation and Parks Advisory Board

Applicant: Calfee, Michael

Application Submitted
11/8/2016 9:01 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address	Contact Information
107 Balboa Circle	Home Phone: (865) 483-7577 Email: mick109c@aol.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

BS Chemical Engineering

Explain why you are interested in being appointed to this board, commission or committee

I enjoy our current facilities and would like to help keep them in top condition and aid in future improvements.

Describe any special knowledge or past experience qualifying you for this appointment?

I am just interested in wanting to keep and improve what we now have.

Additional Information

Special Qualifications

End of Application for For Board:

City of Oak Ridge Board Application 2016

BoardName: Recreation and Parks Advisory Board

Applicant: Cantrell, Mark

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

12/14/2016 2:39 PM

Preference: 2

Address

124 Netherlands Road

Oak Ridge, TN 37830

Contact Information

Email: markethancantrell@gmail.com

Mobile Phone: (865) 599-1529

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

MBA UT Martin

BS in Computer Technology - Purdue University

I have been a coach for AYSO for the last 8 years.

Explain why you are interested in being appointed to this board, commission or committee

My children and I are both active in sports and the use the local parks frequently.

Describe any special knowledge or past experience qualifying you for this appointment?

I have been a coach in the area for 10 years. I have coached baseball, soccer, volleyball. I play softball and kickball myself. I have been to the local parks many times in all seasons.

Additional Information

Special Qualifications

End of Application for

Cantrell, Mark

For Board:

Recreation and Parks Advisory Board

Friday, December 30, 2016

City of Oak Ridge Board Application 2016

BoardName: Recreation and Parks Advisory Board

Applicant: Garrett, Ray

Race (Optional): Caucasian

Number of Times Previously Applied: 1

Application Submitted
11/4/2016 11:36 AM

Preference: 1

Address	Contact Information
101 Windham Rd. Oak Ridge, TN 37830	Home Phone: (865) 483-4466 Email: garrett.ray1@att.net

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y ORNL

Do you currently serve on any other City board, commission or committee?

Recreation and Parks Advisory Board

Education, Professional and or Community Activity

Presently serve on the Recreation and Parks Board.
Once elected to and served as chairman of an Oak Ridge Charter Commission.

Explain why you are interested in being appointed to this board, commission or committee

As a board member, I am engaged in a Recreation and parks project that I wish to continue.

Describe any special knowledge or past experience qualifying you for this appointment?

See above

Additional Information

Special Qualifications

End of Application for For Board:

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Ray Garrett

BOARD OR COMMISSION: Recreation and Parks Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 2/16/13

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 32

Number of Absences 3

Date Prepared 12/14/16

City of Oak Ridge Board Application 2016

BoardName: Recreation and Parks Advisory Board

Applicant: Lyons, Jan

Race (Optional): Caucasian

Number of Times Previously Applied: 0

Application Submitted:

12/17/2016 6:22 PM

Preference: 2

Address

122 Maple Lane

Oak Ridge, TN 37830

Contact Information

Email: jlyons.jan@gmail.com

Mobile Phone: (865) 406-5732

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

BA Economics, College of William and Mary
MSSE Systems Engineering, Clemson Univ
PhD Systems Engineering & Engineering Management, Univ. of Alabama
Risk Management manager, Lockheed Martin
SSAB - past Vice Chair and Public Outreach Chair
TCWP - program committee
ORICL curriculum committee
Oak Ridge Tennis Club past board secretary
Community Shares of TN past board treasurer
OR UU Church past board secretary

Explain why you are interested in being appointed to this board, commission or committee

I live in OR because of the readily accessible and visible natural environment through greenways, walkable neighborhoods and neighborhood parks, and the quality of life the city offers (city services out my front door but the feel of living in the mountains out my back door). While I understand the economic need for industrial and other development, if at comes at the price of environmental destruction, OR will no longer be any more special than any other paved over and ecologically challenged location.

Describe any special knowledge or past experience qualifying you for this appointment?

previous board experience (see above); currently maintain and monitor a section of the North Ridge trail from the Orchard Rd. access east through the Georgia Ave. access; recruited & led a tree watering team supporting the tree planting effort along the Haw Ridge greenway; bicyclist who enjoys safe and scenic areas to ride; active member of the Sierra Club supporting responsible environmental stewardship.

Additional Information

Special Qualifications

End of Application for Lyons, Jan

For Board: Recreation and Parks Advisory Board

Friday, December 30, 2016

City of Oak Ridge Board Application 2016

BoardName: Recreation and Parks Advisory Board

Applicant: Spears, Bradley

Race (Optional): Caucasian

Number of Times Previously Applied: N/A

Application Submitted

11/14/2016 12:51 PM

Preference: 1

Address

77 Rolling Links Blvd.

Oak Ridge, TN 37830

Contact Information

Home Phone. (865) 804-4902

Email: bspears@rsienv.com

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

MBA, Business Management, Lincoln Memorial University, Harrogate, TN, 2011

B.S., Biology, Lindsey Wilson College, Columbia, KY, 2001

Oak Ridge Chamber of Commerce Board of Directors

Leadership Knoxville (current class)

Leadership Oak Ridge 2014 Graduate

Leadership Oak Ridge Executive Advisory Committee.

Previous member of Parks and Recreation Advisory board - partial term

Explain why you are interested in being appointed to this board, commission or committee

As an active and engaged member of this community, I recognize the value that our parks, trails and greenways bring to the city, and I believe that my passion in the great outdoors, coupled with my experiences within various city organizations would be a great asset to this board. Regardless of my appointment to this board, I am and will remain dedicated to the continued development, growth and marketing of Oak Ridge's recreational opportunities.

Oak Ridge's natural resources (ridges, waterways, trails, greenways, etc.) are a critical component to much of what the city is trying to accomplish in regards to attracting a younger workforce, addressing legacy housing, and bringing in top industries. I have witnessed firsthand the increased focus on this areas trail systems and greenways, and I firmly believe that appointment to this board will allow me the opportunity to help ensure this momentum continues.

Lastly, my previous term on this board was just an interim term and simply too short for me to fully become involved to the extent that I would have preferred. I'd like to have the opportunity to serve a full term.

Describe any special knowledge or past experience qualifying you for this appointment?

- Founded and co- promote the Haw Ridge Trash Race each year for last 3 years, resulting in over 2 tons of trash removed from Haw Ridge Park,
- Helped lead the effort of getting the Sink Hole trail designed and built on DOE's ED-6 property, near the North Boundary Greenway,
- Hold and help leverage key relationships with the Legacy Parks Foundation, Foothills Land Conservancy, Appalachian Mountain Bike Club and Friends of Haw Ridge. These organizations are and will continue to be important to Oak Ridge as we move forward with more trail initiatives,

Friday, December 30, 2016

City of Oak Ridge Board Application 2016

BoardName: Recreation and Parks Advisory Board

Applicant: Spears, Bradley

Race (Optional): Caucasian

Number of Times Previously Applied: N/A

Application Submitted

11/14/2016 12:51 PM

Preference: 1

- Presented to Oak Ridge organizations such as Leadership Oak Ridge and YPOR on trail development opportunities in our area that specifically address how features such as parks and trail systems can actually help address our Legacy Housing issues,
- Instrumental in several key trail based events that occur in Haw Ridge every year and attract people from around the state to our area.

Additional Information

Special Qualifications

End of Application for

Spears, Bradley

For Board:

Recreation and Parks Advisory Board

Senior Advisory Board

NumVacancies 4 Total # of Members 11

Term of Office

January 1, 2017 to December 31, 2019

Qualifications

In addition to Oak Ridge residency, preference may be given to applicants who reflect a variety of ages as well as knowledge and background in senior interests such as health, safety, recreational activities, and transportation.

Senior Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Brooks Baldwin		12/4/2016	2	0
Mr. Gene R Dunaway (Incumbent)		12/7/2016	1	2
Ms. Jackie Nichols		12/15/2016	1	0
Ms. Lisa Plante		11/29/2016	1	0
Mr. Paul D. Smiddy		11/21/2016	1	0
Mr. Hugh Turpin		12/7/2016	3	0
Total Number of Applicants: 6				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Martha Adler-Jasny		12/31/2017
Ms. Susan Asbury		12/31/2017
Ms. Elizabeth Batchelor		12/31/2016
Mr. Gene R Dunaway		12/31/2016
Ms. Patricia Gengozian		12/31/2018
Ms. Delores Moyer		12/31/2017
Mr. Harold W. Schmitt		12/31/2017
Mr. Alfred Skyberg		12/31/2017
Mr. Robert Smallridge		12/31/2018
9 of 11 members		

City of Oak Ridge Board Application 2016

BoardName: Senior Advisory Board

Application Submitted

Applicant: Baldwin, Brooks

12/4/2016 12:29 PM

Race (Optional):

Preference: 2

Number of Times Previously Applied: 0

Address

114 Canterbury Road

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 934-9993

Email: bpbaldwin@yahoo.com

Current Company/Organization

UT-Battelle, LLC

Current Position / Title

Procurement Manager, Support Services

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No.

Education, Professional and/or Community Activity

B.A. in Organizational Management. I am the Chair-Elect of the Department of Energy's Integrated Contractor Purchase Team, with the term beginning February 2017. I recently rotated off the board of the East TN chapter of the National Contract Management Association. I am a procurement professional with over 20 years in private and government procurement, supply chain and program management positions.

Explain why you are interested in being appointed to this board, commission or committee

Honestly, I love to talk to the long-time residents of Oak Ridge. Many residents who worked for DOE gave so much to our country through their efforts at the plants. Honestly again, I don't know exactly how my skills fit with the needs of the Senior Advisory Board, but I love the idea of getting to know more seniors in Oak Ridge and assisting them in any way I am able.

Describe any special knowledge or past experience qualifying you for this appointment?

A willingness to help.

Additional Information

Special Qualifications

Brooks Baldwin

114 Canterbury Rd. Oak Ridge, TN
Home Phone: 865-934-9993 • email: bpbaldwin@yahoo.com

PROFESSIONAL EXPERIENCE

Procurement Manager, Operations and Commercial 2012-Current
UT-BATTELLE, LLC / OAK RIDGE NATIONAL LAB Oak Ridge, TN
Manager responsible for acquisition of goods and services at the Department of Energy's (DOE) largest science research laboratory. Supervise 20 Procurement Officers, with responsibilities including construction, services, and materials. Manage e-commerce and purchase card programs.

Nuclear Procurement Officer, US ITER 2011-2012
UT-BATTELLE, LLC / OAK RIDGE NATIONAL LAB Oak Ridge, TN
Procurement Officer responsible for design, fabrication, and delivery contracts for nuclear systems and components of the ITER fusion reactor being constructed as an international effort in Cadarache, France.

Program Manager, Defense Programs, Bombs Department 2010-2011
B&W PANTEX Amarillo, TX
Responsible for disposition of weapon components, weapons dismantlement, joint test assemblies, and life extension programs. Certified DOE O 425.1D Startup Manager. Worked with National Nuclear Security Administration (NNSA) program managers to establish performance evaluation plan objectives and fee.

Manager, Purchasing and Service Contracts Department 2005 to 2010
B&W PANTEX Amarillo, TX
Manager responsible for procurement of materials, equipment and services required to operate an NNSA manufacturing facility. Responsible for advancement of e-commerce and strategic sourcing. Supervised 12 contract administrators and oversaw \$100M in contracts.

Contract Administrator, Procurement Policy Section 2000 to 2005
B&W PANTEX Amarillo, TX
Responsible for development and improvement of commercial procurement procedures and processes. Analyzed FAR and DEAR regulations flowed down from the Prime Contract. Ensured policies and contracts complied with all applicable regulations.

Aerospace Material Supervisor 1999 to 2000
CANYON ENGINEERING PRODUCTS Valencia, CA
Maintained efficient operations in procuring and managing all resources required to manufacture fluid control devices for commercial and military aerospace markets. Managed purchasing, shipping/receiving, transportation, warranty/overhaul (including AOG), and inventory departments and personnel.

Aerospace Buyer 1994 to 1999
CANYON ENGINEERING PRODUCTS Valencia, CA
Responsible for procurement of products required in manufacturing, inspecting, assembling and testing fluid control valves for commercial and military aerospace markets. Established successful relationships with vendors to perform all outside processes such as metal finishing, machining and welding.

EDUCATION

B.A., The Masters College, Santa Clarita, CA
Bachelor of Organizational Management – 2000

City of Oak Ridge Board Application 2016

BoardName: Senior Advisory Board

Applicant: Dunaway, Gene

Race (Optional):

Number of Times Previously Applied: 2

Application Submitted

12/7/2016 1:37 PM

Preference: 1

Address

125 Vienna Road

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 934-9956

Email: grdunaway@gmail.com

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Senior Advisory Board

Education, Professional and or Community Activity

MA in Library Science - Sam Houston State U., Huntsville, TX; BA in English (Speech and Writing) Trevecca U., Nashville, TN. Post-grad work in education, advertising, and computing. (Complete educational and vocational information in the 12/16/13 City Council agenda Special Meeting, pages 253-258.) Active volunteer with the Oak Ridge Playhouse (primarily with front of house activities (House Supervisor)); OR Dept. of Rec. and Parks: Graduation Celebration (sometimes inventing a character that encompasses the chosen theme), Secret City, Easter Egg Hunt, Halloween Party (again inventing a special character), and similar activities; OR Senior Center: assisting with logistics of preparing facility for various events (parties, special meals like annual Pancake brunch), fill-in for office staff; the Oak Ridge Choral Society (Secretary); OR Christmas Parade marshal (my fourth year); and WUOT-FM public radio housed at UT/Knoxville. While "in office" I have completed the OR Police Citizen Advisory program, completed advanced Red Cross Training in CPR, have become certified as a FEMA Damage Assessment Coordinator, certified as a National Weather Service Spotter, vice-chair of the Art Department of the Anderson County Fair and assistant to the secretary of that board, and appointed a judge for the Tennessee Association of Fairs to select the best county fair in the state.

Explain why you are interested in being appointed to this board, commission or committee

Presently a member of the SAB, I would like to continue being a part of the team whose goal is providing the seniors a new Senior Center. Besides providing a new building, we are continually assessing the needs of our senior community and how to meet those needs. At present, I am the only member of the SAB who has availed him or herself of the programs and facilities of the Senior Center on an almost daily basis for over a decade.

Describe any special knowledge or past experience qualifying you for this appointment?

Up to the present time I have been lead "bird-dog" in investigating proposed locations for the Center and have visited approximately 20 local, county, and regional senior centers to assess our physical needs and how to improve our programs. I am using my past experience as a successful grant writer to scope grants we could invest in and writing those proposals. Back in the day I was pastor of a church involved in a building program. Later I managed the day-to-day activities of an all-weather regional religious campground. Both provided me with experience of maintaining a program while "raising the roof." In full disclosure, for part of 2015 I had health issues that prevented me from being fully involved with the SAB. But with a change of medical providers, a new doctor, and improved medication I have been in full stride since early spring of 2016.

Additional Information

Thursday, December 29, 2016

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Gene Dunaway

BOARD OR COMMISSION: Senior Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 3/18/03

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 33

Number of Absences 6

Date Prepared 12/14/16

City of Oak Ridge Board Application 2016

BoardName: Senior Advisory Board

Applicant: Nichols, Jackie

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

12/15/2016 10:16 AM

Preference: 1

Address

159 High Point Lane

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 483-5325

Email: jnichols.okr@gmail.com

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Not currently involved. As President of Anderson County Chamber of Commerce (recently retired), top priority was to encourage Chamber members to get involved. I Served on AC Economic Development Board, AC Tourism Council, and AC Education Foundation Board, among others. Past Board Chair of Arts Council of Oak Ridge and Girls Inc.

Explain why you are interested in being appointed to this board, commission or committee

As a senior citizen myself, I want to be a part of the City's future endeavors for seniors. Secondly, I want to give back to the community that supported me professionally and my family through tough times in the past.

Describe any special knowledge or past experience qualifying you for this appointment?

Board Officer and member experience (see above).

Caretaker for my immediate family and in-laws at home and in assisted living facilities.

I want to give back and like helping others.

Additional Information

Special Qualifications

End of Application for Nichols, Jackie

For Board Senior Advisory Board

City of Oak Ridge Board Application 2016

BoardName: Senior Advisory Board

Applicant: Plante, Lisa

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

11/29/2016 12:28 PM

Preference: 1

Address

149 Georgia Avenue

Oak Ridge, TN 37830

Contact Information

Email: plantelisa@gmail.com

Mobile Phone: (619) 940-6324

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

I have degrees in education, human development, cultural studies. I have worked with individuals and groups of all ages and with varying abilities and needs.

Explain why you are interested in being appointed to this board, commission or committee

I think that the Senior Center, and other senior related organizations and activities, are important resources for senior citizens and are also important components of building a strong and diverse community.

Describe any special knowledge or past experience qualifying you for this appointment?

I have worked with individuals as they age and with community organizations that provide recreational, cultural, and nurturing experiences to the public. I am familiar with the developmental and aging processes and the needs of persons as they negotiate the aging process. I understand the physical as well as the intellectual and emotional needs of seniors.

Additional Information

Special Qualifications

End of Application for Plante, Lisa

For Board: Senior Advisory Board

City of Oak Ridge Board Application 2016

BoardName: Senior Advisory Board

Applicant: Smiddy, Paul

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

11/21/2016 12:05 PM

Preference: 1

Address

112 Ashland Lane

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 483-8896 Email: psmiddy@att.net

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y Y-12 Federal Credit Union

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Graduate from Oak Ridge High School 1965

AS from Roane State major Industrial Mgt.&Supervision

BS from Tusculum College major Business Admin.

Certified Credit Union Executive Designation 30 cr. hrs.

C.T.G Designation Ninety hours of classroom work covering real estate principals, appraisals and financial principles of real estate.

Explain why you are interested in being appointed to this board, commission or committee

I was born in Oak Ridge in 1947 and have lived here most of my life. I know many people here that are my age and believe I could be a good sounding board for their wants and needs as senior citizens.

Describe any special knowledge or past experience qualifying you for this appointment?

I live what I think is a typical life style and I feel my life experiences qualify me for to be a help to other senior citizens.

Additional Information

Special Qualifications

PAUL D. SMIDDY
112 Ashland Lane
Oak Ridge, TN 37830
(615)-483-8896

OBJECTIVE:

To obtain employment with an organization that will offer advancement opportunities.

EDUCATION:

B.S. Degree - Business Administration

G.P.A. 3.36/4.00

Tusculum College - Graduated November 13, 1985

Associate Degree - Supervision & Management Technology

G.P.A. 3.20/4.00

Roane State Community College - Graduated March 13, 1979

Certified Credit Union Executive Designation (CCUE)

Thirty (30) credit hours of classroom work.

C.T.G. Designation

Ninety (90) hours of classroom work covering real estate principals, appraisals, and financial principles of real estate. Completed February, 1989.

EXPERIENCE:

1983 - ~~Present~~

Retired 2013

Y-12 FEDERAL CREDIT UNION, 501 Lafayette Drive, Oak Ridge, Tennessee 37830.

Mortgage Department Supervisor

Responsibilities include managing and controlling the mortgage department and its functions which include:

1. Managing real estate portfolio of \$20,000,000.00.
2. Making real estate loans with lending authority of up to \$100,000 without review.
3. Supervision of the insurance and escrow servicing on mortgage loans.
4. Supervision and evaluation of employees in the mortgage department.

1978 - 1983

REGIONAL MENTAL HEALTH CENTER OF OAK RIDGE, 240 W. Tyrone Road, Oak Ridge, Tennessee 37830.

Accounts Manager

Responsibilities included supervision of operations and personnel of the insurance department, admissions office, accounts receivable office, collections, PBX system operators and receptionists.

- 1976 - 1978 I was selected to go to Sweden to work for a Christian Organization for a period of two years. I learned the Swedish language and studied the customs of the people who lived there.
- 1975 - 1976 MODERN HOME IMPROVEMENT COMPANY
While a full-time student at Roane State Community College, my responsibilities included selling various types of home improvement work, arranging financing with local banks and finance companies.
- 1971 - 1974 COUNTY SAVINGS AND LOAN COMPANY
Responsibilities included supervision of operations for the loan department including loans, public relations and representing the company in court regarding collections.
- 1969 - 1971 LIBERTY LOAN CORPORATION, INC.
Collection Manager
Responsibilities included originating and closing loans, collections and outside appraisals on secured loans.
- 1966 - 1968 UNITED STATES AIR FORCE
Fuel Specialist
Responsibilities included supervision of subordinates, maintenance of equipment and quality control of hydrant fuel systems.

NOTE:

12/88 - Present ALPHA REALTY, 501 Lafayette Drive, Oak Ridge, Tennessee 37830.

Part-Time Affiliate Broker
Responsibilities include appraisals, market analyses, contracts, leasing, selling and related real estate functions.

PROFESSIONAL ORGANIZATIONS:

Anderson County Board of Realtors
Boys Club Alumni Association
Mortgage Bankers Association
Oak Ridge Chapter of Credit Unions

PERSONAL INFORMATION AND INTERESTS

Date of Birth: August 2, 1947
Marital Status: Single
Hobbies: Basketball, Auto Mechanics, Do-It-Yourself Projects, Coaching Youth Sports

City of Oak Ridge Board Application 2016

BoardName: Senior Advisory Board

Applicant: Turpin, Hugh

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

12/7/2016 8:48 PM

Preference: 3

Address

101 East Passmore Lane

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 483-0488

Email: turpinhk@att.net

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Bachelor: Business Management; Human Resources Management

Explain why you are interested in being appointed to this board, commission or committee

Interested in serving the community.

Describe any special knowledge or past experience qualifying you for this appointment?

A senior citizen, interested in serving on the community organization; representing the seniors, improving the social and activities for a healthier community organization, and with an established facility focused on seniors and their activities.

Additional Information

Special Qualifications

Hugh K. Turpin
101 East Passmore Lane
Oak Ridge, TN 37830

EDUCATION

Tennessee Wesleyan College, Athens, TN
Bachelor of Applied Science - Business Administration
Double Major: General Management and Human Resources Management

EMPLOYMENT

- 1/05 – 10/06 21st Mortgage Corp – Property Tax Department.
- Research various tax entities for property tax account and status.
- Notify customer of delinquent tax status.
- Follow up with customer and tax entities for progress and status of delinquent tax.
- 9/03 – 5/05 Target (Starbucks Certified Barista)
- Provide service to customer/guest at coffee shop.
- Perform various duties for operation.
- Perform daily duties for opening and also duties for closing procedures.
- 4/71 - 9/03 Lockheed Martin Energy Systems and BWXT Y-12 Plant
12/86 - 9/03 Radiological Control Organization - Senior Health Physics Technician
- Test and read personnel radiation monitoring instruments.
- Collect samples for radiation evaluation.
- Perform routine arithmetic calculations and conversion.
*Special Assignment: Operations Department Finance and Budget Coordinator.
- Calculate cost for required procedural and regulatory tasks of each facility.
- Compile operating and burden cost.
- Monitor monthly data and compared to finance reports.
- 4/81 - 11/86 Capital Accounting Department - Property Inventory and Accounting Clerk
- Audit, unitized, and capitalized work orders.
- Compile and check inventory records of accountable capital equipment.
- Conduct field inventories of equipment.
- 4/74 - 4/81 Cashier and Travel Department – Manager, Employees' Company Store
- Coordinate activities involved in the store operations.
- Write purchase orders for new or additional stock items
- Prepare daily and monthly worksheets for accountability of inventory.
- Balance cash register sales, cash reconciliation, and prepare bank deposits.
- 4/71 – 4/74 Nuclear Material Accounting Department – Source and Special Materials
Accountability

MILITARY EXPERIENCE

- 2/90 - 4/95 3292 U. S. Army Reserve Forces School – Instructor
- Responsible for preparing lesson plans of instructions.
- Conduct classroom instruction, and record keeping.
- Conduct field instruction and hands-on training.
- Maintain class reports, student records, and progress reports.
- 3/67 - 2/90 Tennessee Army National Guard - Section Sergeant and Trainer
- Responsible for training and maintaining proficiency of personnel.
- Responsible for accountability and control of material and supplies.

Trade Licensing Board

NumVacancies 5 Total # of Members 7

Term of Office

January 1, 2017 to December 31, 2019

Qualifications

In addition to Oak Ridge residency, preference shall be given to applicants who possess a current and valid mechanical license, plumber's license, or electrical license from the City of Oak Ridge.

Trade Licensing Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Michael Maddux (Incumbent)	Mechanical License (Heating and Air)	12/19/2016	1	2
Mr. Joe McCarty (Incumbent)		12/9/2016	1	10
Mr. Danny Scott (Incumbent)	Plumber	12/19/2016	1	N/A
Mr. Jerry Seiber (Incumbent)	Electrician - Currently serving in At-Large position on Trade Licensing Board	11/28/2016	1	N/A
Total Number of Applicants: 4				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. F. Wayne Garber		12/31/2018
Mr. Jeff Lewis	Member holds a current and valid Class I or II electrical license from the City of Oak Ridge.	12/31/2017
Mr. Michael Maddux	Mechanical License (Heating and Air)	12/31/2016
Mr. Joe McCarty	Current and valid Class I or II Electrical License (Electrical Contractor)	12/31/2016
Mr. Danny Scott	Plumber position	12/31/2016
Mr. Jerry Seiber	(Electrical Contractor; however, currently serving the at-large position)	12/31/2016
6 of 7 members		

City of Oak Ridge Board Application 2016

BoardName: Trade Licensing Board

Application Submitted

Applicant: Maddux, Michael

12/19/2016

Race (Optional):

Preference: 1

Number of Times Previously Applied: 2

Address

115 Antioch Drive

Contact Information

Home Phone: (865) 556-2551

Email: mikemaddux@ymail.com

Oak Ridge, TN 37830

Current Company/Organization

Chancey & Reynolds Inc./High Velocity Heating & Air

Current Position / Title

Commercial Foreman/Owner

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Trade Licensing Board

Education, Professional and or Community Activity

K-6 Woodland; 7-9 Jefferson; 10-12 ORHS; 1 yr UT Knoxville; 1 yr MTSU; 4 yrs US Army 84-88; 5 yrs TN Guard 88-93

Explain why you are interested in being appointed to this board, commission or committee

To continue to resolve licensing process; To help when needed; To continue to grow and learn with others.

Describe any special knowledge or past experience qualifying you for this appointment?

I have spent this term on the board learning how to help and work with others to help this city to consolidate the license process and determine ones' abilities and knowledge to perform services in Oak Ridge; 25 years HVAC Residential/Commercial.

Additional Information

Special Qualifications

Mechanical License (Heating and Air)

End of Application for Maddux, Michael

For Board: Trade Licensing Board

Friday, December 30, 2016

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Michael Maddux

BOARD OR COMMISSION: Trade Licensing Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 12/31/12

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 6

Number of Absences 0

Date Prepared 12/14/16

City of Oak Ridge Board Application 2016

BoardName: Trade Licensing Board

Application Submitted

Applicant: McCarty, Joe

12/9/2016 9:57 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 10

Address

101 Timbercrest Drive

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 483-7400

Office Phone: (865) 482-6520

Email: deco1981.jm@gmail.com

Current Company/Organization

Diversified Electric Co.

Current Position / Title

Owner

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Trade Licensing Board

Education, Professional and or Community Activity

Graduate of Oak Ridge High School.

Attended University of Tennessee 3 years

Explain why you are interested in being appointed to this board, commission or committee

To insure that only qualified and competent tradesman are providing services to the citizens of Oak Ridge.

Describe any special knowledge or past experience qualifying you for this appointment?

I have been an electrical contractor for 35 years and have served on the City of Oak Ridge Electrical Board/Trade Licensing Board for 30 years.

Additional Information

Special Qualifications

End of Application for McCarty, Joe

For Board Trade Licensing Board

Friday, December 30, 2016

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Joe McCarty

BOARD OR COMMISSION: Trade Licensing Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 3/7/11

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 6

Number of Absences 0

Date Prepared 12/14/16

City of Oak Ridge Board Application 2016

BoardName: Trade Licensing Board

Application Submitted

Applicant: Scott, Danny

12/19/2016

Race (Optional):

Preference: 1

Number of Times Previously Applied: N/A

Address

128 Nebraska Ave.

Contact Information

Home Phone: (865) 482-9449

Email: dannyplumbing@att.net

Oak Ridge, TN 37830

Current Company/Organization

Danny's Plumbing

Current Position / Title

Owner

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Trade Licensing Board

Education, Professional and or Community Activity

Explain why you are interested in being appointed to this board, commission or committee

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

Plumber

End of Application for Scott, Danny

For Board: Trade Licensing Board

Friday, December 30, 2016

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Danny Scott

BOARD OR COMMISSION: Trade Licensing Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 3/7/11

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 3

Number of Absences 2

Date Prepared 12/14/16

City of Oak Ridge Board Application 2016

BoardName: Trade Licensing Board

Application Submitted

Applicant: Seiber, Jerry

11/28/2016 1:57 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: N/A

Address

301 E. Forest Lane

Contact Information

Home Phone: (865) 483-3588

Email: ridger2@bellsouth.net

Oak Ridge, TN 37830

Current Company/Organization

Ridge Electric

Current Position / Title

Owner

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Trade Licensing Board

Education, Professional and or Community Activity

Small Business Owner in Oak Ridge

Explain why you are interested in being appointed to this board, commission or committee

Service to the community and interested in maintaining excellence in service industry.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Electrician

Special Qualifications

Electrician - Currently serving in At-Large position on Trade Licensing Board

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Jerry Seiber

BOARD OR COMMISSION: Trade Licensing Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 3/7/11

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 6

Number of Absences 0

Date Prepared 12/14/16

Attachment: Resume

Jerry W. Seiber
301 East Forest Road
Oak Ridge, TN 37830
865-481-3588 865-924-0990
ridger2@bellsouth.net

RECEIVED

2011 FEB 25 AM 11:33

OFFICE OF THE CITY CLERK

Employment History:

06/01/97 - present	Ridge Electric Service Co. 175-C Robertsville Road Oak Ridge, TN 37830	General Partner Responsible for supervision, scheduling, quality control and management of electrical work. Estimating and installation.
06/88 - 06/97	Lewis Electric Co., Inc. 101-B Valley Court Oak Ridge, TN 37830	Journeyman electrician. Jobs included commercial, residential, and industrial under \$300,000. Such as SEG, Coors, TN Valley Steel Mill and Harriman Recycling.
06/86 - 06/88	Southland Electric Alcoa, TN	Commercial and industrial electrical from \$300,000 to 1 million. Such as WalMart, St. Marys Hospital, UT Dorms, and West Hills High School.
06/80 - 06/86	Trails of Woodlake Houston, TX	Maintenance Supervisor including all electrical work for approximately 400 residential units and several office buildings.

Traffic Safety Advisory Board

NumVacancies 3 Total # of Members 10

Term of Office

January 1, 2017 to December 31, 2019

Qualifications

Oak Ridge residency

Traffic Safety Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Thomas Carney		12/12/2016	1	0
Mr. William Polfus (Incumbent)		11/11/2016	1	1
Total Number of Applicants: 2				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Martha Adler-Jasny		12/31/2017
Mr. Andrew Howe		12/31/2016
Mr. Halfen (Hal) Hoyt		12/31/2018
Ms. Jana F. Humphrey		12/31/2018
Ms. Iona Kaczocho		12/31/2018
Ms. Melissa McMahan		12/31/2017
Ms. Hannah Oran		5/31/2017
Mr. William Polfus		12/31/2016
Mr. Ben Redmond		12/31/2016
Ms. Jane Shelton	Oak Ridge Municipal Planning Commission Representative	12/31/2016
10 of 10 members		

City of Oak Ridge Board Application 2016

BoardName: Traffic Safety Advisory Board

Application Submitted

Applicant: Carney, Thomas

12/12/2016 11:39 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address

Contact Information

107 Cascade Lane

Email: tacarney@outlook.com

Oak Ridge, TN 37830

Mobile Phone: (954) 218-4308

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Recently moved to Oak Ridge and have no community activities at this point.

Explain why you are interested in being appointed to this board, commission or committee

As a veteran law enforcement officer and advocate of community safety, I have a definite interest in serving the community on any issue that's involves the safety of the residents, etc. of my community. I feel I can contribute directly to the goals of the Traffic Safety Advisory Board.

Describe any special knowledge or past experience qualifying you for this appointment?

Recently retired Police Director from another state. 35 years of law enforcement and community outreach experience. As the Police Director, I routinely interacted with various levels of local, state and federal government entities as well as being a member of various boards and commissions involving community safety issues.

Additional Information

Special Qualifications

End of Application for Carney, Thomas

For Board: Traffic Safety Advisory Board

Thursday, December 29, 2016

City of Oak Ridge Board Application 2016

BoardName: Traffic Safety Advisory Board

Application Submitted

Applicant: Polfus, William

11/11/2016 3:52 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address

110 Victoria Road

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 482-8068

Email: polfi1@comcast.net

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Traffic Safety Advisory Board

Education, Professional and or Community Activity

BSIE Texas A&M University

MBA Pacific Lutheran University

Oak Ridge Citizen Police Academy

Chairman Traffic Safety Advisory Board

Volunteer Methodist Medical Center

Explain why you are interested in being appointed to this board, commission or committee

I am currently the chairman of the Traffic Safety Advisory Board and have served in that position for three years. While serving in that capacity I have become familiar with the issues related to traffic safety in Oak Ridge as well as running meetings and setting agendas. In addition I am an active walker around the city and have a real interest in pedestrian, bicycle, and auto traffic in the city.

Describe any special knowledge or past experience qualifying you for this appointment?

As I mentioned above I have been Chairman for the past three years of the Traffic Safety Advisory Board. I have also served in leadership capacity in other group settings. I have been a past president of the Puget Sound Chapter of Institute of Industrial Engineers and a local car club, Mountain Miatas of East Tennessee.

Additional Information

Special Qualifications

End of Application for Polfus, William

For Board: Traffic Safety Advisory Board

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: William Polfus

BOARD OR COMMISSION: Traffic Safety Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 12/16/13

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 26

Number of Absences 0

Date Prepared 12/14/16