

OAK RIDGE CITY COUNCIL MEETING
Municipal Building Courtroom

December 11, 2017 - 7:00 p.m.

AGENDA

I. INVOCATION

Pastor Sharon Youngs, First Presbyterian Church

II. PLEDGE OF ALLEGIANCE

Kira Palau, Robertsville Middle School Student Council President

III. ROLL CALL

IV. PROCLAMATIONS AND PUBLIC RECOGNITIONS

Public Recognitions

Proclamations

- a. A proclamation honoring D. Ray Smith upon his retirement as Y-12 National Security Complex Historian and four decades of service to the Oak Ridge community
- b. A proclamation honoring the Oak Ridge High School Wildcats Football Team for their accomplishments in the 2017 season
- c. A proclamation honoring Oak Ridge High School Football Coach Joe Gaddis for his selection as Coach of the Year and for achieving his 300th career victory

V. SPECIAL REPORTS

- a. Transmittal of Report on Debt Obligation – State Form CT-0253 – \$19,125,000 in General Obligation Refunding Bonds - Janice McGinnis, Finance Director
- b. Secret City Festival Committee Report and Professional Services Agreement Resolution
- c. Oak Ridge Greenways 25th Anniversary Report – Dan Robbins, Chair

VI. CONSENT AGENDA

- a. Approval of the November 13, 2017 City Council regular meeting minutes
- b. A RESOLUTION AMENDING RESOLUTION 3-17-2016 PERTAINING TO THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION GRANT FOR BLANKENSHIP FIELD.

VII. PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

VIII. FINAL ADOPTION OF ORDINANCES

- a. AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED “THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE,” BY AMENDING THE ZONING MAP WHICH IS MADE A PART OF THE ORDINANCE BY CHANGING THE ZONING DISTRICT OF FORMER PARCEL 003.00, ANDERSON COUNTY TAX MAP 099N, GROUP B, FROM RG-1, RESIDENTIAL, OPEN SPACE AND RESERVED DISTRICT, TO UB-2/PUD, UNIFIED GENERAL BUSINESS DISTRICT WITH A PLANNED UNIT DEVELOPMENT OVERLAY, AND CHANGING THE ZONING DISTRICT OF A PORTION OF FORMER PARCEL 002.00, ANDERSON COUNTY TAX MAP 099N, GROUP B, FROM 0-2, OFFICE DISTRICT, TO UB-2/PUD, UNIFIED GENERAL BUSINESS DISTRICT WITH A PLANNED UNIT DEVELOPMENT OVERLAY, WITH BOTH PARCELS BEING LOCATED ON SOUTH TULANE AVENUE AND NOW COLLECTIVELY REFERRED TO AS LOT 483R CONTAINING APPROXIMATELY 7.436 ACRES; AND APPROVING THE ASSOCIATED PLANNED UNIT DEVELOPMENT PRELIMINARY MASTER PLAN.
- b. AN ORDINANCE TO AMEND ORDINANCE NO. 27-85, TITLED “A PERSONNEL PLAN FOR EMPLOYEES OF THE CITY OF OAK RIDGE, TENNESSEE,” AS AMENDED, BY CHANGING THE TITLE OF SECTION 6.1, TITLED “HOURS OF WORK,” TO “WORK PERIOD”; BY DELETING SECTION 6.1, TITLED “WORK PERIOD,” SUBSECTIONS C AND D, AND SUBSTITUTING THEREFOR NEW SUBSECTIONS C AND D; BY DELETING SUBSECTION 6.2.B, TITLED “OVERTIME COMPENSATION,” AND SUBSTITUTING THEREFOR A NEW SUBSECTION 6.2.B WITH THE SAME TITLE; AND BY DELETING SECTION 6.4, TITLED “STAND-BY PAY,” AND SUBSTITUTING THEREFOR A NEW SECTION 6.4 WITH THE SAME TITLE; ALL FOR THE PURPOSE OF UPDATING THE PERSONNEL PLAN WITH RESPECT TO SECTION 207(K) EMPLOYEES AND TO CHANGE THE STAND-BY CALCULATION WHEN AN EMPLOYEE IS ON STAND-BY FOR LESS THAN SEVEN CONSECUTIVE DAYS.

IX. RESOLUTIONS

- a. A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH WINDROW PHILLIPS GROUP, NASHVILLE, TENNESSEE, FOR THE PROVISION OF CONSULTING SERVICES IN THE AREA OF RELATIONS WITH THE STATE LEGISLATORS, AGENCIES, AND OFFICIALS FOR AGREED UPON PRIORITIES FOR THE CITY IN THE AMOUNT OF \$30,000.00 WITH AN ALLOWANCE OF UP TO \$600.00 FOR EXPENSES RELATED TO REGISTRATION WITH THE TENNESSEE ETHICS COMMISSION.
- b. A RESOLUTION AUTHORIZING THE PURCHASE OF ELECTRICAL EQUIPMENT FOR SUBSTATION 900 FROM WESCO DISTRIBUTION, INC., KNOXVILLE, TENNESSEE; SIEMENS INDUSTRY, INC. – ENERGY MANAGEMENT, WENDELL, NORTH CAROLINA; AND KVA, INC., GREER, SOUTH CAROLINA, IN THE GRAND TOTAL ESTIMATED AMOUNT OF \$228,712.00.
- c. A RESOLUTION TO TRANSFER NINE (9) CITY-OWNED REAL PROPERTIES TO THE OAK RIDGE LAND BANK CORPORATION FOR DISPOSITION AS SET FORTH IN RESOLUTION 11-108-2013.
- d. A RESOLUTION AUTHORIZING THE EXPENDITURE OF UP TO \$221,020.00 FROM THE EQUIPMENT REPLACEMENT FUND FOR THE PURCHASE AND EQUIPPING OF FOUR (4) PATROL VEHICLES FOR THE POLICE DEPARTMENT UTILIZING STATE CONTRACT PRICING.

- e. A RESOLUTION AUTHORIZING THE CITY TO JOIN THE TENNESSEE VALLEY REGIONAL COMMUNICATIONS SYSTEM (TVRCS); TO PURCHASE MOTOROLA P25 MISSION-CRITICAL RADIO SYSTEM EQUIPMENT UTILIZING STATE CONTRACT PRICING IN THE AMOUNT OF \$4,195,000.00; AND TO PURCHASE AN UPGRADE TO THE EVENTIDE 911 LOGGING RECORDER FOR COMPATIBILITY WITH TVRCS EQUIPMENT IN THE AMOUNT OF \$84,515.00.
- f. A RESOLUTION TO ADOPT THE *CITY OF OAK RIDGE, TENNESSEE 2018 STATE LEGISLATIVE AGENDA* TO INFORM STATE OFFICIALS OF KEY PROJECTS, POLICIES, AND PRIORITIES IN THE CITY OF OAK RIDGE AND TO HELP SECURE FUNDING FOR AGREED UPON PRIORITIES OF THE COMMUNITY.
- g. A RESOLUTION TO GENERALLY ESTABLISH MONTHLY REGULAR CITY COUNCIL MEETINGS AND MONTHLY WORK SESSION MEETINGS FOR CALENDAR YEAR 2018.

X. APPEARANCE OF CITIZENS

XI. ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

- a. Elections/Appointments
- b. Announcements
- c. Scheduling

XII. COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

XIII. SUMMARY OF CURRENT EVENTS

- a. CITY MANAGER'S REPORT
- b. CITY ATTORNEY'S REPORT

XIV. ADJOURNMENT

PROCLAMATIONS

CITY CLERK MEMORANDUM
17-31

DATE: November 27, 2017

TO: Honorable Mayor and Members of City Council

FROM: Mary Beth Hickman, City Clerk

SUBJECT: PROCLAMATIONS FOR THE DECEMBER 11, 2017 CITY COUNCIL MEETING
AGENDA

The following proclamations are presented for the December 11, 2017 City Council meeting for the City Council's consideration:

A proclamation honoring D. Ray Smith upon his retirement as Y-12 National Security Complex Historian and four decades of service to the Oak Ridge community

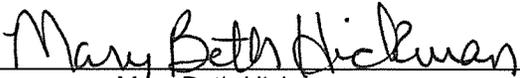
This proclamation was requested by Tracy Boatner, Program Director of the East Tennessee Economic Council, through Councilmember Kelly Callison to honor Mr. Smith, who retired November 22, 2017 after four decades of service to the Y-12 National Security Complex, most recently as Historian.

A proclamation honoring the Oak Ridge High School Wildcats Football Team for their accomplishments in the 2017 season

This proclamation was requested by City Manager Mark Watson to honor the Wildcats football team for their outstanding season, which included reaching the quarterfinals of the state playoffs.

A proclamation honoring Oak Ridge High School Football Coach Joe Gaddis for his selection as Coach of the Year in Region 3-5A and for achieving his 300th career victory

This proclamation was requested by City Manager Mark Watson to honor Coach Joe Gaddis for his selection as Coach of the Year in Region 3-5A and for achieving his 300th career victory, a milestone he shares with only six other high school football coaches in the state.



Mary Beth Hickman

Attachments:

Proclamation honoring D. Ray Smith upon his retirement as Y-12 National Security Complex Historian and four decades of service to the Oak Ridge community

Proclamation honoring the Oak Ridge High School Wildcats Football Team for their accomplishments in the 2017 season

Proclamation honoring Oak Ridge High School Football Coach Joe Gaddis for his selection as Coach of the Year in Region 3-5A and for achieving his 300th career victory

PROCLAMATION

WHEREAS, D. Ray Smith has over four decades of experience at the Y-12 National Security Complex, including direct supervision of craft workers, Associate Director of the Facilities Management Organization, and most recently, serving as the Y-12 National Security Complex Historian and as the Y-12 representative supporting the establishment of the Manhattan Project National Historical Park; and

WHEREAS, Mr. Smith has produced, co-produced and narrated numerous historical recollections of the heritage of Oak Ridge, including the award winning two-DVD documentary film set, *Secret City: The Oak Ridge Story – The War Years* and *Secret City: The Oak Ridge Story – 1945-2006* and the History Channel's documentary *Secret Cities of the A-Bomb* and *Tennessee Post Cards* ; and

WHEREAS, Mr. Smith was instrumental in creating the Y-12 History Center in the New Hope Center at the Y-12 National Security Complex, which is the first exhibit on the Y-12 site that is accessible to the public, in July, 2007, and has played a critical role in providing public access to several buildings at Y-12; and

WHEREAS, Mr. Smith has published many historical articles, six hardback books, and three paperback books, with four additional books currently nearing completion, and writes two weekly history columns; and

WHEREAS, Mr. Smith is active in several community organizations, including the Anderson County United Way Board of Directors, Tennessee Children's Home Board of Trustees, Leadership Oak Ridge Board of Directors, Aid to Distressed Families of Appalachian Counties Board of Directors; Habitat for Humanity Board of Directors, Oak Ridge Heritage Preservation Association Board of Directors, Tennessee Historical Society, Oak Ridge Breakfast Rotary Board of Directors, American Museum of Science and Energy Foundation Board Member and Friends of the Oak Ridge Library; and

WHEREAS, Mr. Smith has received countless awards celebrating his accomplishments and his tireless volunteer spirit, such as the Community Impact Award from the United Way of Anderson County, Oak Ridge Citizen of the Year, Boy Scouts of America District Award of Merit, the National Management Association Chapter Service Award and the East Tennessee Economic Council Muddy Boot Award; and

WHEREAS, Mr. Smith, who resides in Oak Ridge with his wife Fanny Burns, retired on November 22, 2017 with four decades of service to the Y-12 National Security Complex.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That in recognition of his distinguished service and contributions to the Oak Ridge community, the City of Oak Ridge pays tribute to

D. RAY SMITH

as we celebrate his retirement, along with his many years of community service and devotion to preserving the history of Oak Ridge.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Oak Ridge to be affixed, this the 11th day of December in the year 2017.

WARREN L. GOOCH, MAYOR

PROCLAMATION

WHEREAS, on November 17, 2017, the Oak Ridge Wildcats football team reached the quarter-finals of the 2017 Division I Class 5A state playoffs after becoming Region 3-5A champions; and

WHEREAS, after a 2-2 season start, the team went on to achieve eight consecutive wins, with a record of 7-1 at Blankenship Field; and

WHEREAS, the Wildcats demonstrated hard work, commitment, determination, and team work throughout the season and during the post-season; and

WHEREAS, thirteen players were named to the All-Region 3-5A Team, with Johnny Stewart being named Co-Player of the Year, Kai'Reese Pendergrass being named Defensive Back of the Year, and Isaac Quick being named Punter of the Year; and

WHEREAS, the following players were named to the First Team for All-Region 3-5A: Adarius Cox, Caleb Martin, T.J. Johnson, Cobe Angel, Jack Borchers, Ramar Hawkins, Jeremy Mitchell, Jacob Adams, Adarius Simpson and Jaycen McGhee; and Sam McFarland earned a spot on the Region 3-5A Academic Team and

WHEREAS, Wildcats Head Coach Joe Gaddis was named Region 3-5A Coach of the Year and Jeff Miner was named Defensive Assistant of the Year; and

WHEREAS, the City of Oak Ridge is fortunate to have such outstanding athletes representing our community, as well as such a dedicated coaching faculty.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE, that December 11, 2017 be proclaimed

OAK RIDGE HIGH SCHOOL WILDCATS FOOTBALL TEAM DAY

In the City of Oak Ridge, Tennessee, and that all residents be encouraged to join in congratulating these fine young athletes and their coaches whose skill and sportsmanship are a source of pride for all Oak Ridgers.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Oak Ridge to be affixed, this the 11th day of December in the year 2017.

WARREN L. GOOCH
MAYOR

PROCLAMATION

WHEREAS, in 2017, Joe Gaddis entered his fifteenth season as head football coach of the Oak Ridge Wildcats; and

WHEREAS, Coach Gaddis has compiled a record of 166 wins and 37 losses at Oak Ridge High School, including the last state championship in 1991; and

WHEREAS, October 13, 2017, Coach Gaddis obtained his 300th career win and went on to achieve an overall record of 304-125; and

WHEREAS, only six other high school football coaches in the State of Tennessee who have reached a 300-win milestone; and

WHEREAS, Coach Gaddis attended Jackson High School in Jackson, Tennessee and graduated from the University of Central Florida with a B.A. degree in History and Physical Education; and

WHEREAS, prior to returning to Oak Ridge in 2013, Coach Gaddis previously served as head coach of the Wildcats from 1988 to 1998 and has held head coaching positions at Peabody in west Tennessee; Lexington, North Carolina; Henry County, Tennessee; Decatur Austin, Alabama and Pascagoula, Mississippi; and

WHEREAS, Coach Gaddis led this year's Wildcat team to the Division I Class 5A quarterfinals and an overall record of 10-3 with eight consecutive wins and an undefeated Region 3-5A record; and

WHEREAS, Coach Gaddis was named the Region 3-5A Coach of the Year in 2017, with thirteen players being named to the All Region 3-5A team; and

WHEREAS, throughout his career, Coach Gaddis has exemplified dedication and excellence and has served as an inspiration to the many players he has had the privilege of coaching.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That in recognition of his distinguished service and contributions to the Oak Ridge community, the City of Oak Ridge pays tribute to

COACH JOE GADDIS

as we celebrate his milestone of reaching 300 career wins and being named Coach of the Year for Region 3-5A in 2017.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Oak Ridge to be affixed, this the 11th day of December in the year 2017.

WARREN L. GOOCH, MAYOR

SPECIAL REPORTS

FINANCE DEPARTMENT MEMORANDUM
17-19

DATE: December 4, 2017
TO: Mark S. Watson, City Manager
FROM: Janice E. McGinnis, Finance Director
SUBJECT: Transmittal of Report on Debt Obligation – State Form CT-0253 - \$19,125,000 in General Obligation Refunding Bonds, Series 2017

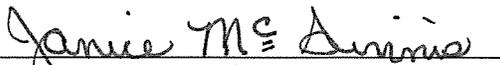
On October 9, 2017, City Council adopted a resolution authorizing the issuance of not to exceed \$21,350,000 in fixed interest rate General Obligation Bonds to refund the outstanding \$6,920,000 Electric Fund portion of the 2009 Series Bonds and issuance of \$14,295,000 in new bond proceeds for ESCO projects, software, radio system replacement and new Preschool and Senior Center initial costs.

On October 24, 2017, Cumberland Securities, the City's financial advisor, handled the public offering of City of Oak Ridge \$21,220,000 General Obligation Refunding Bonds, Series 2017. There were 8 bidders for the bonds with Raymond James & Associates, Inc. submitting the lowest bid. The sale of the bonds closed on November 10, 2017.

The bond issuance was resized to a par of \$19,125,000 based on the low bid offering for purchase of the bonds. The specifics of the bond sale transaction are outlined in the attached State Form CT-0253. The bonds were sold at a premium of \$2,055,564.20, with issuance costs of \$297,620, resulting in a final True Interest Cost (TIC) of 2.2639056%. The \$19,125,000 par amount of the bonds was lower than the anticipated original bond issuance amount due to the \$2,055,564.20 bond premium paid by Raymond James. Box 10 of the CT-0253 Form contains the principal payment amount and interest rate of the annual bond maturities. The interest rates the City will pay on the bonds are higher than the TIC due to the premium paid by the low bidder to purchase the bonds.

As with the City's other debt, State Form CT-0253 Report on Debt Obligation is required to be transmitted to City Council. The presentation is for transparency regarding debt transactions; no action is required by City Council.

Attachment
State Form CT-0253



Janice McGinnis

REPORT ON DEBT OBLIGATION
(Pursuant to Tennessee Code Annotated Section 9-21-151)

1. Public Entity:
 Name: City of Oak Ridge, TN
 Address: 200 South Tulane Ave
Oak Rdige, TN 37831
 Debt Issue Name: General Obligation Bonds, Series 2017
 If disclosing initially for a program, attach the form specified for updates, indicating the frequency required

2. Face Amount: \$ 19,125,000
 Premium/Discount: \$ 2,055,564.20

3. Interest Cost: 2.2639056 % Tax-exempt Taxable
 TIC NIC
 Variable: Index _____ plus _____ basis points; or
 Variable: Remarketing Agent _____
 Other: _____

4. Debt Obligation:
 TRAN RAN CON
 BAN CRAN GAN
 BOND Loan Agreement Capital Lease
 If any of the notes listed above are issued pursuant to Title 9, Chapter 21, enclose a copy of the executed note with the filing with the Official State and Local Finance ("OSFL")

5. Ratings:
 Unrated
 Moody's _____ Standard & Poor's AA+ Fitch _____

6. Purpose:

		BRIEF DESCRIPTION
<input checked="" type="checkbox"/> General Government	44%	improvements to public bldgs & public safety & communication equipment
<input checked="" type="checkbox"/> Education	5%	acquisition, design & construction of school facilities
<input checked="" type="checkbox"/> Utilities	19%	Software for Electric System
<input type="checkbox"/> Other	%	
<input checked="" type="checkbox"/> Refunding/Renewal	33%	Refinance portion (2009) Go Refunding Bonds

7. Security:
 General Obligation General Obligation + Revenue/Tax
 Revenue Tax Increment Financing (TIF)
 Annual Appropriation (Capital Lease Only) Other (Describe): _____

8. Type of Sale:
 Competitive Public Sale Interfund Loan _____
 Negotiated Sale Loan Program _____
 Informal Bid _____

9. Date:
 Dated Date: 11/10/2017 Issue/Closing Date: 11/10/2017

REPORT ON DEBT OBLIGATION
(Pursuant to Tennessee Code Annotated Section 9-21-151)

12. Recurring Costs:
 No Recurring Costs

	AMOUNT (Basis points/%)	FIRM NAME (if different from #11)
Remarking Agent		
Paying Agent/Registrar	\$ 500.00	Regions Bank
Trustee		
Liquidity/Credit Enhancement		
Escrow Agent		
Sponsorship/Program/Admin		
Other		

13. Disclosure Document/Official Statement:
 None Prepared
 EMMA Link <https://emma.msrb.org/ES1065661-ES831995-ES1233077.pdf> or
 Copy Attached

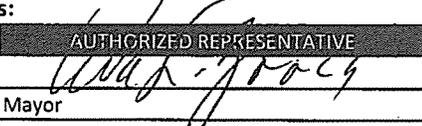
14. Continuing Disclosure Obligations:
 Is there an existing continuing disclosure obligation related to the security for this debt? Yes No
 Is there a continuing disclosure obligation agreement related to this debt? Yes No
 If yes to either question, date that disclosure is due 6/30/2017
 Name and title of person responsible for compliance Finance Director - Janice McGinnis

15. Written Debt Management Policy:
 Governing Body's approval date of the current version of the written debt management policy 11/14/2011
 Is the Debt obligation in compliance with and clearly authorized under the policy? Yes No

16. Written Derivative Management Policy:
 No Derivative
 Governing Body's approval date of the current version of the written derivative management policy _____
 Date of Letter of Compliance for derivative _____
 Is the derivative in compliance with and clearly authorized under the policy? Yes No

17. Submission of Report:
 To the Governing Body: on 11/10/2017 and presented at the public meeting held on 12/11/2017
 Copy to Director of OSLF: on 11/10/2017 either by:
 Mail to: _____ Email to: StateAndLocalFinance.PublicDebtForm@cot.tn.gov
 505 Deaderick Street, Suite 1600
 James K. Polk State Office Building
 Nashville, TN 37243-1402

18. Signatures:

	AUTHORIZED REPRESENTATIVE	PREPARER
Name		Joseph Ayres
Title	Mayor	President
Firm	City of Oak Ridge, Tennessee	Cumberland Securities Company, In
Email	JMcGinnis@oakridgetn.gov	joe.ayres@cumberlandsecurities.com
Date	11/10/2017	11/10/2017

CITY COUNCIL MEMORANDUM
17-43

DATE: December 5, 2017
TO: Honorable Mayor and Members of City Council
FROM: Mark S. Watson, City Manager
SUBJECT: CELEBRATE OAK RIDGE, 2018 SECRET CITY FESTIVAL

Introduction

An item for City Council's consideration is a resolution authorizing an agreement with Secret City Festival of Oak Ridge, Tennessee, dba Celebrate Oak Ridge to provide professional services and activity support for the upcoming 2018 Secret City Festival and authorizes working capital and actual costs incurred in an amount not to exceed \$65,000.

Funding

The proposed award will allow the City to contract with Celebrate Oak Ridge to provide entertainment, production support, activities and programs for the 2018 Secret City Festival and funding for the organization's actual costs. In addition, Secret City Festival 2018 costs will be offset by sponsorships, ticket sales and event vendor booth fees.

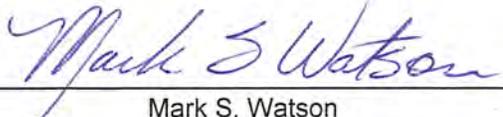
Review

As a new organization, Celebrate Oak Ridge is charged to schedule and manage the entertainment and production set-up for the two-day event. The agreement will designate full responsibilities to the Celebrate Oak Ridge in a timely fashion. Under this agreement, Celebrate Oak Ridge will be able to expedite the process of contacting; negotiating; contracting and accommodating the festival entertainers and service providers. In addition to providing a more flexible process, the agreement will reduce the amount of staff time spent on securing services, preparing contracts and processing individual invoices for performers.

With the planning effort for the 2018 festival well underway, securing the Friday and Saturday night entertainment within the next two months is essential. Celebrate Oak Ridge has almost completed the process of evaluating performers and expects to have arrangements finalized no later than February 2018. The Celebrate Oak Ridge will continue its role of directing and managing the festival. The City will be listed as a sponsor of the event.

Recommendation

Staff recommends approval of the accompanying resolution as submitted.



Mark S. Watson

Attachment

NUMBER _____

RESOLUTION

A RESOLUTION AUTHORIZING AN AGREEMENT WITH SECRET CITY FESTIVAL OF OAK RIDGE, TENNESSEE, DBA CELEBRATE OAK RIDGE, TO PROVIDE SERVICES AND ACTIVITY SUPPORT FOR THE UPCOMING 2018 SECRET CITY FESTIVAL IN AN AMOUNT NOT TO EXCEED \$65,000.00.

WHEREAS, by Resolution 9-96-2015, City Council appointed the inaugural board of directors for the 501(c)(3) non-profit organization whose purpose is to assume the responsibility of implementing the Secret City Festival; and

WHEREAS, said organization, the Secret City Festival of Oak Ridge, Tennessee, dba Celebrate Oak Ridge, has requested sponsorship funding from the City for entertainment, production support, activities, and programs related to the upcoming 2018 Secret City Festival and funding for the organization's actual costs; and

WHEREAS, the City and Celebrate Oak Ridge desire to enter into an agreement to provide such services for the upcoming 2018 Secret City Festival, which agreement the City Manager recommends be accepted.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager is approved and an agreement between the City of Oak Ridge and the Secret City Festival of Oak Ridge, Tennessee, dba Celebrate Oak Ridge, P.O. Box 310, Oak Ridge, Tennessee 37831, to provide entertainment, production support, activities, and programs related to the upcoming 2018 Secret City Festival and funding for the organization's actual costs is hereby approved; said agreement in an amount not to exceed \$65,000.00.

BE IT FURTHER RESOLVED that the City shall be listed as a sponsor of the event.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute the appropriate legal instruments to accomplish the same.

This the 11th day of December 2017.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

CONSENT AGENDA

OAK RIDGE CITY COUNCIL MEETING
Municipal Building Courtroom

November 13, 2017

Minutes

The regular meeting of the City Council of the City of Oak Ridge, Tennessee convened at 7:00 p.m. on November 13, 2017 in the Courtroom of the Municipal Building with Mayor Warren L. Gooch presiding.

INVOCATION

Prior to the invocation, Mayor Gooch offered Council's condolences to Cindi Gordon, Risk Manager in the Oak Ridge Personnel Department on the loss of her son, Stefan Wells. Also, since Veterans Day was celebrated the weekend prior to the meeting, Mayor Gooch also offered the City Council's thanks to all veterans for their service to our country.

The invocation was given by Mark Walton, Pastor at Glenwood Baptist Church.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Dawson Smith, student at Secret City Academy.

ROLL CALL

Upon roll call, the following councilmembers were present: Councilmember Kelly Callison; Mayor Pro Tem Rick Chinn; Councilmember Jim Dodson; Mayor Warren L. Gooch; Councilmember Charles J. Hope, Jr.; Councilmember Ellen D. Smith; and Councilmember Hans Vogel.

Also present were Mark S. Watson, City Manager; Ken Krushenski, City Attorney; Janice McGinnis, Finance Director and Mary Beth Hickman, City Clerk.

PROCLAMATIONS AND PUBLIC RECOGNITIONS

Public Recognitions

Public Works Director Shira McWaters and City Manager Mark Watson recognized Pat and Susan Fallon on the occasion of their retirement and presented each of them with a plaque for their years of service.

Proclamations

A proclamation recognizing Thomas Row for his receipt of the Bill Wilcox Bow Tie Award from Aid to Distressed Families of the Appalachian Counties (ADFAC)

Councilmember Dodson moved for approval, and Councilmember Hope seconded. The proclamation was approved unanimously by voice vote with Councilmembers Callison, Dodson, Hope, Smith, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

SPECIAL REPORTS

City Attorney Evaluation Committee Report – Mayor Warren Gooch, Chair

A RESOLUTION TO AMEND THE CITY ATTORNEY'S EMPLOYMENT AGREEMENT TO EXTEND THE TERM BY ONE YEAR AND TO PROVIDE FOR A NEW ANNUAL BASE SALARY AMOUNT OF \$120,348.80.

Mayor Gooch moved for approval of the committee's report and the accompanying resolution, and Mayor Pro Tem Chinn seconded. Mayor Gooch pointed out that the committee recommended a one-year contract extension to March 1, 2020 and an increase in salary to \$120,348.80, which would place the City Attorney on Step 1 of the newly implemented compensation and classification plan.

Jerry Marrow, 105 Regent Circle, Oak Ridge, asked if the City Attorney's contract is exclusive to the City - does the City Attorney work solely for the City of Oak Ridge? Mayor Gooch responded that it is exclusive to the City of Oak Ridge.

The report and resolution were approved unanimously by voice vote with Councilmembers Callison, Dodson, Hope, Smith, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

City Manager Evaluation Committee Report – Councilmember Ellen Smith, Chair

A RESOLUTION TO AMEND THE CITY MANAGER'S EMPLOYMENT AGREEMENT TO EXTEND THE TERM BY ONE YEAR AND TO PROVIDE FOR A NEW ANNUAL BASE SALARY AMOUNT OF \$165,963.20.

Councilmember Smith moved for approval of the committee's report and the accompanying resolution, and Councilmember Dodson seconded. Councilmember Smith stated that the committee recommended a one-year contract extension to August 8, 2020 and a 3 percent salary increase to \$165,963.20. This increase is in accordance with the newly adopted compensation and classification plan.

Councilmember Vogel stated that he and the City Manager have clarified that some of the pieces that he gave a response of "Needs Improvement" can be updated with increased dialogue, and that he looks forward to the City Manager undergoing the 360 peer review through the International City Manager's Association and getting that additional feedback.

The report and resolution were approved unanimously by voice vote with Councilmembers Callison, Dodson, Hope, Smith, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

CONSENT AGENDA

Mayor Pro Tem Chinn moved for adoption of the Consent Agenda, and Councilmember Vogel seconded.

The Consent Agenda was adopted unanimously by voice vote with Councilmembers Callison, Dodson, Hope, Smith, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

Approval of the October 9, 2017 City Council regular meeting minutes

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO MOTOROLA COMMUNICATIONS AND ELECTRONICS, INC., FOR FURNISHING OF MAINTENANCE OF THE 800 MHZ TRUNKED COMMUNICATIONS SYSTEM'S INFRASTRUCTURE IN AN AMOUNT NOT TO EXCEED \$36,663.00.

PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

Public Hearing

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE ZONING MAP WHICH IS MADE A PART OF THE ORDINANCE BY CHANGING THE ZONING DISTRICT OF FORMER PARCEL 003.00, ANDERSON COUNTY TAX MAP 099N, GROUP B, FROM RG-1, RESIDENTIAL, OPEN SPACE AND RESERVED DISTRICT, TO UB-2/PUD, UNIFIED GENERAL BUSINESS DISTRICT WITH A PLANNED UNIT DEVELOPMENT OVERLAY, AND CHANGING THE ZONING DISTRICT OF A PORTION OF FORMER PARCEL 002.00, ANDERSON COUNTY TAX MAP 099N, GROUP B, FROM 0-2, OFFICE DISTRICT,

TO UB-2/PUD, UNIFIED GENERAL BUSINESS DISTRICT WITH A PLANNED UNIT DEVELOPMENT OVERLAY, WITH BOTH PARCELS BEING LOCATED ON SOUTH TULANE AVENUE AND NOW COLLECTIVELY REFERRED TO AS LOT 483R CONTAINING APPROXIMATELY 7.436 ACRES; AND APPROVING THE ASSOCIATED PLANNED UNIT DEVELOPMENT PRELIMINARY MASTER PLAN.

Councilmember Vogel moved to open the public hearing, and Mayor Pro Tem Chinn seconded. The motion was approved unanimously by voice vote. Seeing that no citizen wished to speak, Councilmember Vogel moved to close the public hearing and Mayor Pro Tem Chinn seconded. The motion to close the public hearing passed unanimously.

Councilmember Callison moved for adoption of the ordinance, and Councilmember Dodson seconded. City Manager Mark Watson provided an overview of the ordinance, and Community Development Director Wayne Blasius answered questions from Council.

Mayor pro Tem Chinn stated that an emphasis should be placed on sales tax producing businesses when developing the property.

Ray Evans, 107 Amanda Place, Oak Ridge, and Economic Development Consultant for the City of Oak Ridge, stated that the developer is highly motivated to generate retail sales and that the adoption of the ordinance including only retail restricts the use and will need to come back to Council to be amended.

Councilmember Smith asked about the proximity of the development of the back side of the grocery store to the hotel and suggested there should be some type of screening with respect to the hotel. She also expressed concern that the current plan does not show as many amenities as were promised. She also asked that comments related to accessibility be an important consideration.

Council member Vogel stated that the Planning Commission had talked at length with the developer about accessibility, sidewalks, and other amenities. Colby Price, representative of Realty Link, stated that the current drawings lack detail so that there may be an ability to adapt while recruiting tenants and more detail will be provided as the process progresses.

The ordinance was approved unanimously by board vote with Councilmembers Callison, Dodson, Hope, Smith, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

First Reading

AN ORDINANCE TO AMEND ORDINANCE NO. 27-85, TITLED "A PERSONNEL PLAN FOR EMPLOYEES OF THE CITY OF OAK RIDGE, TENNESSEE," AS AMENDED, BY CHANGING THE TITLE OF SECTION 6.1, TITLED "HOURS OF WORK," TO "WORK PERIOD"; BY DELETING SECTION 6.1, TITLED "WORK PERIOD," SUBSECTIONS C AND D, AND SUBSTITUTING THEREFOR NEW SUBSECTIONS C AND D; BY DELETING SUBSECTION 6.2.B, TITLED "OVERTIME COMPENSATION," AND SUBSTITUTING THEREFOR A NEW SUBSECTION 6.2.B WITH THE SAME TITLE; AND BY DELETING SECTION 6.4, TITLED "STAND-BY PAY," AND SUBSTITUTING THEREFOR A NEW SECTION 6.4 WITH THE SAME TITLE; ALL FOR THE PURPOSE OF UPDATING THE PERSONNEL PLAN WITH RESPECT TO SECTION 207(K) EMPLOYEES AND TO CHANGE THE STAND-BY CALCULATION WHEN AN EMPLOYEE IS ON STAND-BY FOR LESS THAN SEVEN CONSECUTIVE DAYS.

Councilmember Dodson moved for approval of the ordinance, and Mayor Pro Tem Chinn seconded. Administrative Services Director Bruce Applegate provided an overview of the ordinance and answered questions from Council.

Councilmember Vogel questioned whether or not additional funding will be required to implement Phase II and Phase III of the plan and requested specific information pertaining to the overall cost of implementation.

Councilmember Smith requested that City Council receive some type of interim report during the fiscal year as to how the overtime reduction is impacting the City budget.

Fire Chief Darryl Kerley answered questions from Council pertaining to overtime in the Fire Department.

Dr. James Horton, 106 Carson Lane Oak Ridge, stated that the proposed 27-day cycle for the Fire Department will devastate recruitment and retention and that salaries should be higher than 50 percent of market. He also questioned if there was a different McGrath report that has not been made public.

Councilmember Smith clarified that 50 percent of market with respect to salaries actually means 100 percent of market. She also clarified that the entire McGrath report is public record if anyone would like to look at it.

The ordinance was approved by board vote with Councilmembers Callison, Dodson, Hope, Smith, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye," and Councilmember Vogel voting "No."

FINAL ADOPTION OF ORDINANCES

Public Hearing

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE, BY DELETING SUBPARTS (D)(3) AND (D)(4) OF SECTION 11.01, TITLED "VEHICLE ACCESS CONTROL," AND SUBSTITUTING THEREFOR NEW SUBPARTS (D)(3) AND (D)(4) RELATIVE TO DRIVEWAY LOCATIONS AND SPACING.

Councilmember Dodson moved to open the public hearing, and Councilmember Callison seconded. The motion to open the public hearing was approved unanimously.

Dr. James Horton, 106 Carson Lane, Oak Ridge; stated that he thought there was already a 20-foot limit from the property line, and if this ordinance is adopted, there would be areas all over town that would not be in compliance. Community Development Director Wayne Blasius stated that those areas would be grandfathered into the ordinance.

Seeing that no other citizens wished to speak, Councilmember Smith moved to close the public hearing, and Councilmember Callison seconded. The motion to close the public hearing was approved unanimously by voice vote.

Councilmember Dodson moved for adoption of the ordinance, and Councilmember Vogel seconded. Community Development Director Wayne Blasius provided an overview of the ordinance and answered questions from Council.

The ordinance was adopted unanimously by board vote with Councilmembers Callison, Dodson, Hope, Smith, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE ZONING MAP WHICH IS MADE A PART OF THE ORDINANCE BY CHANGING THE ZONING DISTRICT OF PARCEL 047.00, ANDERSON COUNTY TAX MAP 094J, GROUP D, (APPROXIMATELY 0.45 ACRES) FROM B-3, ROADSIDE BUSINESS DISTRICT, TO B-2, GENERAL BUSINESS DISTRICT, SAID PARCEL BEING LOCATED AT 500 OAK RIDGE TURNPIKE.

Councilmember Smith moved to open the public hearing on this ordinance, and Councilmember Hope seconded. The motion was approved unanimously by voice vote.

Seeing that no citizen wished to speak during the public hearing, Councilmember Hope moved to close the public hearing, and Councilmember Vogel seconded. The motion was approved unanimously by voice vote.

Councilmember Callison moved for adoption of the ordinance, and Councilmember Vogel seconded. Community Development Director Wayne Blasius provided an overview of the ordinance.

The ordinance was adopted unanimously by board vote with Councilmembers Callison, Dodson, Hope, Smith Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

RESOLUTIONS

A RESOLUTION ADOPTING THE 2017 PILOT REAUTHORIZATION DOCUMENTS FOR USE BY THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF OAK RIDGE (IDB) AS A GUIDELINE FOR TAX ABATEMENTS AND PAYMENTS IN LIEU OF TAXES FOR QUALIFYING ENTITIES IN OAK RIDGE FOR THE PERIOD OF JANUARY 1, 2018 THROUGH DECEMBER 31, 2020.

Councilmember Hope moved for approval of the resolution, and Councilmember Callison seconded. City Manager Mark Watson provided an overview of the resolution, and Economic Development Consultant Steve Jones answered questions from Council.

Mayor Pro Tem Chinn requested that wording be added to the reauthorization documents pertaining to commercial housing. City Manager Mark Watson indicated that this would follow up regarding this issue

The resolution was approved unanimously by board vote with Councilmembers Callison, Dodson, Hope, Smith, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

A RESOLUTION APPROVING AN AMENDMENT TO THE OPERATIONAL AGREEMENT BETWEEN THE CITY AND THE SCHOOLS WITH RESPECT TO FACILITY MAINTENANCE AND SCHEDULING FOR BLANKENSHIP FIELD.

Councilmember Dodson moved for approval of the resolution, and Mayor Pro Tem Chinn seconded. City Manager Mark Watson provided an overview of the resolution and answered questions from Council.

City Manager Mark Watson indicated that after the agenda was posted, there was a requested change from the State of Tennessee in Section 6 of the operational agreement. Councilmember Dodson moved to substitute the language requested by the state in the operational agreement, and Councilmember Hope seconded. The motion carried unanimously by voice vote with Councilmembers Callison, Dodson, Hope, Smith, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

Dr. James Horton, 106 Carson Lane, Oak Ridge, stated that he had raised questions with the State of Tennessee after speaking with individuals within the Blankenship Foundation that indicated the field would not be open to the public.

Mayor Pro Tem Chinn stated that the City of Oak Ridge has administered numerous grants such as this one and that the City Manager, Recreation & Parks Director Jon Hetrick and himself had participated in extensive mandatory training as to the rules of the grant.

The resolution was approved unanimously by board vote with Councilmembers Callison, Dodson, Hope, Smith, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

A RESOLUTION ACCEPTING CERTAIN STREETS (MAIN STREET EAST, MAIN STREET WEST, AND WILSON STREET), SIDEWALKS, AND UNDERLYING UTILITY INFRASTRUCTURE FOR PERPETUAL MAINTENANCE AT MAIN STREET OAK RIDGE.

Councilmember Callison moved for approval of the resolution, and Councilmember Vogel seconded.

City Manager Mark Watson provided an overview of the resolution and Community Development Director Wayne Blasius answered questions from Council.

The resolution was unanimously approved by board vote with Councilmembers Callison, Dodson, Hope, Smith, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

APPEARANCE OF CITIZENS

Ebony Capshaw, 125 Spellman Avenue, Oak Ridge, addressed Council with several concerns and questions about the Y-12 Electrical Substation Project. Mayor Gooch informed Ms. Capshaw that her questions would be forwarded to the appropriate officials with the project for response if they have not been passed on already.

Jerry Marrow, 105 Regent Circle, Oak Ridge, addressed Council regarding activity at a home at 622 West Outer Drive. He stated that he had made an Open Records Request, which was currently in process, and had been informed that there are records of 22 separate incidents at the home. He requested that Council direct some action to be taken by the appropriate City officials and that the District Attorney be contacted in regards to designating the house a public nuisance. City Manager Mark Watson indicated that he would follow up with City staff regarding appropriate action to be taken.

ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

Elections/Appointments

Announcements

Councilman Vogel reminded Council about ongoing Blueprint activities in the coming months.

Scheduling

COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

SUMMARY OF CURRENT EVENTS

CITY MANAGER'S REPORT

City Manager Mark Watson reported on a grant that has been awarded to the Farmers Market.

The City Manager also requested that City Council authorize transmittal of a letter regarding the Y-12 Electrical Substation Project, which was included in the agenda packet for Council review.

Councilmember Smith stated that the letter should be more forceful, and Councilmember Vogel stated that in the letter, the City should include the expectation and the importance of ongoing communication regarding this project that has not been present up to this point.

Mayor Gooch moved to authorize transmittal of the letter, and Councilmember Smith seconded. The motion was approved unanimously by voice vote with Councilmembers Callison, Dodson, Hope, Smith, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

CITY ATTORNEY'S REPORT

City Attorney Ken Krushenski reported that the lawsuit filed by Duracap against the City of Oak Ridge has been dismissed by Chancellor Cantrell. Duracap does have 30 days to file an appeal.

ADJOURNMENT: 9:36 p.m.

**RECREATION AND PARKS DEPARTMENT MEMORANDUM
17-12**

DATE: December 4, 2017
TO: Honorable Mayor and Members of City Council
FROM: Jonathan W. Hetrick, Recreation and Parks Director
SUBJECT: AMENDMENT TO RESOLUTION 3-17-2016 – LOCAL PARKS AND RECREATION FUND (LPRF) GRANT APPLICATION – BLANKENSHIP FIELD

Introduction

An item for the agenda is resolution to amend Resolution 3-17-2016.

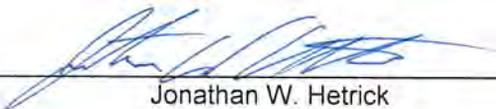
Background

By Resolution 3-17-2016, City Council authorized the application of a Local Parks and Recreation Fund Grant from the Tennessee Department of Environment and Conservation (TDEC) in an amount up to \$500,000.00 for installation of synthetic turf at Blankenship Field, and authorized acceptance of the grant if awarded. The City has received confirmation from TDEC of a grant award in the amount of \$496,000.00 for this project.

The submitted application included additional projects to improve Blankenship Field such as concrete walkways, restroom facilities, trailhead signage, synthetic track, and fencing. These additional projects are included in the grant contract. The City desires to amend Resolution 3-17-2016 to amend the scope of the project to include all the projects listed in the application so that when the City receives the signed contract back from TDEC, the City can move forward with the full project as outlined in the grant contract.

Recommendation

Approval of the attached resolution is recommended.


Jonathan W. Hetrick

Attachments: Memorandum 16-01
Resolution 3-17-2016

City Manager's Comments:

I have reviewed the above issue and recommend Council action as outlined in this document.


Mark S. Watson 12-6-17
Date

RECREATION AND PARKS DEPARTMENT MEMORANDUM
16-01

DATE: March 3, 2016

TO: Mark S. Watson, City Manager

FROM: Jonathan W. Hetrick, Recreation and Parks Director

SUBJECT: LOCAL PARKS AND RECREATION FUND (LPRF) GRANT APPLICATION

Introduction

An item for City Council's consideration is a resolution authorizing the application of a Local Parks and Recreation (LPRF) grant from the Tennessee Department of Environment and Conservation as well as acceptance of said grant if approved, in an amount up to \$500,000 for the purpose of installing synthetic turf at Blankenship Field.

Funding

The grant requires a 50% match, which is to be provided by the Blankenship Field Revitalization Foundation. Past practice of the City of Oak Ridge has been to coordinate with non-profit organizations for grant opportunities. Grant funding is requested in the amount of a minimum \$250,000 up to a maximum of \$500,000. All matching funds will be the obligation of the Blankenship Field Revitalization Foundation.

Analysis

The Local Parks and Recreation Fund (LPRF) grant is administered by the Tennessee Department of Environment and Conservation Recreation Education Services Division. County governments and incorporated municipalities are eligible to apply for the grant. The grant provides state funding for parks and recreation development and capital projects. This is a 50% grant that requires the facility to be maintained as a public recreational facility in perpetuity and open to the public. Grant reports must be filed with the state every five (5) years to document ongoing use as a public recreational facility. The 50% match is to be provided by the Blankenship Field Revitalization Foundation.

The City has previously been the recipient of LPRF grants for ballfields and recreational facilities. The City is the responsible party for the grant, but may receive matching funds from outside sources. The expectations of the City Council for approval of making application are:

- Matching funds are to be confirmed by the Foundation to the City for availability.
- Due to grant requirements, the City must become the controlling agent of park/field use and will coordinate with Oak Ridge Schools.
- The Foundation will coordinate any in-kind contributions of this project with the City in advance of work to ensure proper processing/credit to grant match.
- A long-term maintenance agreement must be established with the School system prior to completion or use of the project.
- The City of Oak Ridge will be listed as owner and beneficiary of any warranties associated with the project by the Foundation.

Grant funds are proposed to be used for the installation of synthetic turf for the playing surface at Blankenship Field, which replicates lush natural grass and will require less maintenance than the current playing surface (Bermuda grass) as well as provide for increased playability.

On February 11, 2016, the Foundation presented its proposal to the Recreation and Parks Advisory Board for a LPRF grant application from the State of Tennessee. The Board voted unanimously to support the Foundation's proposal.

Recommendation

Staff recommends approval of the resolution as submitted.

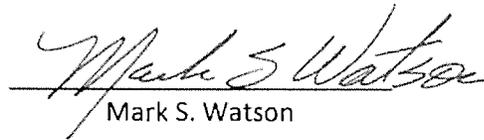


Jonathan W. Hetrick

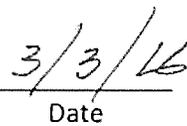
Attachments

City Manager's Comments:

I have reviewed the above issue and recommend Council action as outlined in this document.



Mark S. Watson



3/3/16
Date

RESOLUTION

A RESOLUTION AUTHORIZING THE APPLICATION OF A LOCAL PARKS AND RECREATION FUND GRANT FROM THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION, AS WELL AS ACCEPTANCE OF SAID GRANT IF APPROVED, IN AN AMOUNT UP TO \$500,000.00 FOR THE PURPOSE OF INSTALLING SYNTHETIC TURF AT BLANKENSHIP FIELD.

WHEREAS, the Blankenship Field Revitalization Foundation is a 501(c)(3) non-profit, public health benefit organization whose sole purpose is to secure funding and oversee the renovation of Blankenship Field and Jack Armstrong Stadium; and

WHEREAS, local governments are eligible to apply for a Local Parks and Recreation Fund grant funded through the Tennessee Department of Environment and Conservation Recreation Education Services Division, with said grants requiring a fifty percent (50%) local match; and

WHEREAS, the Foundation has requested the City to apply for said grant for the installation of synthetic turf for the playing surface at Blankenship Field, which replicates lush natural grass and will require less maintenance than the current playing surface (Bermuda grass) as well as provide for increased playability; and

WHEREAS, additionally, installation of synthetic turf will enable expansion of the usage of the facility for a variety of events and venues by creating a multi-use facility for sports, music, and community events; and

WHEREAS, as required by the grant application process, the Foundation submitted the request to the City's Recreation and Parks Advisory Board for a vote of support, which was received on February 11, 2016; and

WHEREAS, if awarded, the Foundation has given assurance that it will provide all required local matching funds as well as provide support for grant administration.

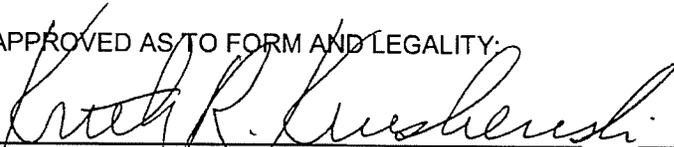
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

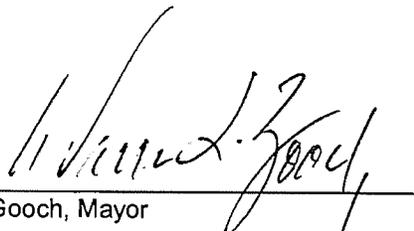
The City is hereby authorized to apply for, and accept if approved, a Local Parks and Recreation Fund grant from the Tennessee Department of Environment and Conservation in an amount up to \$500,000.00 for installation of synthetic turf at Blankenship Field, with the required local match and administrative support for the grant coming from the Blankenship Field Revitalization Foundation.

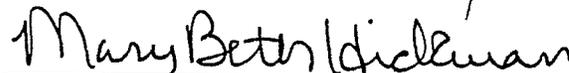
BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute the appropriate legal instruments to accomplish the same.

This the 14th day of March 2016.

APPROVED AS TO FORM AND LEGALITY:


Kenneth R. Krushenski, City Attorney


Warren L. Gooch, Mayor


Mary Beth Hickman, City Clerk

RESOLUTION

A RESOLUTION AMENDING RESOLUTION 3-17-2016 PERTAINING TO THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION GRANT FOR BLANKENSHIP FIELD.

WHEREAS, by Resolution 3-17-2016, City Council authorized the application of a Local Parks and Recreation Fund Grant from the Tennessee Department of Environment and Conservation (TDEC) in an amount up to \$500,000.00 for the purpose of installing synthetic turf at Blankenship Field, and authorized acceptance of the grant if awarded; and

WHEREAS, the submitted application also included additional projects to improve Blankenship Field; and

WHEREAS, the City has received notice from TDEC of a grant award in the amount of \$496,000.00 for renovations at Blankenship Field, which grant requires a fifty percent (50%) local match; and

WHEREAS, the grant contract includes a grant budget for the purchase and installation of synthetic turf, along with funds allocated toward enhancement projects including but not limited to concrete walkways, restroom facilities, trailhead signage, synthetic track, and fencing; and

WHEREAS, the City has signed the grant contract and returned it to TDEC for signature; and

WHEREAS, the City desires to amend Resolution 3-17-2016 to amend the scope of the project to include all the projects listed in the application so that when the City receives the signed contract back from TDEC, the City can move forward with the full project as outlined in the grant contract.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That Resolution 3-17-2016 is hereby amended to include all the projects specifically outlined within the grant application for the grant contract from the Tennessee Department of Environment and Conservation.

This the 11th day of December 2017.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

FINAL ADOPTION
OF
ORDINANCES

COMMUNITY DEVELOPMENT MEMORANDUM
PLANNING DIVISION
17-53

DATE: October 20, 2017

TO: Mark Watson, City Manager

FROM: Kelly Duggan, Senior Planner 

THROUGH: Wayne Blasius, Community Development Director 

SUBJECT: REZONE MAP 099N, GROUP B, PARCEL 003.00 FROM RG-1 AND O-2 TO UB-2 PLANNED UNIT DEVELOPMENT (PUD) OVERLAY

Introduction

An item for City Council's consideration is a request for a Preliminary Planned Unit Development (PUD) Master Plan and a proposed rezoning from RG-1 and O-2 to UB-2 PUD Overlay. The subject property currently consists of one existing parcel identified as Tax Map 099N, Group B, Parcel 003.00 located at the corner of three public streets – Badger Avenue to the west, S. Illinois Avenue to the south and S. Tulane Ave. to the east.

Funding

No funding is necessary to approve this request.

Analysis

The property is located within the city's central commercial core. On the opposite side of S. Tulane are commercial properties including the Main Street Oak Ridge redevelopment. Commercial development is also present on the opposite side of S. Illinois Avenue. Development activity in the area has increased in the last several years. Up until this year, the subject property had been a part of the American Museum of Science and Energy (AMSE) site and unavailable for development. With the transfer of the property to private ownership, transition to a commercial use is expected and appropriate.

Development of the property may result in additional impervious surface area with a corresponding increase in stormwater runoff. The site will be required to meet the city's MS4 stormwater management ordinance. Compliance will be addressed during the site review process. The city's landscaping and design standards as well as all other city regulations are also required.

The staff believes that the proposed development will enhance the use and enjoyment of other land in close proximity. As noted above, the predominant land use in the area is commercial. Patrons of the hotel development to the west would likely enjoy access to the retail and restaurant uses the site will offer. Further, the proposed development will tie into the existing Main Street development to the east, in terms of scale, uses and design. Given this scenario as well as adherence to landscape buffering requirements, the proposal is not expected to significantly interfere with the use and enjoyment of other land in close proximity.

Recommendation

The staff recommended approval of the zoning change and Preliminary PUD Master Plan. With the proposed movement of the AMSE and subsequent property transfers, a commercial zoning designation for this property is to be expected. The property is located within the city's commercial core and the nearby properties are already commercial in their use and zoning. Given the significance of this property within the city center, its high visibility and location along two arterial Streets (S. Illinois and S. Tulane), specific attention should be dedicated to the quality and character of future development at the site. The staff also believes that the PUD is compatible with development permitted under the provisions of the Zoning Ordinance as well as general development patterns in the area.

The Oak Ridge Municipal Planning Commission reviewed the request at its October 19, 2017 meeting. The action of the Planning Commission was conditional approval, with the following conditions:

- The developer shall obtain the approval of the City Engineer for a Traffic Impact Study for the site and its vicinity. The developer shall implement all mitigation measures deemed necessary by the City Engineer. All expenses relating to study preparation and implementation will be borne by the developer.
- The developer shall provide a pedestrian connection to the Main Street development across Tulane Avenue and to the hotel development across Badger Avenue. The developer shall provide sidewalks along Badger Avenue.
- The developer shall provide nuisance screening deemed appropriate by the staff and the Planning Commission along the rear of the large grocery/retail building to create a buffer between the service area and adjacent uses.

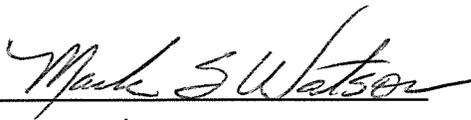
Attachments:

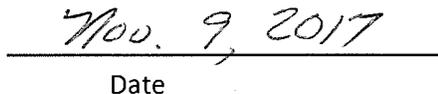
Aerial Map

Zoning Map

City Manager's Comments:

I have reviewed the above issue and recommend Council action as outlined in this document.


Mark S. Watson


Date

TN OAK RIDGE ILLINOIS, LLC

Nov 3, 2017

To:
City of Oak Ridge
Community Development Department
200 S Tulane Ave,
Oak Ridge, TN 37830
Attn: Kelly Dugan

RE: PUD/Master Plan Conditions -Developers Acceptance Letter.
Kelly

TN Oak Ridge Illinois, LLC (Developer) has reviewed and approved the (Approval Letter and the included (3) conditions listed in the Planning Commission's approval letter dated 10/23/17 for the following:
Rezoning of Map 099N, Group B. Parcel 003.00 from RG-1 to UB-2/PUD and a portion of Parcel 002.00 from 0-2 to UB-2/PUD, and approval of the associated PUD Master Plan.

Conditions of Approval as listed in the City of Oak Ridge approval letter:

- The Developer shall obtain the approval of the City Engineer for a Traffic Impact Study for the site and its vicinity. The developer shall implement all mitigation measures deemed necessary by the City Engineer. All expenses relating to the study preparation and implementation will be borne by the developer.
- The developer shall provide a pedestrian connection to the Main Street development across Tulane Avenue and to the hotel development across Badger Avenue. The developer shall provide sidewalks along Badger Avenue.
- The Developer shall provide nuisance screening deemed appropriate by the staff and Planning Commission along the rear of the large grocery/retail building to create a buffer between the service area and adjacent uses.

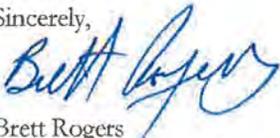
Should you have any questions feel free to contact Brett Rogers or Neil Wilson.

Brett Rogers at (864) 263-5426 or via email: brogers@realtlinkdev.com

Neil Wilson at (864)263-5413 or via email at nwilson@realtlinkdev.com

Thank you.

Sincerely,



Brett Rogers
Director of Construction

CITY OF OAK RIDGE



POST OFFICE BOX 1 • OAK RIDGE, TENNESSEE 37831-0001

October 23, 2017

Brett Rogers
Director of Construction
Realty Link
550 South Main Street, Suite 300
Greenville, SC 29601

RE: Rezoning of Map 099N, Group B, Parcel 003.00 from RG-1 to UB-2/PUD and a portion of Parcel 002.00 from O-2 to UB-2/PUD, and approval of the associated PUD Master Plan.

Dear Mr. Rogers:

The Oak Ridge Municipal Planning Commission reviewed the above-referenced request at its October 19, 2017 meeting. The action of the Planning Commission was conditional approval, with the following conditions:

- The developer shall obtain the approval of the City Engineer for a Traffic Impact Study for the site and its vicinity. The developer shall implement all mitigation measures deemed necessary by the City Engineer. All expenses relating to study preparation and implementation will be borne by the developer.
- The developer shall provide a pedestrian connection to the Main Street development across Tulane Avenue and to the hotel development across Badger Avenue. The developer shall provide sidewalks along Badger Avenue.
- The developer shall provide nuisance screening deemed appropriate by the staff and the Planning Commission along the rear of the large grocery/retail building to create a buffer between the service area and adjacent uses.

Per Section 9.05(f) of the Oak Ridge Zoning Ordinance: "When the Planning Commission's action is conditional approval, the Planning Commission shall specifically note in its minutes the conditions or modifications which must be complied with in order that the proposed PUD Master Plan receive approval. The applicant may make a written response concurring with the required modifications, in which case the master PUD is deemed to have Planning Commission approval, at the date of receipt of said written concurrence. When the applicant makes a negative reply or does not reply within forty-five (45) days of the date of conditional approval, the PUD shall be deemed as disapproved unless such time limit is extended by a specific action of the Planning Commission upon a written request of the



POST OFFICE BOX 1 • OAK RIDGE, TENNESSEE 37831-0001

applicant. In the event of a recommendation for disapproval, the applicant may, at the applicant's option, proceed to City Council with the request."

Forty-five (45) days from the date of the conditional approval is December 3, 2017.

Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in blue ink that reads "Kelly Duggan".

Kelly Duggan

Senior Planner

City of Oak Ridge, Community Development Department

200 S. Tulane Avenue

Oak Ridge, TN 37831



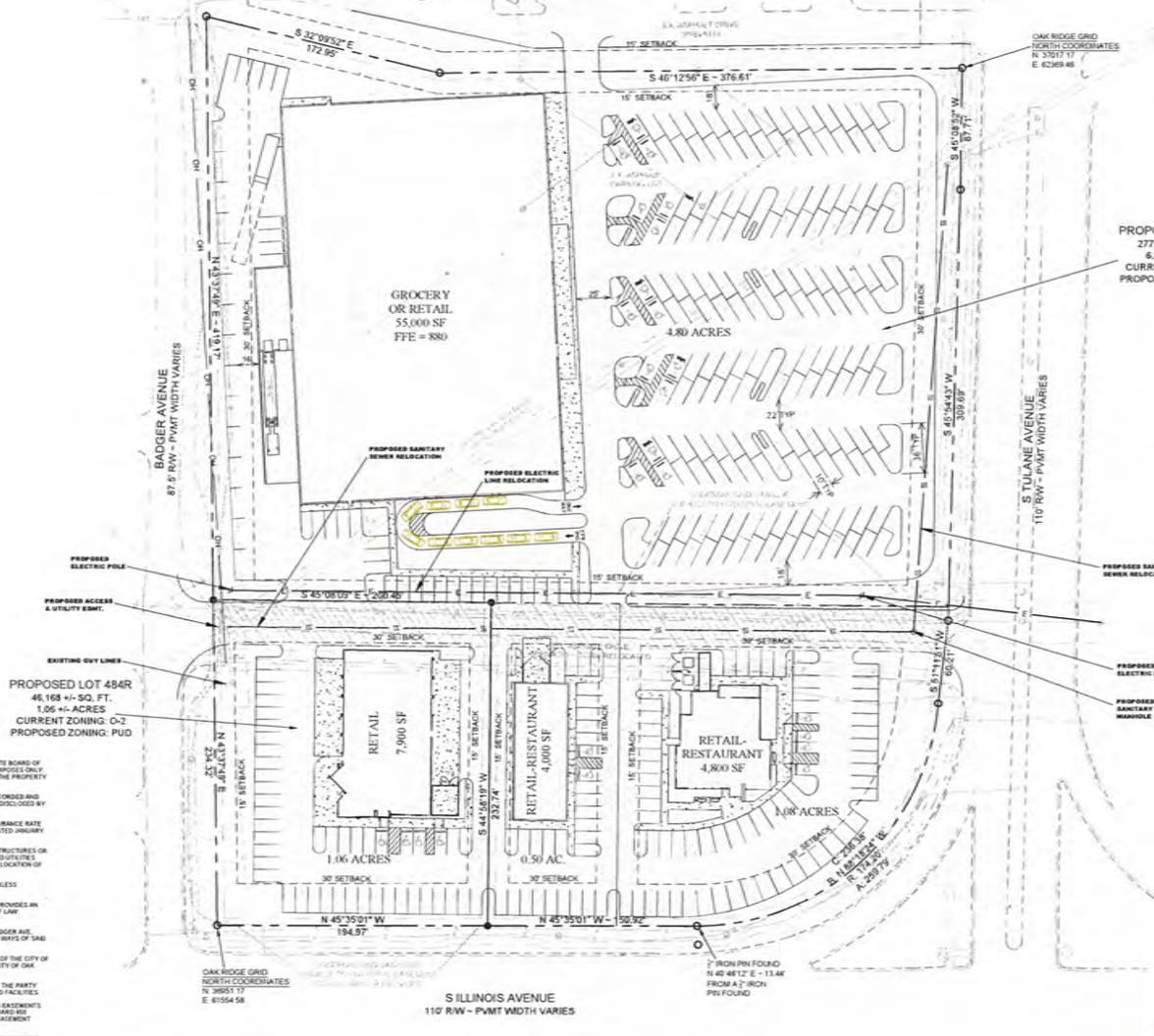
GPS NOTE
 THE SURVEY SHOWN HEREON IS BASED ON GPS DATA COLLECTED BY ACE USING BOTH STATIC AND RTK METHODS WITH DUAL FREQUENCY TOPCON TRIPLEX GNSS RECEIVERS. THE ENTIRETY OF THE DATA COLLECTED FOR THIS SURVEY WAS DONE SO THROUGH GPS METHODS. ACCEPTABLE AND BY CONVENTIONAL MEANS FROM GPS CONTROL POINTS, AND NECESSARY RTK DATA WAS COLLECTED FOR ANY SITE FEATURES AND ALL CONTROL POINTS AND BOUNDARY INFORMATION WAS COLLECTED BY STATIC MODE WITH A RANGE OF 8 FT OR LESS. VECTORS AND/or BOUNDARIES HAVE BEEN CHECKED THROUGH STATIC OBSERVATIONS.



- LEGEND**
- SURVEY PIN #1 1/4" PLASTIC CAP STAMPED "WVVC" FOUND UNLESS OTHERWISE NOTED
 - HIGH PIN SET
 - SANITARY SEWER MANHOLE
 - SANITARY SEWER CLEAN OUT
 - ANDRICK
 - UTILITY POLE
 - SIGNAL POLE
 - ELECTRIC BOX
 - ELECTRIC METER
 - GAS VALVE
 - WATER VALVE
 - WATER METER
 - FIRE HYDRANT
 - FIRE CONNECTION
 - 4" METAL PIPE OUTLET
 - GAS METER
 - TELEPHONE REDESTAL
 - STORM SEWER MANHOLE
 - DROP BOX INLET
 - CURB BOX INLET
 - ROAD SIGN
 - TREE
 - LAMP POLE
 - BILL
 - BILLING SET-BACK LINE
 - ESOL
 - EAST PROPERTY LINE
 - PROP. PROPERTY LINE
 - EASEMENTS
 - LOT LINE TO BE ABANDONED
 - CENTERLINE
 - UNDERGROUND ELECTRIC
 - GAS LINE
 - OH
 - OVERHEAD UTILITIES
 - T
 - BARRIED TELEPHONE
 - SANITARY SEWER LINE
 - WATER LINE
 - STORM SEWER LINE
 - FENCE LINE

- EXISTING EASEMENTS SHOWN BUT NOT LABELED TO REDUCE CLUTTER**
- OVERHEAD UTILITIES, 30' EASEMENT - 10' ESOL
 - WATER LINE 10' EASEMENT - 5' ESOL
 - GAS LINE 10' EASEMENT - 5' ESOL
 - SANITARY SEWER LINE 10' EASEMENT - 5' ESOL

- GENERAL NOTES**
- 1 THIS ENGINEER'S EXAMINATION OF RECORDS AND VISUAL SURVEY AS DEFINED BY THE RULES OF TENNESSEE STATE BOARD OF EXAMINERS FOR LAND SURVEYORS CHAPTER 800-40 - STANDARDS OF PRACTICE, IS FOR INFORMATION PURPOSES ONLY. IT IS NOT TO BE USED AS AN INSTRUMENT TO TRANSFER TITLE. INSTRUMENTS FOR THE PURPOSE OF SAVING THE PROPERTY OWNED BY THE OAK RIDGE ILLINOIS LLC TO BE RECORDED FROM D-2 & R-1 TO PUGS#2.
 - 2 THE PROPERTY SHOWN HEREON IS SUBJECT TO ANY AND ALL LEGAL EASEMENTS AND RIGHT-OF-WAYS RECORDED AND UNRECORDED, INCLUDING BUT NOT LIMITED TO THOSE SHOWN HEREON. ANY AND ALL FACTS THAT MAY BE OCCURRED BY A FULL AND ACCURATE TITLE SEARCH.
 - 3 THE PROPERTY SHOWN HEREON DOES NOT LIE IN A FLOOD PRONE AREA ACCORDING TO FIRM FLOOD INSURANCE RATE MAPS FOR ANDERSON COUNTY, TENNESSEE. SAID AREA IS SHOWN ON MAP NUMBER A043200300 AS DATED JANUARY 17, 2012.
 - 4 THE LOCATION OF ALL UTILITIES SHOWN HEREON ARE BASED ON THE FIELD LOCATION OF FOUND VISIBLE STRUCTURES OR AS PLACED OR MARKED BY THEIR RESPECTIVE UTILITY COMPANIES. THERE MAY BE OTHER UNDERGROUND UTILITIES LOCATED ON THE PROPERTY UNDER CONSTRUCTION. NO WARRANTIES IS EXPRESSED OR IMPLIED TO THE ACTUAL LOCATION OF SAID UTILITIES.
 - 5 ALL IRON PINS SET ARE 1/4" x 3/8" PINS SET WITH "1" YELLOW PLASTIC CAP STAMPED "1" APPROX. NLS 230" UNLESS OTHERWISE NOTED.
 - 6 A BOUNDARY SURVEY DOES NOT DETERMINE LAND OWNERSHIP. A PROFESSIONAL LAND SURVEYOR ONLY PROVIDES AN OPINION OF PREVIOUSLY ESTABLISHED BOUNDARY LINES UNLESS SPECIFICALLY STATED OTHERWISE BY A COURT OF LAW.
 - 7 THE BOUNDARY LINES OF THE SUBJECT PROPERTY DIRECTLY ADJACENT TO THE PUBLIC RIGHT-OF-WAY OF BADGER AVENUE, ILLINOIS AVENUE AND S ILLINOIS AVENUE ARE ONE AND THE SAME AS THE EXTENTS OF THE DEDICATED PUBLIC RIGHT-OF-WAY OF SAID ROADS WITH NO WAYS OR EASEMENTS.
 - 8 AN EASEMENT OF FIVE FEET BENEATH ALL LOT LINES IS HEREBY RESERVED FOR UTILITY PURPOSES IN FAVOR OF THE CITY OF OAK RIDGE. ALL UTILITIES AND UNDERGROUND ELECTRIC EASEMENTS SHOWN ON THIS PLAN ARE IN FAVOR OF THE CITY OF OAK RIDGE UNLESS OTHERWISE NOTED.
 - 9 ANY REQUEST TO RELOCATE EXISTING ELECTRICAL FACILITIES SHALL BE PAID BY THE REQUESTING PARTY. THE PARTY WILL ALSO BE RESPONSIBLE FOR OBTAINING ANY EASEMENTS REQUIRED FOR RELOCATED FACILITIES.
 - 10 NO CONSTRUCTION OF BUILDINGS OR SIGNS OR INSTALLATION OF LANDSCAPING SHALL TAKE PLACE WITHIN EASEMENTS WITHIN THE CITY OF OAK RIDGE UNLESS APPROVED BY THE CITY OF OAK RIDGE. THE CITY OF OAK RIDGE WILL NOT BE RESPONSIBLE FOR PLACING OR REPAIRING IMPROVEMENTS (LATEST REVISIONS, LANDSCAPING MUST BE APPROVED BY WRITING BY CURED AND PUBLIC WORKS) VIA AN EASEMENT ENCROACHMENT FORM. PLACEMENT SHALL BE COORDINATED WITH THE CITY.
 - 11 LANDSCAPING IMPROVEMENTS AND CONSTRUCTION WITHIN UTILITY EASEMENTS ARE PERFORMED AT THE RISK OF THE OWNER. REASONABLE CARE WILL BE TAKEN BY UTILITIES TO PRESERVE IMPROVEMENTS AND LANDSCAPING WITHIN UTILITY EASEMENTS. THE CITY OF OAK RIDGE WILL NOT BE RESPONSIBLE FOR PLACING OR REPAIRING IMPROVEMENTS WITHIN UTILITY EASEMENTS. PLACEMENT SHALL BE COORDINATED WITH THE CITY.
 - 12 DIRECTIONAL BEARINGS LISTED ON THIS MAP ARE BASED ON THE OAK RIDGE COORDINATE SYSTEM AND DO NOT REFER TO EITHER TRUE OR MAGNETIC NORTH.



PROPOSED LOT 483R
 277,747 +/- SQ. FT.
 6.38 +/- ACRES
 CURRENT ZONING: O-2
 PROPOSED ZONING: PUD

DEVELOPMENT SUMMARY

- PROPOSED ZONING: PUD (REV. 2)**
- MIN. LOT SIZE: 4.80 ACRES**
- BUILDING SETBACKS:**
- FRONT: 25'
 - SIDE: 10'
 - REAR: 10'
- USE AREAS:**
- JACK-EMERALD: 4.80 ACRES
 - RETAIL/RESTAURANT: 1.58 ACRES
 - THE STORE: 1.58 ACRES
- NOTE:** ALL LANDSCAPE AND SIGNAGE STANDARDS CONTAINED IN ARTICLE 8.0107 CURRENTLY ADDRESSED IN THE PRELIMINARY PLAN SUBMITTAL WILL BE ADDRESSED IN THE FINAL MASTER PLAN SUBMITTAL.
- * VARIANCES AS NEEDED WILL BE ADDRESSED WITH FINAL MASTER PLAN.**

TOTAL AREA OF SURVEY

323,915 +/- SQ. FT.
 7.44 ACRES

PANEL NUMBER, ADDRESS AND SOURCE OF TITLE

TN OAK RIDGE ILLINOIS, LLC
 150 SOUTH MAIN STREET, SUITE 300
 GREENVILLE, SC 29601
 DEED BOOK 185 PAGE 222
 PLAT CMB NUMBER 1278



REZONING EXHIBIT - LOT 483R
 OF THE BLOCK 19CA RESUBDIVISION
 TAX PARCEL: 099N, GROUP B, PARCEL 3.00

TN OAK RIDGE ILLINOIS, LLC
 550 SOUTH MAIN STREET STE 300
 GREENVILLE, SC 29601
 FILE NO: 19-11-0011
 FILE NO: 19-11-0011

DRAWN BY: A. ARNOLD
 CHECKED BY: A. ARNOLD
 PREPARED BY:

DATE: 10/11/21
 SCALE: 1" = 40'

PROJECT NUMBER: 19-11-0011

ACES
 ARNOLD CONSULTING ENGINEERING SERVICES, INC.
 P.O. BOX 1308 BOWLING GREEN, KY 42101
 PHONE (270) 780-9445

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE ZONING MAP WHICH IS MADE A PART OF THE ORDINANCE BY CHANGING THE ZONING DISTRICT OF FORMER PARCEL 003.00, ANDERSON COUNTY TAX MAP 099N, GROUP B, FROM RG-1, RESIDENTIAL, OPEN SPACE AND RESERVED DISTRICT, TO UB-2/PUD, UNIFIED GENERAL BUSINESS DISTRICT WITH A PLANNED UNIT DEVELOPMENT OVERLAY, AND CHANGING THE ZONING DISTRICT OF A PORTION OF FORMER PARCEL 002.00, ANDERSON COUNTY TAX MAP 099N, GROUP B, FROM O-2, OFFICE DISTRICT, TO UB-2/PUD, UNIFIED GENERAL BUSINESS DISTRICT WITH A PLANNED UNIT DEVELOPMENT OVERLAY, WITH BOTH PARCELS BEING LOCATED ON SOUTH TULANE AVENUE AND NOW COLLECTIVELY REFERRED TO AS LOT 483R CONTAINING APPROXIMATELY 7.436 ACRES; AND APPROVING THE ASSOCIATED PLANNED UNIT DEVELOPMENT PRELIMINARY MASTER PLAN.

WHEREAS, the following change has been submitted for approval or disapproval to the Oak Ridge Municipal Planning Commission and the Commission has approved the same subject to certain conditions; and

WHEREAS, a public hearing thereon has been held as required by law.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OAK RIDGE TENNESSEE:

Section 1. The district boundaries of the zoning map attached to and made a part of Ordinance No. 2, as amended, are revised in the following particulars:

<u>Property Description</u>	<u>Location</u>	<u>Present Zoning District</u>	<u>New Zoning District</u>
Former Parcel 003.00 Map 099N, Group B (Now Part of Lot 483R) (± 1.99 Acres)	S. Tulane Avenue	RG-1, Residential, Open Space and Reserved	UB-2/PUD, General Business District with a Planned Unit Development Overlay
A portion of former Parcel 002.00 Map 099N, Group B (Now Part of Lot 483R) (± 5.446 Acres)	S. Tulane Avenue	O-2, Office	UB-2/PUD, General Business District with a Planned Unit Development Overlay

Section 2. The change shall be imposed upon said map and shall be as much a part of Ordinance No. 2 as if fully described therein.

Section 3. The Planned Unit Development Preliminary Master Plan for the development as shown on the drawing prepared by Arnold Consulting Engineering Services, Inc., dated September 12, 2017, is hereby approved subject to the conditions set forth by the Oak Ridge Municipal Planning Commission at its October 19, 2017 meeting.

Section 4. This ordinance shall become effective ten (10) days after adoption on second reading, the welfare of the City of Oak Ridge requiring it.

APPROVED AS TO FORM AND LEGALITY:


Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

First Reading: 11/13/2017
Public Hearing: 11/13/2017
Publication Date: 11/16/2017
Second Reading: _____
Publication Date: _____
Effective Date: _____

Mary Beth Hickman, City Clerk

TN Oak Ridge Illinois LLC - Rezoning - Aerial Map



Legend

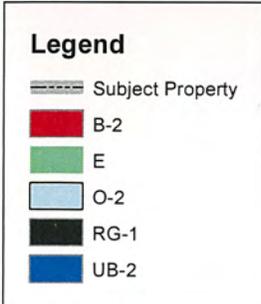
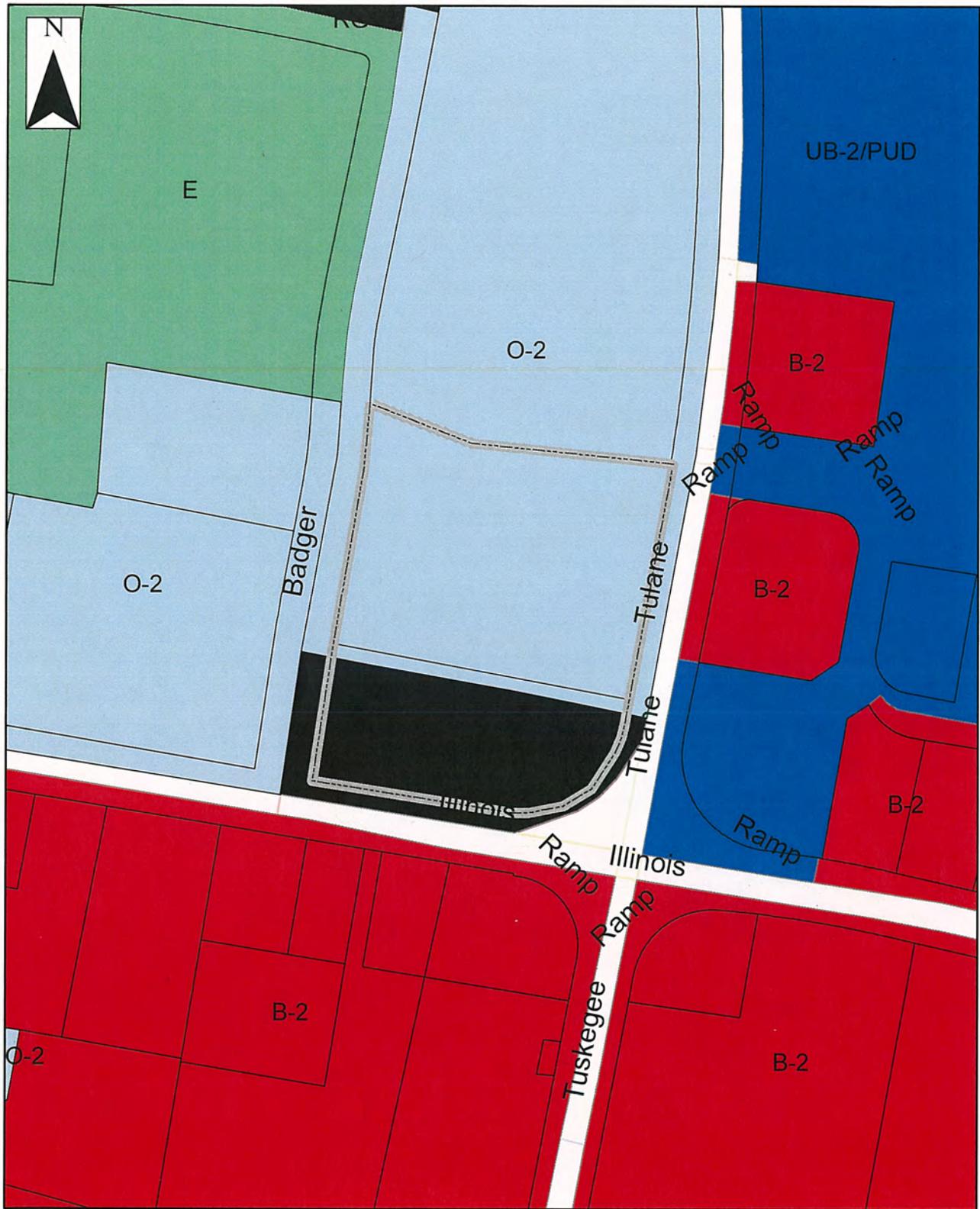
 Subject Property

This map was prepared by the Oak Ridge Community Development Department. The map is for illustrative purposes only. It is not an engineering or survey map

Date: 8/10/2017

Author: Jordan Clark

TN Oak Ridge Illinois LLC - Rezoning - Current Zoning



This map was prepared by the Oak Ridge Community Development Department. The map is for illustrative purposes only. It is not an engineering or survey map

Date: 8/10/2017

Author: Jordan Clark

PERSONNEL DEPARTMENT MEMORANDUM
17-150

DATE: November 6, 2017
TO: Mark S. Watson, City Manager
FROM: Bruce M. Applegate, Director of Administrative Services
SUBJECT: AMENDMENTS TO THE PERSONNEL PLAN/ORDINANCE ASSOCIATED WITH THE NEW CLASSIFICATION/COMPENSATION STUDY

Introduction

An item for City Council's consideration is an ordinance to amend provisions of the Personnel Plan Ordinance (Ordinance No. 27-85): Hours of Work (§6.1), Overtime Calculation (§6.2. B.), and Stand-By Pay (§6.4.).

Funding

No funding is necessary for this item.

Background

By Resolution 12-87-2016, the City entered into an agreement with McGrath Human Resources Group (McGrath) to perform a compensation analysis and review of the City's compensation plan structure and related policies. McGrath completed their analysis and submitted their Classification and Compensation Report to the City, which was received September 11, 2017. City Council approved the recommended Phase 1 ordinance changes September 19, 2017.

On November 8, 2017, staff met with the Personnel Advisory Board (PAB) to provide an overview of the recommended Phase 2 ordinance changes and to answer any questions. At this meeting PAB reviewed and voted to recommend amendment of Personnel Ordinances pursuant to the reports suggestions and forward those suggestions to City Council.

It is the City's intent to continue implementation of the report through a phased approach. Phase 2 will adopt the recommended 207(k) exemption changes necessary to transition the Fire Department from the Fair Labor Standards Act (FLSA) defined 9-day cycle to the 27-day cycle, define the proportionate allocation of stand-by compensation, and address two housekeeping changes.

A bold strike-through of the proposed changes to the Personnel Plan/Ordinance is attached and includes a change to the Stand-By section of the Personnel Plan/Ordinance as well as the Phase 2 changes required for implementation of the 2017 McGrath Human Resources Group Classification and Compensation study recommendations. The remaining ordinance changes required to implement the upcoming phases of the McGrath Classification and Compensation Study are under continued review, and are expected to be implemented on a quarterly basis to ensure adequate time for evaluation and employee outreach.

Analysis

A review of the Personnel Plan/Ordinance regarding Hours of Work (§6.1), and Overtime Calculation (§6.2. B.) identified inconsistencies with the newly proposed 2017 Classification and Compensation Plan recommendations. An additional adjustment to section 6.4 "Stand-By Pay" was drafted to define the proportionate basis for Stand-By pay. Changes to the above Ordinance sections are elaborated on below:

6.1 Hours of Work

Section 6.1 has been retitled "Work Period" as the subsections cover the FLSA defined work periods for City staff.

6.1(c) and 6.1(d) Hours of Work

Section 6.1(c) and 6.1(d) have been amended to reflect the appropriate FLSA work period language required by law.

6.2(b) Overtime Compensation

Section 6.2(b) was amended to include the twenty-seven (27) day work period for Fire Department employees, meeting the requirements of Section 207(k) of the Fair Labor Standards Act (FLSA). This change amends the current Ordinance to incorporate the FLSA 27-day (216 hour) work period language.

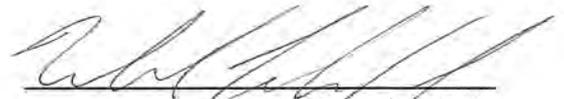
6.4 Stand-By Pay

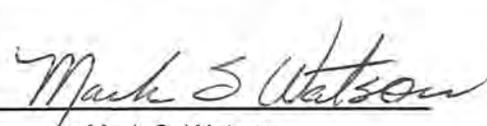
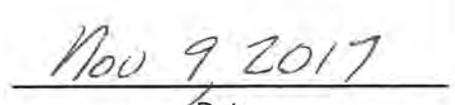
Section 6.4 was amended to designate the proportionate basis for crediting Stand-By time for a period of less than 7 days. Monday through Friday of a Stand-By period will be credited as 1 hour pay at the employee's base rate. Saturday and Sunday will be credited as 1.5 hours pay at the employee's base rate.

Recommendation

Approval of the proposed ordinance is recommended.

Attachments: Bold-Strikethrough of Proposed Ordinance Changes
Proposed Ordinance


Bruce M. Applegate Jr.
Director of Administrative Services

<p>City Manager's Comments:</p> <p>I have reviewed the above issue and recommend Council action as outlined in this document.</p> <p> Mark S. Watson</p> <p> Date</p>

**PROPOSED CHANGES – PHASE II
PERSONNEL PLAN ORDINANCE**

6.1 **HOURS OF WORK WORK PERIOD**

- c. In accordance with Section 207(k), as amended, of the Fair Labor Standards Act, employees' time will be computed on the basis of a twenty-eight (28) day work period for ~~Police Department patrol-shift employees~~ **engaged in law enforcement activities** with ~~these individuals scheduled for 160 hours of work in each work period.~~
- d. In accordance with Section 207(k), as amended, of the Fair Labor Standards Act, employees' time will be computed on the basis of a ~~nine (9)~~ **twenty-seven (27)** day work period for ~~Fire Department station-based-shift employees~~ **engaged in fire protection activities** with ~~these individuals scheduled for 72 hours of work in each work period.~~

6.2. **OVERTIME**

- b. Overtime Compensation. When a non-exempt full-time employee is required by their supervisor or another person in the employee's line of supervision to work in excess of the normal schedule in a work period, the employee is entitled to overtime compensation. Employees may not elect on their own to work in excess of their normal schedule in a work period. Holiday leave will be considered as hours worked in calculating overtime compensation. All other types of leave (ex. General, Emergency, Injury, Leave Without Pay, Military, Civil, Administrative Emergency, etc.) will not be considered as hours worked in calculating overtime compensation. In the event of an emergency as determined by the City Manager or the City Manager's designee, the City Manager or the City Manager's designee may include other types of leave as hours worked for the purposes of calculating overtime compensation. An emergency is defined as an unforeseen circumstance beyond the control of the City which presents a real, immediate, and material threat to the public interests or property of the City.

The formula for calculating the hourly rate is shown below:

$$\frac{(\text{Regular Pay Rate} + \text{Supplemental Pay}) \times \text{Regular Hours Worked} + \text{Stand-by Pay}}{\text{Regular Hours Worked}}$$

Overtime will be paid for any hours worked over the regularly scheduled hours in a defined twenty-eight (28) work day period after 171 hours for Police Department employees and in a defined ~~nine (9)~~ **twenty-seven (27)** day work period after ~~68~~ **204** hours for Fire Department employees meeting the requirements of Section 207(k) of the Fair Labor Standards Act (FLSA). All other employees must work forty (40) hours during a workweek prior to receiving overtime payments. The Police Department and Fire Department work day period schedule is adopted pursuant to Section 207(k) of the FLSA and 29 CFR Part 553.

All overtime compensation will be at the rate of one and one-half times the hourly rate. The City may offer an employee compensatory time off equivalent to one and one-half times the number of extra hours worked. It is the employee's decision whether to accept compensatory time off instead of overtime, however, that decision must be made at the time the offer of compensatory time is made. Said compensatory time may be accrued up to a maximum of forty (40) hours.

Exempt employees are not eligible for overtime compensation.

6.4. STAND-BY PAY

Non-exempt employees who are required to be immediately available to answer emergency service requests, shall be assigned on stand-by for one defined seven (7) day period and shall be entitled to eight (8) hours pay at the base rate in the salary schedule. Stand-by time of less than seven days shall be credited ~~on a proportionate basis~~ **as follows: one (1) hour pay at the base rate in the salary schedule for Monday through Friday, and one and one-half (1.5) hours pay at the base rate in the salary schedule for Saturday and Sunday.** Employees who are on stand-by and fail to respond to a call shall forfeit the above allowance and shall be subject to disciplinary action.

In unusual circumstances, the City Manager may require that employees shall remain available to be called in without compensation for the stand-by status.

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 27-85, TITLED "A PERSONNEL PLAN FOR EMPLOYEES OF THE CITY OF OAK RIDGE, TENNESSEE," AS AMENDED, BY CHANGING THE TITLE OF SECTION 6.1, TITLED "HOURS OF WORK," TO "WORK PERIOD"; BY DELETING SECTION 6.1, TITLED "WORK PERIOD," SUBSECTIONS C AND D, AND SUBSTITUTING THEREFOR NEW SUBSECTIONS C AND D; BY DELETING SUBSECTION 6.2.B, TITLED "OVERTIME COMPENSATION," AND SUBSTITUTING THEREFOR A NEW SUBSECTION 6.2.B WITH THE SAME TITLE; AND BY DELETING SECTION 6.4, TITLED "STAND-BY PAY," AND SUBSTITUTING THEREFOR A NEW SECTION 6.4 WITH THE SAME TITLE; ALL FOR THE PURPOSE OF UPDATING THE PERSONNEL PLAN WITH RESPECT TO SECTION 207(K) EMPLOYEES AND TO CHANGE THE STAND-BY CALCULATION WHEN AN EMPLOYEE IS ON STAND-BY FOR LESS THAN SEVEN CONSECUTIVE DAYS.

WHEREAS, by Resolution 12-87-2016, the City entered into an agreement with McGrath Human Resources Group to perform a compensation analysis and review of the City's compensation plan structure and related policies; and

WHEREAS, the analysis and review conducted by McGrath Human Resources Group is complete; and the City intends a phased approach to implement the recommendations; and

WHEREAS, the initial adoption of the recommendations (Phase I) was adopted by City Council through Ordinance 12-2017; and

WHEREAS, the City is ready to move forward with Phase II pertaining to Fair Labor Standards Act Section 207(k) employees (those engaged in fire protection and law enforcement activities) regarding the work period and overtime calculations, as well as changing the stand-by calculation for an employee who is on stand-by for less than seven consecutive days; and

WHEREAS, the Personnel Advisory Board at its November 8, 2017 meeting recommended the proposed amendments to the Personnel Plan for Council's approval; and

WHEREAS, the City Manager recommends that the Personnel Plan be amended as set forth below.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

Section 1. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," Article 6, titled "Hours of Work, Overtime and Premium Compensation," Section 6.1, titled "Hours of Work," is hereby amended by changing the title to "Work Period."

Section 2. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," Article 6, titled "Hours of Work, Overtime and Premium Compensation," Section 6.1, titled "Work Period," is hereby amended by deleting Subsections 6.1.c and 6.1.d in their entirety, and substituting therefor new Subsections 6.1.c and 6.1.d, which new subsections shall read as follows:

6.1 WORK PERIOD

- c. In accordance with Section 207(k), as amended, of the Fair Labor Standards Act, employees' time will be computed on the basis of a twenty-eight (28) day work period for employees engaged in law enforcement activities.

- d. In accordance with Section 207(k), as amended, of the Fair Labor Standards Act, employees' time will be computed on the basis of a twenty-seven (27) day work period for engaged in fire protection activities.

Section 3. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," Article 6, titled "Hours of Work, Overtime and Premium Compensation," Section 6.2, titled "Overtime," is hereby amended by deleting Subsection 6.2.b, titled "Overtime Compensation," in its entirety, and substituting therefor a new Subsection 6.2.b, titled "Overtime Compensation," which new subsection shall read as follows:

6.2 OVERTIME

- b. Overtime Compensation. When a non-exempt full-time employee is required by their supervisor or another person in the employee's line of supervision to work in excess of the normal schedule in a work period, the employee is entitled to overtime compensation. Employees may not elect on their own to work in excess of their normal schedule in a work period. Holiday leave will be considered as hours worked in calculating overtime compensation. All other types of leave (ex. General, Emergency, Injury, Leave Without Pay, Military, Civil, Administrative Emergency, etc.) will not be considered as hours worked in calculating overtime compensation. In the event of an emergency as determined by the City Manager or the City Manager's designee, the City Manager or the City Manager's designee may include other types of leave as hours worked for the purposes of calculating overtime compensation. An emergency is defined as an unforeseen circumstance beyond the control of the City which presents a real, immediate, and material threat to the public interests or property of the City.

The formula for calculating the hourly rate is shown below:

$$\frac{(\text{Regular Pay Rate} + \text{Supplemental Pay}) \times \text{Regular Hours Worked} + \text{Stand-by Pay}}{\text{Regular Hours Worked}}$$

Overtime will be paid for any hours worked over the regularly scheduled hours in a defined twenty-eight (28) work day period after 171 hours for Police Department employees and in a defined twenty-seven (27) day work period after 204 hours for Fire Department employees meeting the requirements of Section 207(k) of the Fair Labor Standards Act (FLSA). All other employees must work forty (40) hours during a workweek prior to receiving overtime payments. The Police Department and Fire Department work day period schedule is adopted pursuant to Section 207(k) of the FLSA and 29 CFR Part 553.

All overtime compensation will be at the rate of one and one-half times the hourly rate. The City may offer an employee compensatory time off equivalent to one and one-half times the number of extra hours worked. It is the employee's decision whether to accept compensatory time off instead of overtime, however, that decision must be made at the time the offer of compensatory time is made. Said compensatory time may be accrued up to a maximum of forty (40) hours.

Exempt employees are not eligible for overtime compensation.

Section 4. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," Article 6, titled "Hours of Work, Overtime and Premium Compensation," is hereby amended by deleting Section 6.4, titled "Stand-by Pay," in its entirety and substituting therefor a new Section 6.4, titled "Stand-by Pay," which new section shall read as follows:

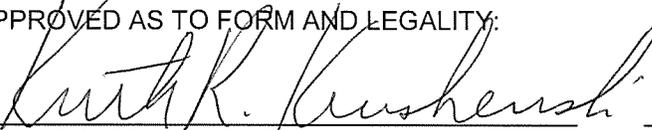
6.4. STAND-BY PAY

Non-exempt employees who are required to be immediately available to answer emergency service requests, shall be assigned on stand-by for one defined seven (7) day period and shall be entitled to eight (8) hours pay at the base rate in the salary schedule. Stand-by time of less than seven days shall be credited as follows: one (1) hour pay at the base rate in the salary schedule for Monday through Friday, and one and one-half (1.5) hours pay at the base rate in the salary schedule for Saturday and Sunday. Employees who are on stand-by and fail to respond to a call shall forfeit the above allowance and shall be subject to disciplinary action.

In unusual circumstances, the City Manager may require that employees shall remain available to be called in without compensation for the stand-by status.

Section 5. This ordinance shall become effective ten (10) days after adoption on second reading, the welfare of the City of Oak Ridge requiring it.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

First Reading: 11/13/2017
Publication Date: 11/16/2017
Second Reading: _____
Publication Date: _____
Effective Date: _____

RESOLUTIONS

CITY COUNCIL MEMORANDUM
17-42

DATE: December 5, 2017

TO: Honorable Mayor and Members of City Council

FROM: Mark S. Watson, City Manager

SUBJECT: PROFESSIONAL SERVICES AGREEMENT – WINDROW PHILLIPS GROUP

Introduction

An item for City Council's consideration is a resolution approving a professional services agreement with Windrow Phillips Group, Nashville, Tennessee, for the provision of consulting services in the area of relations with the state legislators, agencies, and officials for agreed upon priorities for the City in the amount of \$30,000 with an allowance of up to \$600.00 for expenses related to registration with the Tennessee Ethics Commission.

Funding

The FY 2018 budget includes an allocation of \$35,000 for lobbying services.

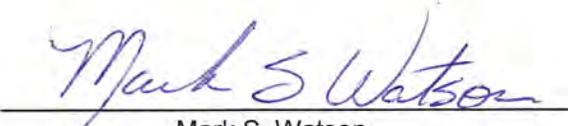
Review

Last year, the City of Oak Ridge selected Windrow Phillips Group of Nashville to represent us on matters involving state legislation and consultations with state agencies. The City Manager's office has taken this year to work with the firm in helping them understand the intricate needs of the community. For the City, it ensures that legislative issues can be quickly addressed and we can be informed of issues that affect Oak Ridge. The Windrow Group coordinates in matters of testimony and provides support for various agencies, such as the Tennessee Municipal League. Windrow also has numerous contacts in the Tennessee Department of Environment and Conservation (TDEC) and the Tennessee Department of Transportation (TDOT). Last year, several specialty legislation and budgetary items were supported by the firm in "walking" matters through various agencies. The Windrow Group was helpful to other Oak Ridge groups and on federal agency matters in Nashville.

The City Manager recommends continuing this service with Windrow Phillips Group and having a visible presence in Nashville during the upcoming legislative session and throughout the year. The proposed agreement contains up to five (5) renewal options upon the mutual consent of both parties, with the City Manager having authority to execute the renewal options if funds are authorized in the budget.

Recommendation

Approval of the attached resolution is recommended.



Mark S. Watson

Attachments

RESOLUTION

A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH WINDROW PHILLIPS GROUP, NASHVILLE, TENNESSEE, FOR THE PROVISION OF CONSULTING SERVICES IN THE AREA OF RELATIONS WITH THE STATE LEGISLATORS, AGENCIES, AND OFFICIALS FOR AGREED UPON PRIORITIES FOR THE CITY IN THE AMOUNT OF \$30,000.00 WITH AN ALLOWANCE OF UP TO \$600.00 FOR EXPENSES RELATED TO REGISTRATION WITH THE TENNESSEE ETHICS COMMISSION.

WHEREAS, by Resolution 12-88-2016, City Council approved a Professional Services Agreement with Windrow Phillips Group, Nashville, Tennessee, for consulting services in the area of relations with State legislators, agencies, and officials for agreed upon priorities for Calendar Year 2018 in the amount of \$30,000.00 with an allowance of up to \$600.00 in expenses related to registration with the Tennessee Ethics Commission; and

WHEREAS, this agreement expires on December 31, 2017 with no renewal options; and

WHEREAS, the City is pleased with the services provided by Windrow Phillips Group and both parties desire to continue their existing working relationship; and

WHEREAS, the City Manager recommends approval of a Professional Services Agreement with Windrow Phillips Group for Calendar Year 2018 with up to five (5) calendar year renewal options.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

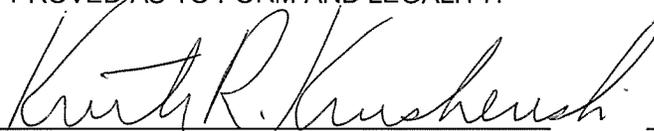
That the recommendation of the City Manager is approved and the attached Professional Services Agreement between the City of Oak Ridge and Windrow Phillips Group, 511 Union Street, Suite 1820, Nashville, Tennessee 37219, for the provision of consulting services in the area of relations with State legislators, agencies, and officials for agreed upon priorities for the City for Calendar Year 2018 is hereby approved in the amount of \$30,000.00 with an allowance of up to \$600.00 for expenses related to registration with the Tennessee Ethics Commission.

BE IT FURTHER RESOLVED that said agreement contains up to five (5) calendar year renewal options upon the mutual consent of both parties, with the City Manager having authority to execute the renewal options if funds are authorized in the budget.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute the appropriate legal instruments to accomplish the same.

This the 11th of December 2017.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement is entered into as of the 11th day of December 2017, by and between the City of Oak Ridge, Tennessee, P.O. Box 1, Oak Ridge, Tennessee 37831-0001, hereinafter referred to as the City, and Windrow Phillips Group, 511 Union Street, Suite 1820, Nashville, Tennessee 37219, hereinafter referred to as WPG.

WHEREAS, the City desires to engage a professional consulting firm to provide consultation in the area of relations with State legislators, agencies, and officials for agreed upon priorities; and

WHEREAS, WPG is willing to provide such services to the City under the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and agreements hereinafter set forth, the parties do hereby agree as follows:

1. ENGAGEMENT OF WPG

The City hereby engages WPG to perform the services hereinafter set forth, and WPG hereby accepts such engagement.

2. SCOPE OF SERVICES

The City desires to engage WPG to provide consultation in the area of relations with State legislators, agencies, and officials for agreed upon priorities. WPG shall perform the following services for City:

- A. Track the introduction and movement through committees of legislation of interest to the City. Legislation of interest to the City is set forth in the City's annual State Legislative Agenda which is attached hereto as Exhibit A.
- B. Keep abreast of changes within local governments and represent the interests of the City to the General Assembly, state government officials, and others.
- C. Maintain regular contact with the Mayor, City Council, and the City Manager and report any legislation that affects the City.
- D. Attend City Council meetings upon request with the purpose of reporting on legislative matters, with the understanding that expenses associated with such attendance are not incorporated into Section 4, Compensation, and shall be at a cost to be determined when requesting such attendance.

WPG agrees to keep detailed records of activities conducted on behalf of the City and expenses related to the business of the City. WPG agrees to report to the City regularly on the status of legislation and to advise the City on additional steps to be taken in order to achieve the City's goals and objectives. In addition, WPG agrees to file all required documentation according to the Lobbying Disclosure Act to represent the City before the Tennessee General Assembly and State agencies.

3. TERM

This Agreement shall commence on January 1, 2017 and terminate on December 31, 2018, with up to five (5) additional calendar year options to renew upon the mutual consent of both parties. The City Manager is authorized to renew this Agreement if sufficient funds are available in the

budget. Upon any renewal, the City will provide WPG with the Legislative Agenda for the renewal year.

4. COMPENSATION

A. Fixed Fee

For the services provided under this Agreement, the City shall pay WPG \$30,000.00. This amount shall be paid in installments of \$2,500.00 per month. WPG will submit invoices to the City for payment.

B. Expenses

In addition, the City will reimburse WPG for the cost of registration with the Tennessee Ethics Commission for each member of their team associated with work under this Agreement. The cost of registration is \$150.00 per person and the City's reimbursement amount under this subsection is capped at \$600.00.

5. ASSISTANCE FROM THE CITY

To assist WPG in performing representation, the City shall furnish to WPG copies of all available agreements, reports, memoranda, correspondence, ordinances, legislation, rules and regulations, technical data and other information reasonably requested by WPG relevant to the services to be provided by WPG without charge.

6. TERMINATION

Either party may terminate this Agreement at any time upon thirty (30) days advance written notice to the other party without penalty.

7. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement among the parties with respect to the transactions contemplated by this Agreement, and it supersedes all prior oral or written agreements, commitments or understandings with respect to the matters provided for in this Agreement. No amendment, modification or discharge of this Agreement shall be valid or binding unless set forth in writing and duly executed by the party against whom enforcement of the amendment, modification or discharge is sought.

8. INDEPENDENT CONTRACTORS

The parties acknowledge that the relationship created under this Agreement is that of independent contracting parties and this Agreement does not create a general agency, joint venture, partnership, employment relationship or franchise between the parties. Neither party shall represent itself to be an agent of the other, nor shall it execute any documents or make any commitments to any contractual or other obligations with third parties.

9. GOVERNING LAW

This Agreement, the rights and obligations of the parties and any claims or disputes relating thereto shall be governed and construed in accordance with the laws of the State of Tennessee.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed on their behalf, as of the day and year first written above.

APPROVED AS TO FORM AND LEGALITY:

CITY OF OAK RIDGE, TENNESSEE



City Attorney

Mayor

WINDROW PHILLIPS GROUP

Anna Durham Windrow
Tax ID Number On File

Attachment: Exhibit A – Legislative Agenda

Approved by Resolution _____

ELECTRIC DEPARTMENT MEMORANDUM

17-21

DATE: November 28, 2017
TO: Mark S. Watson, City Manager
FROM: Jack L. Suggs, Electric Director
SUBJECT: PURCHASE OF EQUIPMENT FOR SUBSTATION 900

Introduction

An item for City Council's consideration is a resolution approving purchases of electrical equipment from three vendors for use at the City of Oak Ridge Substation 900. The awards are to Wesco Distribution, Inc., Knoxville, Tennessee, in the estimated amount of \$103,240.00; Siemens Industry, Inc. – Energy Management, Wendell, North Carolina, in the estimated amount of \$58,452.00; and KVA, Inc., Greer, South Carolina, in the estimated amount of \$67,020.00.

Funding

Funding is through the Electric Fund.

Analysis

The City of Oak Ridge supplies electrical power to the East Tennessee Technology Park, Horizon Center and Heritage Center, from an electrical substation referred to as "Substation 900." The substation was designed and constructed between 1999 and 2003 as part of the "Partners for Progress" initiative designed to develop the west end of Oak Ridge. It has a capacity of approximately 60 MW of power delivered at our standard distribution voltage of 13kV.

For some time, staff has been aware of several deficiencies in this substation, some inherent to the substation itself and some in relation to its service to Horizon Center. Many of these deficiencies were detailed in Electric Department Memorandum 16-23.

There will be several steps over the next few years to improve service in the area. This first step is aimed at equipment replacement in the station itself. Subsequently, staff will look at improved communications with the station and finally, the problem of power distribution into Horizon Center.

Reliability of the station is becoming critically endangered because of obsolete equipment. Although parts and service are normally available for substation grade electric equipment that is 18 years old, the protection equipment that was installed is no longer manufactured and has been "orphaned" by the industry as no one is making parts for the devices installed. As such, staff has been forced to disassemble breakers and rob parts to keep other breakers at the station in service. The area has suffered from several prolonged electrical outages as staff made these repairs on an emergency basis.

The protection system is complicated by very high available fault currents and the existence of significant distributed generation (solar panels). These conditions require specific types of reclosers and breakers as well as complicating the relay needs.

The City contracted with Patterson & Dewar Engineering (PDE) to help us resolve this issue. PDE has specified new breakers, relay panels and reclosers for the station. Equipment was specified that met the technical requirements of the environment but also allowed for interchangeability with other equipment in the City and did not require recertification of our employees when applicable. A new relay panel was

designed that is compatible with future SCADA applications and handles the complexities of the distributed energy resource environment.

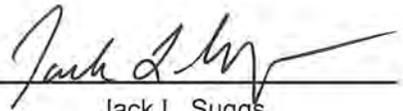
The specifics of the bids are detailed in the attached abstracts and bid process forms. Please note that the electric equipment is provided by a small pool of vendors and in the case of Siemens, by the manufacturer itself.

Staff and PDE have evaluated these bids and recommend award as presented.

Council should be aware that after delivery of the equipment, staff will bring forward a materials and labor contract to aid in the installation of the equipment at the substation.

Recommendation

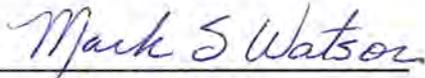
Staff recommends approval of the attached resolution.



Jack L. Suggs

City Manager's Comments:

I have reviewed the above issue and recommend Council action as outlined in this document.



Mark S. Watson



Date

CITY OF OAK RIDGE, TENNESSEE
Abstract of Bids

RFQ 154739

OPENING DATE: OCTOBER 17, 2017 2:15 P.M.

FOR --- SUBSTATION 900 POWER CIRCUIT BREAKERS/RE ClosERS			BIDDER: Siemens Industry, Inc. - Energy Management 7000 Siemens Road Wendell, NC 27591		BIDDER:		BIDDER:		BIDDER:		
DESCRIPTION	ITEM	QUANTITY	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	
THE FURNISHING OF POWER CIRCUIT BREAKERS/ RE ClosERS FOR SUBSTATION 900 PER THE SPECIFICATIONS PROVIDED BY THE CITY OF OAK RIDGE ELECTRIC DEPARATMENT											
13kV 1,000 20kA Circuit Breakers with Relaying	A	4		\$ -							
13kV 1,000 20kA Automatic Circuit Reclosers with Relaying	B	4		\$ -							
13kV 2,000A 20kA Circuit Breakers	C	3	\$ 19,484.00	\$ 58,452.00							
13kV 1,200 Breaker/Reclosers Service Engineer (OPTIONAL)	D			\$ -							
13Kv 2,000 Breaker Service Engineer (OPTIONAL)	E			\$ -							
TOTAL PRICE				\$ 58,452.00		\$ -		\$ -		\$ -	
TERMS				NET 30							
DELIVERY				17 WEEKS							
F.O.B.				OAK RIDGE							
VIA				TRUCK							
OTHER BIDDERS CONTACTED: See Bid Process Form							BIDS OPENED AND RECORDED BY--- <i>Lyn Majeski</i> Lyn Majeski Accounting Division Manager				
REASON FOR AWARD				RECOMMEND AWARD BE MADE TO:				BIDS REVIEWED BY---			
ONLY BID RECEIVED <input checked="" type="checkbox"/> X LOW PRICE <input type="checkbox"/> BETTER OR REQUIRED DESIGN <input type="checkbox"/> EARLY DELIVERY <input type="checkbox"/> LOWEST TOTAL COST <input type="checkbox"/>				Siemens Industry, Inc. - Energy Management 7000 Siemens Road Wendell, NC 27591				<i>Janice McGinnis</i> Janice McGinnis Finance Director			

BID PROCESS FORM



BID NAME RFQ 154739 **DESCRIPTION** Substation 900 Power Circuit Breakers/Reclosers

CITY COUNCIL MEETING December 11, 2017

BIDDERS CONTACTED (CONTACT INFORMATION)

<u>Company</u>	<u>Name</u>	<u>Address</u>	<u>City, State ZIP</u>	<u>Phone</u>	<u>Email</u>	<u>Contacted Via</u>
Eaton - Power Systems Division	Robert Zarabi	3900 Dahlman Avenue	Omaha, NE 68107	402-734-3900	RobertHZarabi@Eaton.com	[e-mail]
Siemens c/o Utility Sales Agency	Scott Weber	1612 Westgate Circle, Ste 216	Brentwood, TN 37027	615-324-9351	scott@utilitiesales.com	[e-mail]
					gary@utilitsales.com	[e-mail]

BIDDERS WHO CONTACTED THE CITY AFTER ADVERTISED (CONTACT INFORMATION)

BIDS RECEIVED FROM BIDDERS CONTACTED DIRECTLY BY THE CITY

Siemens Industry, Inc.

BIDS RECEIVED FROM BIDDERS NOT DIRECTLY CONTACTED BY THE CITY

(e.g., City's Website, Vendor Registry, Planrooms, Word of Mouth)

ADVERTISEMENT

The City of Oak Ridge advertised this bid on the Finance Department's Departmental Webpage for a duration of 23 days.

**CITY OF OAK RIDGE, TENNESSEE
Abstract of Bids**

RFQ 154740

OPENING DATE: OCTOBER 17, 2017 2:00 P.M.

FOR --- SUBSTATION 900 RELAY PANELS AND EQUIPMENT			BIDDER: KVA, Inc. 3307 Brushy Creek Road Greer, SC 29650		BIDDER: Electrical Power Products, Inc. 4240 Army Post Road Des Moines, IA		BIDDER: SEL Engineering Services, Inc. 6835 Shiloh Road East, Suite C-1 Alpharetta, Ga 30005		BIDDER:		
DESCRIPTION	ITEM	QUANTITY	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	
THE FURNISHING OF RELAY PANELS AND EQUIPMENT FOR SUBSTATION 900 PER THE SPECIFICATIONS PROVIDED BY THE CITY OF OAK RIDGE ELECTRIC DEPARATMENT	1			\$ 67,020.00		\$ 67,098.00		\$ 84,731.00			
TOTAL PRICE				\$ 67,020.00		\$ 67,098.00		\$ 84,731.00		\$ -	
TERMS				NET 30		NET 30		NET 30			
DELIVERY				14-16 WEEKS		12-14 WEEKS		12 WEEKS			
F.O.B.				OAK RIDGE		OAK RIDGE		OAK RIDGE			
VIA				BOX TRUCK		TRUCK		BOX TRUCK			
OTHER BIDDERS CONTACTED: See Bid Process Form							BIDS OPENED AND RECORDED BY---				
							<i>Lyn Majeski</i>				
							Lyn Majeski Accounting Division Manager				
REASON FOR AWARD			RECOMMEND AWARD BE MADE TO:				BIDS REVIEWED BY---				
ONLY BID RECEIVED <input type="checkbox"/>			KVA, Inc. 3307 Brushy Creek Road Greer, SC 29650				<i>Janice McGinnis</i>				
LOW PRICE <input type="checkbox"/>							Janice McGinnis Finance Director				
BETTER OR REQUIRED DESIGN <input type="checkbox"/>											
EARLY DELIVERY <input type="checkbox"/>											
LOWEST TOTAL COST <input checked="" type="checkbox"/>											

BID PROCESS FORM



BID NAME RFQ 154740 **DESCRIPTION** Relay Panels and Equipment

CITY COUNCIL MEETING December 11, 2017

BIDDERS CONTACTED (CONTACT INFORMATION)

<u>Company</u>	<u>Name</u>	<u>Address</u>	<u>City, State ZIP</u>	<u>Phone</u>	<u>Email</u>	<u>Contacted Via</u>
Electrical Power Products, Inc.	Dawnica King	1800 Hull Avenue	Des Moines, IA 50313	515-262-8161	dking@ep2.com	[e-mail]
Keystone EMC	Jessy Rombou	2511 Bell Avenue	Des Moines, IA 50321	515-283-2567	jrombou@keystoneemc.com	[e-mail]
KVA, Inc.	Tony Burns	480 Mayfield Road	Duncan, SC 29334	864-801-4430	tburns@kva-emc.com	[e-mail]
Pederson Power c/o Eaton	Robert Zarabi	3900 Dahlman Avenue	Omaha, NE 68107	402-734-3900	RobertHZarabi@Eaton.com	[e-mail]
SEL c/o Power Connections	Daniel Wray	1301 Lila Drive	Murfreesboro, TN 37128	731-499-1576	daniel@powerconnections.com	[e-mail]

BIDDERS WHO CONTACTED THE CITY AFTER ADVERTISED (CONTACT INFORMATION)

BIDS RECEIVED FROM BIDDERS CONTACTED DIRECTLY BY THE CITY

KVA, Inc., Electrical Power Products, Inc., SEL Engineering Services, Inc., Keystone EMC (Non-Responsive Bid)

BIDS RECEIVED FROM BIDDERS NOT DIRECTLY CONTACTED BY THE CITY

(e.g., City's Website, Vendor Registry, Planrooms, Word of Mouth)

ADVERTISEMENT

The City of Oak Ridge advertised this bid on the Finance Department's Departmental Webpage for a duration of 23 days.

CITY OF OAK RIDGE, TENNESSEE
Abstract of Bids

RFQ 155164

OPENING DATE: OCTOBER 31, 2017 2:30 P.M.

FOR --- 13KV AUTOMATIC CIRCUIT RECLOSERS			BIDDER: Wesco Distribution, Inc. 427 Park Village Road Knoxville, TN 37923		BIDDER: Eaton Cooper Power Systems 1319 Lincoln Avenue Waukesha, WI 53186		BIDDER:		BIDDER:		
DESCRIPTION	ITEM	QUANTITY	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	
THE FURNISHING OF 13KV AUTOMATIC RECLOSERS FOR SUBSTATION 900 PER THE SPECIFICATIONS PROVIDED BY THE CITY OF OAK RIDGE ELECTRIC DEPARATMENT											
13kv 1,200 20kv Automatic Circuit Reclosers with Relaying	A	4	\$ 25,810.00	\$ 103,240.00	\$ 26,395.00	\$ 105,580.00					
13kv 1,200 Reclosers Service Engineer (OPTIONAL)	B	1		\$ -		\$ -					
TOTAL PRICE			\$ 103,240.00		\$ 105,580.00		\$ -		\$ -		
TERMS			NET 30		NET 30						
DELIVERY			9 WEEKS		9 WEEKS						
F.O.B.			OAK RIDGE		OAK RIDGE						
VIA			TRUCK		TRUCK		TRUCK				
OTHER BIDDERS CONTACTED: See Bid Process Form							BIDS OPENED AND RECORDED BY---				
							<i>Lyn Majeski</i>				
							Lyn Majeski Accounting Division Manager				
REASON FOR AWARD				RECOMMEND AWARD BE MADE TO:				BIDS REVIEWED BY---			
ONLY BID RECEIVED <input type="checkbox"/> LOW PRICE <input type="checkbox"/> BETTER OR REQUIRED DESIGN <input type="checkbox"/> EARLY DELIVERY <input type="checkbox"/> LOWEST TOTAL COST <input checked="" type="checkbox"/>				Wesco Distribution, Inc. 427 Park Village Road Knoxville, TN 37923				<i>Janice McGinnis</i>			
								Janice McGinnis Finance Director			

BID PROCESS FORM



BID NAME RFQ 155164 **DESCRIPTION** 13kV Automatic Circuit Reclosers

CITY COUNCIL MEETING December 11, 2017

BIDDERS CONTACTED (CONTACT INFORMATION)

<u>Company</u>	<u>Name</u>	<u>Address</u>	<u>City, State ZIP</u>	<u>Phone</u>	<u>Email</u>	<u>Contacted Via</u>
Eaton cooper Power Systems	Robert Zarabi	3900 Dahlman Avenue	Omaha, NE 68107	402-734-3900	RobertHZarabi@Eaton.com	[e-mail]
Wesco Distribution, Inc.	Nick Coffey	427 Park Village Road	Knoxville, TN 37923	865-560-0238	ncoffey@wescodist.com	[e-mail]

BIDDERS WHO CONTACTED THE CITY AFTER ADVERTISED (CONTACT INFORMATION)

BIDS RECEIVED FROM BIDDERS CONTACTED DIRECTLY BY THE CITY

Wesco Distribution, Inc., Eaton Cooper Power Systems

BIDS RECEIVED FROM BIDDERS NOT DIRECTLY CONTACTED BY THE CITY

(e.g., City's Website, Vendor Registry, Planrooms, Word of Mouth)

ADVERTISEMENT

The City of Oak Ridge advertised this bid on the Finance Department's Departmental Webpage for a duration of 8 days.

RESOLUTION

A RESOLUTION AUTHORIZING THE PURCHASE OF ELECTRICAL EQUIPMENT FOR SUBSTATION 900 FROM WESCO DISTRIBUTION, INC., KNOXVILLE, TENNESSEE; SIEMENS INDUSTRY, INC. – ENERGY MANAGEMENT, WENDELL, NORTH CAROLINA; AND KVA, INC., GREER, SOUTH CAROLINA, IN THE GRAND TOTAL ESTIMATED AMOUNT OF \$228,712.00.

WHEREAS, the City of Oak Ridge supplies electrical power to East Tennessee Technology Park, Horizon Center, and Heritage Center from Substation 900, which substation was designed and constructed between 1999 and 2003, and

WHEREAS, reliability of the substation is becoming critically endangered because of obsolete equipment; and

WHEREAS, the City of Oak Ridge has issued invitations to bid for the purchase of various equipment for Substation 900; and

WHEREAS, bids were received and publicly opened with WESCO Distribution, Inc., Knoxville, Tennessee; Seimens Industry, Inc. – Energy Management, Wendell, North Carolina; and KVA, Inc., Greer, South Carolina, submitting the lowest and best bids based upon lowest total life cycle cost and early delivery; which bids the City Manager recommends be accepted.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager is approved and awards are hereby made as follows:

To WESCO Distribution, Inc., 427 Park Village Road, Knoxville, Tennessee 37923, for the furnishing of 13kV automatic reclosers; said award in strict accordance with Request No. 155164, the required specifications, and the bid as received and publicly opened on October 31, 2017, and in the estimated amount of \$103,240.00.

To Seimens Industry, Inc. – Energy Management, 7000 Seimens Road, Wendell, North Carolina 27591, for the furnishing of power circuit breakers; said award in strict accordance with Request No. 154739, the required specifications, and the bid as received and publicly opened on October 17, 2017, and in the estimated amount of \$58,452.00.

To KVA, Inc., 3307 Brushy Creek Road, Greer, South Carolina 29650, for the furnishing of relay panels and breakers; said award in strict accordance with Request No. 154740, the required specifications, and the bid as received and publicly opened on October 17, 2017, and in the estimated amount of \$67,020.00.

Said bids in the grand total estimated amount of \$228,712.00.

This the 11th day of December 2017.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

DEPARTMENT OF COMMUNITY DEVELOPMENT MEMORANDUM

17-57

DATE: November 22, 2017
TO: Mark S. Watson, City Manager
THROUGH: Wayne Blasius, Community Development Director *WB*
FROM: Matthew Widner, Community Development Specialist *MW*
SUBJECT: LAND BANK TRANSFER

Introduction

The Community Development Department has continued to purchase blighted property for demolition using both City Housing Initiatives and Community Development Block Grant (CDBG) funds. The properties listed below are currently vacant lots that are ready for transfer to the Oak Ridge Land Bank Corporation (ORLBC).

Funding

Initial funding for purchase of these properties was primarily carried out with money from the Oak Ridge CDBG annual allocation along with Federal Economic Development Initiatives (EDI) and City Housing Initiative funds depending on neighborhood circumstances.

Background/Analysis/Review/Consideration

As part of the "Not in Our City Campaign" adopted by City Council, Community Development staff has pursued identification, purchase and demolition of the City's most blighted properties. In addition, Council adopted Ordinance 08-213, which established the Oak Ridge Land Bank Corporation. Since the Land Bank's creation, a total of thirty-three (33) properties have been transferred by the City. The Oak Ridge Land Bank has been actively pursuing goals and objectives established by City Council in Resolution 11-108-2013. At this time, Community Development staff has purchased and removed structures from eight (8) of these nine (9) properties (listed below). The ninth property is a single family dwelling improvement that has been utilized as City employee transitional housing. Please find the attached letter from Charlie Jernigan, Chairman of the Oak Ridge Land Bank Corporation, requesting these properties to be transferred from the City of Oak Ridge ownership to the Oak Ridge Land Bank Corporation.

Oak Ridge Land Bank Corporation – Anticipated 5th Transfer of Property

NO	Address	Legal Description
1	147 Waddell Cir (vacant lot)	Map: 099C Grp: D Ctrl Map: 099C Parcel: 016.00 PI: S/I: 000 Subdivision: BLOCK 0D13 LOT 0043
2	108 Waddell Pl (vacant lot)	Map: 099C Grp: D Ctrl Map: 099C Parcel: 003.00 PI: S/I: 000 Subdivision: BLOCK 0C13 LOT 0002
3	158 California Ave (vacant lot)	Map: 094C Grp: B Ctrl Map: 094B Parcel: 016.00 PI: S/I: 000 Subdivision: BLOCK 0D21 LOT 0011
4	160 California Ave (vacant lot)	Map: 094B Grp: B Ctrl Map: 094B Parcel: 014.00 PI: S/I: 000 Subdivision: BLOCK 0D21 LOT 037X

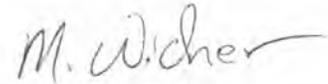
5	160 (A) California Ave <i>(vacant lot)</i>	Map: 094B Grp: B Ctrl Map: 094B Parcel: 015.00 Pl: S/I: 000 Subdivision: BLOCK 0D21 LOT 036X Additional Description: 02 015CK 015CK03600 000
6	107 Euclid Pl <i>(vacant lot)</i>	Map: 087N Grp: B Ctrl Map: 087O Parcel: 024.00 Pl: S/I: 000 Subdivision: BLOCK 0C22 LOT 0010
7	345 W. Outer Dr <i>(vacant lot)</i>	Map: Map: 099C Grp: B Ctrl Map: 099C Parcel: 025.00 Pl: S/I: 000 Subdivision: BLOCK 0C13 LOT 0045
8	313 W. Faunce Rd <i>(vacant lot)</i>	Map: 099G Grp: A Ctrl Map: 099G Parcel: 010.00 Pl: S/I: 000 Subdivision: BLOCK 0B10 LOT 0031
9	115 S. Lansing Ave <i>(improved)</i>	Map: 105A Grp: B Ctrl Map: 105A Parcel: 033.00 Pl: S/I: 000 Subdivision: BLOCK 0E07 LOT 0005

Recommendation

Staff recommends approval of the attached resolution, which will transfer ownership of the above eight referenced vacant lot properties and one improved property to the Oak Ridge Land Bank Corporation in an effort to prepare for redevelopment.

Attachment(s)

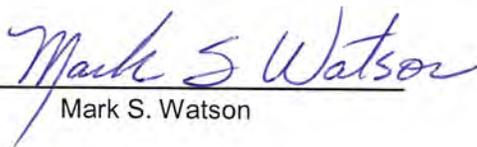
A Resolution to transfer nine (9) city-owned real properties to the Oak Ridge Land Bank Corporation and a copy of the ORLBC letter by the Chairman, Charlie Jernigan requesting properties to be transferred to the Land Bank.



Matthew Widner

City Manager's Comments:

I have reviewed the above issue and recommend Council action as outlined in this document.



Mark S. Watson

12-7-2017
Date



October 17, 2017

To: Mark Watson
City Manager, City of Oak Ridge, TN

From: Charlie Jernigan
Chairman, Oak Ridge Land Bank, Inc.

Mark,

The purpose of this letter is to request the transfer to the Land Bank of any additional properties that the city is prepared to convey at this time. Per our guidelines, we have a working program in place for the final disposal of these properties.

Thank you for your continued support of the Oak Ridge Land Bank, Inc.

A handwritten signature in blue ink that reads "Charlie Jernigan". The signature is fluid and cursive.

Charlie Jernigan
Chairman, Oak Ridge Land Bank, Inc

RESOLUTION

A RESOLUTION TO TRANSFER NINE (9) CITY-OWNED REAL PROPERTIES TO THE OAK RIDGE LAND BANK CORPORATION FOR DISPOSITION AS SET FORTH IN RESOLUTION 11-108-2013.

WHEREAS, by Resolution 11-109-11, City Council approved the *Not in Our City* conceptual plan which included establishment of a land bank program to reclaim unused, vacant, and/or undesirable land for potential housing opportunities or public use; and

WHEREAS, by Ordinance 08-2013, City Council created the Oak Ridge Land Bank Corporation (Land Bank) and established requirements for the corporation set forth in City Code Title 13, Chapter 6, including requirements regarding ownership and conveyance of real property; and

WHEREAS, by Resolution 11-108-2013, City Council established a hierarchical ranking of priorities for the use of real property held by the Land Bank; and

WHEREAS, the City desires to transfer nine (9) City-owned real properties to the Land Bank for disposition as set forth in Resolution 11-108-2013.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the City hereby transfers to the Oak Ridge Land Bank Corporation by quit claim deed the following properties: 147 Waddell Circle, 108 Waddell Place, 158 California Avenue, 160 California Avenue, 160A California Avenue, 107 Euclid Place, 345 W. Outer Drive, 313 W. Faunce Road, and 115 S. Lansing Avenue.

BE IT FURTHER RESOLVED that the Oak Ridge Land Bank Corporation shall follow the hierarchical ranking of priorities for the use of real property as set forth in Resolution 11-108-2013:

This the 11th day of December 2017.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

OAK RIDGE POLICE DEPARTMENT MEMORANDUM
17-37

DATE: November 22, 2017
TO: Mark S. Watson, City Manager
FROM: James T. Akagi, Chief of Police
SUBJECT: Police Fleet Purchases

Introduction

An item for City Council's consideration is a resolution authorizing the purchase and equipping of four 2018 Ford Police Interceptor Utility All-Wheel Drive (AWD) patrol vehicles for the Police Department (ORPD) in an amount not to exceed \$221,020.00, utilizing the state contract pricing system for the vehicles and the additional enforcement equipment.

Funding

Funding for these purchases will come from the City's Equipment Replacement Fund, in which adequate funding is available for purchase of the vehicles and emergency equipment.

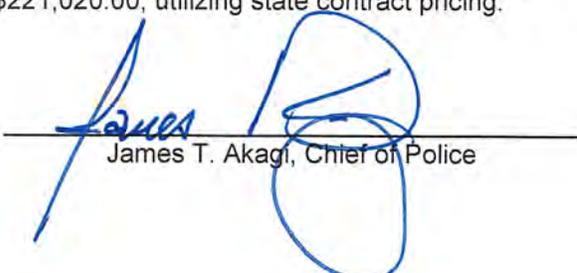
Background

The 2016 Michigan State Police Vehicle Evaluation Program test data revealed the Interceptor Utility as a highly capable vehicle for police agencies. The Tennessee Highway Patrol is in the process of converting its fleet to Interceptor Utility vehicles due to fuel efficiency, storage capacity for equipment, and the AWD drivetrain, which is safer in inclement weather and reduces the need for installation of chains during snowy weather in all but the most extreme of icy road conditions. Fuel economy was also a factor; the miles per gallon comparison between the Interceptor Utility and the Dodge Charger demonstrated the Interceptor Utility gets equal mileage in city driving and better mileage during highway driving.

If approved for purchase, ORPD will replace two high mileage patrol vehicles - a 2006 Ford Explorer with 107,095 miles, and a 2005 Jeep Cherokee with 124,497 miles and add two additional vehicles to the fleet, which is needed due to minimal staff turnover in 2017. State contract purchase price for an Interceptor Utility is \$29,119.00 (approximately \$1,400 less per vehicle than the 2017 models). Costs to equip a vehicle with computers, radios, in-car video cameras, and other required emergency equipment is approximately \$26,136.00; total cost to purchase and equip each vehicle should not exceed \$55,255.00.

Recommendation

Approval of the attached resolution is recommended to purchase and equip four Ford Police Interceptor Utility AWD patrol vehicles for an amount not to exceed \$221,020.00, utilizing state contract pricing.



James T. Akagi, Chief of Police

Attachment(s): Resolution

City Manager's Comments:

I have reviewed the above issue and recommend Council action as outlined in this document.

Mark S. Watson 12-7-17
Mark S. Watson Date

RESOLUTION

A RESOLUTION AUTHORIZING THE EXPENDITURE OF UP TO \$221,020.00 FROM THE EQUIPMENT REPLACEMENT FUND FOR THE PURCHASE AND EQUIPPING OF FOUR (4) PATROL VEHICLES FOR THE POLICE DEPARTMENT UTILIZING STATE CONTRACT PRICING.

WHEREAS, two (2) patrol vehicles with over 100,000 miles are scheduled for replacement and the Police Department desires to add two (2) additional vehicles to the fleet; and

WHEREAS, due to fuel economy, greater storage capacity for officer equipment, and the all-wheel drive drivetrain, the City desires to purchase Ford Police Interceptor Utility All-Wheel Drive (AWD) replacement vehicles; and

WHEREAS, the state contract price for the 2018 Ford Police Interceptor Utility AWD vehicle is \$29,119.00 each, with an additional cost of \$26,136.00 for equipping each vehicle with computers, radios, in-car video cameras, and required emergency equipment, for a total cost of \$221,020.00 for all four vehicles with equipment; and

WHEREAS, the City Manager requests approval to spend up to \$221,020.00 from the Equipment Replacement Fund for the purchase and equipping of four (4) patrol vehicles using state contract pricing.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager is approved and the City is hereby authorized to spend up to \$221,020.00 from the Equipment Replacement Fund for the purchase and equipping of four (4) patrol utility vehicles (2018 Ford Police Interceptor Utility All-Wheel Drive vehicles) using state contract pricing.

This the 11th day of December 2017.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

OAK RIDGE POLICE DEPARTMENT MEMORANDUM
17-36

DATE: November 21, 2017

TO: Mark S. Watson, City Manager

FROM: James T. Akagi, Chief of Police

SUBJECT: Purchase of new equipment to join the Tennessee Valley Regional Communications System (TVRCS)

Introduction

An item for City Council's consideration is a resolution authorizing the purchase of the Motorola P25 Mission-Critical Radio System equipment to join the TVRCS statewide radio system utilizing Tennessee Statewide Contract # SWC-418 at the amount of \$4,195,000.00, and the purchase of the upgrade to the Eventide 911 logging recorder to work with TVRCS equipment at the amount of \$84,515.00.

Funding

Funding of \$4,279,515 is available to purchase the Motorola P25 Mission-Critical Radio System equipment and the Eventide 911 Logging Recorder upgrade from the \$3.3 million in proceeds from the November 10th Series 2017 bond issuance, 845,620 in funding from U.S. Department of Justice Grants and existing cash in the Emergency Communications and the Waterworks Funds.

Background

The current radio system is primarily used by the police and fire departments; however, all city departments use the system to communicate during day-to-day operations. The Motorola P25 Mission-Critical Radio System will replace the system, which has reached "end of life" status, as components are obsolete and unsupported by Motorola. Within the last five years, the primary and back-up radio sites suffered critical failures which were difficult to repair. Due to the age of the system and obsolete equipment, repairs required the fabrication of parts by Motorola. A majority of the equipment in the current radio room has been repaired or replaced. Due to lack of availability, some previously-used parts were ordered from European Countries, which surplused the parts more than 15 years ago.

In 1989, when the City purchased the current radio system (which does not provide interoperability with outside agencies' radio systems), TVRCS was not available. By joining TVRCS, users will be able to communicate with outside agencies more effectively. Several public safety agencies surrounding Anderson County have joined the TVRCS: Roane County, Loudon County, Knox County, and Blount County. Anderson County Sheriff's Department is also a member of TVRCS and uses it for some of their public safety communications.

The current radio system also provides minimal or no coverage for portable radio users in some outlying areas and larger buildings located within the City. TVRCS radio system would greatly increase coverage and building penetration by providing three primary repeater sites which would provide additional coverage depending on the location of the user. This would dramatically increase safety for users during critical incidents in these locations.

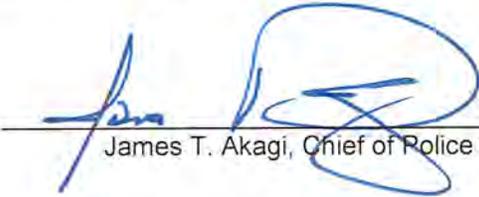
TVRCS is a well-established network and the most economical option for enhanced citywide radio communication. The initial cost of joining TVRCS is approximately half of the cost of purchasing a stand-alone radio system, which would require the City purchase and manage future upgrades. TVRCS provides future infrastructure and radio equipment room upgrades at no additional cost. Upgrades and system management is funded through yearly subscriber fees, estimated to be approximately \$25,000.00. The City's last upgrade to its existing radio system was approximately \$1.125 million dollars in 2006.

TVRCS technology requires an upgrade to the existing Eventide 911 logging recorder which will cost \$84,515.00. Purchase of a new 911 logging recorder would far exceed the cost of the upgrade. Eventide is the only company which is able to provide an upgrade to the existing Eventide 911 logging recorder.

If approved for purchase, the City of Oak Ridge will procure the quoted Motorola P25 Mission-Critical Radio System to join TVRCS and the upgrade to the existing Eventide 911 logging recorder. The current quote from Motorola must be signed and returned by December 18, 2017 in order to receive the \$150,000.00 discount listed on the quote.

Recommendation

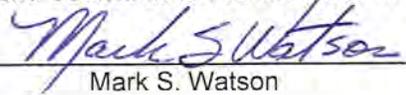
Staff recommends the approval of the accompanying resolution. As the recommendation is that competitive bids be waived, Council is reminded that a unanimous vote is required for approval.


James T. Akagi, Chief of Police

Attachment(s): Resolution

City Manager's Comments:

I have reviewed the above issue and recommend Council action as outlined in this document.


Mark S. Watson

12-7-17
Date

RESOLUTION

A RESOLUTION AUTHORIZING THE CITY TO JOIN THE TENNESSEE VALLEY REGIONAL COMMUNICATIONS SYSTEM (TVRCS); TO PURCHASE MOTOROLA P25 MISSION-CRITICAL RADIO SYSTEM EQUIPMENT UTILIZING STATE CONTRACT PRICING IN THE AMOUNT OF \$4,195,000.00; AND TO PURCHASE AN UPGRADE TO THE EVENTIDE 911 LOGGING RECORDER FOR COMPATIBILITY WITH TVRCS EQUIPMENT IN THE AMOUNT OF \$84,515.00.

WHEREAS, the City's current radio system has reached "end of life" status as components are obsolete and unsupported; and

WHEREAS, the Tennessee Valley Regional Communications System (TVRCS) is a statewide interoperable radio communications system created to enhance communications between partnering public safety agencies; and

WHEREAS, the City desires to join TVRCS through the purchase of Motorola P25 Mission-Critical Radio System equipment utilizing the state contract and an upgrade to the Eventide 911 logging recorder; and

WHEREAS, participation in TVRCS is anticipated to dramatically increase safety for users during critical incidents by providing additional coverage to outlying areas and larger buildings; and

WHEREAS, the City Manager recommends the City join TVRCS and recommends the purchase and upgrade of the required associated equipment.

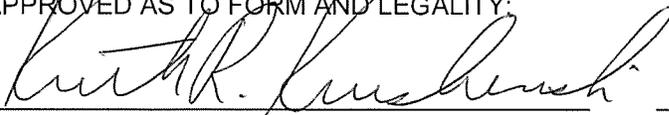
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendations of the City Manager are approved and the City is hereby authorized to join the Tennessee Valley Regional Communications System (TVRCS), to purchase Motorola P25 Mission-Critical Radio System equipment utilizing state contract pricing in the amount of \$4,195,000.00 from Motorola Solutions, Inc., and to purchase an upgrade to the Eventide 911 logging recorder for compatibility with TVRCS equipment in the amount of \$84,515.00.

BE IT FURTHER RESOLVED that the Mayor and/or City Manager is hereby authorized to execute the appropriate legal instruments to accomplish the same.

This the 11th day of December 2017.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

INFORMATION SERVICES MEMORANDUM
17-11

TO: Mark S. Watson
City Manager

FROM: Amy Fitzgerald, Ph.D.
Information Services and Governmental Affairs Director

DATE: December 5, 2017

SUBJECT: 2018 STATE LEGISLATIVE AGENDA

Introduction

An item for the December 11th City Council agenda is the approval of the *City of Oak Ridge 2018 State Legislative Agenda*. The resolution also authorizes transmittal to members of the Tennessee General Assembly as the official 2018 state legislative agenda for the City of Oak Ridge.

Background

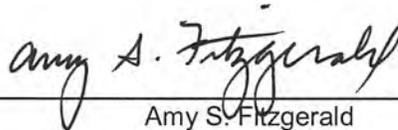
Each year the City develops a list of projects, policies, and priorities that are submitted to our representatives in the Tennessee General Assembly to assist them in advocating on behalf of the City of Oak Ridge.

The draft was developed with an emphasis on current City initiatives and a review of agendas of other local governments and key organizations.

While the agenda is intended to be comprehensive, issues may arise during the year that require further action. Once approved, the agenda will be printed and distributed to the appropriate officials.

Recommendation

Staff recommends approval of the resolution.

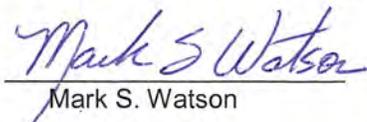


Amy S. Fitzgerald

Attachments

City Manager's Comments:

I have reviewed the above issue and recommend Council action as outlined in this document.

 12-7-17

Mark S. Watson Date

RESOLUTION

A RESOLUTION TO ADOPT THE *CITY OF OAK RIDGE, TENNESSEE 2018 STATE LEGISLATIVE AGENDA* TO INFORM STATE OFFICIALS OF KEY PROJECTS, POLICIES, AND PRIORITIES IN THE CITY OF OAK RIDGE AND TO HELP SECURE FUNDING FOR AGREED UPON PRIORITIES OF THE COMMUNITY.

WHEREAS, the Oak Ridge City Council desires to develop a state legislative agenda as an instrument to inform state officials of key projects, policies, and priorities in the city of Oak Ridge, and to help secure funding for agreed upon priorities of the community; and

WHEREAS, the City Manager recommends the approval of the *City of Oak Ridge, Tennessee 2018 State Legislative Agenda* to inform state officials of key projects, policies, and priorities in the City of Oak Ridge, and to help secure funding for agreed upon priorities of the community; and

WHEREAS, while the *City of Oak Ridge, Tennessee 2018 State Legislative Agenda* is intended to be comprehensive, issues may arise during the course of the year that require further action.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager is approved, and the attached *City of Oak Ridge, Tennessee 2018 State Legislative Agenda* is hereby adopted to inform state and federal officials of key projects, policies, and priorities in the City of Oak Ridge, and to help secure funding for agreed upon priorities of the community.

BE IT FURTHER RESOLVED that the Mayor or City Manager is hereby authorized to execute the appropriate legal instruments to accomplish the same.

BE IT FURTHER RESOLVED that the *City of Oak Ridge, Tennessee 2018 State Legislative Agenda* shall be transmitted to members of the Tennessee General Assembly and the Tennessee Congressional Delegation as the official 2018 state legislative agenda for the City of Oak Ridge.

This the 11th day of December 2017.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

CITY COUNCIL MEMORANDUM
17-41

DATE: December 4, 2017
TO: Honorable Mayor and Members of City Council
FROM: Mark S. Watson, City Manager
SUBJECT: MEETING SCHEDULE FOR CALENDAR YEAR 2018

Introduction

An item for City Council's consideration is a resolution to generally establish monthly regular City Council meetings and monthly work session meetings for calendar year 2018.

Review

In reviewing Article II, Section 1, of the City Charter, it states:

The council shall hold regular meetings in Oak Ridge at least once monthly. Increased frequency, time of day, and place of its meetings shall be established by resolution.

Since 2013, the resolution establishing the meeting schedule has had built-in flexibility. The proposed resolution for the 2018 calendar year continues to provide flexibility to schedule meeting dates of City Council in correlation with city business. A sample calendar has been drafted outlining when the meeting dates/times will typically occur. The historical practice of scheduling the regular City Council meeting on the second Monday of each month has been continued; however, in order to accommodate the request from the Oak Ridge Board of Education, work session meetings have been continued on the third Tuesday of each month. This freely allows City Council and Board of Education attendance at each other's meetings on the fourth Monday. Additionally, it is proposed that regular meetings begin at 7:00 p.m. and work sessions begin at 6:00 p.m. Work sessions are targeted for a duration of two (2) hours. In November of this year, City Council began the practice of alternating locations for the monthly work sessions in order to increase accessibility to the community. On the attached calendar, locations of monthly work sessions are to be determined, with the goal being to meet at the Central Services Complex every other month and alternate locations in the remaining months.

As before, the resolution contains a provision allowing the City Manager to reschedule regular meetings upon ample notification to Council and the public in the event of a needed change. There are several advantages of allowing the rescheduling of regular meetings including the ability to conduct city business in time sensitive cases, completing complex items/projects requiring close calendar coordination, allowing for presence of a quorum, and saving money on advertising costs on ads that merely note a date, time, or location change.

The resolution does not impact special meetings of Council. Per Article 11, Section 2, of the City Charter, special meetings may be called upon the written request of the City Manager, the Mayor, or any two (2) councilmembers upon twenty-four (24) hours' written notice. Business transacted at special meetings is limited to the subject(s) specified in the meeting notice. In such instances, a request may be made through the City Clerk's Office.

Items for Future Consideration

In 2018, there are a few potential conflicts with the proposed calendar that may require adjustment as the meeting date approaches. The first is a conflict with the National League of Cities Congressional City Conference, which will be held March 11-14, 2018 in Washington, D.C. The March City Council meeting is scheduled for March 12, 2018, which falls in the middle of this conference. Second, the TML Annual Conference is scheduled to be held June 9-12, 2018 in Knoxville. This conference traditionally encompasses the June City Council meeting, which includes second reading of the proposed budget. Should attendance at these conferences affect the regular Council meeting or work session, the meetings can be rescheduled in accordance with the approved resolution. June will also be our budget adoption processes for FY 2019. Any work session items can be incorporated into that calendar. It is suggested that there be no work session in June.

The proposed calendar for 2018 also includes dates for ECA meetings for the coming year. ECA now involves the City Manager, Councilmember Hope, Amy Fitzgerald and sometimes other staff members. An ECA Peer Exchange is scheduled for January 16-17, 2018 in Las Vegas, Nevada, which would conflict with a regularly scheduled work session. Also, the ECA Cleanup Workshop is scheduled for September 11-13, 2018 in Alexandria, Virginia. This meeting begins the day after the September 10, 2018 regular City Council meeting.

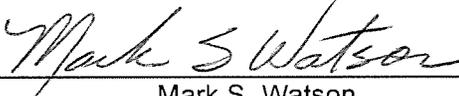
In the month of May, the normal date for the work session falls the day after the City Council meeting. It is recommended that the work session be moved to Tuesday, May 22, 2018 so as not to have two meetings in the same week. In November, it is recommended, however, that the work session be moved from November 20, 2018 to November 13, 2018 due to the Thanksgiving holiday. The National League of Cities City Summit and the ECA Intergovernmental meeting that posed conflicts this year are currently scheduled or tentatively schedule for the week prior to the November 12, 2018 City Council meeting and thus would not pose a conflict unless changed.

The month of June includes two scheduled meetings for public hearings and first and second reading on the proposed budget. A special called meeting for the presentation of the budget would be scheduled at a later date after coordinating with the Board of Education. As proposed, Monday, June 4, 2018, would be the scheduled meeting for public hearing and first reading of the budget ordinance, and the agenda for Monday, June 11, 2018, would include a second public hearing and second reading of the budget ordinance.

It is suggested that this calendar be used as a general guide for the coming year. Conflicts will occur and the City Manager should work to accommodate this schedule and modify as required during the year.

Recommendation

Approval of the attached resolution is recommended.



Mark S. Watson

Attachments:
2018 Proposed Meeting Schedule
Resolution

RESOLUTION

A RESOLUTION TO GENERALLY ESTABLISH MONTHLY REGULAR CITY COUNCIL MEETINGS AND MONTHLY WORK SESSION MEETINGS FOR CALENDAR YEAR 2018.

WHEREAS, Article II, Section 1, of the Charter of the City of Oak Ridge, Tennessee, provides that City Council shall hold regular meetings at least once monthly, and that increased frequency, time of day, and place of its meetings shall be established by resolution; and

WHEREAS, City Council meetings have traditionally been held on the second Monday of each month in the Municipal Building Courtroom and work session meetings are scheduled for the third Tuesday of each month in order to not conflict with Oak Ridge Board of Education (BOE) meetings; and

WHEREAS, the City Manager desires to not commit City Council to a rigid monthly meeting schedule, but to allow for some flexibility to address matters such as emergency situations and time sensitive business; and

WHEREAS, the City Manager has prepared and recommends adoption of a proposed schedule for Calendar Year 2018.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager is approved and meetings of City Council are hereby established as follows: as required by Article II, Section 1, of the City Charter, City Council will hold a regular meeting once a month and these regular meetings will typically occur on the second Monday of each month in the Municipal Building Courtroom beginning at 7:00 p.m.

BE IT FURTHER RESOLVED that the City Manager may alter the date of a regular City Council meeting fourteen (14) days in advance of a proposed change to verify scheduling with City Council and coordination, if applicable, with the audio/visual crew.

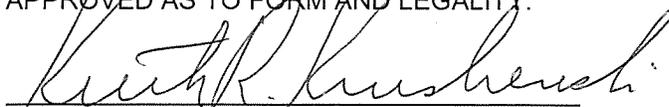
BE IT FURTHER RESOLVED that the City Manager may alter the time or location of a regular City Council meeting with forty-eight (48) hours' advance notice to City Council and the media due to special needs or an emergency situation.

BE IT FURTHER RESOLVED that the City Manager may schedule work sessions with City Council and other meetings at which no formal action can be taken by City at his discretion, with those meetings typically occurring on the third Tuesday of each month at 6:00 p.m., provided however said meetings can be cancelled, altered, or rescheduled as needed without any formal action.

BE IT FURTHER RESOLVED that this resolution does not alter in any way the process for calling a special meeting of City Council per Article II, Section 2, of the City Charter.

This the 11th day of December 2017.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

COUNCIL CALENDAR - 2018

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September						
S	M	T	W	T	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December						
S	M	T	W	T	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

OBSERVED HOLIDAYS

January 1	New Year's Day
January 15	Martin Luther King Day
February 19	President's Day
March 30	Good Friday
May 28	Memorial Day
July 4	Independence Day
September 3	Labor Day
November 22 -23	Thanksgiving
December 25 -26	Christmas

COUNCIL MEETINGS

7:00 p.m.	Court Room - Municipal Building Second Monday of Each Month
June 4 & 11	Public Hearings, Budget Approval

COUNCIL WORK SESSIONS

6:00 p.m.	Location TBD Third Tuesday of Each Month
-----------	---

ADDITIONAL DATES / CONFERENCES

January 16 -17	ECA Peer Exchange Las Vegas, NV
March 11 -14	NLC - Congressional City Conference Washington, DC
March 26 -27	TML 2018 Legislative Conference Doubletree, Nashville, TN
April 4 -6	ECA Annual Conference (Tentative) Location TBD
June 9 -12	TML 2018 Annual Conference Knoxville, TN
August 1 -3	Manhattan Project National Historic Park Peer Exchange Location TBD
September 11 -13	ECA Cleanup Workshop Alexandria, VA
November 7 -9	Intergovernmental Meeting/ECA Board Meeting (Tentative) Location TBD
November 7 -10	NLC Annual City Summit Los Angeles, CA