

OAK RIDGE CITY COUNCIL MEETING
Municipal Building Courtroom

May 14, 2018 - 7:00 p.m.

AGENDA

I. INVOCATION

Pastor Steve Sherman, First Christian Church

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. PROCLAMATIONS AND PUBLIC RECOGNITIONS

Public Recognitions

Proclamations

- a. A proclamation recognizing the Robertsville Middle School Cube Satellite Launch
- b. A proclamation recognizing the Secret City Wildbots for reaching the Carver Division Semi-Finals of the World Championship in Houston, Texas
- c. A proclamation recognizing the 75th Anniversary of the Boy Scouts of America program in Oak Ridge
- d. A proclamation recognizing the 75th Anniversary of the Y-12 National Security Complex
- e. A proclamation designating May 16, 2018 as Oak Ridge Wellness Day
- f. A proclamation designating May 14-18, 2018 as Police Week
- g. A proclamation designating May 14-21, 2018 as Infrastructure Week
- h. A proclamation designating May 20-26, 2018 as Public Works Week

V. SPECIAL REPORTS

- a. Annual Park Board Report – Alan Tatum, Chair

VI. CONSENT AGENDA

- a. Approval of April 9, 2018 City Council regular meeting minutes
- b. A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH PATTERSON & DEWAR ENGINEERS, INC., NORCROSS, GEORGIA, FOR ENGINEERING CONSULTING SERVICES RELATED TO DEVELOPMENT OF A TECHNOLOGY ROADMAP FOR THE ELECTRIC DEPARTMENT IN THE ESTIMATED AMOUNT OF \$34,000.00.
- c. A RESOLUTION AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH THE TENNESSEE VALLEY AUTHORITY (TVA) TO AMEND THE POWER CONTRACT RELATIVE TO THE INDUSTRIAL SERVICE POLICY.

- d. A RESOLUTION AUTHORIZING THE TRANSFER OF A SURPLUS FIRE ENGINE (#356) AND DECONTAMINATION TRAILER (#739) TO ANDERSON COUNTY, TENNESSEE, AT NO COST.
- e. A RESOLUTION AWARDED A CONTRACT (FY2018-163) TO WRIGHT CONTRACTING, INC., KNOXVILLE, TENNESSEE, FOR THE OAK RIDGE FIRE STATION #4 RENOVATION PROJECT IN AN AMOUNT NOT TO EXCEED \$515,000.00.
- f. A RESOLUTION TO REQUEST UNCLAIMED BALANCE OF ACCOUNTS REMITTED TO STATE TREASURER UNDER UNCLAIMED PROPERTY ACT.
- g. A RESOLUTION AWARDED A CONTRACT (FY2018-139) TO SOUTHERN CONSTRUCTORS, INC., KNOXVILLE, TENNESSEE, FOR THE OAK RIDGE TURNPIKE INTERSECTION PEDESTRIAN SAFETY IMPROVEMENTS PROJECT IN THE ESTIMATED AMOUNT OF \$528,355.00.

VII. PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

Public Hearing

- 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 PARCELS 1.31, 1.32, 1.33, 1.34, 1.35, AND 1.37, ROANE COUNTY TAX MAP 30, (APPROXIMATELY 17.97 ACRES) FROM FIR, FEDERAL INDUSTRY AND RESEARCH DISTRICT, TO IND-2, IMDO INDUSTRIAL MANHATTAN DISTRICT OVERLAY, SAID PARCELS BEING BOUNDED BY ZIRCONIUM STREET, AMERICUS AVENUE, TITANIUM STREET, AND HERITAGE CENTER BOULEVARD.
- b. 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 PARCELS 10.11, 10.12, 10.13, 10.14, and 10.15, ROANE COUNTY TAX MAP 29, (APPROXIMATELY 185.1 ACRES) FROM FIR, FEDERAL INDUSTRY AND RESEARCH DISTRICT, TO IND-2, IMDO INDUSTRIAL MANHATTAN DISTRICT OVERLAY, SAID PARCELS BEING BOUNDED BY PERIMETER ROAD AND POPLAR CREEK.

First Reading

- a. AN ORDINANCE ABANDONING A PORTION OF RIGHT-OF-WAY ADJACENT TO 101 BUS TERMINAL ROAD UPON CERTAIN CONDITIONS.
- 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 UPDATING THE FOLLOWING SECTIONS: SECTION 5.1, TITLED "COMPENSATION PHILOSOPHY AND POLICY"; SECTION 6.10, TITLED "LONGEVITY PAYMENTS"; SUBSECTION 11.1.B, TITLED "CREDITING GENERAL LEAVE"; SUBSECTION 11.1.D, TITLED "MAXIMUM ACCUMULATION OF GENERAL LEAVE"; SUBSECTION 11.1.F, TITLED "BUY-BACK OF EXCESS GENERAL LEAVE"; SUBSECTION 11.2.A, TITLED "EMERGENCY LEAVE MINIMUM REQUIREMENT"; AND 11.4, TITLED "INJURY LEAVE"; AND BY DELETING SUBSECTION 11.2.D, TITLED "TRANSFER OF EMERGENCY LEAVE CREDITS TO GENERAL LEAVE," AND REPLACING IT THEREFOR WITH A NEW SUBSECTION 11.2.D, TITLED "MAXIMUM ACCUMULATION OF EMERGENCY LEAVE"; ALL FOR THE PURPOSES OF UPDATING THE PERSONNEL PLAN AS SET FORTH BELOW.

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 PARCEL 9.00, TAX MAP 106, FORMERLY KNOWN AS PARCEL G (APPROXIMATELY 20.96 ACRES), FROM FIR, FEDERAL INDUSTRY AND RESEARCH DISTRICT, TO IND-2, IMDO INDUSTRIAL MANHATTAN DISTRICT OVERLAY, SAID PARCEL BEING LOCATED ON BETHEL VALLEY ROAD SOUTH OF COMMERCE PARK.

IX. RESOLUTIONS

- a. A RESOLUTION TO AUTHORIZE STUDIO FOUR DESIGN, INC., KNOXVILLE, TENNESSEE, TO PROCEED WITH FINAL DESIGN OF CONSTRUCTION DRAWINGS FOR THE NEW PRESCHOOL BUILDING.
- b. A RESOLUTION TO AUTHORIZE STUDIO FOUR DESIGN, INC., KNOXVILLE, TENNESSEE, TO PROCEED WITH FINAL DESIGN OF CONSTRUCTION DRAWINGS FOR THE NEW SENIOR CENTER.
- c. RESOLUTION AWARDED A CONTRACT (FY2018-176) TO A. MORTON THOMAS AND ASSOCIATES, INC., KINGSPORT, TENNESSEE, TO PROVIDE CONSULTING ENGINEERING SERVICES FOR THE OAK RIDGE RAILS TO TRAILS PROJECT IN THE ESTIMATED AMOUNT OF \$358,317.00.
- d. A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH LDA ENGINEERING, ALCOA, TENNESSEE, TO COMPLETE DATA-GATHERING PHASES OF AN ADA COMPLIANCE AND TRANSITION PLAN, IN AN AMOUNT NOT TO EXCEED \$165,200.00.
- e. A RESOLUTION AUTHORIZING A TRANSFER OF \$250,000.00 FROM THE GENERAL FUND TO THE GOLF COURSE FUND TO MAINTAIN GOLF COURSE OPERATIONS AT TENNESSEE CENTENNIAL GOLF COURSE THROUGH THE END OF FISCAL YEAR 2018.

X. APPEARANCE OF CITIZENS

XI. ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

- a. Elections/Appointments
 - i. Elect one (1) representative to the Anderson County Board of Equalization
 - ii. Appointment of City Council representative to the Youth Advisory Board Screening Panel
- b. Announcements
- c. Scheduling

XII. COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

XIII. SUMMARY OF CURRENT EVENTS

a. CITY MANAGER'S REPORT

- i. Upcoming Environmental Project Reviews by DOE and NRC

b. CITY ATTORNEY'S REPORT

XIV. ADJOURNMENT

PROCLAMATIONS

CITY CLERK MEMORANDUM
18-09

DATE: May 4, 2018
TO: Honorable Mayor and Members of City Council
FROM: Mary Beth Hickman, City Clerk
SUBJECT: PROCLAMATIONS FOR THE MAY 14, 2018 CITY COUNCIL MEETING AGENDA

The following proclamations are presented for the May 14, 2018 City Council meeting for the City Council's consideration:

A proclamation recognizing the Robertsville Middle School cube satellite launch

This request was submitted by Councilmember Jim Dodson to honor Robertsville Middle School students for being the first middle school selected by NASA to participate in the Cube Satellite Launch Initiative.

A proclamation honoring the Secret City Wildbots Team

This request was submitted by Councilmember Jim Dodson to honor the Secret City Wildbots Team for reaching the Semi-Finals of the FIRST World Championship in Houston, Texas.

A proclamation recognizing the 75th Anniversary of the Boy Scouts of America Program in Oak Ridge

This request was submitted by Mayor Pro Tem Rick Chinn to recognize the 75th anniversary of the Boy Scouts of America Program in Oak Ridge. The program's actual anniversary date is October 18, 2018.

A proclamation recognizing the 75th Anniversary of the Y-12 National Security Complex

This request was submitted by Gene Patterson with Consolidated Nuclear Security, LLC (CNS) to recognize the 75th Anniversary of the Y-12 National Security Complex and the vital role that it plays in the Oak Ridge community.

A proclamation designating May 16, 2018 as Oak Ridge Wellness Day

This request was submitted by the city's Wellness Committee to recognize the Wellness Fair, which will be held on May 16, 2018 from Noon to 4:00 p.m. at the Oak Ridge Civic Center. Members of the Wellness Committee will be in attendance to accept the proclamation.

A proclamation designating May 14-18, 2018 as Police Week and May 15, 2018 as Police Memorial Day

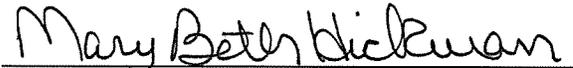
This request was submitted by Police Chief James Akagi in recognition of the annual national celebration and of the City's Police Memorial Service and awards ceremony on May 15, 2018.

A proclamation designating May 14-21, 2018 as Infrastructure Week

This request was submitted by City Manager Mark Watson to designate May 14-21, 2018 as Infrastructure Week in honor of the importance of investment in infrastructure projects in our community and nationwide.

A proclamation designating May 20-26, 2018 as Public Works Week

This proclamation was requested by Tasha Pitsenbarger with the Public Works Employee Relations Committee in honor of Public Works Week in order to recognize the vital function Public Works employees perform in our community. The Public Works Department will be hosting a Public Works Day Community Open House on Thursday, May 24, 2018.


Mary Beth Hickman

Attachments:

- Proclamation recognizing the Robertsville Middle School cube satellite launch
- Proclamation honoring the Secret City Wildbots Team
- Proclamation recognizing the 75th Anniversary of the Boy Scouts of America Program in Oak Ridge
- Proclamation recognizing the 75th Anniversary of the Y-12 National Security Complex
- Proclamation designating May 16, 2018 as Oak Ridge Wellness Day
- Proclamation designating May 14-18, 2018 as Police Week and May 15, 2018 as Police Memorial Day
- Proclamation designating May 14-21, 2018 as Infrastructure Week
- Proclamation designating May 20-26, 2018 as Public Works Week

PROCLAMATION

WHEREAS, in November, 2017, a team of Robertsville Middle School students, educators and Oak Ridge scientists submitted a proposal to NASA for their Cube Satellite Launch Initiative (CSLI) in hopes of sending a student-designed nanosatellite named "RamSat" into space; and

WHEREAS, CSLI provides opportunities for small satellite payloads built by various schools and non-profit organizations to fly on upcoming launches as well as a low-cost pathway to conduct scientific investigations in space and hands-on development experiences; and

WHEREAS, in March, 2018 Robertsville Middle School became the first middle school to ever be selected by NASA for this impressive program; and

WHEREAS, the Robertsville Middle School proposal created student-driven STEM-based lessons addressing educational development needs relevant to NASA's strategic goals; and

WHEREAS, the students' targeted mission for their RamSat is to send a small camera and radio encased in a 2U nanosatellite that will relay data and images from space back to earth, and with this information, they will study reforestation patterns of vegetation lost in forest fires; and

WHEREAS, the Robertsville Middle School project is included on a prestigious list of organizations whose projects have been prioritized, including Cornell University, Embry-Riddle Aeronautical University, Massachusetts Institute of Technology, NASA's Ames Research Center, NASA's Marshall Space Flight Center, University of California and AMSAT, the Radio Amateur Satellite Corporation; and

WHEREAS, students will have a chance to design, build and carry out a satellite mission; they will be mission scientists, communication specialists and logistics experts; they will calculate orbits, learn to aim the satellite camera at selected targets, radio their commands to RamSat and receive and interpret digital data streams; and

WHEREAS, under the leadership of STEM instructor Todd Livesay, numerous officials from the Oak Ridge Schools, volunteers from Oak Ridge National Laboratory, Y-12 National Security Complex and the Oak Ridge community, and in partnership with the Marshall Space Flight Center, the RamSat project stands on the cutting edge of technology that could be utilized in various capacities by NASA in the years to come; and

WHEREAS, the City is fortunate to have such outstanding young men and women participating in this project, along with their instructors and mentors, as part of the Oak Ridge community.

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

that the City congratulates the students at Robertsville Middle School for creation of the amazing RamSat project, which will make a valuable contribution to the field of space technology and in the solving of complex problems facing our community.

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 14th day of May in the year 2018.

WARREN L. GOOCH, MAYOR

PROCLAMATION

WHEREAS, from Thursday, March 22, through Saturday, March 24, 2018, the Secret City Wildbots (Team 4265) competed at the Smoky Mountains Regional competition at Thompson-Boling Arena in Knoxville; and

WHEREAS, Team 4265 finished the competition with an impressive 14-2 record, winning the Smoky Mountain Regional with their alliance partners and earning an invitation to the FIRST World Championships in Houston, Texas April 18-21, 2018; and

WHEREAS, For Inspiration and Recognition of Science and Technology (FIRST) was founded in 1989 to inspire young people's interest and participation in science and technology by designing accessible, innovative programs that motivate young people to pursue education and career opportunities in science, technology, engineering, and math, while building self-confidence, knowledge and life skills; and

WHEREAS, for the third time, the team won the Engineering Inspiration Award and \$5,000 from NASA to cover their entry fee to the competition, with the award celebrating the team's outstanding success in advancing respect and appreciation for engineering within their school and community; and

WHEREAS, Eric Thornton, a junior at Oak Ridge High School, was a finalist for the FIRST Dean's List award, which celebrates outstanding student leaders whose passion for and effectiveness at attaining FIRST ideals is exemplary – the third Dean's List finalist from Team 4265 in seven years; and

WHEREAS, during the World Championship held in Houston, Texas April 18-21,2018, the team finished the competition as Carver Division Semi-Finalists; and

WHEREAS, the Secret City Wildbots team includes seniors Andrew Chan, Eli Charles, Ruth Hammond, Olivia Mahathy, Connor Shelander, Caden Webb, and Dalton Wilson, and underclassmen members Brennan Brooks, Ty Dahl, Dalton Davis, Faith Guzman, Blake Norris, Levi Parish, Mack Patrick, Julia Steel, Eric Thornton and Matthew Wood; and

WHEREAS, the City is fortunate to have such outstanding young men and women as part of the Oak Ridge community.

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

that the City congratulates the Secret City Wildbots for their impressive finish in the Smoky Mountain Regional competition and the FIRST World Championship.

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 14th day of May in the year 2018.

WARREN L. GOOCH, MAYOR

PROCLAMATION

WHEREAS, the year 2018 marks the 75th anniversary of the City of Oak Ridge, Tennessee; and

WHEREAS, the Boy Scouts of America is one such remarkable organization which is celebrating its 75th anniversary of the scouting program in Oak Ridge on October 18, 2018; and

WHEREAS, on September 18, 1943, the Oak Ridge Journal newspaper published an article recruiting young men to participate in the first Boy Scout troop in the city; and

WHEREAS, in the City of Oak Ridge, the first Boy Scout troop held its inaugural meeting at the Town Hall on October 8, 1943 with eleven boys present, and the sponsoring organization was the Recreation and Welfare Association; and

WHEREAS, today, the Boy Scouts of America is the largest youth service organization in America, with more than three million members learning responsible citizenship, character development and self-reliance through participation in a wide range of outdoor activities, educational programs and career-oriented programs in partnership with community organizations; and

WHEREAS, thirteen scout units exist today that have more than 150 volunteers who help make scouting adventures possible for more than 225 youth members participating in the scouting program and are celebrating the 75th anniversary of scouting in the City of Oak Ridge; and

WHEREAS, the Oak Ridge scouting program has produced a total of 920 youth who have earned the rank of Eagle Scout; and

WHEREAS, the Boy Scouts of America endeavors to develop United States citizens who are physically, mentally, and emotionally fit, have a high degree of self-reliance as evidenced in such qualities as initiative, courage and resourcefulness, have personal values based on religious concepts, have the desire and skills to help others, understand the principles of the United States' social, economic and governmental systems, take pride in their American heritage and understand our Nation's role in the world, have a keen respect for the basic rights of all people, and are prepared to become future leaders in our society.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE that the City joins in celebrating

THE BOY SCOUTS OF AMERICA'S 75TH ANNIVERSARY IN OAK RIDGE

and expresses its appreciation for the service and character building that the organization has provided through its dedication to the youth of the City 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 14th day of May in the year 2018.

WARREN L. GOOCH, MAYOR

PROCLAMATION

WHEREAS, in 1943, construction of the Y-12 National Security Complex was seen as a vital component of the Manhattan Project, built to put an end to World War II, and the City of Oak Ridge was created to house those who made the secret project a success; and

WHEREAS, in 2018, the Y-12 National Security Complex and the City of Oak Ridge, Tennessee will celebrate their 75th anniversaries; and

WHEREAS, 75 years later, Y-12 and its managing, Consolidated Nuclear Security, LLC, are still in the forefront of preserving our nation and still proud to be a part of the Oak Ridge heritage while helping to shape the city's bright future; and

WHEREAS, Y-12's continuing mission is to help maintain the nation's nuclear deterrent and preserve national security, provide fuel stock for our nuclear navy, and remove unsecured uranium stockpiles in remote areas around the world and place them in secure locations; and

WHEREAS, Y-12 is a valuable contributor to the economies of Oak Ridge, Anderson County and the surrounding region, with more than 6,000 full-time employees and subcontractors working at Y-12 and providing millions of dollars in direct payroll and tens of thousands of dollars in local and state tax revenue; and

WHEREAS, the Uranium Processing Facility, a \$6.5 billion project, will transform the Y-12 site by replacing outdated legacy facilities and is creating thousands of jobs during its construction, as well as generating hundreds of thousands of dollars in economic impact for Tennessee and the region; and

WHEREAS, Y-12 cares about the community by providing more than \$1 million to area nonprofits and educational institutions annually, including more than \$600,000 to United Way agencies through corporate and employee contributions; and

WHEREAS, in 2017, Consolidated Nuclear Securities, LLC provided grants to the United Way of Anderson County, Aid to Distressed Families of Appalachian Counties, Pull for our Veterans, Children's Museum of Oak Ridge, the Boys & Girls Club of the Clinch Valley, Anderson County Emergency Medical Service and dozens of other area organizations that provide care and aid to our fellow citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE that the City joins in celebrating

THE 75TH ANNIVERSARY OF THE Y-12 NATIONAL SECURITY COMPLEX

and expresses its appreciation for Y-12's enduring mission to keep America secure and its role in ensuring a bright future for our city.

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 14th day of May in the year 2018.

WARREN L. GOOCH, MAYOR

PROCLAMATION

WHEREAS, in 2008 the City organized an employee Wellness Committee with a goal of educating employees on important information critical to total wellness in the areas of emotional, physical, social, occupational, environmental, and intellectual wellbeing; and

WHEREAS, in an effort to achieve this goal, the Wellness Committee has organized lunch and learn events on matters such as sleep, anger management, nutrition, back and joint health, exercise physiology, and relaxation; hikes and walks on city-owned greenways and trails which stretch over 60 miles; and competitive weight-loss events which have resulted in a total weight loss of 1,053 pounds during the last three events; and

WHEREAS, in 2008 the Wellness Committee organized its first Wellness Fair for employees and retirees; and

WHEREAS, in 2014, Oak Ridge Schools Coordinated School Health joined the Wellness Committee to add teacher and student wellness, and together the Wellness Fair has grown into an annual community-wide event; and

WHEREAS, this year's Wellness Fair is scheduled for Wednesday, May 16, 2018, in the Civic Center Gymnasium from Noon to 4:00 p.m., and offers an array of information on health, safety, and wellness; and

WHEREAS, as part of the Wellness Fair, the Police Department and Fire Department will be onsite to provide valuable information and services such as child ID/fingerprinting, car seat checks, smoke alarm safety, and Code Red alert system;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE, that May 16, 2018 be proclaimed

OAK RIDGE WELLNESS DAY

in the City of Oak Ridge, Tennessee, and encourage all citizens to participate in health activities in the interest of better health and quality of life for all.

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 14th day of May in the year 2018.

WARREN L. GOOCH
MAYOR

PROCLAMATION

WHEREAS, the Congress and President of the United States have designated May 15 as Peace Officers' Memorial Day, and the week in which it falls as National Police Week; and

WHEREAS, the members of the Oak Ridge Police Department perform an essential role in safeguarding the rights and freedoms of the citizens of Oak Ridge; and

WHEREAS, it is important that all citizens know and understand the challenges, duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, the men and women of the Oak Ridge Police Department provide a vital public service unceasingly.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE that the week of May 14 - 18, 2018 be proclaimed

POLICE WEEK

in the City of Oak Ridge, Tennessee, and that all citizens observe this week with appropriate ceremonies in which all of our people may join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities, and in so doing have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

BE IT FURTHER RESOLVED that Tuesday, May 15, 2018 be proclaimed

POLICE MEMORIAL DAY

in honor of those peace officers who have lost their lives or have become disabled in the performance of their duty.

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 14th day of May in the year 2018.

WARREN L. GOOCH
MAYOR

PROCLAMATION

WHEREAS, the week of May 14-21, 2018 is nationally observed as Infrastructure Week; and

WHEREAS, communities rely on critical infrastructure, including roads and bridges, railroads and transit systems, ports and airports, pipes and water systems, a reliable power supply, access to broadband and connectivity to the regional national and global economy; and

WHEREAS, this infrastructure enhances our local and regional economy, our quality of life, our safety, and the strength of our communities; and

WHEREAS, decades of underfunding and deferred maintenance have pushed infrastructure to the brink of a national crisis, with preventable catastrophic failures, including derailments and collapses, occurring as a result; and

WHEREAS, the United States of America risks losing its competitive advantage to foreign economies by failing to adequately invest in its infrastructure; and

WHEREAS, every dollar invested in infrastructure generates nearly two dollars in economic output; and

WHEREAS, Infrastructure Week has been established to highlight infrastructure investment needs and to recognize and encourage leadership at the federal, state, and local levels; and

WHEREAS, Infrastructure Week challenges policy-makers and the public to address the challenges facing infrastructure in the United States, to move beyond short-term fixes and deferred maintenance and to envision innovative solutions, technologies, policies and investments that will improve the future of America's infrastructure.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE that May 14-21, 2018 be proclaimed

INFRASTRUCTURE WEEK

in the City of Oak Ridge, Tennessee, and that all citizens be urged to join in this special observance and to recognize the importance of transportation and infrastructure investments in our community.

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 14th day of May in the year 2018.

WARREN L. GOOCH
MAYOR

PROCLAMATION

WHEREAS, Public Works services provided in our community are an integral part of our citizen's everyday lives; and

WHEREAS, the support and education of an informed citizenry is vital to the efficient operations of Public Works divisions and facilities, such as water distribution, sewer collection, water and wastewater treatment, streets, sidewalks, storm drains, stormwater management, public buildings, snow removal, fleet maintenance, and many other public services; and

WHEREAS, the health, safety, and comfort of our community depends greatly on these services; and

WHEREAS, the efficiency and dedication of all Public Works Department personnel is directly and indirectly influenced by the citizenry's attitude toward and understanding of the importance of the work they perform daily.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE, that the week of May 20-26, 2018 be proclaimed

PUBLIC WORKS WEEK

in the City of Oak Ridge, Tennessee, and that all citizens be urged to acquaint themselves with the issues involved in providing our City's public works and to recognize the contributions made by our Public Works personnel every day to ensure a healthy, safe, and comfortable quality of life for all citizens 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 14th day of May in the year 2018.

WARREN L. GOOCH
MAYOR

CONSENT AGENDA

OAK RIDGE CITY COUNCIL MEETING
Municipal Building Courtroom

April 9, 2018

Minutes

The regular meeting of the City Council of the City of Oak Ridge, Tennessee convened at 7:00 p.m. on April 9, 2018 in the Courtroom of the Municipal Building with Mayor Warren L. Gooch presiding.

INVOCATION

The invocation was given by Elder Annette Flynn with First United Methodist Church.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Isaiah Wilder, a student at Oak Ridge High School.

ROLL CALL

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

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

PROCLAMATIONS AND PUBLIC RECOGNITIONS

Public Recognitions

Proclamations

A proclamation recognizing the Robertsville Middle School cube satellite launch.

At the request of Councilmember Dodson, this proclamation was deferred until the May 14, 2018 due to student scheduling conflicts.

A proclamation recognizing the Oak Ridge High School Science Bowl Team.

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

A proclamation designating April 15, 2018 as Holocaust Remembrance Day.

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

A proclamation designating April 16-20, 2018 as The Week of the Young Child.

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

A proclamation designating April, 2018 as Child Abuse Prevention Month.

Councilmember Dodson moved for approval of the proclamation, and Councilmember Hope seconded. The proclamation was approved unanimously by voice vote with Councilmembers Callison, Dodson, Hope,

Smith, Mayor Gooch and Mayor Pro Tem Chinn voting “Aye.” Councilmember Vogel was absent.

A proclamation designating April, 2018 as Fair Housing Month.

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

SPECIAL REPORTS

Capital Improvements Program Transmittal

Planning Commission Chairman Stephen Whitson formally transmitted the Capital Improvements Program that has been approved by the Oak Ridge Municipal Planning Commission. Hard copies were previously distributed to Councilmembers. The report was received for the record.

CONSENT AGENDA

Mayor Pro Tem Chinn moved for approval of the Consent Agenda, and Councilmember Callison seconded. The motion was approved unanimously by voice vote with Councilmembers Callison, Dodson, Hope, Smith, Mayor Gooch and Mayor Pro Tem Chinn voting “Aye.” Councilmember Vogel was absent.

Approval of the April 9, 2018 City Council regular meeting minutes

PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

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 9.00, TAX MAP 106, FORMERLY KNOWN AS PARCEL G (APPROXIMATELY 20.96 ACRES), FROM FIR, FEDERAL INDUSTRY AND RESEARCH DISTRICT, TO IND-2, IMDO INDUSTRIAL MANHATTAN DISTRICT OVERLAY, SAID PARCEL BEING LOCATED ON BETHEL VALLEY ROAD SOUTH OF COMMERCE PARK.

Councilmember Dodson moved to open the public hearing, and Councilmember Smith seconded. Seeing no citizens wishing to speak, Councilmember Dodson moved to close the public hearing, and Councilmember Hope seconded. The motion to close the public hearing passed unanimously by voice vote.

Councilmember Hope moved for approval of the ordinance, and Mayor Pro Tem Chinn seconded. Community Development Director Wayne Blasius provided an overview of the ordinance and answered questions from Council.

Councilmember Smith inquired as to why the proposed rezoning was for Manhattan District Overlay (MDO) as opposed to IND-2. Mr. Blasius stated that he would get some clarification prior to the second reading of the ordinance.

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

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 SUBSECTION 1.C.(1) OF SECTION 14.12, TITLED “SIGNS FOR COMMUNITY BUSINESS DISTRICTS,” AND SUBSTITUTING THEREFOR A NEW SUBSECTION 1.C.(1) TO CORRECT A CONFLICT REGARDING WALL SIGNS IN COMMUNITY BUSINESS DISTRICTS FOR BUILDINGS WITH STREET FRONTAGE ON MORE THAN ONE STREET.

Councilmember Hope moved to open the public hearing, and Councilmember Smith seconded. Seeing no citizens wishing to speak, Councilmember Callison moved to close the public hearing, and Councilmember Hope seconded. The motion to close the public hearing passed unanimously by voice vote.

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

After some discussion, Councilmember Smith moved to defer action on this ordinance until the May meeting in order for staff to clarify some issues and consult with the Planning Commission if necessary, and Mayor Gooch seconded. The motion to defer was approved by board vote with Councilmembers Callison, Dodson, Hope, Smith and Mayor Gooch voting "Aye" and Mayor Pro Tem Chinn voting "No." Councilmember Vogel was absent.

Final Adoption

AN ORDINANCE TO AMEND TITLE 10, TITLED "ANIMAL CONTROL," CHAPTER 1, TITLED "GENERAL PROVISIONS," OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE, BY DELETING SECTION 10-118, TITLED "IMPROPER CARE OF ANIMALS PROHIBITED," IN ITS ENTIRETY AND SUBSTITUTING THEREFOR A NEW SECTION 10-118, TITLED "IMPROPER CARE OF ANIMALS PROHIBITED," TO SET FORTH SPECIFICATIONS FOR DOGHOUSES AND SIMILAR SHELTERS TO PROVIDE INSULATION AND PROTECTION FROM THE ELEMENTS.

Councilmember Callison moved for adoption of the ordinance, and Councilmember Hope seconded.

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

AN ORDINANCE TO AMEND TITLE 2, TITLED "BOARDS AND COMMISSIONS, ETC.," CHAPTER 1, TITLED "MISCELLANEOUS," SECTION 2-101, TITLED "MEMBERSHIP TO BOARDS AND COMMISSIONS; RESIDENCY REQUIRED," OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE, TO WAIVE THE RESIDENCY REQUIREMENT FOR THE TRADE LICENSING BOARD UPON CERTAIN CONDITIONS.

Councilmember Dodson moved for adoption of the ordinance, and Councilmember Smith seconded. City Attorney Ken Krushenski provided an overview of the ordinance and answered questions from Council.

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

AN ORDINANCE ABANDONING A PORTION OF WEST MADISON LANE RIGHT-OF-WAY UPON CERTAIN CONDITIONS BEING MET BY THE ADJACENT PROPERTY OWNER.

Councilmember Smith moved for adoption of the ordinance, and Councilmember Callison seconded. The ordinance was adopted unanimously by board vote with Councilmembers Callison, Dodson, Hope, Smith, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye." Councilmember Vogel was absent.

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 1.30, TAX MAP 30, (APPROXIMATELY 5.88 ACRES) FROM FIR, FEDERAL INDUSTRY AND RESEARCH DISTRICT, TO IND-2, IMDO INDUSTRIAL MANHATTAN DISTRICT OVERLAY, SAID PARCEL BEING LOCATED AT 615 AMERICUS AVENUE.

Mayor Pro Tem Chinn moved for adoption of the ordinance, and Councilmember Callison seconded. City Manager Mark Watson 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, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye." Councilmember Vogel was absent.

RESOLUTIONS

A RESOLUTION AWARDDING A CONTRACT (FY2018-137) TO ADAMS & SONS, INC., SEVIERVILLE, TENNESSEE, FOR THE TENNESSEE AVENUE WATERLINE AND ROADWAY IMPROVEMENTS PROJECT IN THE ESTIMATED AMOUNT OF \$939,670.00.

Councilmember Dodson moved for approval of the resolution, and Councilmember Callison seconded. Public Works Director Shira McWaters provided an overview of the resolution and answered questions from Council.

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

A RESOLUTION AWARDDING A CONTRACT (FY2018-142) TO ROGERS GROUP, INC., KNOXVILLE, TENNESSEE, FOR STREET MILLING AND RESURFACING OF DESIGNATED CITY STREETS IN THE ESTIMATED AMOUNT OF \$576,783.25.

Councilmember Dodson moved for approval of the resolution, and Mayor Pro Tem Chinn seconded.

Councilmember Hope requested that further discussion be held with the Budget and Finance Committee regarding any emergency funds that could be put toward this project, as the budget will only cover about four miles out of the 210 miles the City has within its limits.

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

A RESOLUTION REAPPOINTING HUGH B. WARD, JR., TO THE OFFICE OF ADMINISTRATIVE HEARING OFFICER AND APPROVING THE ASSOCIATED FOUR-YEAR AGREEMENT.

Mayor Pro Tem Chinn moved for approval of the resolution, and Councilmember Smith seconded. City Manager Mark Watson provided an overview of the resolution.

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

A RESOLUTION AUTHORIZING A FORTY-EIGHT MONTH LEASE AGREEMENT WITH CLUB CAR, LLC, EVANS, GEORGIA, TO LEASE GOLF CARTS FOR TENNESSEE CENTENNIAL GOLF COURSE IN THE ESTIMATED AMOUNT OF \$88,536.00 PER YEAR.

Mayor Pro Tem Chinn moved for approval of the resolution, and Councilmember Smith seconded. City Manager Mark Watson provided an overview of the resolution.

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

A RESOLUTION AUTHORIZING THE EXPENDITURE OF APPROXIMATELY \$34,377.00 FROM THE EQUIPMENT REPLACEMENT FUND FOR THE PURCHASE OF ONE (1) CHEVROLET TAHOE FOR THE FIRE DEPARTMENT UTILIZING STATE CONTRACT PRICING.

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

Ridge Fire Chief Darryl Kerley provided an overview of the resolution and answered questions from Council.

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

A RESOLUTION AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH THE TENNESSEE VALLEY AUTHORITY (TVA) TO AMEND THE GREEN POWER PROVIDERS PROGRAM.

Mayor Pro Tem Chinn moved for approval of the resolution, and Councilmember Callison seconded. Electric Department Director Jack Suggs provided an overview of the resolution.

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

APPEARANCE OF CITIZENS

Sharon Crane, 587 W. Outer Drive, Oak Ridge, addressed Council regarding the upcoming Highland View District Neighborhood Watch cleanup of the Emery Road Bridge on April 28, 2018.

ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

Elections/Appointments

Announcements

Councilmember Dodson read a prepared statement in support of the need for school resource officers at each of the middle schools in Oak Ridge. His comments came in response to a student petition organized by Robertsville Middle School student Thomas McWaters. Councilmember Dodson also asked that his written comments be made a part of the official record. They are attached at the back of these minutes. Mayor Gooch asked if this could be discussed at an upcoming work session and budget meetings. Mayor Pro Tem Chinn stated he would like to know how other communities are handling this issue.

Scheduling

COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

SUMMARY OF CURRENT EVENTS

CITY MANAGER'S REPORT

City Manager Mark Watson stated that he will be representing the City of Oak Ridge at the upcoming Energy Communities Alliance meeting in Washington.

Mr. Watson also stated that there may need to be some special called meetings coming up in regard to budgetary items.

Mr. Watson stated that there is a new sculpture in Jackson Square presented by ORNL Credit Union as part of the Dogwood Arts Festival's Art in Public Places Program.

Mr. Watson also discussed the progress of the Blankenship Field renovations and stated that Barge Waggoner is coordinating with the Tennessee Department of Environment and Conservation to submit a required map that would encompass the boundaries of the grant. He also discussed the status of the repair

of a 10-foot deep valve leak in the parking lot of Subway on Oak Ridge Turnpike.

CITY ATTORNEY'S REPORT

ADJOURNMENT: 8:25 p.m.

April 9, 2018

Dear Members of Oak Ridge City Council and City Manager,

At our last council meeting on March 12, 2018 a student from Robertsville Middle School submitted a petition signed by 41 of his classmates which read: *“Based on recent events, having an SRO assigned for each of the schools in Oak Ridge would help provide a more secure environment for all the students. We the undersigned are requesting that an SRO be assigned full time to the middle schools.”*

I feel it is important for our city leaders to follow-up on this concern voiced by Oak Ridge citizens. While I have been very impressed with the quality of law enforcement provided by our chief and his officers, I believe having resource officers assigned directly to our schools can provide a return on investment by improved school and community safety as well as enhanced educational performance. The SRO initiative could not only possibly avoid a tragic situation in the school facility but may also help prevent crime in our community at large.

At any given time, our secondary schools alone house over 2,500 students. We know from long-accepted psychological studies (Maslow and others) that humans have a hierarchy of needs and the very basic need that must be met before others can be addressed is *safety*. SRO would help meet this basic need of our students and faculty who could then focus on classroom performance, educational growth, and improved graduation rates.

Listed below are a few points brought to my attention by some concerned Oak Ridge citizens, educators, and students supporting the position of placing more trained police officers (SRO's) in our schools:

1. **ADDITIONAL RESOURCES TO OUR COMMUNITY:** Provide additional law enforcement resources to the school, school grounds and areas adjacent to the school.
2. **PREVENTION OF CRIME:** Work to prevent juvenile delinquency through close contact and positive relationships with students. . In addition the SRO may develop crime prevention programs and conduct security inspections to deter criminal or delinquent activities.
3. **SUPPORT SCHOOL LEADERSHIP/FACULTY/PARENTS:** Establish and maintain a close partnership with school administrators in order to provide for a safe school environment. Build working relationships with the school's staff as well as with student and parent groups.
4. **INCREASED VISIBILITY:** Be visible within the school community. Attend and participate in school functions. Increased presence may discourage violent actions on school property.

This evening we voted on and supported two proclamations. The first designating April 16-20 as "Week of the Young Child" and the second as "Child Abuse Prevention Month". Both call our attention to providing a safe learning environment for young people in our schools and in our community. I ask my colleagues to consider working to further study the cost/benefit of increasing the SRO program in the Oak Ridge School System.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Jim Dodson", with a long horizontal line extending to the right.

Jim Dodson

Oak Ridge City Council

ELECTRIC DEPARTMENT MEMORANDUM
18-13

DATE: April 30, 2018
TO: Mark S. Watson, City Manager
FROM: Jack L. Suggs, Electric Director
SUBJECT: AWARD OF TECHNOLOGY ROADMAP PROJECT

Introduction

An item for City Council's consideration is a resolution approving a contract with Patterson & Dewar Engineers, Inc., Norcross, Georgia, for the provision of consulting engineering services for the development of a Technology Roadmap in the estimated amount of \$34,000.00.

Funding

Funding is provided by the Electric Fund.

Review

The implementation of new technologies into the City of Oak Ridge electric distribution system is an ongoing and continuous process. Major efforts have been made in installation of a fiber optic ring, new relays in several substations and the design of SCADA systems for eventual implementation. Some distribution automation efforts have also started with the deployment of intelligent downline breaker systems.

Looking to the future, there are several more steps to this effort. Major projects for the next five to ten years include Automated Meter Infrastructure (AMI) systems, widespread distributed automation technologies, implementation of voltage control for demand shaving, automatic Outage Management and many others.

For maximum impact, the rollout of these technologies must be prioritized in a way that makes sense so that they can incrementally benefit our customers. Additionally, very important technology decisions such as selection of an overall communication technology (e.g. mesh versus direct radio versus power line carrier) need to be examined and decided on to avoid a hodge-podge of technologies that have difficulty in communicating with each other.

Staff desires to obtain support in these decisions in a document called a "Technology Roadmap." Development of the roadmap will require several independent pieces of work, ranging from a review and assessment of current capabilities and planned assets (such as the new City-wide software system), to assessment of key technologies and their relative benefit to our customers.

Once developed, the plan will be available for presentation to the City Council or other groups. It will be used as a guide for financial planning and, of course, as a guideline for acquiring future technology.

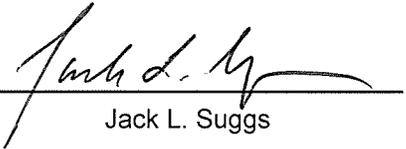
The Electric Director does not believe that the staff has capacity for development of this important document and sought out a proposal from Patterson & Dewar Engineers, Inc. for the work based on both their demonstrated expertise and their intimate familiarity with Oak Ridge.

As you will recall, Patterson & Dewar Engineers, Inc. has been engaged by the City of Oak Ridge to aid the Electric Department in several technology related projects. These include design of a SCADA system for two of our substations, design of relays and breakers to replace obsolete units and other projects. The outlined project is a natural extension of the work already done.

The proposed cost is quite economical given the scope of the work and reflects the knowledge the firm has regarding the City and their already having "boots on the ground" in providing other services. For that reason, the Electric Director believes that they are the natural choice for the work.

Recommendation

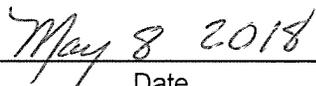
Staff recommends approval of the attached resolution awarding a contract to Patterson & Dewar Engineers, Inc. for the development of a Technology Roadmap.


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

RESOLUTION

A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH PATTERSON & DEWAR ENGINEERS, INC., NORCROSS, GEORGIA, FOR ENGINEERING CONSULTING SERVICES RELATED TO DEVELOPMENT OF A TECHNOLOGY ROADMAP FOR THE ELECTRIC DEPARTMENT IN THE ESTIMATED AMOUNT OF \$34,000.00.

WHEREAS, the Electric Department has been implementing new technologies into the City's electric distribution system such as installation of a fiber optic ring, new relays in several substations, and the design of SCADA systems for eventual implementation; and

WHEREAS, future plans include automated meter infrastructure systems, widespread distribution automation technologies, implementation of voltage control for demand shaving, and automatic outage management; and

WHEREAS, in an effort to ensure these technologies communicate well with each other and provide maximum benefit, the Electric Department desires to develop a Technology Roadmap; and

WHEREAS, the Technology Roadmap will involve a review and assessment of current capabilities and planned assets, as well as an assessment of key technologies and their relative benefit to the City's customers, which will help prioritize the rollout of new technologies and serve as a guide for financial planning and the acquisition of future technology; and

WHEREAS, the Electric Department selected Patterson & Dewar Engineers, Inc., Norcross, Georgia, to provide the necessary engineering consulting services for this project based upon their demonstrated expertise and familiarity with Oak Ridge; and

WHEREAS, the City Manager recommends entering into a professional services agreement with Patterson & Dewar Engineers, Inc., for this project.

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 enter into a professional services agreement with Patterson & Dewar Engineers, Inc., for engineering consulting services related to the development of a Technology Roadmap in the estimated amount of \$34,000.00.

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 14th day of May 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

**ELECTRIC DEPARTMENT MEMORANDUM
18-15**

DATE: May 4, 2018
TO: Mark S. Watson, City Manager
FROM: Jack L. Suggs, Electric Director
SUBJECT: MODIFICATION OF TVA INDUSTRIAL SERVICE POLICY

Introduction

An item for City Council's consideration is a resolution authorizing the execution of TVA's modified Industrial Service Policy first offered by TVA in 1999.

Funding

There is no immediate funding requirement associated with this item.

Review

As you know, the City of Oak Ridge purchases power from TVA for distribution to our customers. We have a general right and duty to serve customers inside of our service territory. One of the few exceptions to this duty are customers that TVA serves directly, such as the Department of Energy at the Y-12 facility and Oak Ridge National Laboratories.

The determination as to if a customer is "direct served" or distributor served is governed by a policy termed the "Industrial Service Policy" (ISP) which sets conditions, such as load sizes, that mandate that TVA serve the load directly.

The City is governed by an ISP executed in 1990. This agreement was considered limiting for distributors and was modified in 1999. The newer agreement was considered positive for most distributors, as it raised the size of industrial loads that distributors were allowed to serve and also guaranteed that if a load grew over time that TVA would not take the load from the distributor.

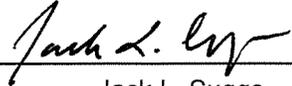
Unfortunately, the 1999 agreement also contained language that TVA would always serve any Federal loads with demand greater than 5 MW. At the time, the City was negotiating to take over the load at Heritage Center (K-25 site). The load was greater than 5MW, but neither DOE nor the City wished for it continue to be a direct served TVA load.

Recently, the City has been approached with potential service loads that exceed the 1990 limits for direct serve loads, but which can be easily and economically accommodated by our system. The new loads would be City of Oak Ridge customers under the later agreement. Since the Heritage Center load has now been successfully transferred to the City and is no longer a concern, staff is desirous to execute the later ISP. TVA was contacted and is agreeable with us executing this agreement at this time.

Therefore staff believes it is in the best interest of the City to execute the current ISP agreement, which among other things expands our ability to serve large industrial loads and guarantees that loads served by the City can remain with the City should those loads grow,

Recommendation

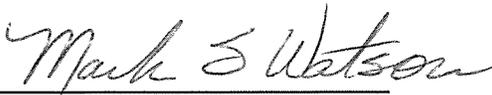
Staff recommends approval of the attached resolution.



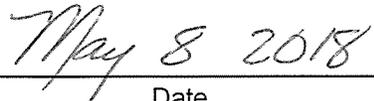
Jack L. Suggs

City Manager's Comments:

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



Mark S. Watson



Date

RESOLUTION

A RESOLUTION AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH THE TENNESSEE VALLEY AUTHORITY (TVA) TO AMEND THE POWER CONTRACT RELATIVE TO THE INDUSTRIAL SERVICE POLICY.

WHEREAS, the City purchases its power requirements from the Tennessee Valley Authority (TVA) for resale under TVA contract number TV-54097-A, effective June 1, 1980, as amended (the "Power Contract"); and

WHEREAS, the Power Contract's current Industrial Service Policy limits the City's ability to serve certain customers based upon load size, which customers are instead directly served by TVA; and

WHEREAS, the City and TVA desire to amend the Power Contract to update the Industrial Service Policy which will expand the City's ability to serve large industrial loads and guarantees that loads served by the City can remain with the City should those loads grow; and

WHEREAS, the City Manager recommends approval the amendment to the Power Contract.

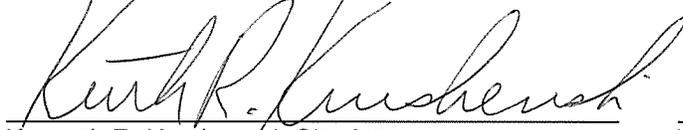
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager is approved and the City is hereby authorized to enter an agreement with the Tennessee Valley Authority to amend the Power Contract relative to the Industrial Service Policy.

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

This the 14th day of May 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

**FIRE DEPARTMENT HEADQUARTERS
MEMORANDUM**

HQ-18-0003

DATE: April 25, 2018
TO: Mark S. Watson, City Manager
FROM: Darryl Kerley, Fire Chief
SUBJECT: TRANSFER OF FIRE ENGINE AND DECONTAMINATION TRAILER TO ANDERSON COUNTY GOVERNMENT

Introduction

Attached for City Council's consideration is a resolution authorizing the City to transfer one (1) E-One Class A fire engine and a decontamination shower trailer to the Anderson County Office of Emergency Management.

Funding

There is no direct cost to the City of Oak Ridge for this transfer, as Anderson County will agree to provide insurance and maintain the engine and shower trailer in an operational readiness state for the mutual benefit of all cities and county volunteer fire departments in Anderson County.

Background

The current fire engine (shop # 356) is located at Fire Stations 4 and was transferred to the City of Oak Ridge from the Department of Energy in October of 2007. It was manufactured in 1992 and originally placed in service at the Rocky Flats DOE site in Colorado. It now serves as a reserve engine for the Oak Ridge Fire Department at fire station 4 and is valued at approximately 25,000-dollars.

The decontamination shower trailer (shop # 739) was also transferred to the City from the Department of Energy in 2007. There is no paperwork available on the trailer, so the manufactory date is unknown. It is currently stored in a tent on the East Tennessee Technology Park (ETTP) site and is seldom used as the mass decontamination needs on site have been significantly reduced. Therefore, the intent is to transfer the trailer to ACOEM so that it can be deployed to any need in the county, including emergency response to all the DOE sites. The current estimated value is 15,000-dollars.

These transfers will be made to Anderson County government. The engine will be assigned to the Anderson County Office of Emergency Management (ACOEM) to be used as a reserve fire engine for all fire departments in Anderson County, including the City of Oak Ridge. The engine will be maintained by the Office of Emergency Management and can be checked out by any fire department needing to use it while their engine is out of service, including the City of Oak Ridge.

The decontamination shower will also be housed and maintained by the ACOEM and can be called for by any department in the county, including the DOE sites. This arrangement will save the City of Oak Ridge money for maintenance and insurance on these two pieces of equipment and will reduce the space needed to store and maintain the equipment. This will also help the volunteer fire departments in Anderson County with their individual Insurance Service Office (ISO) rating by having a reserve engine available.

Recommendation

City staff recommends the transfer of Engine 5 (shop #356) and the emergency decontamination shower trailer (shop # 739) to Anderson County for the mutual benefit of all fire departments located in Anderson County.

Engine 5 - 1992, E-One, Class A fire Engine, VIN 4ENRAAA88N1000408, TAG # GW-6125

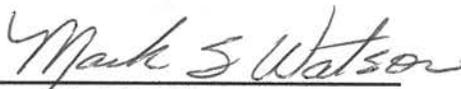
Decontamination Shower Trailer (shop # 739) Manufactured by HAZCO Services, Inc. Dayton, Ohio
No VIN or other information available.

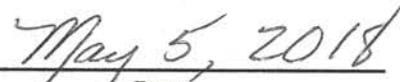
Staff recommends approval of the attached resolution


Darryl Kerley, Fire Chief

City Manager's Comments:

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


Mark S. Watson


Date

RESOLUTION

A RESOLUTION AUTHORIZING THE TRANSFER OF A SURPLUS FIRE ENGINE (#356) AND DECONTAMINATION TRAILER (#739) TO ANDERSON COUNTY, TENNESSEE, AT NO COST.

WHEREAS, the City's Fire Department has a 1992 Emergency-One Class A Fire Engine (#356), originally obtained from the U.S. Department of Energy in 2007, which fire engine has been used as a reserve engine for the City at Fire Station #4; and

WHEREAS, the City's Fire Department also has a decontamination shower trailer (#739), also obtained from the U.S. Department of Energy in 2007, that is seldom used as the mass decontamination needs on site at East Tennessee Technology Park (ETTP) have been significantly reduced; and

WHEREAS, Anderson County, Tennessee, has requested and is willing to accept the fire engine and decontamination trailer, which will be assigned to the Anderson County Office of Emergency Management and will be available for use by all fire departments within Anderson County, including the City of Oak Ridge; and

WHEREAS, transferring these items will provide the City with maintenance and insurance cost savings, and will also result in assisting the volunteer fire departments in Anderson County with their individual Insurance Service Office (ISO) rating by having a reserve engine available; and

WHEREAS, Tennessee Code Annotated §12-3-1005 allows governmental entities to purchase, trade, or gift personal property to each other without public advertisement and competitive bidding; and

WHEREAS, the City Manager recommends the transfers to Anderson County, Tennessee.

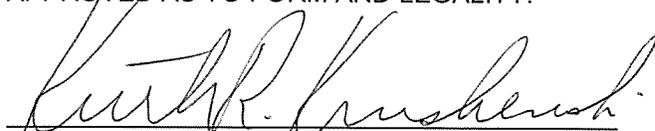
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager is approved and the donation of a surplus Emergency-One Class A Fire Engine (#356) and decontamination shower trailer (#739) to Anderson County, Tennessee, as authorized by Tennessee Code Annotated §12-3-1005, is hereby approved.

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

This the 14th day of May 2018.

APPROVED AS TO FORM AND LEGALITY:


Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

FIRE DEPARTMENT MEMORANDUM
HQ-18-05

DATE: April 27, 2018
TO: Mark S. Watson, City Manager
FROM: Darryl Kerley, Fire Chief
SUBJECT: Renovation of Fire Station 4 located at the East Tennessee Technology Park

Introduction

An item for City Council's consideration is an accompanying resolution authorizing the renovation of Fire Station 4, located at the East Tennessee Technology Park (ETTP). The total estimated cost of the renovation based on a sealed bid process is not to exceed \$ 515,000.00

Funding

The funds required to accomplish the renovations are currently available in the FY19 budget for the West End Fire Fund. The funds are a part of the overall reindustrialization from a DOE fire station to a municipal fire station through the DOE-MOA for the operation and maintenance of Fire Station 4.

Background

Since the transition of fire station 4 (Building K-1652) in 2007, the department has been planning to move from the temporary bunkhouse trailers installed to the east of the fire station, into the main building by 2019. This schedule also coincides with the reindustrialization schedule for the ETTP site. The security guards have now been relocated out of the facility and work has begun on the history center renovations on the second floor of the building. The renovations of the fire station should be coordinated with the renovations to the first floor (History Center) due to the separation of the utilities and HVAC systems.

The scope of work required to convert first floor into a 24-hour per day staffed fire station consists of the following work: the office space must be converted to residential living quarters per code; the failing HVAC has already been placed out of service due to system failures and must be replaced on the first floor; the History Center will have a separate HVAC system on the roof; the electrical service and breaker panels must be rewired to separate the two floors, along with splitting the main service centers coming into the building; a new water supply system will be installed, replacing the leaking galvanized pipe; new shower stalls and drains for the laundry room equipment will also be installed per code; fire rated drop ceiling, new tile floors, and new carpet, along with repairing exit doors and emergency lighting will be included; a new gas heating system will be added to the truck bay to replace the out of service boiler system, and Oak Ridge Utility District will be separating the natural gas service and running new service to the both areas of the building, the History Center and fire station.

If approved, the work should begin by June 1, 2018 and conclude by October 15, 2018.

Recommendation

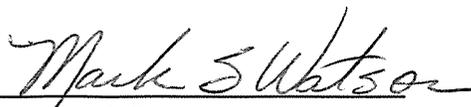
Staff recommends approval of the attached resolution.

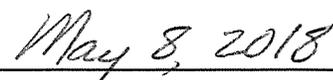
Attachment:
Resolution


Darryl Kerley, Fire Chief

City Manager's Comments:

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


Mark S. Watson

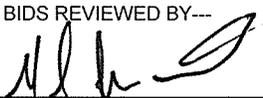

Date

CITY OF OAK RIDGE, TENNESSEE

Abstract of Bids

FY2018-163

OPENING DATE: April 17, 2018 2:00 P.M.

FOR --- Oak Ridge Fire Station #4 Renovations			BIDDER: Wright Contracting, Inc. 1116 Farrington Drive Knoxville, TN 37923		BIDDER:		BIDDER:		BIDDER:		
DESCRIPTION	ITEM	UNIT	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	
FURNISH ALL LABOR, MATERIALS, TOOLS, AND EQUIPMENT NECESSARY TO PERFORM ALL WORK AND SERVICES FOR OAK RIDGE FIRE STATION #4 RENOVATIONS PROJECT PER THE SPECIFICATIONS PROVIDED BY THE CITY OF OAK RIDGE FIRE DEPARTMENT				\$ 544,800.00							
Negotiated reduction				\$ (78,970.00)							
TOTAL PRICE				\$ 465,830.00							
TERMS				NET 30							
DELIVERY				PER CONTRACT							
F.O.B.				JOBSITE							
VIA				CONTRACTOR							
							BIDS OPENED AND RECORDED BY---				
							 Lyn Majeski Purchasing 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"/>			Wright Contracting, Inc. 1116 Farrington Drive Knoxville, TN 37923			 Michael Williford Accounting Manager					

BID PROCESS FORM



BID NAME FY2018-163 **DESCRIPTION** Oak Ridge Fire Station #4 Renovations

CITY COUNCIL MEETING May 14, 2018

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>
Tillman Construction	Allen Tillman	117 Center Park Drive #211	Knoxville, TN 37922	865-470-4164	allen@tillmancompanies.com	Engineer/ Advertisements/ Vendor Registry/ Plan Rooms
George W. Reagan Company	Garren Burket	1700 Grainger Avenue	Knoxville, TN 37917	865-522-6175	Garren@gwreagan.com	
Christopoulos & Kennedy Construction	Christos Christopoulos	2301 Hatcher Drive NW	Knoxville, TN 37921	865-330-3541	cchristopoulos@ckgcinc.com	
North Wind Construction Services, LLC	Katie McAdams	1425 Higham Street	Idaho Falls, ID 83402	615-347-3979	kmcadams@northwindgrp.com	
Service One, Inc.	Mark Bentley	7808 Asheville Hwy	Knoxville, TN 37924	865-932-2003	mbentley@s1inc.co	
Wright Contracting, Inc.	Rachel Gardner	1116 Farrington Drive	Knoxville, TN 37923	865-384-0748	rgardner@wrighttn.com	
K+F Construction	Randy Byrd	3222 NW Park Drive	Knoxville, TN 37921	865-859-9249	tim@kfconst.com	
Hickory Construction	Ron Dorsey	124 Kent Place	Alcoa, TN 37701	865-983-7856	rdorsey@hickoryconstruction.com	
J.S. Ridenour Construction	Jeff Stooksbury	7700 Conner Road	Powell, TN 37849	865-938-1500	jstooksbury@ridenourcompanies.com	
Trinity Contracting Services Co., LLC	Travis Mayton	40 N Jefferson Circle	Oak Ridge, TN 37830	865-425-9700	t.mayton@tcsc-llc.com	

BIDDERS WHO CONTACTED THE CITY AFTER ADVERTISED (CONTACT INFORMATION)

BIDS RECEIVED FROM BIDDERS CONTACTED DIRECTLY BY THE CITY

BIDS RECEIVED FROM BIDDERS NOT DIRECTLY CONTACTED BY THE CITY

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

ADVERTISEMENT

The City of Oak Ridge advertised this bid on the Finance Department's Departmental Webpage for a duration of 42 days.

RESOLUTION

A RESOLUTION AWARDING A CONTRACT (FY2018-163) TO WRIGHT CONTRACTING, INC., KNOXVILLE, TENNESSEE, FOR THE OAK RIDGE FIRE STATION #4 RENOVATION PROJECT IN AN AMOUNT NOT TO EXCEED \$515,000.00.

WHEREAS, by Resolution 8-86-2017, City Council authorized a professional services agreement with Smee + Busby Architects PC, Knoxville, Tennessee, for architectural and engineering services to renovate the first floor of Fire Station #4; and

WHEREAS, bids were received and publicly opened on April 17, 2018, with Wright Contracting, Inc., Knoxville, Tennessee, submitting the sole bid at \$544,800.00, which bid included a \$50,000.00 contingency amount; and

WHEREAS, the City met with the Wright Contracting, Inc., to request removal of the contingency from the bid amount and to clarify some design items that further reduced the bid to a new bid amount of \$465,830.00; and

WHEREAS, the City Manager recommends approval of a contract with Wright Contracting, Inc., for the renovations to Fire Station #4.

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

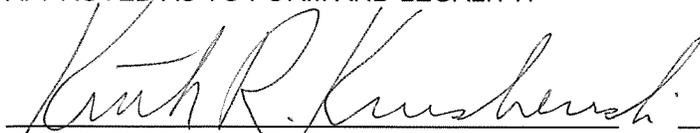
That the recommendation of the City Manager is approved and award is hereby made to Wright Contracting, Inc., 1116 Farrington Drive, Knoxville, Tennessee 37923, for the furnishing of all labor, tools, materials, equipment and supplies necessary to perform all work and services for the Oak Ridge Fire Station #4 Renovation Project; said award in strict accordance with contract number FY2018-163, the required specifications as clarified with the bidder, the bid as publicly opened on April 17, 2018, and in the amount of \$465,830.00.

BE IT FURTHER RESOLVED that the City requests authorization for additional funds (up to \$49,170.00) to account for any unforeseen circumstances that may arise during the renovation, for a total not to exceed amount of \$515,000.00 for this project and the City Manager having authority to execute change orders associated with said contingency.

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 May 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

FINANCE DEPARTMENT MEMORANDUM
18-02

DATE: May 4, 2018
TO: Mark S. Watson, City Manager
FROM: Janice E. McGinnis, Finance Director
SUBJECT: Unclaimed Property

Introduction

An item for City Council's consideration is a resolution requesting that the State return to the City all unclaimed property (cash) remitted to the State that has not been claimed by the owner.

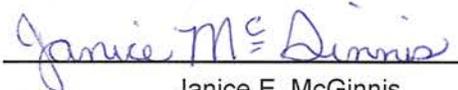
Background

Under Tennessee State Law, the City is required to annually remit unclaimed property to the State of Tennessee, which includes checks issued by the City that never cleared the City's bank account. This is comprised primarily of utility deposits for which the refund check was never cashed and property tax overpayments or duplicate payments for which the refund check to the appropriate individual was never cashed. The State lists the unclaimed property on a statewide website for owners to claim the refund. The State holds the property for at least 18 months and if the property remains unclaimed it is eligible for return back to the local government.

Recommendation

Staff recommends approval of the attached resolution. This resolution allows the City rather than the State to retain unclaimed property. The City is required to maintain records regarding ownership of the returned unclaimed property so that if a claimant comes forward the City can make payment of the claim. The amount of cash to be refunded to the City by the State will not be known until the resolution is filed and the State processes the request.

Attachment



Janice E. McGinnis

City Manager's Comments:

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



Mark S. Watson



Date

RESOLUTION

A RESOLUTION TO REQUEST UNCLAIMED BALANCE OF ACCOUNTS REMITTED TO STATE TREASURER UNDER UNCLAIMED PROPERTY ACT.

WHEREAS, Tennessee Code Annotated §66-29-102 and §66-29-123, as amended by Public Chapter 401, Acts of 1985, provide that a municipality in Tennessee may request payment for the unclaimed balance of funds reported and remitted by the local government if it exceeds \$100.00, less a proportionate share of the cost of administering the program; and

WHEREAS, the City of Oak Ridge has remitted unclaimed accounts to the State Treasurer in accordance with the Uniform Disposition of Unclaimed Property Act; and

WHEREAS, the City of Oak Ridge agrees to meet all of the requirements of Tennessee Code Annotated §66-29-101 et seq. and to accept liability for future claims against accounts represented in funds paid to it and to submit an annual report of claims received on these accounts to the State Treasurer by September 1 each year; and

WHEREAS, it is agreed that the City of Oak Ridge will retain a sufficient amount to insure prompt payment of allowed claims without deduction for administrative costs or service charge and that the balance of funds will be deposited in the City's general fund.

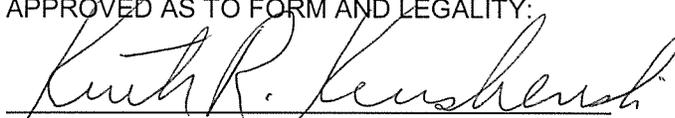
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the City Council of the City of Oak Ridge requests the State Treasurer to pay the unclaimed balance of funds to it in accordance with the provisions of Tennessee Code Annotated §66-29-121.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be transmitted to the State of Tennessee Treasurer by June 1, 2018.

This the 14th day of May 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

PUBLIC WORKS DEPARTMENT MEMORANDUM
18-27

DATE: April 27, 2018

TO: Mark S. Watson, City Manager

FROM: Roger Flynn, P.E., City Engineer

THROUGH: Shira A. McWaters, Public Works Director *SAM*

SUBJECT: CONTRACT FY2018-139 OAK RIDGE TURNPIKE INTERSECTION PEDESTRIAN SAFETY IMPROVEMENTS
CITY OF OAK RIDGE PROJECT: FY2018-139
FEDERAL PROJECT: TAP-STP-M-9115(20)
TDOT PROJECT: 01LPLM-F3-031
TDOT PIN: 122976.00

Introduction

An item for City Council's consideration is the recommendation for approval of a resolution to award a contract in the estimated amount of \$528,355 to Southern Constructors, Inc., located in Knoxville, TN, for the design and construction of improvements at two (2) intersections within the City of Oak Ridge for the purpose of improving safety for pedestrians and motorists.

Funding

The project will be funded through a Transportation Alternative Program (TAP) grant that was awarded to the City of Oak Ridge from the Tennessee Department of Transportation (TDOT) at the September 23, 2015 meeting of the Knoxville Regional Transportation Planning Organization (TPO).

Background

City Council (Council) approved Resolution 12-134-2015 at its December 14, 2015 meeting to accept a TAP grant in the amount of \$432,960, requiring a 20% match of \$108,240, for a total estimated project cost of \$541,200. The grant request amount was based on a cost estimate prepared in-house by staff in 2014. Cannon & Cannon Engineers, Inc. (C&C) was chosen to design the improvements, and at its May 9, 2016 meeting, Council approved Resolution 05-28-2016 authorizing a contract with C&C in the estimated amount of \$96,000. Project costs, including engineering and construction, are estimated in the amount of \$624,355.

During the design phase of the project, C&C estimates the construction costs would be approximately \$503,000, which is close to the actual bid cost but still exceeds available funds. Knowing the project costs would be greater than originally anticipated, staff verbally requested additional funding from TDOT prior to the bid letting, and were advised funds would be available after the bid letting on April 17, 2018. TDOT approved the request on April 20, 2018 and recommend the contract be presented to Council. The City's matching funds will increase to the estimated amount of \$124,871.

The purpose of this project is to construct improvements at two (2) intersections located on Oak Ridge Turnpike (ORTP). These are the intersections of ORTP at Division Street, and at Tulane Avenue. Construction at both intersections include new or upgraded curb ramps, pedestrian signals and push buttons, crosswalks and associated pavement markings, and new traffic signal heads and signal controllers and cabinets.

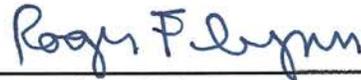
The intersection at ORTP and Division Street will receive approximately three hundred and fifty (350) linear feet of new sidewalk in the southwest quadrant, providing an improved turn radius. There are also some curb and gutter repair needed at this location.

The intersection of ORPT and Tulane Avenue will receive a new cantilever signal support pole mast arm and luminaire with arm.

Recommendation

Potential bidders attended a pre-bid conference and the sealed bid process was followed. Contractors were required to be prequalified with TDOT. Two (2) competitive bids were received and both were close to the Engineer's estimate of costs. TDOT has review the bids and concurs with Staff's recommendation for award of the contract to the lowest bidder, Southern Constructors, Inc., Knoxville, TN. Approval is subject to final receipt of additional funds from TDOT.

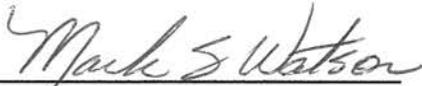
Attachment:
Resolution
Map



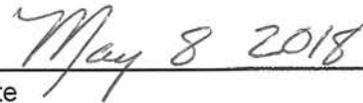
Roger Flynn, P.E.

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

FY2018-139

OPENING DATE: April 17, 2018 3:00 P.M.

FOR --- Oak Ridge Turnpike Intersection Pedestrian Safety Improvements Project			BIDDER: Southern Constructors, Inc. P.O. Box 9476 Knoxville, TN 37940		BIDDER: Adams Contracting, LLC 131 Prosperous Place, Suite 19A Lexington, KY 40509		BIDDER:		BIDDER:		
DESCRIPTION	ITEM	UNIT	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	
FURNISH ALL LABOR, MATERIALS, TOOLS, AND EQUIPMENT NECESSARY TO PERFORM ALL WORK AND SERVICES FOR OAK RIDGE TURNPIKE INTERSECTION PEDESTRIAN SAFETY IMPROVEMENTS PROJECT PER THE SPECIFICATIONS PROVIDED BY THE CITY OF OAK RIDGE PUBLIC WORKS DEPARTMENT				\$ 528,355.00		\$ 567,587.50					
TOTAL PRICE			\$ 528,355.00		\$ 567,587.50				\$ -		
TERMS			NET 30		NET 30						
DELIVERY			PER CONTRACT		PER CONTRACT						
F.O.B.			JOBSITE		JOBSITE						
VIA			CONTRACTOR		CONTRACTOR						
REASON FOR AWARD							BIDS OPENED AND RECORDED BY---				
							<p><i>Lyn Majeski</i> Lyn Majeski Purchasing Manager</p>				
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"/>							RECOMMEND AWARD BE MADE TO:				
							<p>Southern Constructors, Inc. P.O. Box 9476 Knoxville, TN 37940</p>				
							BIDS REVIEWED BY---				
							<p><i>MJW</i> Michael Williford Accounting Manager</p>				

BID PROCESS FORM



BID NAME	FY2018-139	DESCRIPTION	Oak Ridge Turnpike Intersection Pedestrian Safety Improvements Project
CITY COUNCIL MEETING	May 14, 2018		

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>
Southern Constructors, Inc.	Todd Butler	P.O. Box 9476	Knoxville, TN 37940	865-579-5351	tbutler@southernconstructorsinc.com	[e-mail]
Adams Contracting, LLC	Melanie Anderkin	131 Prosperous Place, Suite 19A	Lexington, KY 40509	859-629-4948	melanie@adamscontractingky.com	[e-mail]
Progression Electric	Bill Medley	2823 Thorngrove Pike	Knoxville, TN 37914	865-971-5432	billmedley@progressionelectric.com	[e-mail]
First Place Finish	Laurel Patrick	127 Rockbridge Greens Blvd.	Oak Ridge, TN 37830	865-482-1959	LPatrick@FirstPlaceFinish.us	[e-mail]
Nabco Electric company, Inc.	Greg Bowman	2800 2nd Ave.	Chattanooga, TN 37407	423-622-8463	gbowman@nabcoelectric.com	[e-mail]
Stansell Electric Company	T Leaver	860 Visco Drive	Nashville, TN 37210	615-329-4944	tleaver@stansellelectric.com	[e-mail]
S and W Contracting	M Arnold	952 New Salem Road	Murfreesboro, TN 37129	615-893-2511	marnold@sandwcontracting.com	[e-mail]
	S Williamson				swilliamson@sandwcontracting.com	[e-mail]
Rogers Group, Inc.	Gary Seepe	601 Maryville Pike	Knoxville, TN 37920	865-425-1122	gary.seepe@rogersgroupinc.com	[e-mail]
PR1 of East TN, Inc.	Chuck Brooks	5651 S. National Drive	Knoxville, TN 37914	865-765-7600	chuck@gotpotholes.net	[e-mail]

BIDDERS WHO CONTACTED THE CITY AFTER ADVERTISED (CONTACT INFORMATION)

BIDS RECEIVED FROM BIDDERS CONTACTED DIRECTLY BY THE CITY

Adams Contracting, LLC

BIDS RECEIVED FROM BIDDERS NOT DIRECTLY CONTACTED BY THE CITY

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

Southern Constructors, Inc.

ADVERTISEMENT

The City of Oak Ridge advertised this bid on the Finance Department's Departmental Webpage for a duration of 37 days.

OAK RIDGE TURNPIKE INTERSECTIONS PEDESTRIAN SAFETY IMPROVEMENTS

PROPOSED INTERSECTION
IMPROVEMENTS

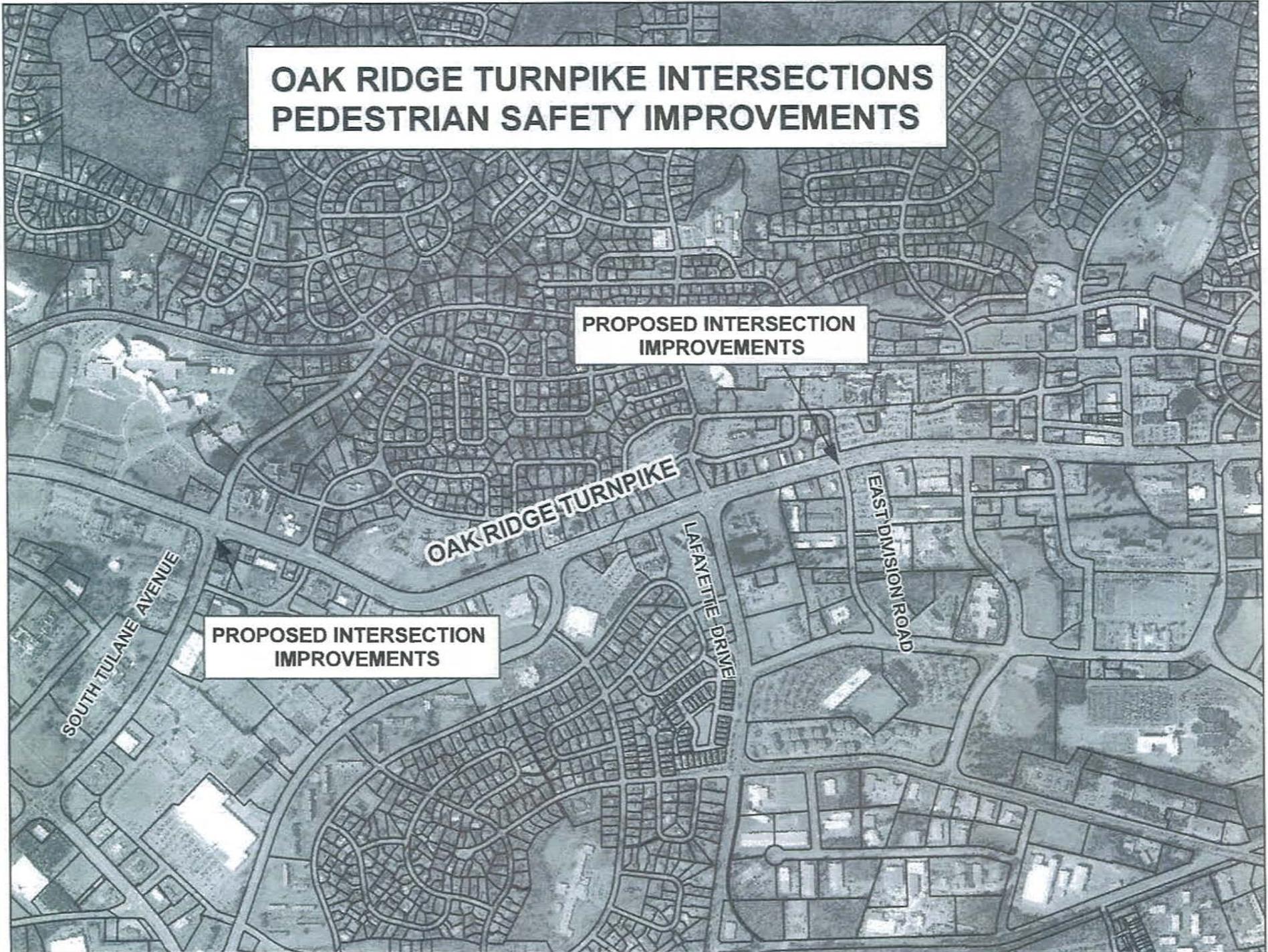
OAK RIDGE TURNPIKE

EAST DIVISION ROAD

LAFAIETTE DRIVE

PROPOSED INTERSECTION
IMPROVEMENTS

SOUTH TULANE AVENUE



RESOLUTION

A RESOLUTION AWARDING A CONTRACT (FY2018-139) TO SOUTHERN CONSTRUCTORS, INC., KNOXVILLE, TENNESSEE, FOR THE OAK RIDGE TURNPIKE INTERSECTION PEDESTRIAN SAFETY IMPROVEMENTS PROJECT IN THE ESTIMATED AMOUNT OF \$528,355.00.

WHEREAS, by Resolution 12-134-2015, City Council accepted an Enhancement Grant from the State of Tennessee Department of Transportation in the estimated amount of \$432,960.00, with an approximate \$108,240.00 local match, for a pedestrian improvements project at two Oak Ridge Turnpike intersections (South Tulane Avenue and East Division Road/Tennyson Road); and

WHEREAS, by Resolution 5-28-2016, City Council authorized a professional services agreement with Cannon & Cannon, Inc., Knoxville, Tennessee, for engineering services related to the project in the estimated amount of \$96,000.00; and

WHEREAS, bids were received and publicly opened on April 17, 2018, with Southern Constructors, Inc., Knoxville, Tennessee, submitting the lowest and best bid, which bid 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 award is hereby made to Southern Constructors, Inc., 1150 Maryville Pike, P.O. Box 9476, Knoxville, Tennessee 37940, for the furnishing of all labor, tools, materials, equipment and supplies necessary to perform all work and services for the Oak Ridge Turnpike Intersection Pedestrian Safety Improvements Project; said award in strict accordance with contract number FY2018-139, the required specifications, the bid as publicly opened on April 17, 2018, and in the estimated amount of \$528,355.00.

BE IT FURTHER RESOLVED that since construction costs exceed available funds, contract approval is contingent upon the City's receipt of additional funds from the State of Tennessee Department of Transportation (TDOT) for this project, which additional funds TDOT anticipates being able to provide.

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 May 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

PUBLIC HEARINGS
AND
FIRST READING OF
ORDINANCES

COMMUNITY DEVELOPMENT MEMORANDUM
PLANNING DIVISION
18-25

DATE: 5/7/18

TO: Mark Watson, City Manager

FROM: Kelly Duggan, Senior Planner 

THROUGH: Wayne Blasius, Community Development Director 

SUBJECT: Zoning Change – (Americus) Roane County Tax Map 30, Parcels 30 Parcels 1.31, 1.32, 1.33, 1.34, 1.35 and 1.37 (17.97 acres), from FIR Federal Industry and Research to IND-2 IMDO Industrial Manhattan District Overlay

Introduction

The petitioned site is roughly bounded by Zirconium, Americus, Titanium and Heritage Center Blvd. It is currently occupied by a variety of industrial uses, including laydown facilities, waste management and construction. The site has been identified in the 2017 Heritage Center Revitalization Plan as a "Development Opportunity Zone." The current zoning of FIR Federal Industry and Research has no permitted uses or any development standards, therefore a zoning change is required to make the property available for private development.

Funding

No funding is necessary to approve this request.

Analysis

The following criteria were used to evaluate the rezoning request:

1) Is the proposed zoning district consistent with the City's Comprehensive Plan?

Yes. As noted above, the Land Use Plan designates the site as Industrial and the proposed zoning is consistent with that designation. Several policies within the Plan also support the formation of affinity industries and the consolidation of industrial uses in areas that do not adversely impact adjacent residential uses.

2) Are there substantial changes in the character of development in or near the area under consideration that support the proposed rezoning?

Yes. The area is a developing industrial park. As noted previously, the site is also a few blocks from the K-25 Historic Heritage Site, which will feature a museum that pays homage to the efforts at the former plant. While the Heritage Center had historically been dominated by uses that exclusively served the mission of DOE, it is slowly changing to a mixture of industrial and educational uses that make the area more accessible to the public.

3) Is the character of the area suitable for the uses permitted in the proposed zoning district and is the proposed zoning district compatible with surrounding zoning and uses?

The requested IND-2 IMDO designation is in character with the area. The property is within an industrial area without close proximity to residential uses. The site is easily accessed by Oak Ridge Turnpike, and State Route 95 is approximately two (2) miles to the east. Access to I-40 is five (5) miles away and I-75 fifteen (15) miles.

Uses permitted in the IND-2 district include:

1. Manufacturing (selected industries)
2. Warehousing and wholesaling facilities, including truck and rail service terminals and related facilities.
3. Offices, administrative, technical, and professional services.
4. Public utility facilities, with or without storage yards.
5. Broadcasting, Publishing, Recording and Telecommunications.
6. Storage facilities for coal, coke, building material, sand, gravel, stone, lumber, open storage of construction contractors' equipment and supplies and junk yards, provided such use is entirely enclosed within an eight (8) foot obscuring fence or wall, or otherwise so located as not to be obnoxious to the orderly appearance of the district.
7. Medical Isotope Manufacturing that the staff has determined to be in conformance with the narrative description of this district.
8. Kennel

4) Will the proposed rezoning create an isolated district unrelated to adjacent and nearby districts?

No. There is an IND-2 IMDO District that abuts the south and west boundaries of the subject site. Therefore, the zoning change is merely an extension of that adjacent district. ED-12A is the seventh (7) area within the Heritage Center to be rezoned from FIR as the change from ownership by the federal government to private entities progresses. ED-10 was rezoned to IND-2 IMDO in 2012. ED-5 was rezoned to IND-2 in September 2009. ED-8 was rezoned to IND-2/IMDO in March 2011. ED-9A and B were rezoned to IND-2/IMDO in November 2011. ED-4B was rezoned to IND-2 in December 2011 and the K-792 Area was also rezoned in December 2011 to IND-2/IMDO.

Additional rezonings from FIR will occur as the redevelopment and privatizing of the Heritage Center continues.

5) Are public facilities and services adequate to accommodate the proposed zoning district?

Road access and utility services are currently provided by DOE, Heritage Center, LLC and the City of Oak Ridge. During the site review process, City staff will coordinate with the applicant to ensure that utilities are adequate and that an easement providing access from Americus Avenue is established.

6) Would the requested rezoning have environmental impacts?

The Heritage Center is already an industrial site. Changing the zoning from FIR to IND-2/IMDO will not change the environmental impacts.

Recommendation:

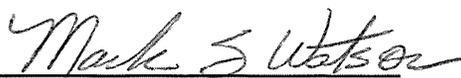
Staff recommends approval of the IND-2 IMDO Industrial Manhattan District Overlay as requested, finding the proposed zoning consistent with existing uses and the character of development within the area and in compliance with the Comprehensive Plan.

The request was considered by the Municipal Planning Commission at its April 19, 2018, meeting and was unanimously approved.

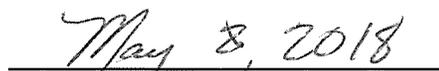
Attachments: Aerial map
Zoning map

City Manager's Comments:

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



Mark S. Watson



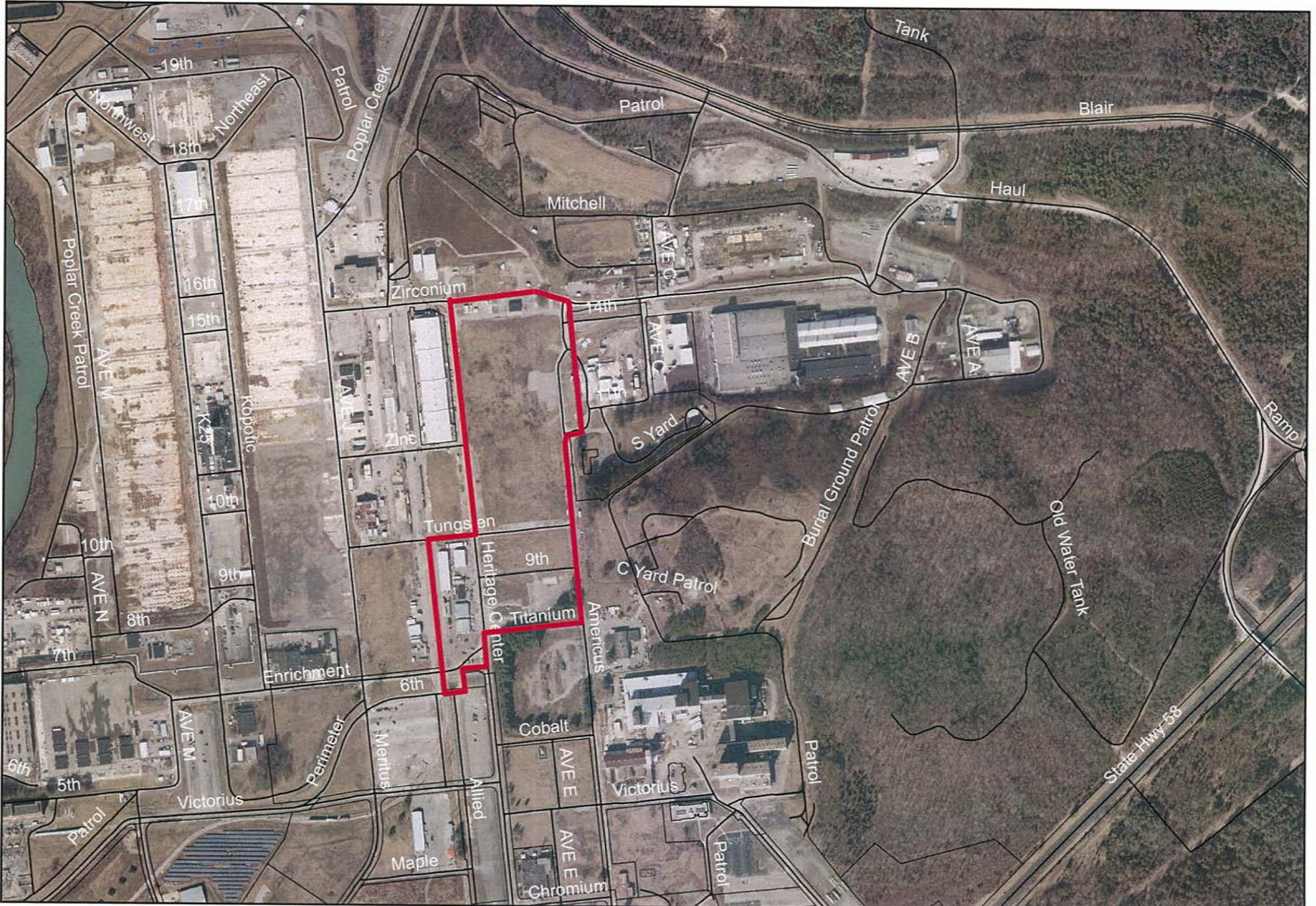
Date

Heritage Center ZC (Americus) - Aerial

4/19/18



Roane County Tax Map 30, Parcels 1.31, 1.32, 1.33, 1.34, 1.35 and 1.37

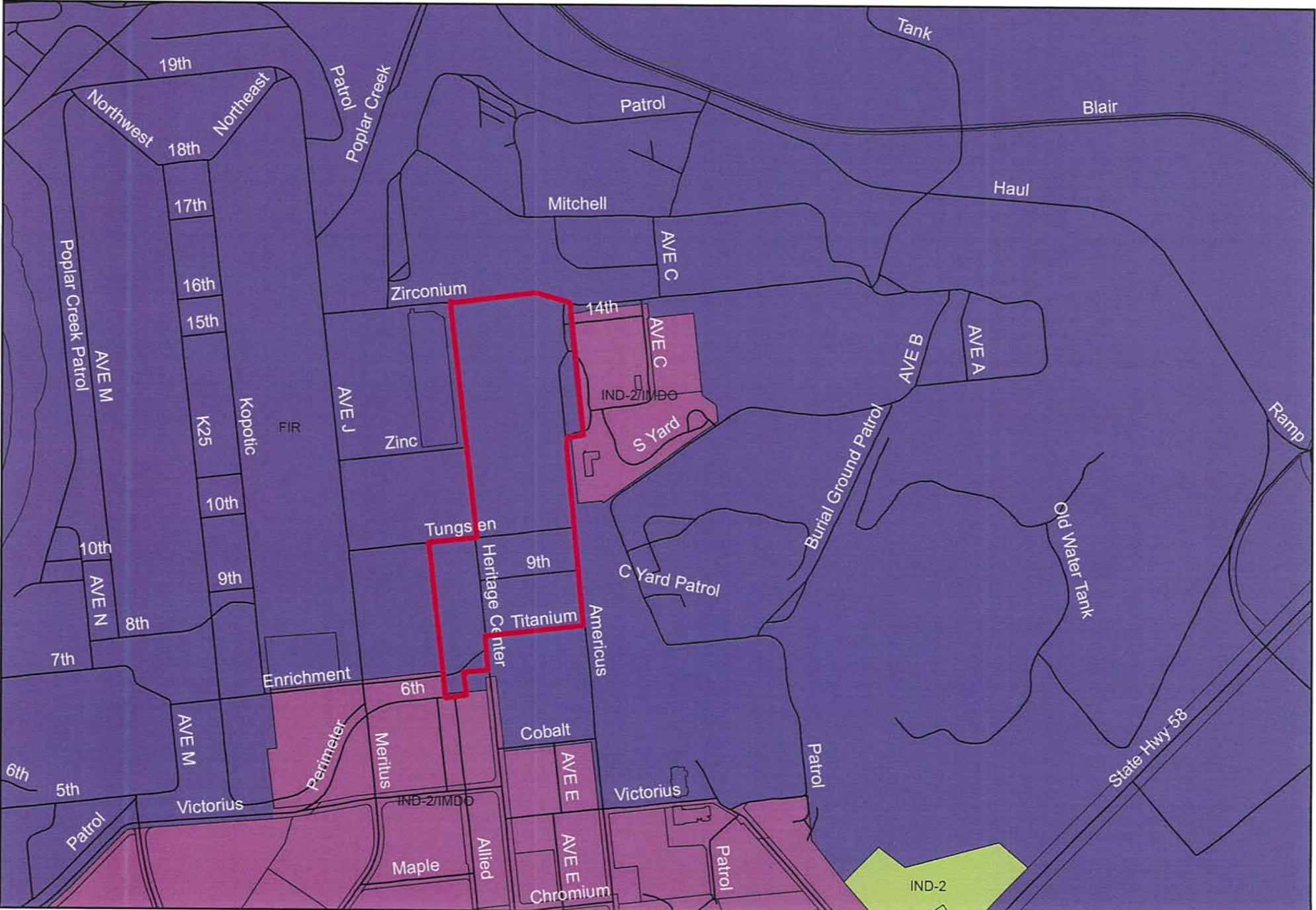


Heritage Center ZC (Americus) - Surrounding Zoning

4/19/18



Roane County Tax Map 30, Parcels 1.31, 1.32, 1.33, 1.34, 1.35 and 1.37



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 PARCELS 30, 1.31, 1.32, 1.33, 1.34, 1.35, AND 1.37, ROANE COUNTY TAX MAP 30, (APPROXIMATELY 17.97 ACRES) FROM FIR, FEDERAL INDUSTRY AND RESEARCH DISTRICT, TO IND-2, IMDO INDUSTRIAL MANHATTAN DISTRICT OVERLAY, SAID PARCELS BEING BOUNDED BY ZIRCONIUM STREET, AMERICUS AVENUE, TITANIUM STREET, AND HERITAGE CENTER BOULEVARD.

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; 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:

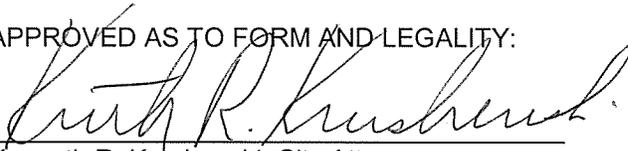
Section 1. The district boundaries of the zoning map attached to and made a part of Ordinance No. 2, as amended, are revised in the following particulars:

<u>Property Description</u>	<u>Location</u>	<u>Present Zoning District</u>	<u>New Zoning District</u>
Parcels 30, 1.31, 1.32, 1.33, 1.34, 1.35, and 1.37 Roane County Map 30 (± 17.97 Acres)	Bounded by Zirconium Street, Americus Avenue, Titanium Street, and Heritage Center Boulevard	FIR, Federal Industry and Research	IND-2 IMDO, Industrial Manhattan District 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. 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

Public Hearing: _____
Publication Date: _____
First Reading: _____
Publication Date: _____
Second Reading: _____
Publication Date: _____
Effective Date: _____

**COMMUNITY DEVELOPMENT MEMORANDUM
PLANNING DIVISION
18-26**

DATE: 5/7/18

TO: Mark Watson, City Manager

FROM: Kelly Duggan, Senior Planner 

THROUGH: Wayne Blasius, Community Development Director 

SUBJECT: Zoning Change – (Perimeter) Roane County Tax Map 29, Parcels 10.11, 10.12, 10.13, 10.14 and 10.15 (185.1 acres), from FIR Federal Industry and Research to IND-2 IMDO Industrial Manhattan District Overlay

Introduction

The petitioned site is bounded by Perimeter Rd and Poplar Creek. It is currently occupied by a variety of industrial uses, including laydown facilities, fleet maintenance, waste processing and transportation. The site has been identified in the 2017 Heritage Center Revitalization Plan as a “Development Opportunity Zone.” The current zoning of FIR Federal Industry and Research has no permitted uses or any development standards, therefore a zoning change is required to make the property available for private development. The current zoning of FIR Federal Industry and Research has no permitted uses, therefore a zoning change is required.

Funding

No funding is necessary to approve this request.

Analysis

The following criteria were used to evaluate the rezoning request:

1) Is the proposed zoning district consistent with the City’s Comprehensive Plan?

Yes. As noted above, the Land Use Plan designates the site as Industrial and the proposed zoning is consistent with that designation. Several policies within the Plan also support the formation of affinity industries and the consolidation of industrial uses in areas that do not adversely impact adjacent residential uses.

2) Are there substantial changes in the character of development in or near the area under consideration that support the proposed rezoning?

Yes. The area is a developing industrial park. As noted previously, the site is also a few blocks from the K-25 Historic Heritage Site, which will feature a museum that pays homage to the efforts at the former plant. While the Heritage Center had historically been dominated by uses that exclusively served the mission of DOE, it is slowly changing to a mixture of industrial and educational uses that make the area more accessible to the public.

3) Is the character of the area suitable for the uses permitted in the proposed zoning district and is the proposed zoning district compatible with surrounding zoning and uses?

The requested IND-2 IMDO designation is in character with the area. The property is within an industrial area without close proximity to residential uses. The site is easily accessed by Oak Ridge Turnpike, and State Route 95 is approximately two (2) miles to the east. Access to I-40 is five (5) miles away and I-75 fifteen (15) miles.

Uses permitted in the IND-2 district include:

1. Manufacturing (selected industries)
2. Warehousing and wholesaling facilities, including truck and rail service terminals and related facilities.
3. Offices, administrative, technical, and professional services.
4. Public utility facilities, with or without storage yards.
5. Broadcasting, Publishing, Recording and Telecommunications.
6. Storage facilities for coal, coke, building material, sand, gravel, stone, lumber, open storage of construction contractors' equipment and supplies and junk yards, provided such use is entirely enclosed within an eight (8) foot obscuring fence or wall, or otherwise so located as not to be obnoxious to the orderly appearance of the district.
7. Medical Isotope Manufacturing that the staff has determined to be in conformance with the narrative description of this district.
8. Kennel

4) Will the proposed rezoning create an isolated district unrelated to adjacent and nearby districts?

No. There is an IND-2 IMDO District that abuts the south and west boundaries of the subject site. Therefore, the zoning change is merely an extension of that adjacent district. ED-12A is the seventh (7) area within the Heritage Center to be rezoned from FIR as the change from ownership by the federal government to private entities progresses. ED-10 was rezoned to IND-2 IMDO in 2012. ED-5 was rezoned to IND-2 in September 2009. ED-8 was rezoned to IND-2/IMDO in March 2011. ED-9A and B were rezoned to IND-2/IMDO in November 2011. ED-4B was rezoned to IND-2 in December 2011 and the K-792 Area was also rezoned in December 2011 to IND-2/IMDO.

Additional rezonings from FIR will occur as the redevelopment and privatizing of the Heritage Center continues.

5) Are public facilities and services adequate to accommodate the proposed zoning district?

Road access and utility services are currently provided by DOE, Heritage Center, LLC and the City of Oak Ridge. During the site review process, City staff will coordinate with the applicant to ensure that utilities are adequate and that an easement providing access from Americus Avenue is established.

6) Would the requested rezoning have environmental impacts?

The Heritage Center is already an industrial site. Changing the zoning from FIR to IND-2/IMDO will not change the environmental impacts.

Recommendation:

Staff recommends approval of the IND-2 IMDO Industrial Manhattan District Overlay as requested, finding the proposed zoning consistent with existing uses and the character of development within the area and in compliance with the Comprehensive Plan.

The request was considered by the Municipal Planning Commission at its April 19, 2018, meeting and was unanimously approved.

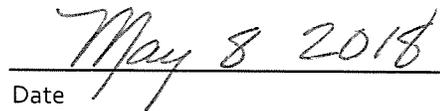
Attachments: Aerial map
Zoning map

City Manager's Comments:

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



Mark S. Watson



Date

Heritage Center ZC (Perimeter) - Aerial

4/19/18



Roane County Tax Map 30, Parcels 10.11, 10.12, 10.13, 10.14 and 10.15

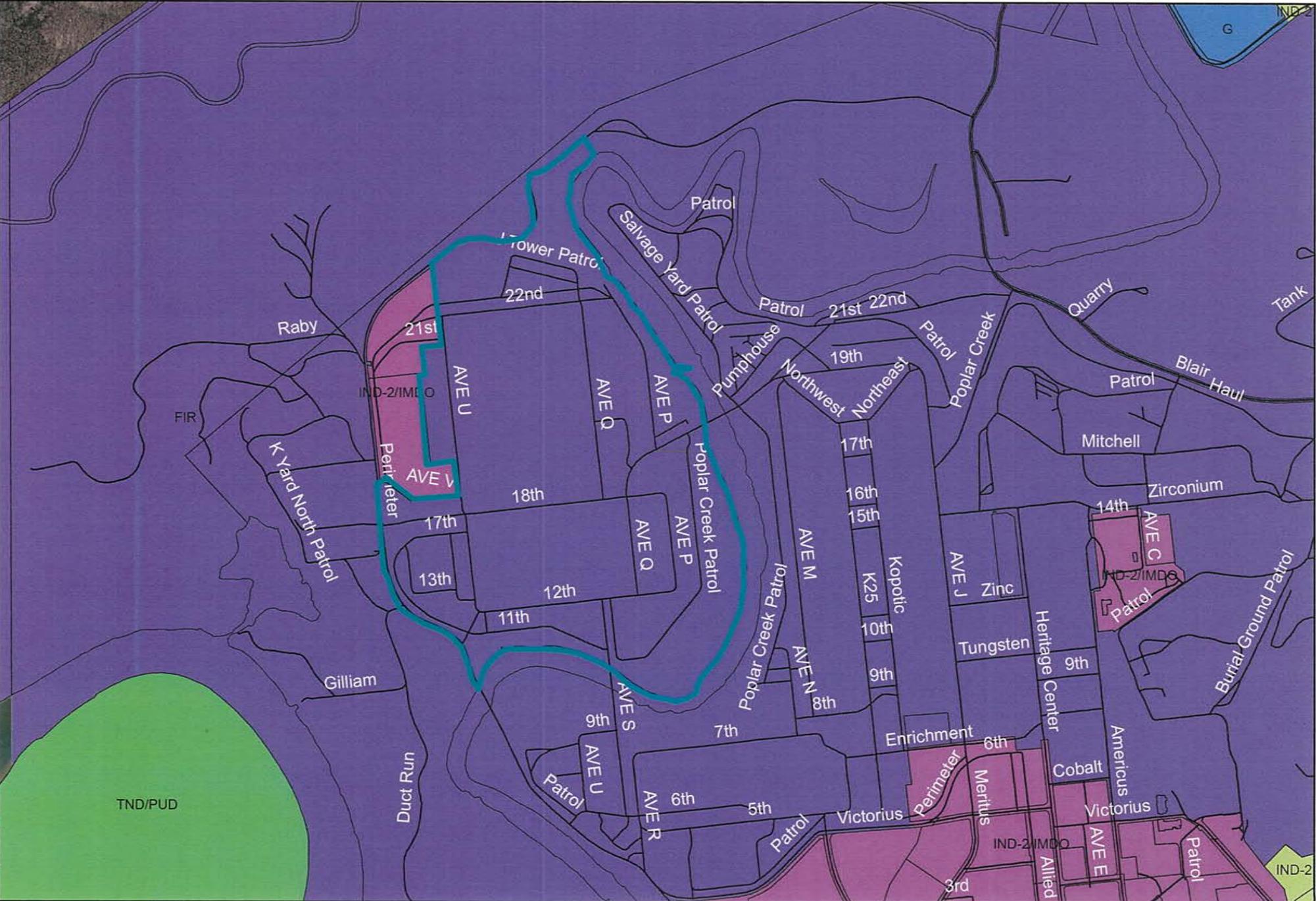


Heritage Center ZC (Perimeter) - Surrounding Zoning

4/19/18



Roane County Tax Map 30, Parcels 10.11, 10.12, 10.13, 10.14 and 10.15



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 PARCELS 10.11, 10.12, 10.13, 10.14, and 10.15, ROANE COUNTY TAX MAP 29, (APPROXIMATELY 185.1 ACRES) FROM FIR, FEDERAL INDUSTRY AND RESEARCH DISTRICT, TO IND-2, IMDO INDUSTRIAL MANHATTAN DISTRICT OVERLAY, SAID PARCELS BEING BOUNDED BY PERIMETER ROAD AND POPLAR CREEK.

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; 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:

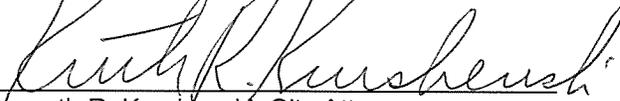
Section 1. The district boundaries of the zoning map attached to and made a part of Ordinance No. 2, as amended, are revised in the following particulars:

<u>Property Description</u>	<u>Location</u>	<u>Present Zoning District</u>	<u>New Zoning District</u>
Parcels 10.11, 10.12, 10.13, 10.14, and 10.15, Roane County Map 29 (± 185.1 Acres)	Bounded by Perimeter Road and Poplar Creek	FIR, Federal Industry and Research	IND-2 IMDO, Industrial Manhattan District 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. 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

Public Hearing: _____
Publication Date: _____
First Reading: _____
Publication Date: _____
Second Reading: _____
Publication Date: _____
Effective Date: _____

**COMMUNITY DEVELOPMENT MEMORANDUM
PLANNING DIVISION
18-18**

DATE: 3/23/18

TO: Mark Watson, City Manager

FROM: Kelly Duggan, Senior Planner 

THROUGH: Wayne Blasius, Community Development Director

SUBJECT: Right-of-Way Abandonment – 101 Bus Terminal – Taco Bell

Introduction

The City Council approved a zoning change for the subject parcel from O-2 Office to B-2 General Business in January 2018. Subsequently, the applicant (Tacala TN Corp) submitted a preliminary site plan to the City's Site Review committee. During that meeting, City staff expressed concern about the non-compliant parking along Bus Terminal Rd that requires backing out into the adjacent street. The developer was amenable to eliminating the parking and installing sidewalks, curbs, gutters and landscaping if the City was willing to abandon the portion of right-of-way that the non-compliant parking occupies.



Funding

No funding is necessary to approve this request.

Analysis

If abandoned, the subject portion of the right-of-way would revert to the adjoining property at 101 Bus Terminal Rd. A plat establishing the new lot lines will still need to be recorded after approval of the abandonment by City Council. The cost of the plat and updated deeds will be borne by the owner.

Community Development staff reviewed the request and identified the following findings of fact and recommendation:

- The subject portion of right-of-way is currently used for non-compliant parking that requires backing out in the adjacent road. This creates a safety hazard that is in conflict with the requirements of the Zoning Ordinance.
- The abandonment of the subject portion of right-of-way would allow the developer to install sidewalks, curb, gutter and landscaping per City standards that would enhance the pedestrian accessibility and aesthetic sensibility of the site.

Recommendation:

Staff recommends approval of the request to abandon 5,182 square feet of right-of-way adjacent to 101 Bus Terminal Rd as identified in the attached exhibit, subject to the following provisos:

1. The applicant shall file a resubdivision plat establishing the new lot configuration. The plat shall be recorded prior to the issuance of a certificate of occupancy for the new building.
2. The applicant shall provide sidewalks, curb, gutter and landscaping per City standards and the requirements of the Zoning Ordinance within the abandoned portion of right-of-way.

The request was considered by the Municipal Planning Commission at its March 15, 2018, meeting and was unanimously approved, subject to the provisos recommended by staff.

Attachments: Aerial Map
ROW Abandonment Request
ROW Abandonment Exhibit
ROW Abandonment Legal Description
Emailed Public Comments
Department of Public Works Response

City Manager's Comments:

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

Mark S. Watson

Mark S. Watson

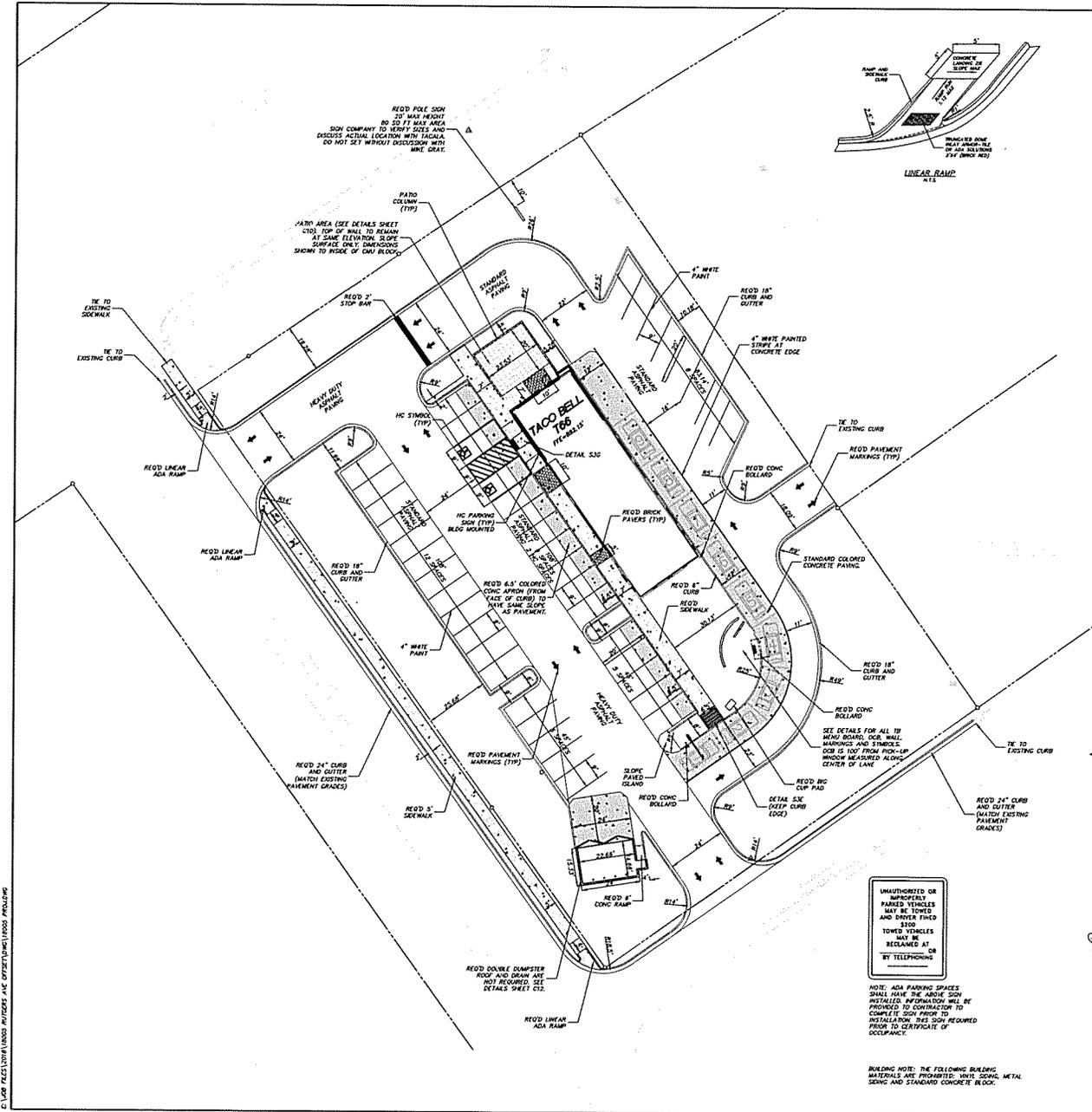
May 8 2018

Date

ROW Abandonment - 101 Bus Terminal Rd

3/15/18





PAVEMENT LEGEND

- STD. DUTY CONCRETE PAVING
- COLORED CONCRETE PAVING
- STD. DUTY ASPHALT PAVING
- HEAVY DUTY ASPHALT PAVING

BUILDING SUMMARY

BUILDING	3724 SF
MAX HEIGHT	25'-2"
FAR	5.1X

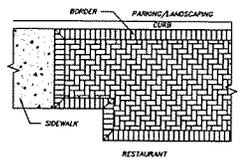
SITE SUMMARY

TOTAL LOT AREA	1.22 ACRES
TOTAL DISTURBED AREA	1.40 ACRES
NET DEVELOPMENT	0.81 ACRES
TOTAL IMPERVIOUS AREA	0.81 ACRES
TOTAL PERVIOUS AREA	0.38 ACRES
TOTAL DEVELOPMENT	0.71 ACRES
TOTAL IMPERVIOUS AREA	0.71 ACRES
TOTAL PERVIOUS AREA	0.49 ACRES

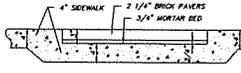
PARKING SUMMARY

BUILDING	3724 SF
REQUIRED SPACES	20
PROVIDED STD. SPACES	39
PROVIDED HC SPACES	2

BOND PATTERN HERRINGBONE



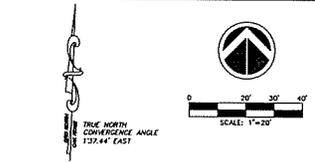
REFER TO GENERAL SHALE BRICK CLAY PAVING SYSTEMS ENGINEERING SERVICES TECHNICAL BULLETIN FOR ALL SPECIFICATIONS AND DETAILS. USE TYPICAL RESIDENTIAL DRIVEWAY PAVING SECTION WITH 4" CONCRETE BELOW MORTAR SETTING BED. PAVERS SHALL BE 4"X8" INTERLOCKING. SHADE S1 FROM ALABAMA BRICK - COVES SHALL BE "N" AND GROUTED; GROUT COLOR MATCH TONE BUT.



COLORED CONCRETE

FOR CONCRETE USED IN PARKING APPROX. DUMPISTER ENCLOSURE APPROX AND DRIVE THRU LANE:
 CONCRETE STRENGTH - 4000 PSI
 SLOPE - 3%
 COLOR - MIDNIGHT
 PLANT MODES ONLY
 42LB/BCY

APPLY APC CURB AND SEAL CLEAR AFTER CONCRETE CUTS AND WITHIN 24 HOURS. ALLOW SEALER TO DRY 72 HOURS BEFORE FOOT TRAFFIC. APPLY INVERTED SEAL 48 HRS PRIOR TO TRUCKOVER DATE.



SITE LEGEND

- PROPERTY LINE
- EASEMENT LINE
- SETBACK LINE
- CONCRETE SIDEWALK (SEE DETAIL)
- CONCRETE CURB AND GUTTER (SEE DETAIL)
- STOP BAR (PAVEMENT MARKING)
- TRAFFIC FLOW ARROW (PAVEMENT MARKING)
- STOP SIGN (81-1)
- ACCESSIBLE STALL AND DESIGNATED VAN SPACE A.D.A. STD. ACCESSIBLE RAMP
- STORM SEWER GRATE

SITE NOTES

1. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE PLANS AND SITE WORK SPECIFICATIONS AND SHALL COMPLY WITH APPLICABLE FEDERAL, STATE AND LOCAL CODES.
2. REFERENCE ARCHITECTURAL PLANS FOR ALL BUILDING DIMENSIONS AND ITEMS NOT SHOWN ON THESE PLANS.
3. TOPOGRAPHIC BOUNDARY SURVEY, PROPERTY LINES, LEGAL DESCRIPTION, EXISTING UTILITIES, SITE TOPOGRAPHY WITH SLOPE INDICATORS, OUTSTANDING PHYSICAL FEATURES AND EXISTING STRUCTURE LOCATIONS WAS PROVIDED BY THE FOLLOWING COMPANY:
 BAILEY LAND GROUP, INC.
 3710 CLEARBROOK ROAD, SUITE 206
 HOUSTON, TX 77058
 PHONE: 281-978-0080
4. ALL DIMENSIONS AND RAMP ARE TO THE FACE OF CURB, UNLESS OTHERWISE NOTED. ALL DIMENSIONS SHOWN TO BUILDINGS ARE TO OUTSIDE FACE OF BUILDING.
5. ALL ACCESSIBLE PARKING SPACES AND STRIPING SHALL BE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS AND APPLICABLE STATE CODES FOR ACCESSIBILITY.
6. ALL TRAFFIC SIGNS SHALL CONFORM TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND APPLICABLE STATE DOT REQUIREMENTS.
7. ALL STRIPS OR CURBED RAMP SHALL BE 2.5' AT THE FACE OF CURB UNLESS OTHERWISE NOTED.
8. THE CONTRACTOR IS RESPONSIBLE FOR REPAIR OF ANY DAMAGE TO ANY EXISTING IMPROVEMENTS, DITCHES OR TOP SOIL SUCH AS PAVEMENTS, UTILITIES, STORM DRAINAGE, ETC. THE REPAIR MUST BE APPROVED BY THE ENGINEER AND BE EQUAL OR BETTER THAN EXISTING CONDITIONS.
9. ALL PARKING LIGHT FIXTURES, BASES, FIXTURES WITH LAMPS AND RELATED PARTS WILL BE INSTALLED BY THE GENERAL CONTRACTOR'S ELECTRICAL CONTRACTOR. THE ELECTRICAL CONTRACTOR SHALL PROVIDE THE OWNER A ONE-YEAR WARRANTY CERTIFICATE. ALL INCURRED COSTS FOR REPAIRS, UNWARRANTING OF FACTORY PAINTED PILES, STORAGE, LIABILITY AND WARRANTY LABOR SHALL BE INCLUDED IN THE INSTALLATION CONTRACT PRICE.
10. CONTRACTOR SHALL OBTAIN ALL PERMITS BEFORE CONSTRUCTION BEGINS.
11. SITE CONTRACTOR SHALL SUPPLY AS-BUILT PLANS INDICATING ALL CHANGES AND DEVIATIONS FROM THE DESIGN DOCUMENTS. THE CONTRACTOR SHALL ALSO PROVIDE AS-BUILTS AS PART OF THE CONTRACT FOR STORM, SANITARY AND WATER LINES, IF REQUIRED BY THE GOVERNING AUTHORITY.
12. ANY DEVIATION FROM THESE PLANS MAY CAUSE THE WORK TO BE UNACCEPTABLE.
13. ANY UNANTICIPATED CONDITIONS ENCOUNTERED DURING THE CONSTRUCTION PROCESS SHALL BE REFERRED TO THE OWNER/ENGINEER IMMEDIATELY.
14. ALL SITE CONCRETE SHALL BE 3500 PSI 28 DAY COMPRESSIVE STRENGTH.
15. ALL CURB WITHIN THE DEVELOPMENT SHALL BE 8" HEADER CURB CURB AND GUTTER. WHEN SHOWN IN PARKING LOTS, SHALL BE 12". ALL OTHER CURB TO BE 24" AND 30" IN R.O.W. UNLESS OTHERWISE SPECIFIED.
16. PARKING LOT STRIPING SHALL BE INCLUDED IN PAVING CONTRACTOR'S SCOPE OF WORK. STRIPING WILL BE ACCORDING TO OWNER'S SPECIFICATIONS. ALL STRIPING IS TO HAVE TWO (2) COATS OF PAINT (AWP).
17. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ANY AND ALL OFF-SITE EASEMENTS NOT DEPICTED ON PLANS OR KNOWING OF AT TIME OF PLAN ISSUANCE.
18. THE SITE CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL WORK AND APPURTENANCES TO WITHIN 5' OF THE BUILDING. THIS INCLUDES TRANSFORMER AND DUMPISTER SIGNS AS WELL AS ALL UTILITY COORDINATE.
19. THE CONTRACTOR SHALL PROVIDE THE OWNER WITH A LIST OF SUB CONTRACTORS PRIOR TO COMMENCEMENT OF CONSTRUCTION ACTIVITIES.
20. CONTRACTOR TO INCLUDE CONCRETE BOLLARDS FOR PROTECTION OF BOLLARD CORNERS, TRANSFORMERS, SIGN, LIGHTING POLES, AND OTHER FIXTURES NEAR DRIVE ISLES AS SHOWN ON THIS PLAN.
21. CONTRACTOR SHALL MATCH EXISTING PAVEMENT IN GRADE AND ALIGNMENT.
22. ALL SITE CONCRETE SIDEWALKS SHALL BE THE FEET SIX INCHES (6.5') WIDE MINIMUM UNLESS OTHERWISE NOTED. SIDEWALKS ADJACENT TO BUILDINGS SHALL BE SEVEN (7) FEET WIDE FOR THE 150 AND 1700 PROJECTS.
23. PARKING LOT STRIPING IS TO BE CLEARLY VISIBLE BEFORE FINAL ACCEPTANCE. FADED STRIPING IS UNACCEPTABLE. IF CONTRACTOR STRIPES WITHIN 7 DAYS OF FINAL PLACEMENT, A SECOND INSTALLATION SHALL BE APPLIED WITHIN 21 DAYS.
24. CONTRACTOR SHALL COORDINATE WITH OWNER TO PROVIDE EXCAVATION AND CONSTRUCTION OF POLE-MOUNTED SIGN BASE.
25. ALL CUTTER SECTIONS OF CURB AND GUTTER AND ALL CONCRETE APPROXS IN PARKING STALLS SHALL HAVE THE SAME SLOPE AS THE PAVEMENT WITHIN THE PARKING LOT AS SHOWN ON THE GRADING PLAN. CONSTRUCTION MUST EVALUATE GRADING PLAN PRIOR TO POURING THESE ITEMS.
26. ALL TRAFFIC CONTROL NECESSARY FOR COMPLETION OF ANY WORK ON THIS PROJECT SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR AND PRICE SHALL BE INCLUDED IN HIS BID.

REVISIONS



TACO BELL RESTAURANT
 101 BUS TERMINAL ROAD, OAK RIDGE, TN 37850
 SITE #312961

TACAL
 9700 WILLOW WOOD DRIVE
 WETUMPA, FLA. 32256
 WWW.TACAL.COM



JOB NO: 0005
 DWG NAME: WOOD PROJ

SITE PLAN

DR: EBT
C2

DATE: 2/25/08

© L&L P&E, INC. 2008. UNLESS OTHERWISE SPECIFIED, ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

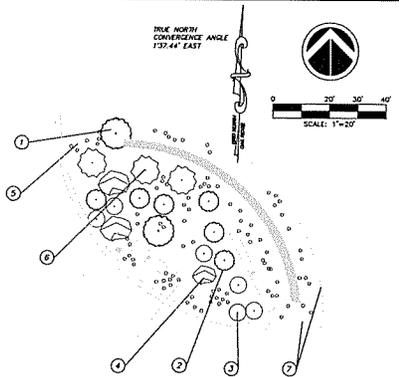
SITE CALCULATIONS

TOTAL LOT AREA	53,228 SF
TOTAL PARKING LOT AREA	11,698 SF
TOTAL LANDSCAPED AREA	31,544 SF = 40%
REQUIRED LANDSCAPED AREA (10% OF PARKING LOT AREA)	1,169 SF
TREE REQUIREMENT: 1 TREE/200 SF PIA	6
TOTAL CANOPY TREES	16
TOTAL ORNAMENTAL TREES	8
TOTAL SHRUBS/SMALL EVERGREENS	117

NOTE: RIVERROCK TO BE USED IN LIEU OF MICHX AROUND SHRUBS AND TREES

REGION 7 - SOUTHEAST

NO.	MATERIAL	QTY	SIZE	HGT.	SP.
1	CHINESE HOLLY	PER PLAN	5 GAL	24"	
2	SPRINGER BURNING BUCKLE ALBERTA	PER PLAN	5 GAL		
3	BILLY FESOLE FERTIGA SLANGA	PER PLAN	1 GAL	36"	
4	BRADERS (SEE NOTE) DESERT SAND COLOR 30" X 36"	PER PLAN	N/A		
5	RIVERROCK (SEE NOTE)	PER PLAN	N/A		
6	INDIAN HEATHSTONE KANPELERS ROKCA TRUK LADY	PER PLAN	3 GAL	24"	
7	BROWN METAL EDGING	PER PLAN			



REVISIONS

NO.	DESCRIPTION



TACO BELL RESTAURANT
101 BUS TERMINAL ROAD, OAK RIDGE, TN 37830
SITE #312961

TACALA
3700 CORPORATE WOODBINE
WESTVALE HALLA, AL, 35244
WWW.TACALLA.COM



JOB NO: 9000
DRAWING NO: 9000

LANDSCAPING PLAN

SHEET: **C6**

DATE: 8/26/18

GENERAL LANDSCAPING NOTES

- LANDSCAPING/IRRIGATION CONTRACTOR SHALL COORDINATE ALL MATERIALS AND/OR ANY DEVIATIONS FROM THIS PLAN WITH OWNER BEFORE INSTALLATION.
- CONTRACTOR SHALL USE DETAILS AS PROVIDED IN THIS PLAN SET UNLESS ADDITIONAL DETAILS ARE PROVIDED BY A LANDSCAPE ARCHITECT IF USED ON THE PROJECT.
- CONTRACTOR SHALL COMPLY WITH ALL LOCAL CODES AND LANDSCAPING REQUIREMENTS.
- CONTRACTOR SHALL PLANT SOO WITHIN 4'-10" OF ALL OUTSIDE CURBS AND ALL INTERIOR SPACES, OR AS NOTED ON THIS PLAN. SIZE AND MARCH TO BE USED FOR ALL OTHER DISTURBED AREAS.
- CONTRACTOR SHALL ENSURE ALL PLANTINGS WILL BE ADEQUATELY IRRIGATED.
- ALL PLANTS HAVE TO BE APPROVED BY THE OWNER/OWNING AUTHORITY.
- SEE GENERAL NOTES ON LANDSCAPING DETAIL SHEET.
- ALL PLANTS TO BE SAVED OR SOOED, SHALL RECEIVE 4" OF TOPSOIL AFTER CONSTRUCTION. SOO AND SEED SHALL BE REMOVED UNLESS LOCAL CONDITIONS REQUIRE OTHER. VARIATIONS FROM REMOVAL MUST BE APPROVED BY OWNER.
- CONTRACTOR SHALL HAVE LANDSCAPING CONTRACTOR GROUP SHOWN LISTED AS CHOICES MADE IN A MANNER TO PROVIDE AESTHETICALLY PLEASING RESULTS.
- ALL RIVERROCK MUST BE FULLY WASHED PRIOR TO PLACEMENT IN BEDS.
- ALL LANDSCAPING BEDS SHALL HAVE BROWN METAL EDGING AROUND THE ENTIRE BED EXCEPT FOR HAZARD CONCERN CURBS OR SIDEWALKS. GREEN METAL EDGING WILL BE ACCEPTED IF EDGING SHALL BE 1" ABOVE CURBS AND ALL STAKES SHALL BE TOWARD RIVERROCK. RIVERROCK SHALL BE AT LEAST 1" BELOW HEIGHT OF EDGING. ABSOLUTELY NO DRIVING WHEELS OR ANY FINGERS ALLOWED. ALL BEDS TO HAVE A MINIMUM OF 3" SETTED OVER RIVERROCK PLACEMENT. LANDSCAPING FABRIC SHALL BE PLACED OVER SHRUBS AND CUT TO FIT. FABRIC SHALL BE SUPPORTED BY PROPERLY INSTALLED STAKES TO RIVERROCK. PLANTING SHOULDER TREES SHALL HAVE A 4" DIAMETER BRICK RIVERROCK SHALL ALWAYS BE FULLY ENCOMPASSED BY METAL EDGING WHERE DISCONTINUED BY SOO.
- AS-BUILT IRRIGATION PLANS TO BE SUBMITTED TO OWNER AT TURNOUT OF PROJECT.

LANDSCAPING BOULDER NOTE

CONTRACTOR SHALL PROVIDE NATURAL STONE BOULDERS 30"-36" IN SIZE THAT MATCH THE RIVERROCK CONTRACTOR SHALL PROVIDE PHOTO SAMPLES FROM THE OWNER UPON HIS REQUEST. EXAMPLE STONES TO BE USED BY CONTRACTOR TO BE IDENTIFIED. PHOTO SAMPLES SHALL BE LOCATED ANY STONE THAT MEETS APPROVAL BY THE OWNER. RIVERROCK SAMPLE SHALL ALSO BE PROVIDED TO OWNER PRIOR TO PLACEMENT. RIVERROCK SHALL BE 100% WITH APPROXIMATE 30% 2", 40% 3-4" AND SIZE 5" SHALL BE MAXIMUM SIZE.

GENERAL IRRIGATION NOTES

- IF IRRIGATION CONTRACTOR DESIRES TO DEVELOP HIS OWN IRRIGATION PLAN, INCLUDING LOCATION OF HEADS, VALVES, CONTROLLERS, ZONES, PIVOT SIZES, ACTUAL SLEEVE LOCATIONS, LOCATION OF PREVENTION, AND WIRING SCHEMATIC, THIS PLAN MUST BE SUBMITTED TO THE ENGINEER AND OWNER FOR APPROVAL.
- POWER TO CONTROLLER BY ELECTRICAL CONTRACTOR.
- IRRIGATION CONTROLLER SHALL BE PLACED WITHIN THE OTHER AREA OF THE RESTAURANT WITH EXACT PLACEMENT AS PER ARCH. DRAWINGS.
- COORDINATE LOCATION WITH BUILDING BEFORE SLAB IS POURED FOR CONTROLLER WIRING.
- DRAWING IS DIAGNOSTIC IF SHOWN. ALL LINES TO BE PLACED BACK OF CURB.
- ALL HEADS PLACED IN SHRUB BEDS WILL HAVE 12" POP-UPS UNLESS OTHERWISE NOTED.
- USE VARIABLE AND SPRAY HEADS WHEN NECESSARY.
- BEARS ARE TO BE (2) 4" PVC SLEEVES EACH THE MARKING CROSSES HANDSCAPE.
- THERE IS TO BE (1) 4" PVC SLEEVE WHEN THE LATERAL LINE CROSSES HANDSCAPE.
- ALL SLEEVES TO BE INSTALLED AS PART OF GENERAL CONTRACTOR'S CONTRACT. LOCATIONS WITH LANDSCAPING CONTRACTOR MAY REQUIREMENT REQUIRED BUT NOT SPECIFIED ON THE DRAWINGS SHALL BE PROVIDED BY THE CONTRACTOR.
- VERIFY IAP: IRRIGATION CONTRACTOR TO TEST WATER CONDITIONS AS THEY CHANGE. NOTIFY DOOR STRIKER FROM TAP. IF THEY DO NOT MEET DESIGN REQUIREMENTS, NOTIFY LANDSCAPE ARCHITECT OR ENGINEER IMMEDIATELY OF EXISTING CONDITIONS.
- MATCH PRECIPITATION RATES ON ALL CIRCUITS.
- ALL WORK MUST COMPLY WITH LOCAL CODES.
- NO ELECTRICAL CONNECTIONS SHALL BE MADE IN THE FIELD EXCEPT AT A VALVE CONTROL BOX OR ANOTHER VALVE BOX SPECIFICALLY FOR CONNECTIONS.
- ANY DISCREPANCY BETWEEN THIS SHEET AND OTHERS IN THIS SET MUST BE REFERRED TO THE IRRIGATION CONSULTANT BY THE CONTRACTOR FOR CLARIFICATION BEFORE PROCEEDING WITH THE WORK.
- ALL 24 VOLT WIRE SHALL BE 12 AWG FOR COMMON WIRE, AND 16 AWG FOR CONTROL LINES. ONLY QUALITY LISTED CABLE COVER CONTRACTOR TO BE RESPONSIBLE FOR PROPER OVERLAP OF AREAS TO BE MAINTAINED. I.E. ADJUST HEADS WITH INSUFFICIENT COVERAGE DUE TO BLOCKAGE BY EXISTING OR PROPOSED SITE FEATURES.
- CONTRACTOR TO REFER TO LANDSCAPE PLAN TO KEEP SPRINKLER EQUIPMENT AND ACCESSORY MATERIAL FROM INTERFERING WITH PROPER PLANTING. VERIFY RIVERROCK SHALL BE SET FOR PLANTING. CONTRACTOR SHALL APPROPRIATE AUTOMATIC DRAIN DEVICE WHERE LOW HEAD DRAINAGE MAY OCCUR.
- ALL MATERIAL TO BE SUPPLIED BY CONTRACTOR TO OWNER.
- TWO WIREHEADS FOR DISASSEMBLING AND ADJUSTING EACH TYPE OF SPRINKLER HEADS AND VALVE SUPPLIED.
- ONE (1) 24 VOLT WIRE TO EACH AUTOMATIC CONTROLLER.
- ONE (1) 12 VOLT WIRE TO EACH AUTOMATIC CONTROLLER. 24 VOLT WIRE SHALL BE COORDINATED WITH ELECTRICAL CONTRACTOR.
- CONTRACTOR TO ADD EXTERIOR RISER TO POP-UP HEADS WHEN NEEDED FOR PROPER COVERAGE.
- ELECTRIC VALVE CONTROL WIRE TO BE 14 GAUGE MINIMUM. IRRIGATION CONTRACTOR TO VERIFY PLUMBING AND ELECTRICAL WORK AND ONE EXTRA WIRE FOR FUTURE USE IN EACH DIRECTION FROM GLOBE.
- ALL MAIN LINES SHALL BE INSTALLED A MINIMUM OF 2" FROM THE BACK OF CURB WHERE POSSIBLE. LATERAL LINES SHALL BE INSTALLED 12" MINIMUM FROM CURB FOR SHRUB PLANTINGS AND 6" FROM BACK OF CURB FOR LAWNS.
- CONTRACTOR SHALL ADJUST THE RANGE AND ARC OF EACH HEAD TO MAINTAIN "OVERLAP" AND TO ELIMINATE "DRY SPOTS".
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE SUPPLY AND SLIGHTLY VARIATIONAL HEADS NEEDED TO COVER "DRY SPOTS" OR SLOPED TERRAIN FROM THIS PLAN TO THE THE CONTRACTOR TO THE SITE OF THE PROJECT.
- THE LOCATION AND ARRANGEMENT OF THESE HEADS SHALL BE SUBJECT TO THE APPROVAL OF THE LANDSCAPE ARCHITECT OR ENGINEER.
- NO WARRANTY SUBSTITUTIONS IF CONTRACTOR DESIRES TO MAKE SUBSTITUTIONS OF MATERIALS, CONTRACTOR IS RESPONSIBLE. SUBSTITUTE SHALL BE AN EQUAL SUBSTITUTE. IN ADDITION, THE CONTRACTOR MUST STATE HIS REASONS FOR SUBSTITUTION. MATERIALS MUST BE IDENTIFIED BY THE CONTRACTOR TO THE LANDSCAPE ARCHITECT OR ENGINEER.

IRRIGATION DETAILS

- IRRIGATION VALVE
- SPRAY HEAD (RADIUS AND DIRECTION PER IRRIGATION CONTRACTOR)
- RANDOM ESP-144 CONTROLLER (INSTALLED IN MANAGER'S OFFICE)

LANDSCAPING DETAILS

- SEED (BERMUDA - TACALA MUST APPROVE VARIATION)
- SOLID SOO (BERMUDA - TACALA MUST APPROVE VARIATION)

NOTE: THE LANDSCAPE PLAN SUBMITTED IS THE APPROVED LANDSCAPE PLAN. ANY CHANGES HAVE TO BE SUBMITTED IN WRITING TO THE CITY OF OAK RIDGE FOR APPROVAL.

NOTE: NO TREES SHALL BE PLANTED ANY CLOSER THAN 10' FROM EXISTING OR PROPOSED CENTER OF GAS LINES AND 5' FROM ALL OTHER EXISTING OR PROPOSED UTILITIES. TREES SHALL NOT BE PLANTED UNDER OVERHEAD UTILITIES.

ALL DISTURBED AREAS ON THIS PROJECT ARE REQUIRED TO BE SOOED IF THE CONTRACTOR DISTURBS AREAS BEYOND THOSE SHOWN TO BE SOOED. IT SHALL BE HIS RESPONSIBILITY TO SOO THE ADDITIONAL AREAS AT AN ADDITIONAL COST TO TACALA. PROO CONVERAGE OF IRRIGATION FOR ALL SEEDED AND SOOED AREAS IS EXPECTED.

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The Tacala Companies
A Franchisee
3750 Corporate Woods Drive
Birmingham, AL 35242
Telephone: 205 443 9670
Fax: 205 443 9770



February 17, 2018

Ms. Kelly Duggan, AICP
Senior Planner
City of Oak Ridge
200 S. Tulane Avenue
P.O. Box 1
Oak Ridge, TN 37831

Re: Right of Way Abandonment

Dear Ms. Duggan,

This is a formal request to abandon a portion of Right of Way along Bus Terminal Road as indicated on the proposed Subdivision Plat attached to this letter and allow that portion of Right of Way to become a part of parcel 100A C001.00. In exchange for the property, Tacala TN Corp will remove the angled parking along Bus Terminal Road, construct new curb and gutter and new sidewalk in conjunction with the construction of the Taco Bell restaurant to be located at 101 Bus Terminal Road. The proposed work is as per Civil plans currently under review by the City.

We ask that you submit this request to the Planning Commission and City Council as required by the ordinances of the City of Oak Ridge.

Should you have any additional concerns, please let me know.

Sincerely,

A handwritten signature in blue ink that reads "Mike Gray". The signature is fluid and cursive, with the first name "Mike" and last name "Gray" clearly legible.

Mike Gray, P.E.
Tacala TN Corp

**LEGAL DESCRIPTION
R.O.W. ABANDONMENT**

Situated in the Second Civil District of Anderson County, Tennessee and within the City of Oak Ridge and more particularly described as follows:

Commence at a 1" rod found at the intersection of the northerly right of way line of Milan Way and the easterly right of way line of Bus Terminal Road; thence N35° 39' 13"W, along the current easterly right of way line of Bus Terminal Road for a distance of 79.90' to a P.K. nail w/ shiner (Bailey Land Group) and the Point of Beginning of a R.O.W. abandonment; thence continue N35° 39' 13" along the proposed easterly right of way line of Bus Terminal Road for a distance of 207.57' to a P.K. nail w/ shiner (Bailey Land Group) at the proposed intersection of the easterly right of way of Bus Terminal Road and the current southerly right of way line of Oak Ridge Turnpike; thence N55° 38' 47"E along the current southerly right of way line of Oak Ridge Turnpike for a distance of 25.01' to a P.K. nail w/ shiner (Bailey Land Group) at the intersection of the current easterly right of way line of Bus Terminal Road; thence S35° 39' 13"E along the current easterly right of way of Bus Terminal Road for a distance of 207.00' to a P.K. nail w/ shiner (Bailey Land Group); thence S54° 20' 48"W along the current right of way of Bus Terminal Road for a distance of 25.00' back to the Point of Beginning. Said description containing 5,182 SQ FT (0.12 acres), more or less.

Duggan, Kelly

From: James W. Horton, DMD <jim@hortondentalcare.com>
Sent: Thursday, March 15, 2018 4:03 PM
To: Duggan, Kelly
Subject: RE: 101 BTR

Thanks for considering my comments, and for the “open” communications we me.

I will try to be at the meeting. . . probably in jeans and a jacket today. I have had an eyelid procedure. . . and I look pretty rough. (Not “pretty” rough—*ugly* rough!) I’ll put some concealer on and try to hide it. I don’t want to scare anybody.

There is not much else for me to add, but I will try to be there in case anyone has questions about my comments.

Catch basins and culverts will be a trick with all of the underground utilities in that small area. The lack of any “fall” also is problematic. It’s not easy to fix—that’s why previous PW chiefs never fixed any of it before now.

The ingress and egress is problematic, too. We’ll see what comes from my comments.

By the way, I visited with Mike Gray after one of the meetings. He seems like a very intelligent, positive sort. I like him, and have confidence that whatever they do, they will try to do it right. I hope it all works out well for Mike and company.

Thanks again!

Dr. Jim Horton

From: Duggan, Kelly [mailto:kduggan@oakridgetn.gov]
Sent: Thursday, March 15, 2018 3:37 PM
To: James W. Horton, DMD
Cc: Vogel, Hans; Blasius, Wayne; H. Stephen Whitson
Subject: RE: 101 BTR

Hi Dr. Horton,

Thank you for your email. I have consulted with Engineering and they have confirmed that they are not requiring a Traffic Impact Study for the development (which would include much of the data listed in “a” below). As for the drainage on the ROW, PW agrees and they are working with the designer to add catch basins on Bus Terminal and Milan to help prevent any flooding in the streets.

I hope this helps. Please let me know if I can answer any questions or clarify anything.

Kelly Duggan, AICP
Senior Planner
Community Development Department
City of Oak Ridge
200 S. Tulane Avenue
P.O. Box 1

Oak Ridge, TN 37831
865.425.3581
www.oakridgetn.gov

From: James W. Horton, DMD [<mailto:jim@hortondentalcare.com>]
Sent: Thursday, March 15, 2018 2:03 PM
To: Duggan, Kelly <kduggan@oakridgetn.gov>
Cc: Vogel, Hans <hvogel@oakridgetn.gov>; Blasius, Wayne <wblasius@oakridgetn.gov>
Subject: 101 BTR

Kelly,

The design submitted by Tacala TN looks great on "paper." The design of the traffic flow and the storm water provisions on the site itself appear to be quite satisfactory.

Surface water and traffic on BTR need thorough consideration. Do you have a written analysis from Public Works / Engineering regarding:

- a) Impact on traffic flow at the intersection of BTR and the Turnpike.
Actual numbers showing the traffic counts at specific times of the day, number of cars in a typical "stack" at the intersection (with adjustments projecting a greater business volume in and out of Security Square), and projected numbers associated with the restaurant's business would appear to be required to assess whether the ingress/egress plan will actually work. I am trying to assess that better. My preliminary look shows that only 2 or 3 cars "stacked" at the intersection will completely block the ingress and egress shown on BTR. During the hours of 11:00am to 2:00pm, there are typically 2-4 vehicles in a stack there. When leaving my office during the noon hour (to go west towards the central business districts), we commonly turn left and go south to Laboratory Road to avoid that choke point. With the egress blocked by the stack, customers exiting Taco Bell will have that option only when the light is green and the stack clears. But perhaps the developer is satisfied with the less restricted ingress and egress off of Milan Way. (I wouldn't be.)
- b) The suitability of the plan design as it pertains to surface drainage of the public ROW. There are no drainage provisions on the drawings.

If you have anything of that nature, please share. Thanks!

Dr. Jim Horton
all day today (865) 368-9301

James W. Horton, DMD
201 Bus Terminal Rd.
Oak Ridge TN 37830 6903
(865) 483-8912 (office)
(865) 483-8038 (fax)
jim@hortondentalcare.com

Electronic communications with officials and employees of the City are subject to Tennessee's Public Records Act.

Duggan, Kelly

From: James W. Horton, DMD <jim@hortondentalcare.com>
Sent: Thursday, March 15, 2018 10:29 AM
To: Duggan, Kelly
Cc: 'H. Stephen Whitson'; Vogel, Hans; Blasius, Wayne
Subject: 101 BTR: Impact on Turnpike traffic
Attachments: Blocked Traffic 1a.jpg

Miscellaneous: I'm not sure that I mentioned that longer stacks fully block ingress and egress to/from Security Square.

New note: Up to this moment I have overlooked something. I am so accustomed to viewing the area from this point of view that I failed to consider the impact on the Turnpike traffic.

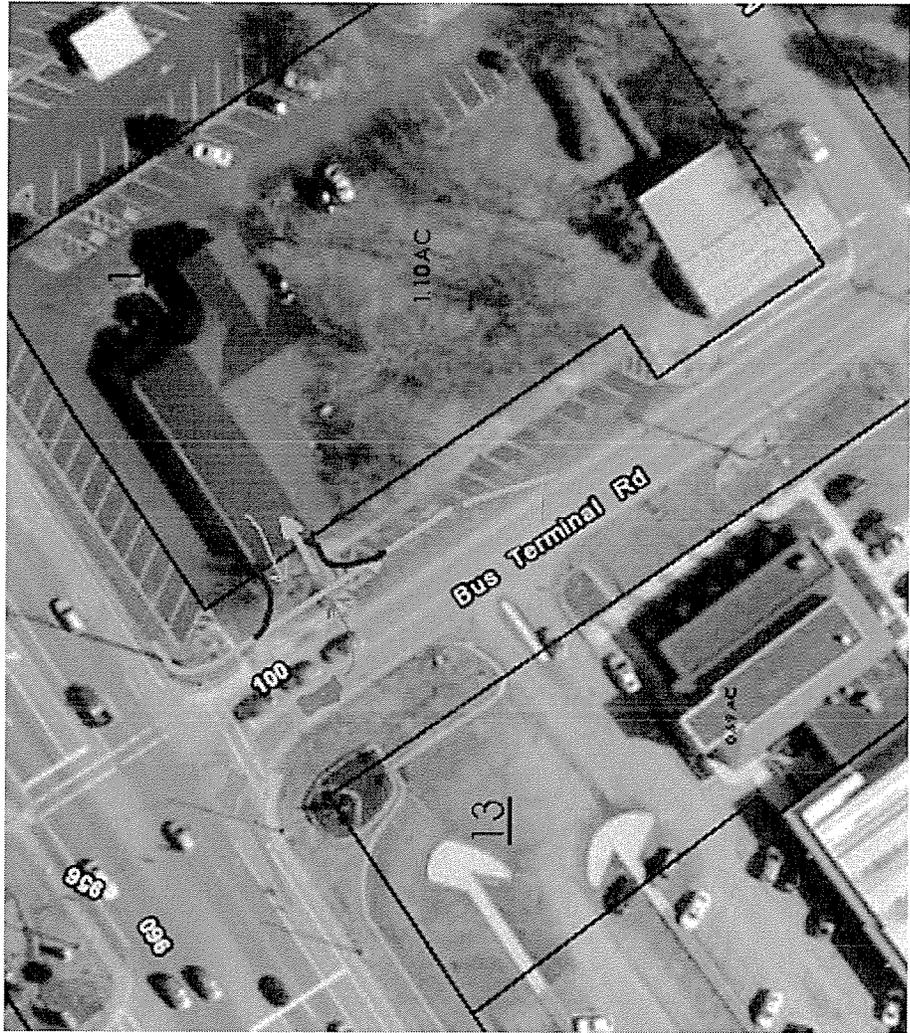
I walked outside just now and yes, there were 4 vehicles in the stack, with only light traffic this morning.

My previous notes failed to describe how the "stack" will block traffic coming off the Turnpike. With only a single car turning off the Turnpike and then desiring to turn left into the Taco Bell entrance, that one vehicle will obstruct the flow of other vehicles turning onto BTR from the Turnpike. The person wanting to turn into Taco Bell will not be able to see the other (rear) entrance from that vantage point, and will *wait* until the stack clears to turn left into that entrance to Taco Bell. Though some courteous drivers will leave a gap in the stack, customers exiting Taco Bell will attempt to squeeze into that gap in order to get in line to turn left (west) on the Turnpike. If the Taco Bell is successful—the whole idea is to attract a high volume of customers (i.e. cars), this will create an unacceptable traffic blockage extending into the traffic lanes of the Oak Ridge Turnpike.

The turn lane that I have proposed remains as beneficial as described previously but will not avoid this specific problem.

Dr. Jim Horton
all day today (865) 368-9301

James W. Horton, DMD
201 Bus Terminal Rd.
Oak Ridge TN 37830 6903
(865) 483-8912 (office)
(865) 483-8038 (fax)
jim@hortondentalcare.com



Duggan, Kelly

From: James W. Horton, DMD <jim@hortondentalcare.com>
Sent: Thursday, March 15, 2018 9:31 AM
To: Duggan, Kelly
Cc: switson@oakridgetn.gov; Vogel, Hans; Blasius, Wayne; Gray, Mike
Subject: 101 BTR, traffic stacking
Attachments: Turn lane example #3a.jpg

Kelly,

The attached aerial image shows the typical condition at nominal traffic flow. The ingress/egress proposed is totally blocked.

At other times, longer stacks block ingress and egress to/from Security Square.

Dr. Jim Horton
all day today (865) 368-9301

James W. Horton, DMD
201 Bus Terminal Rd.
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(865) 483-8912 (office)
(865) 483-8038 (fax)
jim@hortondentalcare.com



Duggan, Kelly

From: James W. Horton, DMD <jim@hortondentalcare.com>
Sent: Wednesday, March 14, 2018 3:21 PM
To: Duggan, Kelly
Cc: Blasius, Wayne; 'Gray, Mike'; 'H. Stephen Whitson'
Subject: Bus Terminal Road plans
Attachments: Missing PK nail.jpg

Kelly,

Thank you for the plans They are most helpful.

I like the layout design. My concerns:

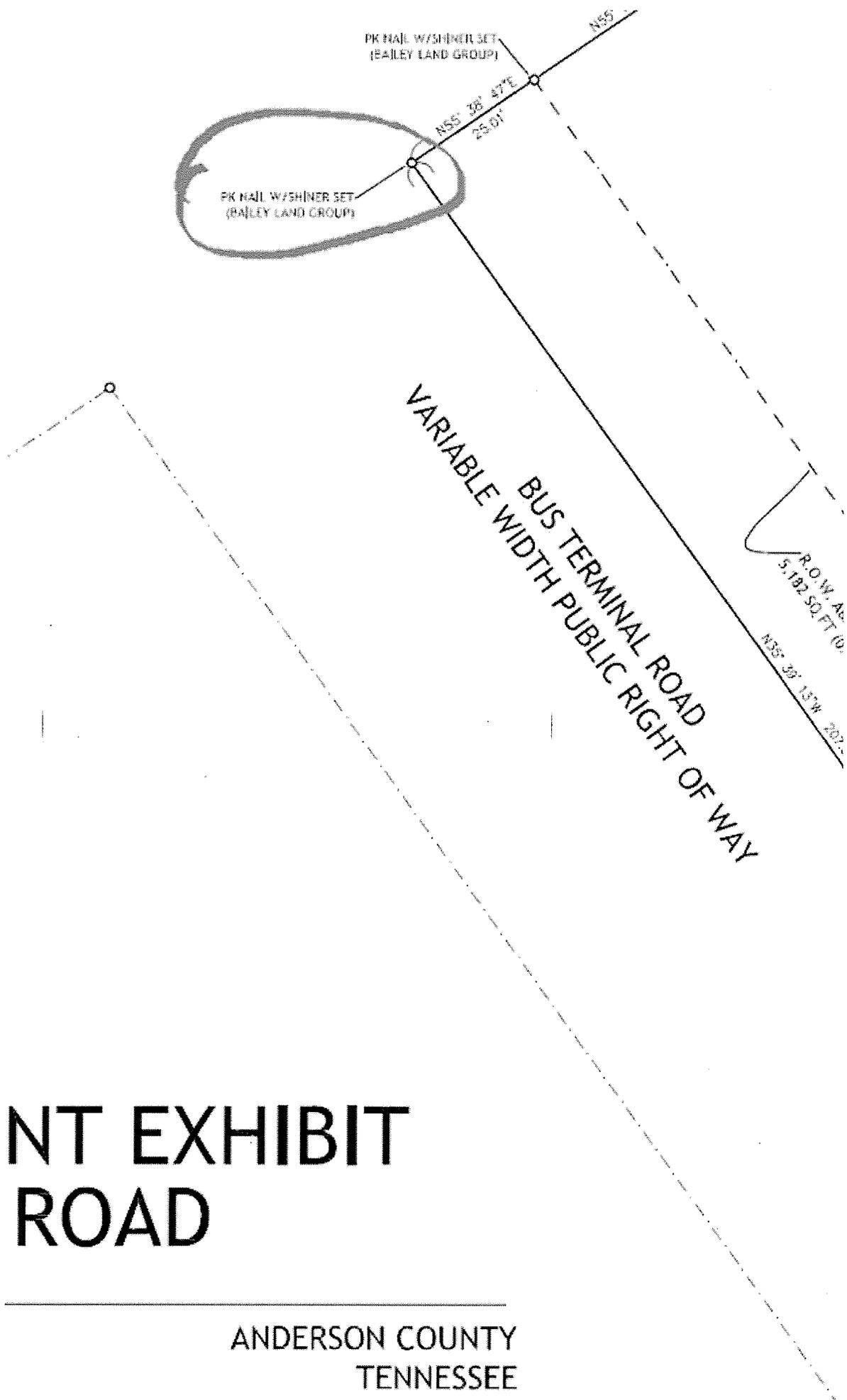
- 1) The abandonment of the roughly 25' does not preserve enough ROW for construction of a right turn lane onto the Turnpike. It appears that can be modified by reducing the width of the area abandoned, without adversely affecting the site design. By how much (how much is required for a future turn lane), I don't know; the engineering staff will have to work that out. We have three lanes at Rutgers, at East Division, at Administration and at Laboratory Road. If it will fit, Bus Terminal Road should have a turn lane, too. *Configuring a right turn lane onto the Turnpike will benefit the traffic flow and Toco Bell's success with this project. Traffic flow is immensely important.*
- 2) Constructing curb and gutter would be real improvement, but only upon evaluation of the elevations and engineering of the entire road grade and drainage. Constructing a curb as drawn will block the existing drainage, resulting in (further) pooling in the traffic lanes.

I spoke with Roger Flynn. He is at Y-12 today, will try to consider these concerns tomorrow.

Dr. Jim Horton

PS: Minor note: See attached photo. I did not find that PK nail on the ground.

James W. Horton, DMD
201 Bus Terminal Rd.
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(865) 483-8912 (office)
(865) 483-8038 (fax)
jim@hortondentalcare.com



NT EXHIBIT ROAD

ANDERSON COUNTY
 TENNESSEE
 PARCEL 100A C 001.00
 FEBRUARY 24, 2018

Duggan, Kelly

From: Blasius, Wayne
Sent: Thursday, March 08, 2018 4:21 PM
To: jim@hortondentalcare.com
Cc: Duggan, Kelly; Watson, Mark; H. Stephen Whitson
Subject: Today's planning agenda

Dr. Horton

As Ms. Duggan notes below, we will share your insights with the Planning Commission. This is not a matter being voted on today - today is the PC work session. This will be considered at the regular monthly meeting, next Thursday. You are certainly encouraged to attend and add your comments in person.

Classified advertising and the City website are the mechanism used for public notice, and I am glad you saw the notice on this issue.

Wayne Blasius
Community Development Director
865-425-3585
wblasius@oakridgetn.gov

-----Original Message-----

From: Duggan, Kelly
Sent: Thursday, March 8, 2018 3:12 PM
To: Blasius, Wayne <wblasius@oakridgetn.gov>; rnevans@bellsouth.net
Subject: RE: Today's planning agenda? The

Please let him know that these comments will be included in the PC packet that goes out tomorrow and that he is invited to come to the business meeting next week when the PC will vote on this.

Kelly Duggan, AICP
Senior Planner
Community Development Department
City of Oak Ridge
200 S. Tulane Avenue
P.O. Box 1
Oak Ridge, TN 37831
865.425.3581
www.oakridgetn.gov

-----Original Message-----

From: Blasius, Wayne
Sent: Thursday, March 08, 2018 3:10 PM
To: Duggan, Kelly <kduggan@oakridgetn.gov>; rnevans@bellsouth.net

Subject: FW: Today's planning agenda? The

Wayne Blasius
Community Development Director
865-425-3585
wblasius@oakridgetn.gov

-----Original Message-----

From: Jim Horton [mailto:jim@hortondentalcare.com]
Sent: Thursday, March 8, 2018 3:08 PM
To: Blasius, Wayne <wblasius@oakridgetn.gov>
Cc: Vogel, Hans <hvogel@oakridgetn.gov>; LCharlesHensley <chuck188@comcast.net>
Subject: Today's planning agenda? The

Wayne,

I just saw mention of consideration of right of way abandonment on Bus Terminal Rd, on the agenda for this evening. It is regrettable that the Community Development staff, knowing of my 25 years of knowledge of that neighborhood and my interests in good development planning, somehow neglected to contact me regarding the proposals. Unfortunately I am unable to attend any meeting today. My comments:

- 1) The current on street parking is non-standard and undesirable by modern standards, and should be immediately barred by any change of use of the parcel.
- 2) The right of way should absolutely remain under the full control and ownership of the city. Any action of abandonment would be irresponsible—absurd— as it would overlook and negate the intentional acts and planning of prior city leaders.

The right of way in question has long been recognized by various city engineers and planners as crucial to the future configuration of Bus Terminal Road. Some of the most recently platted parcels have an enhanced (widened) right of way, intentionally for future R.O.W. upgrades. The area of the non-compliant angle parking is a crucial part of that. Abandoning it will decimate 40+ years of deliberate planning for the future. That would also be detrimental to the optimum use of the parcel in question .

Thank you for considering my views, and for making my concerns known to the full planning commission in advance of any action or recommendation.

—Dr. Jim Horton
(865) 368-9301

Sent from my iPhone

Duggan, Kelly

From: Mills, Bryan
Sent: Thursday, March 15, 2018 1:30 PM
To: Duggan, Kelly
Subject: RE: 101 BTR, traffic stacking

Roger and I have visited the site to inspect the possibility of future drainage issues. We are working with the designer to add a catch basin along Bus Terminal and Milan to help prevent any flooding in the streets. We looked at the proposed entrance off of Bus Terminal and feel that the proposed entrance that is being shifted further away from Oak Ridge Turnpike than the existing entrance will function adequately. If blocked from traffic waiting at turn light going north on Bus Terminal drivers have the option to exit or enter the Taco Bell site from Milan Way. In addition, the traffic signal seems to work well for cars entering Oak Ridge Turnpike from Bus Terminal without significant wait times and there is not enough current traffic to warrant a right turn lane. In the future if a turn lane is necessary the City would still own about a 64' wide right of way which is more than adequate to add a turn lane if it is ever warranted.

Bryan Mills, PE
Civil Engineer
City of Oak Ridge
Public Works Department - Engineering Division
100 Woodbury Lane
Oak Ridge, TN 37830
Ph: (865) 425-1807
Cell: (865) 696-8053

From: Duggan, Kelly
Sent: Thursday, March 15, 2018 9:57 AM
To: Mills, Bryan <bmills@oakridgetn.gov>
Subject: FW: 101 BTR, traffic stacking

Kelly Duggan, AICP
Senior Planner
Community Development Department
City of Oak Ridge
200 S. Tulane Avenue
P.O. Box 1
Oak Ridge, TN 37831
865.425.3581
www.oakridgetn.gov

From: James W. Horton, DMD [<mailto:jim@hortondentalcare.com>]
Sent: Thursday, March 15, 2018 9:31 AM
To: Duggan, Kelly <kduggan@oakridgetn.gov>

Cc: swhitson@oakridgetn.gov; Vogel, Hans <hvogel@oakridgetn.gov>; Blasius, Wayne <wblasius@oakridgetn.gov>; Gray, Mike <Mike.Gray@tacala.com>

Subject: 101 BTR, traffic stacking

Kelly,

The attached aerial image shows the typical condition at nominal traffic flow. The ingress/egress proposed is totally blocked.

At other times, longer stacks block ingress and egress to/from Security Square.

Dr. Jim Horton

all day today (865) 368-9301

James W. Horton, DMD

201 Bus Terminal Rd.

Oak Ridge TN 37830 6903

(865) 483-8912 (office)

(865) 483-8038 (fax)

jim@hortondentalcare.com

TITLE

AN ORDINANCE ABANDONING A PORTION OF RIGHT-OF-WAY ADJACENT TO 101 BUS TERMINAL ROAD UPON CERTAIN CONDITIONS.

WHEREAS, Tacala TN Corp has requested the abandonment of a portion of right-of-way at 101 Bus Terminal Road as part of the development of a proposed use on the site; and

WHEREAS, currently, there is angled parking in the right-of-way along 101 Bus Terminal Road requiring drivers to back out into the roadway; and

WHEREAS, if the City is agreeable to abandon this portion of right-of-way, Tacala TN Corp has agreed to eliminate the parking spaces and install sidewalks, curbs, gutters, and landscaping; and

WHEREAS, City Staff has recommended abandonment of a portion of right-of-way adjacent to 101 Bus Terminal Road subject to certain conditions; and

WHEREAS, on March 15, 2018, the Oak Ridge Municipal Planning Commission reviewed the request and unanimously recommended City Council approval; and

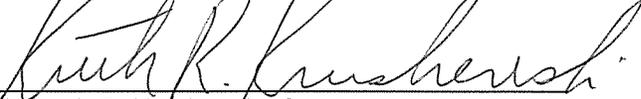
WHEREAS, the City Manager recommends abandonment of a portion of right-of-way adjacent to 101 Bus Terminal Road subject to certain conditions.

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

Section 1. An approximate 5,182 square feet of right-of-way adjacent to 101 Bus Terminal Road is hereby abandoned upon City approval of a resubdivision plat. The adjacent property owner (101 Bus Terminal Road) will receive the right-of-way once abandoned, and shall bear the costs of recording the deed and revised subdivision plat establishing the new lot configuration. The plat shall be recorded prior to the issuance of a certificate of occupancy for the proposed new building. Additionally, the applicant shall provide sidewalks, curb, gutter, and landscaping per City standards and the requirements of the Zoning Ordinance within the abandoned portion of right-of-way. The City will retain any easements for city-owned utilities that cross the property.

Section 2. 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: _____
Publication Date: _____
Second Reading: _____
Publication Date: _____
Effective Date: _____

PERSONNEL DEPARTMENT MEMORANDUM
18-105

DATE: April 30, 2018
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): Compensation Philosophy and Policy (§5.1), Longevity Payments (§6.10), General Leave (§11.1), Emergency Leave (§11.2), and Injury Leave (§11.4).

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.

On April 23, 2018, staff met with the Personnel Advisory Board (PAB) to provide an overview of the recommended Phase 4 ordinance changes and to answer any questions. At this meeting PAB reviewed and voted to recommend amendments of Personnel Ordinances pursuant to staff 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 4 adopts the changes necessary to conform the general leave accrual rates, longevity pay system, and emergency leave minimum requirement rates to align with the structure of the new Compensation Plan.

A bold strike-through of the proposed changes to the Personnel Plan/Ordinance is attached and includes changes to the Compensation Philosophy and Policy, Longevity Payments section, the General Leave section, the Emergency Leave Section, and the Injury Leave section. The Phase 4 ordinance changes represent the final steps in the completion of the FY2018 Classification and Compensation Plan roll-out. Remaining recommendations will be reviewed and addressed in Fiscal Year 2019.

Analysis

A review of the Personnel Plan/Ordinance identifies several required changes in the Compensation Philosophy and Policy section, the Longevity Payments section, the General Leave section, the Emergency Leave Section, and the Injury Leave section. Adjustments to these sections will address recommendations provided in the implemented 2017 Classification and Compensation Plan.

Changes to the above Ordinance sections are elaborated on below:

5.1 Compensation Philosophy and Policy

Section 5.1 has been amended to include basic language stipulating the authority of the City Manager to withhold or reduce a salary adjustment for an employee based upon an employee's poor performance.

6.10 Longevity Payments

Section 6.10 has been amended to incorporate language creating a two-tiered status of employees hired before June 3, 2018 and on/after June 3, 2018. The longevity system will continue for all employees employed by the City prior to June 3, 2018 under the existing rules provided. The longevity system will be discontinued for employees hired after June 2, 2018.

11.1 General Leave

Section 11.1.b has been amended to incorporate the required language establishing a two-tiered general leave crediting system for employees hired before June 3, 2018 and on/after June 3, 2018. The section establishes leave accrual rates for employees hired after June 2, 2018. Additional housekeeping adjustments were made to the section to improve administrative processes concerning credit of leave accrual.

Section 11.1.d has been amended to incorporate the required language establishing a two-tiered general leave crediting system for employees hired before June 3, 2018 and on/after June 3, 2018. The section establishes leave accrual maximums for employees hired after June 2, 2018.

Section 11.1.d.3 has been created as a standalone subsection(which language was previously contained in section 11.1.d), with minor language adjustments for clarity as a housekeeping change.

Section 11.1.f has been amended to include minor housekeeping adjustments aimed at improving clarity.

11.2 Emergency Leave

Section 11.2.a has been amended to increase the required emergency leave bank requirement of employees to meet the minimum requirements of the Family Medical Leave Act.

Section 11.2.d has been removed and replaced in its entirety with a section identifying a maximum emergency leave accrual amount allowed for employees hired after June 2, 2018.

11.4 Injury Leave

Section 11.4.a has been amended to include minor housekeeping adjustments to ensure continuity with the phase 4 ordinance adjustments listed above.

BOLD-STRIKETHROUGH
PERSONNEL ORDINANCE CHANGES – PHASE IV
(Working Draft 4/23/18)

ARTICLE 5 – PAY PLAN

5.1 COMPENSATION PHILOSOPHY AND POLICY

The compensation plan is an integral component of the City's overall mission to provide quality, responsive service efficiently and effectively. Further, it is recognized that compensation influences people by (1) offering a salary attractive enough for individuals to seek employment with the City, (2) influencing their performance levels once they are employees, and (3) keeping employees sufficiently rewarded and valued to reduce the potential for losing them to other opportunities.

In order to ensure the employment and retention of personnel necessary to maintain a continued high level of public service, it is the policy of the City that the level of compensation of municipal employees should be compared with prevailing rates in private industry and other governmental agencies in the recruiting area when establishing the compensation plan. When there is clear evidence that the compensation plan should be adjusted in order to meet the policies described above and sufficient funds are available, the City Manager is authorized to include in his ~~the~~ budget any recommendation for adjustment to the pay plan which ~~he~~ **the City Manager** deems advisable, but such adjustment should be based on the prevailing rates in the recruiting area. **Nothing in this section shall be construed to imply that the City Manager is not authorized to withhold or reduce a salary adjustment or raise to an employee based upon the employee's poor performance.**

ARTICLE 6 – HOURS OF WORK, OVERTIME AND PREMIUM COMPENSATION

6.10 LONGEVITY PAYMENTS

Longevity payment is a benefit that has been discontinued by the City as of June 3, 2018 for all newly hired employees. Regular employees that are on the City's payroll as of June 2, 2018 will continue to receive the following benefit:

Regular employees who have five (5) or more consecutive years of service with the City as of June 30 will be eligible for longevity payments. Eligible employees will receive an annual payment of \$100 for each year of consecutive City service up to a maximum of twenty-five (25) years of service. Regular part-time employees will receive a proportionate share, and those employees who receive overtime payments will receive slightly more than the amounts indicated above. Longevity payments will be subject to the normal deductions for Social Security and Federal Income Tax and will be made in accordance with the Fair Labor Standards Act provisions for such payment. The payments will be made during July following the close of the compensated fiscal year. **[Deleted paragraph break.]** Longevity payments will be awarded each year to any eligible employee with the exception of an employee who has received two or more written reprimands or has received any type of suspension during the compensated fiscal year.

ARTICLE 11 – LEAVE

11.1 GENERAL LEAVE

b. Crediting General Leave

1. **This Section 11.1.b.1 is applicable to employees on the payroll as of June 2, 2018:**

Effective January 6, 2013, regular full-time employees shall be credited with the following amounts of General Leave and regular part-time employees shall receive a proportionate amount of General Leave. General Leave credit shall not be given if an employee is in a non-pay status for more than one-half of the accrual period or on injury leave for more than one-half of the pay period.

- 4.A. During the first year (~~twenty-six [26] full pay periods~~) of continuous employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 8.31 hours per pay period

Police Department patrol shift employees: 11.69 hours per pay period

Fire Department station-based shift employees: 16.36 hours per pay period

- 2.B. During the next two years (~~fifty-two [52] full pay periods~~) of **continuous** employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 9.31 hours per pay period

Police Department patrol shift employees: 12.69 hours per pay period

Fire Department station-based shift employees: 17.76 hours per pay period

- 3.C. Following completion of three years (~~seventy-eight [78] full pay periods~~) of **continuous** employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 10.31 hours per pay period

Police Department patrol shift employees: 13.69 hours per pay period

Fire Department station-based shift employees: 19.16 hours per pay period

- 4.D. Following completion of ~~three hundred ninety (390) full pay periods~~ **fifteen years** of **continuous** employment (~~45 years~~) and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 11.81 hours per pay period

Police Department patrol shift employees: 15.19 hours per pay period

Fire Department station-based shift employees: 21.26 hours per pay period

2. **This Section 11.1.b.2 is applicable to employees hired on June 3, 2018 and thereafter:**

Effective June 3, 2018, regular full-time employees shall be credited with the following amounts of General Leave and regular part-time employees shall receive a proportionate amount of General Leave. General Leave credit shall not be given if an employee is in a non-pay status for more than one-half of the accrual period or on injury leave for more than one-half of the pay period.

- A. During the first five years of continuous employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 6.61 hours per pay period

Police Department patrol shift employees: 9.23 hours per pay period

Fire Department station-based shift employees: 13.56 hours per pay period

- B. Following the completion of five years of continuous employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 7.31 hours per pay period

Police Department patrol shift employees: 10.69 hours per pay period

Fire Department station-based shift employees: 14.96 hours per pay period

- C. Following completion of ten years of continuous employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 8.31 hours per pay period

Police Department patrol shift employees: 11.69 hours per pay period

Fire Department station-based shift employees: 16.36 hours per pay period

- D. Following completion of fifteen years of continuous employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 9.31 hours per pay period

Police Department patrol shift employees: 12.69 hours per pay period

Fire Department station-based shift employees: 18.46 hours per pay period

11.1 GENERAL LEAVE

- d. Maximum Accumulation of General Leave

1. This Section 11.1.d.1 is applicable to employees on the payroll as of June 2, 2018:

General Leave not used may be accrued from year to year to a maximum each year as indicated below-:

During the first five (5) years of continuous employment: 170 hours (238 for Fire Department station-based employees) and a proportionate amount for regular part-time employees)

Upon completion of the fifth year of continuous employment: 340 hours (476 for Fire Department station-based employees) and a proportionate amount for regular part-time employees)

Upon completion of the tenth year of continuous employment: 510 hours (714 for Fire Department station-based employees) and a proportionate amount for regular part-time employees)

Upon completion of the fifteenth year of continuous employment: 680 hours (952 for Fire Department station-based employees) and a proportionate amount for regular part-time employees)

Upon completion of the twentieth year of continuous employment: 850 hours (1,190 for Fire Department station-based employees) and a proportionate amount for regular part-time employees)

Upon completion of the twenty-fifth year of continuous employment: 1,020 hours (1,428 for Fire Department station-based employees) and a proportionate amount for regular part-time employees)

2. This Section 11.1.d.2 is applicable to employees hired on June 3, 2018 and thereafter:

General Leave not used may be accrued from year to year to a maximum each year as indicated below:

During the first five (5) years of continuous employment: 120 hours (168 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

Upon completion of the fifth year of continuous employment: 180 hours (252 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

Upon completion of the tenth year of continuous employment: 260 hours (364 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

Upon completion of the fifteenth year of continuous employment: 320 hours (448 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

Upon completion of the twentieth year of continuous employment: 400 hours (560 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

3. Leave credits in excess of ~~these~~ **the above** amounts as of the ending date of the pay period in which December 31 falls shall be transferred into the employee's Emergency Leave bank as described in Section 11.2.

11.1 GENERAL LEAVE

f. Buy-back of Excess General Leave

If it is determined that there are sufficient unused funds **available** after the close of the ~~previous fiscal year~~, the City may offer a buy-back option to those employees who have at least the minimum of ~~ten workweeks~~ of Emergency Leave **as set forth in Section 11.2.a** and will have three workweeks of General Leave remaining after the buy-back is made. The City may buy back a minimum of twenty (20) hours (twenty-eight (28) hours for Fire Department station-based shift employees) and a proportionate amount for regular part-time employees) up to a maximum of one workweek. Any buy-back payments would be made during the month of December. **Buy-back payments will be subject to the normal deductions for Social Security and Federal Income Tax and will be made in accordance with the Fair Labor Standards Act provisions for such payment.**

11.2 EMERGENCY LEAVE

a. Emergency Leave Minimum Requirement

Regular fulltime employees must have a minimum of four hundred **eighty (400-480)** hours (~~560~~ **672** hours for Fire Department station-based shift employees) and a proportionate share for regular part-time employees) of Emergency Leave. If the balance of Emergency Leave is ever below the specified minimum, then two (2) hours of the General Leave accrual each pay period (2.8 hours for Fire Department station-based shift employees) and a proportionate amount for regular part-time employees) shall be added to Emergency Leave until the minimum number of hours is reached.

New regular employees will be granted the equivalent of 140 hours of Emergency Leave with the equivalent of two (2) hours of their General Leave accrual going to Emergency Leave until the minimum is satisfied.

11.2 EMERGENCY LEAVE

~~d. Transfer of Emergency Leave Credits to General Leave~~

~~When an employee is eligible for one of the five year incremental increased in the maximum amount of General Leave as specified in Section 11.1 d, if the employee has in excess of the specified minimum Emergency Leave (see 11.2a), the employee may make a one-time request that Emergency Leave be transferred to General Leave to bring the balance up to the new maximum. This request must be made within ninety (90) days after meeting the new incremental date.~~

d. Maximum Accumulation of Emergency Leave

Effective as of June 3, 2018 for all new hires, Emergency Leave not used may be accrued from year to year to a maximum of 960 hours for regular fulltime employees (1,440 hours for Fire Department station-based shift employees) and a proportionate amount for part-time employees. Any excess Emergency Leave as of the ending date of the pay period in which December 31 falls will be forfeited.

11.4 INJURY LEAVE

- a. Leave with pay may be approved for a period determined by the City Manager, upon the recommendation of the head of the department and the Director of Administrative Services, but not to exceed 12 work weeks for any one disabling injury incurred while performing job-related duties. This would be a total of 480 hours for regular full-time

employees and 672 hours for Fire **Department** station-based shift employees. The employee's department will make the injury leave request on the appropriate form. Other leave benefits are not accrued and holiday leave is not granted when an employee is on injury leave. If there is a reoccurrence of the same injury after the employee has returned to work, supporting medical documentation must be provided and any additional lost time hours are considered part of the maximum the City provides...

A First Report of Injury Form and a City Incident Report shall contain a statement by the employee, unless he or she is incapacitated, statements from all witnesses, and confirmation by the supervisor and/or head of the department. This documentation shall describe the circumstances, cause, nature and extent of the injury and must be completed in full and presented to the Director of Administrative Services within the first 24 hours of injury. Injuries requiring medical treatment must include a licensed medical professional's statement indicating treatment, diagnosis, prescription medications and the probable period of disability. Every period of leave granted under the provisions of this rule shall be considered credible service and shall be indicated on the employee's leave records, but shall not be charged to any other type of leave.

The City reserves the right to obtain other medical opinions regarding the employee's injured condition. Employee refusal to cooperate in the seeking of these opinions or to follow rehabilitation/recuperation instructions from the licensed medical professional, or the employee changing the date and/or time of a medical appointment without adequate justification and prior approval of the Personnel Department, and/or failure to provide all medical documentation (including prescription medications) received by the employee may constitute grounds for denying injury leave benefits and may result in disciplinary action.

If any injury results in lost time from work, the employee will be subject to drug/alcohol testing while on injury leave. Any employee returning to work after a prolonged absence of 240 hours or more for a 40 hour per week employee and 336 hours for Fire Department station-based employees will be required to submit a Return after Injury/Illness drug and alcohol screen. The use of any substance which carries a label that indicates the potential for impaired mental functioning, motor skills, or judgment must be reported to Personnel and the employee's supervisor. Medical advice and written authorization from the attending physician must be provided by the employee before performing work related duties. Failure to disclose prescription drug use of any substance defined in this ordinance will result in discipline up to and including termination.

At the department head's discretion, any employee returning to work after a prolonged period of time as defined above may not be scheduled for overtime or standby status, except in cases of emergency, for a six-month period. Approval of additional employment as specified in the Personnel Plan Article 13.1 will also be revoked for six months.

When injury leave is used, an employee shall be protected against loss of pay. The regular salary shall be paid during this leave, but any amount received on behalf of the employee in Workers' Compensation insurance payments (excluding medical and hospitalization payments) shall be returned to the City. Every attempt will be made to return the individual on injury leave to modified or light duty as soon as possible.

If the employee has been granted the maximum for injury leave as specified above and is still not able to return to work, and the attending physician indicates that the employee can eventually return to normal job duties, the City Manager may grant additional paid injury leave. Otherwise, the City will place the employee in a "Leave Without Pay" status for 26 work weeks (1040 hours for 40 hour per week employees and 1456 for Fire Department **station-based employees**) and the employee will be eligible for Temporary Total Disability (TTD) benefits provided by Workers' Compensation Insurance. During this period, the employee will be responsible for payment the City for his/her normal deductions for the benefit program. The employee also has the option of using any accumulated General Leave or Emergency Leave.

After the 26 work weeks of "Leave Without Pay" (1040 hours for 40 hour per week employees and 1456 for Fire Department **station-based employees**), if the employee is still not able to return to normal job duties, the Personnel Department will begin processing a Disability Retirement, if applicable, for the injured employee. The employee will be removed from the City's payroll on a disability basis.

If the injury is such that an impairment rating and subsequent monetary settlement is awarded, the awarded amount will be reduced by the amount the City has subsidized the TTD benefits from the Workers' Compensation Insurance program.

b. ~~MODIFIED/LIGHT DUTY~~ Modified/Light Duty

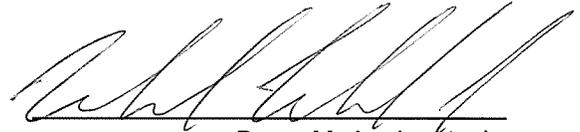
If the injured employee is not able to perform the normal job duties but can perform tasks associated with a lower position in the classification plan, whether in the employee's designated department or other City department, a modified work plan will be required by the City. This modified or "light duty" plan shall compensate the employee at the normal rate of pay for a three (3) month period, beyond which the employee's salary shall be reduced at least ten percent (10%) or to the maximum or the pay grade associated with the light duty work. All Department Directors will assess work to be completed within their respective areas and provide "modified/light duty" assignments to the Personnel Department on an as needed basis. The injured employee must contact the Personnel Department on a designated day each week to determine if accommodation for modified/light duty can be made. Safety training needs of the injured employee can also be considered an assignment. The Personnel Department can provide training materials for this purpose.

Section 11.4.b has been created as a standalone section(which language was previously incorporated into section 11.4) to increase clarity and administration of the requirements.

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

City Manager's Comments:

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


Mark S. Watson
Date

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 UPDATING THE FOLLOWING SECTIONS: SECTION 5.1, TITLED "COMPENSATION PHILOSOPHY AND POLICY"; SECTION 6.10, TITLED "LONGEVITY PAYMENTS"; SUBSECTION 11.1.B, TITLED "CREDITING GENERAL LEAVE"; SUBSECTION 11.1.D, TITLED "MAXIMUM ACCUMULATION OF GENERAL LEAVE"; SUBSECTION 11.1.F, TITLED "BUY-BACK OF EXCESS GENERAL LEAVE"; SUBSECTION 11.2.A, TITLED "EMERGENCY LEAVE MINIMUM REQUIREMENT"; AND 11.4, TITLED "INJURY LEAVE"; AND BY DELETING SUBSECTION 11.2.D, TITLED "TRANSFER OF EMERGENCY LEAVE CREDITS TO GENERAL LEAVE," AND REPLACING IT THEREFOR WITH A NEW SUBSECTION 11.2.D, TITLED "MAXIMUM ACCUMULATION OF EMERGENCY LEAVE"; ALL FOR THE PURPOSES OF UPDATING THE PERSONNEL PLAN AS SET FORTH BELOW.

WHEREAS, during this fiscal year, the City has been implementing updates to the personnel ordinance in phases; and

WHEREAS, at this time, the City is proposing implementation of the fourth phase of personnel ordinance changes; and

WHEREAS, said changes involve establishing new provisions pertaining to newly hired employees (as of June 3, 2018) including a reduction in general leave credit accumulation, a reduction in general leave maximum accumulation, an elimination of longevity payments, and establishing an emergency leave maximum accumulation; and

WHEREAS, said changes also involve clarification of existing provisions, including making it evident that the City Manager can withhold salary adjustments or raises to employees with poor performance, that leave buy-back is subject to normal deductions for social security and federal income tax, and clarification that the higher injury leave hours for Fire Department employees is only applicable to station-based employees; and

WHEREAS, said changes also include two changes for all employees: (1) raising the emergency leave minimum amount from 400 to 480 hours (560 to 672 hours for Fire Department station-based employees) to match the Family Medical Leave Act's (FMLA) twelve (12) workweeks of leave to help ensure employees on FMLA leave are able to be on paid leave as well and (2) eliminating the ability to transfer emergency leave back into general leave; and

WHEREAS, the Personnel Advisory Board at its April 23, 2018 meeting unanimously 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 5, titled "Pay Plan," is hereby amended by deleting Section 5.1, titled "Compensation Philosophy and Policy," in its entirety and substituting therefor a new Section 5.1, titled "Compensation Philosophy and Policy," which new section shall read as follows:

5.1 COMPENSATION PHILOSOPHY AND POLICY

The compensation plan is an integral component of the City's overall mission to provide quality, responsive service efficiently and effectively. Further, it is recognized that compensation influences people by (1) offering a salary attractive enough for individuals to seek employment with the City, (2) influencing their performance levels once they are employees, and (3) keeping employees sufficiently rewarded and valued to reduce the potential for losing them to other opportunities.

In order to ensure the employment and retention of personnel necessary to maintain a continued high level of public service, it is the policy of the City that the level of compensation of municipal employees should be compared with prevailing rates in private industry and other governmental agencies in the recruiting area when establishing the compensation plan. When there is clear evidence that the compensation plan should be adjusted in order to meet the policies described above and sufficient funds are available, the City Manager is authorized to include in the budget any recommendation for adjustment to the pay plan which the City Manager deems advisable, but such adjustment should be based on the prevailing rates in the recruiting area. Nothing in this section shall be construed to imply that the City Manager is not authorized to withhold or reduce a salary adjustment or raise to an employee based upon the employee's poor performance.

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 6.10, titled "Longevity Payments," is hereby amended by adding new introductory language, which section shall now read as follows:

6.10 LONGEVITY PAYMENTS

Longevity payment is a benefit that has been discontinued by the City as of June 3, 2018 for all newly hired employees. Regular employees that are on the City's payroll as of June 2, 2018 will continue to receive the following benefit:

Regular employees who have five (5) or more consecutive years of service with the City as of June 30 will be eligible for longevity payments. Eligible employees will receive an annual payment of \$100 for each year of consecutive City service up to a maximum of twenty-five (25) years of service. Regular part-time employees will receive a proportionate share, and those employees who receive overtime payments will receive slightly more than the amounts indicated above. Longevity payments will be subject to the normal deductions for Social Security and Federal Income Tax and will be made in accordance with the Fair Labor Standards Act provisions for such payment. The payments will be made during July following the close of the compensated fiscal year. Longevity payments will be awarded each year to any eligible employee with the exception of an employee who has received two or more written reprimands or has received any type of suspension during the compensated fiscal year.

Section 3. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," Article 11, titled "Leave," Section 11.1, titled "General Leave," is hereby amended by deleting Subsection 11.1.b, titled "Crediting General Leave," in its entirety and substituting therefor a new Subsection 11.1.b, titled "Crediting General Leave," which new subsection shall read as follows:

11.1 GENERAL LEAVE

b. Crediting General Leave

1. This Section 11.1.b.1 is applicable to employees on the payroll as of June 2, 2018:

Effective January 6, 2013, regular full-time employees shall be credited with the following amounts of General Leave and regular part-time employees shall receive a proportionate amount of General Leave. General Leave credit shall not be given if an employee is in a non-pay status for more than one-half of the accrual period or on injury leave for more than one-half of the pay period.

- A. During the first year of continuous employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 8.31 hours per pay period

Police Department patrol shift employees: 11.69 hours per pay period

Fire Department station-based shift employees: 16.36 hours per pay period

- B. During the next two years of continuous employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 9.31 hours per pay period

Police Department patrol shift employees: 12.69 hours per pay period

Fire Department station-based shift employees: 17.76 hours per pay period

- C. Following completion of three years of continuous employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 10.31 hours per pay period

Police Department patrol shift employees: 13.69 hours per pay period

Fire Department station-based shift employees: 19.16 hours per pay period

- D. Following completion of fifteen years of continuous employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 11.81 hours per pay period

Police Department patrol shift employees: 15.19 hours per pay period

Fire Department station-based shift employees: 21.26 hours per pay period

2. This Section 11.1.b.2 is applicable to employees hired on June 3, 2018 and thereafter:

Effective June 3, 2018, regular full-time employees shall be credited with the following amounts of General Leave and regular part-time employees shall receive a proportionate amount of General Leave. General Leave credit shall not be given if an employee is in a non-pay status for more than one-half of the accrual period or on injury leave for more than one-half of the pay period.

- A. During the first five years of continuous employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 6.61 hours per pay period

Police Department patrol shift employees: 9.23 hours per pay period

Fire Department station-based shift employees: 13.56 hours per pay period

- B. Following the completion of five years of continuous employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 7.31 hours per pay period

Police Department patrol shift employees: 10.69 hours per pay period

Fire Department station-based shift employees: 14.96 hours per pay period

- C. Following completion of ten years of continuous employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 8.31 hours per pay period

Police Department patrol shift employees: 11.69 hours per pay period

Fire Department station-based shift employees: 16.36 hours per pay period

- D. Following completion of fifteen years of continuous employment and subject to the provisions of Section 11.2.a, the following amounts of General Leave will be credited to fulltime employees.

Forty hours per week employees: 9.31 hours per pay period

Police Department patrol shift employees: 12.69 hours per pay period

Fire Department station-based shift employees: 18.46 hours per pay period

Section 4. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," Article 11, titled "Leave," Section 11.1, titled "General Leave," is hereby amended by deleting Subsection 11.1.d, titled "Maximum Accumulation of General Leave," in its entirety and substituting therefor a new Subsection 11.1.d, titled "Maximum Accumulation of General Leave," which new subsection shall read as follows:

11.1 GENERAL LEAVE

d. Maximum Accumulation of General Leave

1. This Section 11.1.d.1 is applicable to employees on the payroll as of June 2, 2018:

General Leave not used may be accrued from year to year to a maximum each year as indicated below:

During the first five (5) years of continuous employment: 170 hours (238 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

Upon completion of the fifth year of continuous employment: 340 hours (476 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

Upon completion of the tenth year of continuous employment: 510 hours (714 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

Upon completion of the fifteenth year of continuous employment: 680 hours (952 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

Upon completion of the twentieth year of continuous employment: 850 hours (1,190 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

Upon completion of the twenty-fifth year of continuous employment: 1,020 hours (1,428 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

2. This Section 11.1.d.2 is applicable to employees hired on June 3, 2018 and thereafter:

General Leave not used may be accrued from year to year to a maximum each year as indicated below:

During the first five (5) years of continuous employment: 120 hours (168 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

Upon completion of the fifth year of continuous employment: 180 hours (252 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

Upon completion of the tenth year of continuous employment: 260 hours (364 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

Upon completion of the fifteenth year of continuous employment: 320 hours (448 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

Upon completion of the twentieth year of continuous employment: 400 hours (560 for Fire Department station-based employees) and a proportionate amount for regular part-time employees

3. Leave credits in excess of the above amounts as of the ending date of the pay period in which December 31 falls shall be transferred into the employee's Emergency Leave bank as described in Section 11.2.

Section 5. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," Article 11, titled "Leave," Section 11.1, titled "General Leave," is hereby amended by deleting Subsection 11.1.f, titled "Buy-back of Excess General Leave," in its entirety and substituting therefor a new Subsection 11.1.f, titled "Buy-back of Excess General Leave," which new subsection shall read as follows:

11.1 GENERAL LEAVE

f. Buy-back of Excess General Leave

If it is determined that there are sufficient funds available, the City may offer a buy-back option to those employees who have at least the minimum of Emergency Leave as set forth in Section 11.2.a and will have three workweeks of General Leave remaining after the buy-back is made. The City may buy back a minimum of twenty (20) hours (twenty-eight (28) hours for Fire Department station-based shift employees) and a proportionate amount for regular part-time employees up to a maximum of one workweek. Any buy-back payments would be made during the month of December. Buy-back payments will be subject to the normal deductions for Social Security and Federal Income Tax and will be made in accordance with the Fair Labor Standards Act provisions for such payment.

Section 6. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," Article 11, titled "Leave," Section 11.2, titled "Emergency Leave," is hereby amended by deleting subsection 11.2.a, titled "Emergency Leave Minimum Requirement," in its entirety and substituting therefor a new Subsection 11.2.a, titled "Emergency Leave Minimum Requirement," which new subsection shall read as follows:

11.2 EMERGENCY LEAVE

a. Emergency Leave Minimum Requirement

Regular fulltime employees must have a minimum of four hundred eighty (480) hours (672 hours for Fire Department station-based shift employees) and a proportionate share for regular part-time employees of Emergency Leave. If the balance of Emergency Leave is ever below the specified minimum, then two (2) hours of the General Leave accrual each pay period (2.8 hours for Fire Department station-based shift employees) and a proportionate amount for regular part-time employees shall be added to Emergency Leave until the minimum number of hours is reached.

New regular employees will be granted the equivalent of 140 hours of Emergency Leave with the equivalent of two (2) hours of their General Leave accruing to Emergency Leave until the minimum is satisfied.

Section 7. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," Article 11, titled "Leave," Section 11.2, titled "Emergency Leave," is hereby amended by deleting subsection 11.2.d, titled "Transfer of Emergency Leave Credits to General Leave," in its entirety and substituting therefor a new Subsection 11.2.d, titled "Maximum Accumulation of Emergency Leave," which new subsection shall read as follows:

11.2 EMERGENCY LEAVE

d. Maximum Accumulation of Emergency Leave

Effective as of June 3, 2018 for all new hires, Emergency Leave not used may be accrued from year to year to a maximum of 960 hours for regular fulltime employees (1,440 hours for Fire Department station-based shift employees) and a proportionate amount for part-time employees. Any excess Emergency Leave as of the ending date of the pay period in which December 31 falls will be forfeited.

Section 8. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," Article 11, titled "Leave," is hereby amended by deleting Section 11.4, titled "Injury Leave," in its entirety and substituting therefor a new Section 11.4, titled "Injury Leave," which new section shall read as follows:

11.4 INJURY LEAVE

- a. Leave with pay may be approved for a period determined by the City Manager, upon the recommendation of the head of the department and the Director of Administrative Services, but not to exceed 12 work weeks for any one disabling injury incurred while performing job-related duties. This would be a total of 480 hours for regular full-time employees and 672 hours for Fire Department station-based shift employees. The employee's department will make the injury leave request on the appropriate form. Other leave benefits are not accrued and holiday leave is not granted when an employee is on injury leave. If there is a reoccurrence of the same injury after the employee has returned to work, supporting medical documentation must be provided and any additional lost time hours are considered part of the maximum the City provides.--

A First Report of Injury Form and a City Incident Report shall contain a statement by the employee, unless he or she is incapacitated, statements from all witnesses, and confirmation by the supervisor and/or head of the department. This documentation shall describe the circumstances, cause, nature and extent of the injury and must be completed in full and presented to the Director of Administrative Services within the first 24 hours of injury. Injuries requiring medical treatment must include a licensed medical professional's statement indicating treatment, diagnosis, prescription medications and the probable period of disability. Every period of leave granted under the provisions of this rule shall be considered credible service and shall be indicated on the employee's leave records, but shall not be charged to any other type of leave.

The City reserves the right to obtain other medical opinions regarding the employee's injured condition. Employee refusal to cooperate in the seeking of these opinions or to follow rehabilitation/recuperation instructions from the licensed medical professional, or the employee changing the date and/or time of a medical appointment without adequate justification and prior approval of the Personnel Department, and/or failure to provide all medical documentation (including prescription medications) received by the employee may constitute grounds for denying injury leave benefits and may result in disciplinary action.

If any injury results in lost time from work, the employee will be subject to drug/alcohol testing while on injury leave. Any employee returning to work after a prolonged absence of 240 hours or more for a 40 hour per week employee and 336 hours for Fire Department station-based employees will be required to submit a Return after Injury/Illness drug and alcohol screen. The use of any substance which carries a label that indicates the potential for impaired mental functioning, motor skills, or judgment must be reported to Personnel and the employee's supervisor. Medical advice and written authorization from the attending physician must be provided by the employee before performing work related duties. Failure to disclose prescription drug use of any substance defined in this ordinance will result in discipline up to and including termination.

At the department head's discretion, any employee returning to work after a prolonged period of time as defined above may not be scheduled for overtime or standby status, except in cases of emergency, for a six-month period. Approval of additional employment as specified in the Personnel Plan Article 13.1 will also be revoked for six months.

When injury leave is used, an employee shall be protected against loss of pay. The regular salary shall be paid during this leave, but any amount received on behalf of the employee in Workers' Compensation insurance payments (excluding medical and hospitalization payments) shall be returned to the City. Every attempt will be made to return the individual on injury leave to modified or light duty as soon as possible.

If the employee has been granted the maximum for injury leave as specified above and is still not able to return to work, and the attending physician indicates that the employee can eventually return to normal job duties, the City Manager may grant additional paid injury leave. Otherwise, the City will place the employee in a "Leave Without Pay" status for 26 work weeks (1040 hours for 40 hour per week employees and 1456 for Fire Department station-based employees) and the employee will be eligible for Temporary Total Disability (TTD) benefits provided by Workers' Compensation Insurance. During this period, the employee will be responsible for payment the City for his/her normal deductions for the benefit program. The employee also has the option of using any accumulated General Leave or Emergency Leave.

After the 26 work weeks of "Leave Without Pay" (1040 hours for 40 hour per week employees and 1456 for Fire Department station-based employees), if the employee is still not able to return to normal job duties, the Personnel Department will begin processing a Disability Retirement, if applicable, for the injured employee. The employee will be removed from the City's payroll on a disability basis.

If the injury is such that an impairment rating and subsequent monetary settlement is awarded, the awarded amount will be reduced by the amount the City has subsidized the TTD benefits from the Workers' Compensation Insurance program.

b. Modified/Light Duty

If the injured employee is not able to perform the normal job duties but can perform tasks associated with a lower position in the classification plan, whether in the employee's designated department or other City department, a modified work plan will be required by the City. This modified or "light duty" plan shall compensate the employee at the normal rate of pay for a three (3) month period, beyond which the employee's salary shall be reduced at least ten percent (10%) or to the maximum or the pay grade associated with the

light duty work. All Department Directors will assess work to be completed within their respective areas and provide "modified/light duty" assignments to the Personnel Department on an as needed basis. The injured employee must contact the Personnel Department on a designated day each week to determine if accommodation for modified/light duty can be made. Safety training needs of the injured employee can also be considered an assignment. The Personnel Department can provide training materials for this purpose.

Section 9. 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: _____
Publication Date: _____
Second Reading: _____
Publication Date: _____
Effective Date: _____

FINAL ADOPTION
OF
ORDINANCES

**COMMUNITY DEVELOPMENT MEMORANDUM
PLANNING DIVISION
18-19**

DATE: 3/23/18

TO: Mark Watson, City Manager

FROM: Kelly Duggan, Senior Planner 

THROUGH: Wayne Blasius, Community Development Director

SUBJECT: Rezone Parcel No. 106 009.00, Tax Map 106, formerly known as Parcel "G", from FIR Federal Industry and Research to IND-2 IMDO Industrial Manhattan District Overlay

Introduction

The petitioned site is located south of the Commerce Park area, which is a developing office/industrial park. Most of the occupants of the Park are firms that support defense or energy related activities. The applicant proposes a zoning change in order to build structures (office space, warehouses, and/or manufacturing space) that will be used by ZYP Coatings, Inc to support its operations and future growth. The current zoning of FIR Federal Industry and Research has no permitted uses, therefore a zoning change is required.

Funding

No funding is necessary to approve this request.

Analysis

1) Is the proposed zoning district consistent with the City's Comprehensive Plan?

Yes. As noted above, the Land Use Plan designates the site as Industrial and the proposed zoning is consistent with that designation. Several policies within the Plan also support the formation of affinity industries and the consolidation of industrial uses in areas that do not adversely impact adjacent residential uses.

2) Are there substantial changes in the character of development in or near the area under consideration that support the proposed rezoning?

Yes. The area is a developing industrial park. As noted previously, the site is adjacent to a developing office/industrial park. While the site has historically been part of the DOE

Reservation, DOE-owned property throughout the City is slowly changing to a mixture of industrial and educational uses that make this land more accessible to the public.

3) Is the character of the area suitable for the uses permitted in the proposed zoning district and is the proposed zoning district compatible with surrounding zoning and uses?

The requested IND-2 IMDO designation is in character with the area. The property is an industrial area without close proximity to residential uses.

Uses permitted in the IND-2 district include:

1. Manufacturing (selected industries)
2. Warehousing and wholesaling facilities, including truck and rail service terminals and related facilities.
3. Offices, administrative, technical, and professional services.
4. Public utility facilities, with or without storage yards.
5. Broadcasting, Publishing, Recording and Telecommunications.
6. Storage facilities for coal, coke, building material, sand, gravel, stone, lumber, open storage of construction contractors' equipment and supplies and junk yards, provided such use is entirely enclosed within an eight (8) foot obscuring fence or wall, or otherwise so located as not to be obnoxious to the orderly appearance of the district.
7. Medical Isotope Manufacturing that the staff has determined to be in conformance with the narrative description of this district.
8. Kennel

4) Will the proposed rezoning create an isolated district unrelated to adjacent and nearby districts?

No. There is an IND-2 District that abuts the north and west boundaries of the subject site. Therefore, the zoning change is merely an extension of that adjacent district.

5) Are public facilities and services adequate to accommodate the proposed zoning district?

Road access and utility services are currently provided by DOE and the City of Oak Ridge. During the site review process, City staff will coordinate with the applicant to ensure that utilities are adequate and that access from Bethel Valley is established.

6) Would the requested rezoning have environmental impacts?

The area is surrounded by industrial uses. Changing the zoning from FIR to IND-2/IMDO will not change the environmental impacts.

Recommendation:

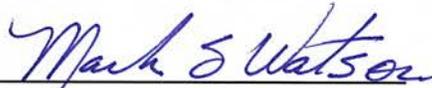
Staff recommends approval of the IND-2 IMDO Industrial Manhattan District Overlay as requested, finding the proposed zoning consistent with existing uses and the character of development within the area and in compliance with the Comprehensive Plan.

The request was considered by the Municipal Planning Commission at its March 15, 2018, meeting and was unanimously approved.

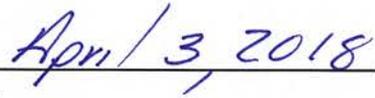
Attachments: Aerial Map
Zoning Map

City Manager's Comments:

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



Mark S. Watson



Date

ZYP Holdings, LLC Bethel Valley Parcel "G" Zoning Change

3/15/18



ZYP Holdings, LLC Bethel Valley Parcel "G" Zoning Change

3/15/18



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 PARCEL 9.00, TAX MAP 106, FORMERLY KNOWN AS PARCEL G (APPROXIMATELY 20.96 ACRES), FROM FIR, FEDERAL INDUSTRY AND RESEARCH DISTRICT, TO IND-2, IMDO INDUSTRIAL MANHATTAN DISTRICT OVERLAY, SAID PARCEL BEING LOCATED ON BETHEL VALLEY ROAD SOUTH OF COMMERCE PARK.

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; 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:

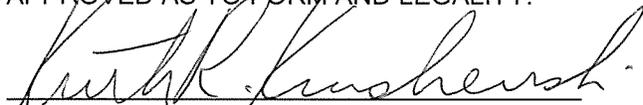
Section 1. The district boundaries of the zoning map attached to and made a part of Ordinance No. 2, as amended, are revised in the following particulars:

<u>Property Description</u>	<u>Location</u>	<u>Present Zoning District</u>	<u>New Zoning District</u>
Parcel 9.00 Map 106, (± 20.96 Acres)	Bethel Valley Road (south of Commerce Park)	FIR, Federal Industry and Research	IND-2 IMDO, Industrial Manhattan District 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. 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

Public Hearing: 04/09/2018
 First Reading: 04/09/2018
 Publication Date: 04/12/2018
 Second Reading: _____
 Publication Date: _____
 Effective Date: _____

RESOLUTIONS

CITY COUNCIL MEMORANDUM
18-12

DATE: May 9, 2018

TO: Honorable Mayor and Members of City Council

FROM: Mark S. Watson, City Manager

SUBJECT: AUTHORIZATION TO PROCEED TO FINAL DESIGN – OAK RIDGE PRESCHOOL AND SCARBORO PARK RENOVATION

Introduction:

An item for City Council's consideration is a resolution authorizing Studio Four Design, Inc., 414 Clinch Avenue, Knoxville, Tennessee, to proceed to final design of construction drawings for the Oak Ridge Preschool project. Upon achieving the 50% design level, the Studio Four architectural firm, under lead by Ms. Jacene Phillips, have reviewed proposed designs with City and School officials and achieved consensus on design requirements.

Funding:

Dollars for funding design have been previously issued through debt financing. Funding for construction will be included within bond funding package for Oak Ridge Senior Center, Scarboro Park Rebuild, and Oak Ridge Preschool.

Background:

The City of Oak Ridge and the Oak Ridge Board of Education have jointly sought to address the deteriorating condition of the Oak Ridge Preschool for the past 25 years. Two years ago, a joint task force was set up to select a best site within Oak Ridge, which was determined to be the Scarboro Park site, a large open area with past improvements of a baseball field, tennis court and basketball slab. All of the latter were in dilapidated condition.

The location of new school to the site promised a sizeable capital investment into the Scarboro neighborhood and allowed a much needed site to develop a new school. After several neighborhood meetings, the site was confirmed and Studio Four Design, Inc., was engaged to design concepts for the school. This has continued to this date at which 50% design has now occurred.

Attached to this memo is the breakdown of the costs for the proposed school, with a selection advised for 14 classrooms to be built and supporting administrative and food service facilities. Additionally, listings of the schools contributions toward IT and other improvements are listed. Actions that are not included within the proposed budgeted improvements are also listed. The projected costs for the Oak Ridge Preschool and Scarboro Park renovations are \$9,792,674.

The City Manager has also received recommendations and further requests from the Board of Education. It is requested that (1) automated HVAC controls be included as a bid add item (est. \$161,500) and (2) the covered canopy in front of the building be included as a bid item (est. \$150,000). It has been expressed that these items should be considered and determined to include or not at time of bid rather than excluding at this time.

The Board of Education has also expressed concern that new furniture be considered as a future cost by the City, which could be "saved" up through next two fiscal years. The school is inventorying current furniture at existing Preschool to offset an estimated \$500,000 of classroom, library and administration

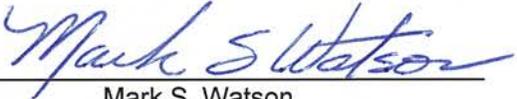
furniture. As City Manager and observing the design, the furniture in the classrooms is part of the actual equipping of each of the 14 classrooms. These units which can be bought through public buying pools should be considered.

Additionally, no requests have been made for assistance through the Oak Ridge School Foundation at this time, nor any parent group. Further deliberations may be necessary. This may also be considered with the financing discussions and bond issuance.

The City Manager recommends that the passage of the resolution be given to authorize the Studio Four Design to complete the 100% design to construction drawing and preparation for bid documents. Estimates for the cost of the school project and park renovation are \$9,792,674.

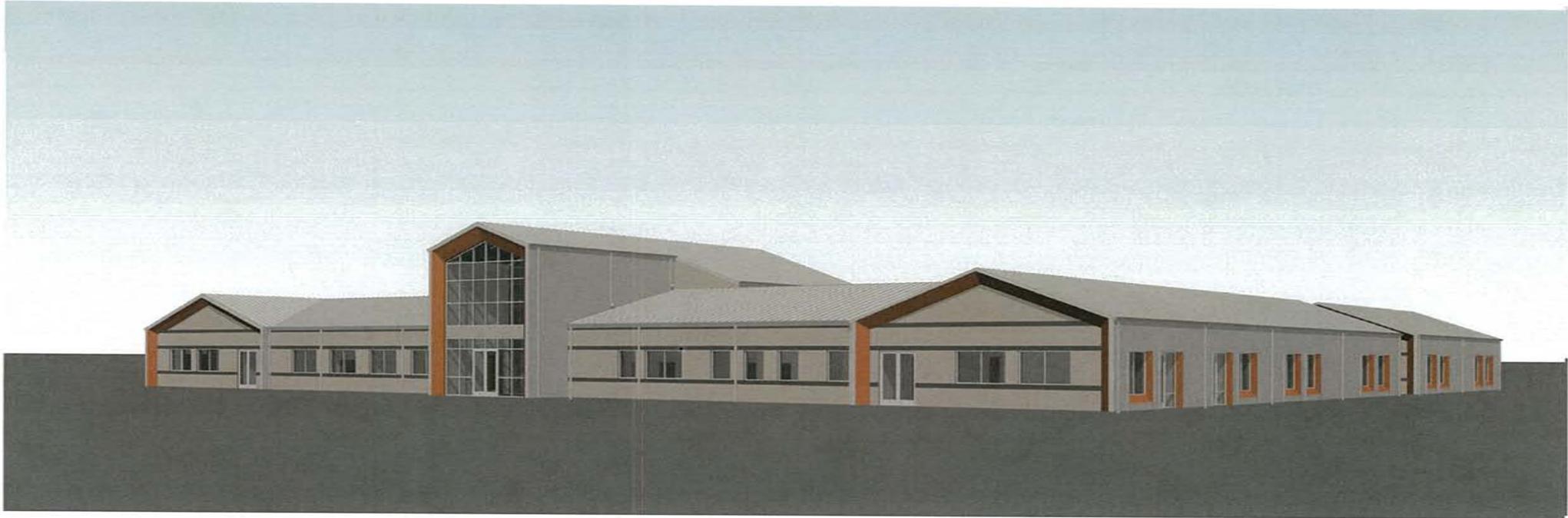
Recommendation:

The City Manager recommends approval of the attached resolution.



Mark S. Watson

Attachments



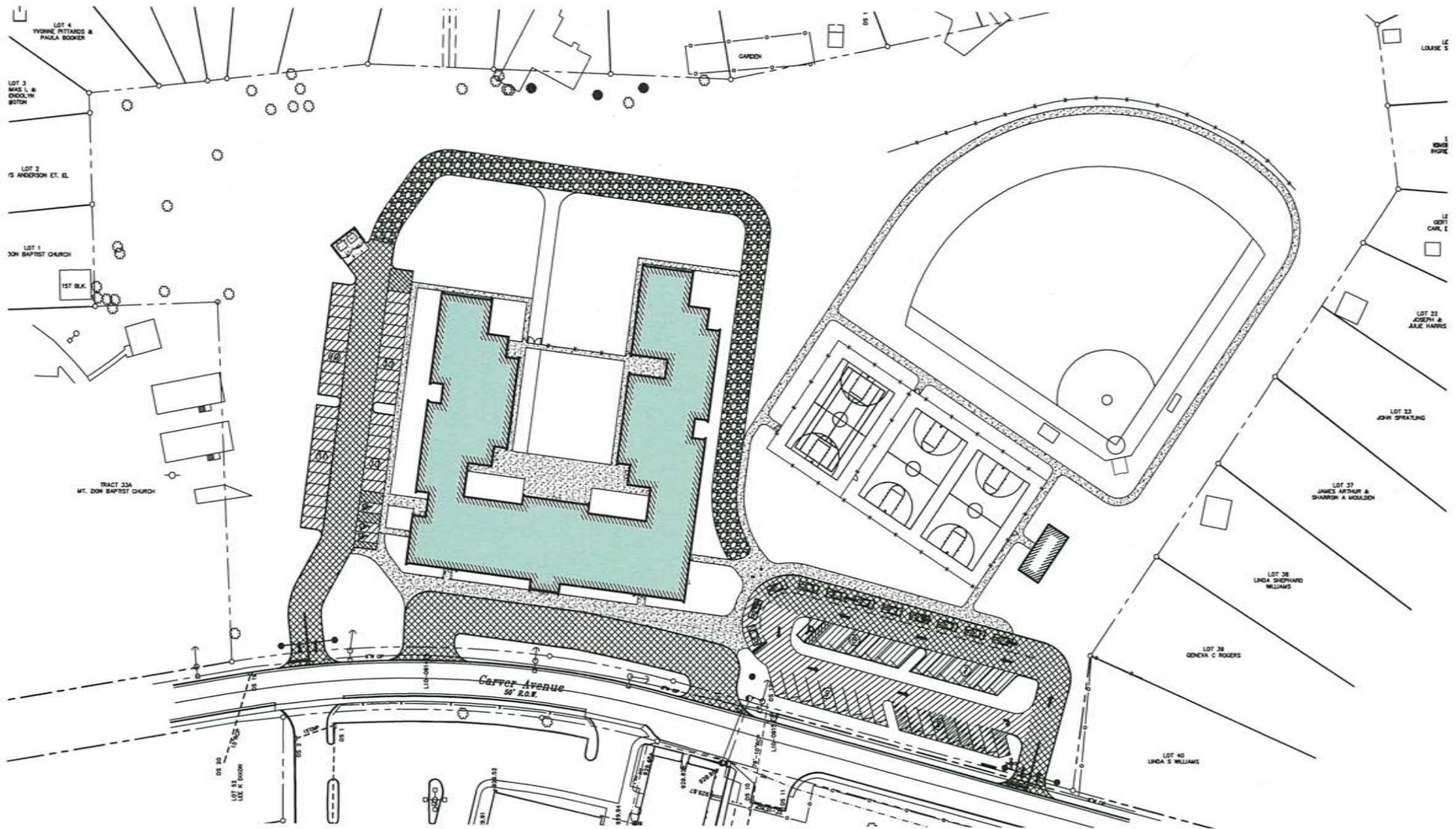
OAK RIDGE PRE-K SCHOOL & SCARBORO PARK

Exterior Rendering 05/14/18

Page 01

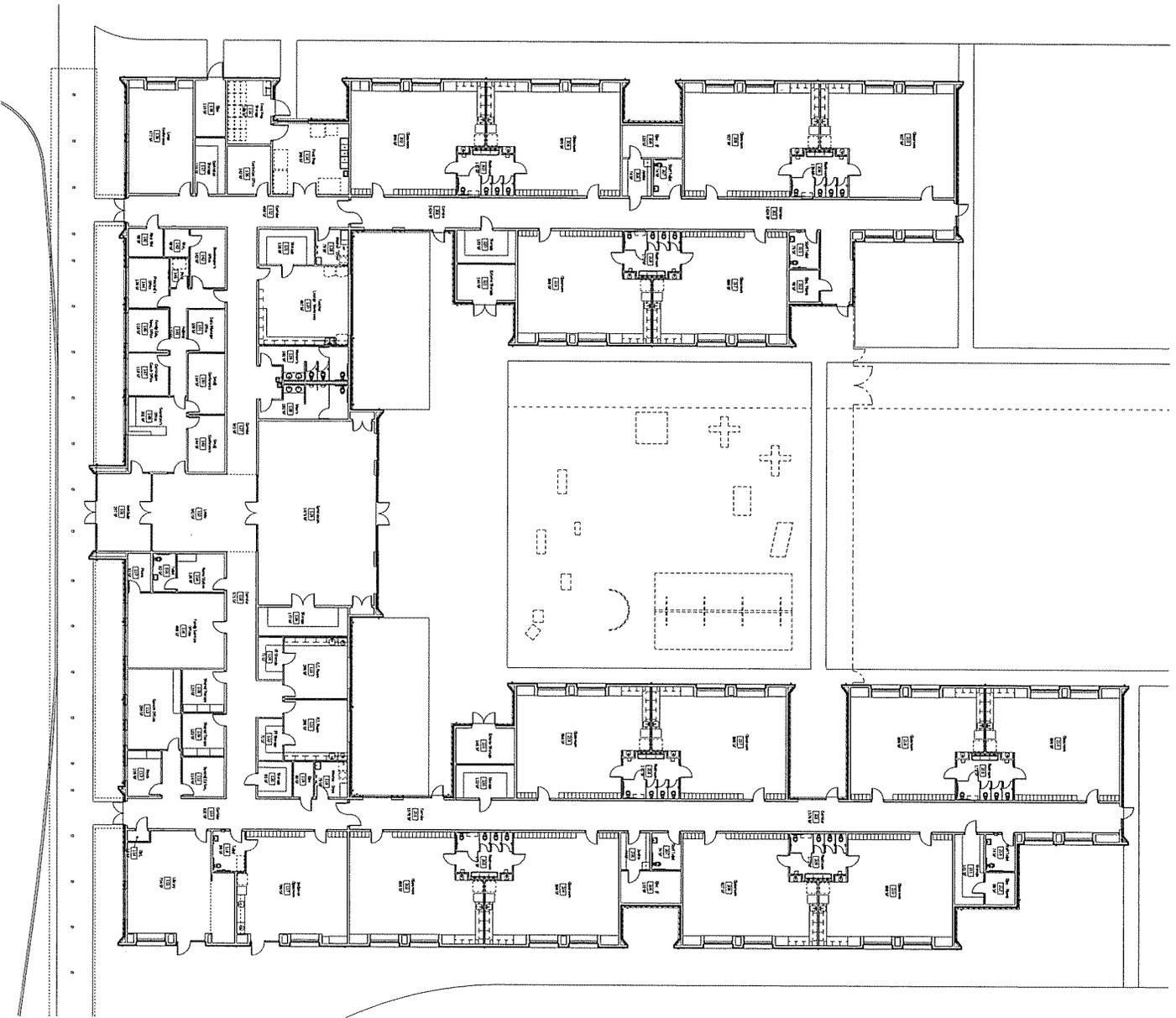
STUDIO FOUR DESIGN

PLANNING GRAPHICS ARCHITECTURE + INTERIORS



OAK RIDGE PRE-K SCHOOL & SCARBORO PARK

Site Plan Updates



14 Classrooms +
Library & Inclusion

**Oak Ridge Pre-Kindergarten
Non-traditional Items Included**

Laminated glass in hallways, corridor doors, vestibule below 8'
Energy efficient, slightly reflective glass at exterior (beyond 1" insulated low-e)
Plywood in classroom corridors for added safety
More dedicated administrative and support offices than typical school (family services, psych, speech)
Large storage for outdoor play equipment
Multiple staff toilets in classroom wings (4 total)
Kids hand wash areas in classrooms are solid surface material
Inclusion classroom is size of classroom
Adjacent to park (can use amenities for school functions and outdoor play)

Oak Ridge Pre-Kindergarten and Scarboro Park Budget - 50% Construction Documents - 14 Classrooms with Inclusion Classroom and Library	
Building Area: 34,903 s.f.	
Cast-in-place Concrete	\$192,553
Masonry	\$153,751
Structural Steel	\$14,253
Miscellaneous Metals	\$26,560
Wood and Plastics	\$456,279
Fiber Cement Siding and EIFS	\$180,347
Wood Structural Components	\$169,335
Millwork and Shelving	\$292,538
Thermal/Moisture Protection	\$315,911
Doors and Windows	\$338,245
Finishes	\$617,424
Specialties	\$72,381
Equipment	\$44,889
Park Pavilion	\$71,677
Fire Protection	\$153,173
Plumbing	\$683,270
HVAC	\$725,613
Electrical	\$914,683
Site Preparation	\$909,512
Structural Earthwork	\$49,081
Paving	\$289,834
Site Improvements	\$80,885
Landscaping	\$153,890
Irrigation System	\$33,600
Site Utilities	\$95,275
Site Drainage	\$322,053
Sub-Total Direct Costs	\$7,357,011
Sales Tax at 9.75%	\$280,154
General Requirements at 5%	\$381,858
Contractor's Fee at 5%	\$400,951
Permits, Insurance & Bonds at 2%	\$168,399
Construction contingency at 8%	\$687,070
A/E Fees and Review Fees	\$517,230
Total Budget	\$9,792,674

Budget Includes:

- 14 Classrooms w/ 1 HVAC unit each
- 1 Inclusion Classroom
- Library
- Classroom restrooms with 4 toilets and 3 sinks
- Walking trail
- 1 Large picnic pavilion
- 1 Tennis court (also striped for bb)
- 2 Basketball courts (lighted for after dusk play)
- 1 Youth ballfield
- Fire lane at side and back yard areas of building to be geogrid with crushed stone topping
- Lowering park ammenities 3.5'
- Installation of City provided flag pole

Oak Ridge Pre-Kindergarten and Scarboro Park		
Items that could be added to proposed budget		
Items that had been in previous construction budgets that could be added back:		
Change ribbed TPO roof to Metal roof	\$323,008	
Add Administration Area Furniture	\$100,000	Not typically in construction cost
Add Classroom and Library Furniture	\$400,000	Not typically in construction cost
Rinnai water heaters in areas other than the kitchen (affects 3 locations)	\$15,000	
Add heavy duty asphalt bus drop-off loop to staff parking lot	\$32,276	
Add small picnic pavilion to park	\$38,616	
Add Automated Building Controls to HVAC and Lighting equipment	\$161,500	Not typically in construction cost
Use Bradley 3 person molded gang sink instead of individual wall hung porcelain sinks (7 classroom bathrooms)	\$15,500	
Change EIFS areas to fiber cement siding	\$27,408	
Add Central Clock System (allowance)	\$5,000	
Add Covered canopy drop off at front of school	\$150,000	
Add five manual pull down projection screens	\$1,700	
Raise lobby and gymnasium 48"	\$18,780	
Raise baseball field, pavillion and courts 42"	\$100,000	
Use cast iron downspout connectors at storm sewer connections	\$46,745	
Total Construction Items	\$1,435,533	

Items Oak Ridge Schools is Contributing to New PreSchool				
Items to be provided through funding or grants items below (costs do not include tax or labor, school labor was to be used)				
Electrical / Data / Security	Quantity	Cost Ea.	Total Cost	Funding Source
Data for security, access control, connectivity, and communication. Projectors, screens, phones, cabling, and smart boards.	55 boxes @ 1000 ft. per box		\$380,446	TBD or School funds
Total Data, Communication, and Security			\$380,446	
Food Service Equipment				
3 Compartment sink, prep table, milk coolers, oven, refrigerators, freezer, warmer, microwave, ice machine, and small ware.			\$47,011	Reused item or new with FS funds
Site Amenities				
Playground Equipment, monument sign, playground waterfountain	Assorted		\$67,500	Grant funds and school
Total Equipment and School Site Amenities			\$114,511	
Classroom / Program Equipment Special Ed				
Chairs, therapy vests, strollers, helmets, portable swings, adjustable climbing wall, OT	6	\$1,800	\$20,741	Items provided by Special Ed. / grant
Total OT/PT equipment and supplies			\$20,741	
Classroom Furniture Regular Ed - Proposed to be re-used		Value based on new FFE		
Tables, chairs, bookshelves, dramatic play equipment, art easels	28	\$700	\$73,113	Existing furniture / evaluation needed for usefulness with new classroom concept
Total possibly reused equipment value			\$73,113	
Value of work proposed by Oak Ridge Schools (not including regular classroom furniture)			\$515,698	

Items Oak Ridge Schools is Contributing to New PreSchool					
Items to be provided through funding or grants items below (costs do not include tax or labor, school labor was to be used)					
Electrical / Data / Security	Quantity	Cost Ea.	Total Cost	Funding Source	
Data for security, access control, connectivity, and communication	55 boxes @ 1000 ft. per box		\$7,000	TBD or School funds	
jacks	620	\$7	\$4,340	TBD or School funds	
patch panels	16	\$16	\$256	TBD or School funds	
fiber patch panels	3	\$200	\$600	TBD or School funds	
patch cables	620	\$5	\$3,100	TBD or School funds	
misc. mounting hardware	1	\$6,000	\$6,000	TBD or School funds	
2 post rack	2	\$500	\$1,000	TBD or School funds	
Switches	8	\$2,750	\$22,000	TBD or School funds	
UPS	2	\$1,500	\$3,000	TBD or School funds	
Fiber Connection between MDF and IDF	1	\$200	\$200	TBD or School funds	
Fiber Connection to Building	1	\$15,000	\$15,000	TBD or School funds	
SFP+ 10 Gbps - ZR SFP+	2	\$5,500	\$11,000	TBD or School funds	
SFP+ 10 Gbps - SR SFP+	8	\$358	\$2,860	TBD or School funds	
SFP 1 Gbps - ZX	4	\$2,200	\$8,800	TBD or School funds	
AP (2802i)	26	\$715	\$18,590	TBD or School funds	
AP (1562)	5	\$1,100	\$5,500	TBD or School funds	
Phones	10	\$100	\$1,000	TBD or School funds	
Conference Phone	2	\$500	\$1,000	TBD or School funds	
Projectors	3	\$700	\$2,100	TBD or School funds	
Fixed-Frame screens	3	\$700	\$2,100	TBD or School funds	
Large Projector for gym + screen	1	\$3,500	\$3,500	TBD or School funds	
Promethean Boards / Projector	14	\$3,500	\$49,000	TBD or School funds	
Student Devices	220	\$500	\$110,000	TBD or School funds	
Corning pigtails, trays & cartridges (set for single mode and multimode in MDF & IDF)	1	\$2,000	\$2,000	TBD or School funds	
Digital Signage	1	\$0	\$0	Existing	
Gym Sound system	1	\$4,500	\$4,500	TBD or School funds	
Sound Reinforcement (e.g., Lightspeed)	3	\$2,000	\$6,000	TBD or School funds	
CCTV System including DVR server	1		\$40,000	TBD or School funds	
Access Control System	1		\$50,000	TBD or School funds	
Total Data, Communication, and Security			\$380,446		
Food Service Equipment					
3 Bay Wash Sink	1	\$6,500	\$6,500	Reused item or new with FS	
Stainless Steel Prep Table	1	\$146	\$146	New with FS funds	
Commercial Convection Oven	1	\$7,600	\$7,600	New with school or FS funds	
Milk Cooler 1	1	\$0	\$0	Reused item	
Milk Cooler 2	1	\$0	\$0	Reused item	
Refrigerator	1	\$0	\$0	Reused item	
Freezer	1	\$12,750	\$12,750	New with school or FS funds	
New Refrigerator	1	\$11,500	\$11,500	New with school or FS funds	
Warmer	1	\$6,000	\$6,000	New with school or FS funds	
Pans and small wear	1	\$2,000	\$2,000	New with school or FS funds	
Microwave	1	\$515	\$515	New with school or FS funds	
Ice Machine	1	\$0	\$0	Reused item	
Site Amenities					
Playground Equipment	Assorted		\$50,000	Grant funds and school funds	
Building Signage (changeable copy monument sign)	1		\$15,000	New with school funds or reused item	
Playground Water Fountain	1		\$2,500	New with school funds or reused item	
Total Equipment and School Site Amenities			\$114,511		
Classroom / Program Equipment Special Ed					
Rifton Chair Small	6	\$1,800	\$10,800	Items provided by Special Ed. / grant	
Rifton Chair Wooden	2	\$1,200	\$2,400	Items provided by Special Ed. / grant	
Therapy Vests	8	\$97	\$776	Items provided by Special Ed. / grant	
Stroller	1	\$395	\$395	Items provided by Special Ed. / grant	
Helmets	2	\$110	\$220	Items provided by Special Ed. / grant	
Portable Swing	1	\$1,850	\$1,850	Items provided by Special Ed. / grant	
Adjustable climbing wall	1	\$1,300	\$1,300	Grant pending	
Miscellaneous OT/PT supplies and equipment	1	\$1,000	\$1,000	Items provided by Special Ed. / grant	
Miscellaneous Speech / Audiology equipment	1	\$2,000	\$2,000	Items provided by Special Ed. / grant	
Total OT/PT equipment and supplies			\$20,741		
Classroom Furniture Regular Ed - Proposed to be re-used					
			Value based on new FFE costs		
Tables	28	\$700	\$19,600	Existing furniture / evaluation needed for usefulness with new classroom concept	
Chairs	194	\$138	\$26,772		
Shelves	4	\$800	\$3,200		
Pretend Play/ Housekeeping	1	\$800	\$800		
Art Easel	5	\$0	\$0		
Total possibly reused equipment value			\$73,113		

Value of work proposed by Oak Ridge Schools (not including regular classroom furniture) \$515,698

Oak Ridge Pre-Kindergarten and Scarboro Park Budget Summary

Date	Phase	No. of Classrooms	Overall Project Costs	Park Costs w/o markup	School bldg + bldg site cost w/o markup	Bldg + Bldg Site \$/SF	School bldg only w/o markup	Building Only \$/SF	Bldg. SqFt	RS Means Equiv. Bldg Only \$/SF
7/18/2017	Concept	16 + 4 warm shells	\$9,960,234	\$1,094,245	\$7,655,940	\$181.71	\$7,066,695	\$167.73	42,132	\$138.49
11/13/2017	Schematic Design	16 + 4 warm shells	\$11,582,928	\$1,919,393	\$7,997,622	\$189.82	\$7,340,642	\$174.23	42,132	\$138.49
1/23/2018	Design Development	16 + 4 warm shells	\$12,032,742	\$1,265,273	\$6,540,287	\$154.88	\$5,864,904	\$138.89	42,228	\$138.49
1/23/2018	Design Development	16	\$11,436,773	\$1,215,656	\$6,308,542	\$156.82	\$5,683,542	\$141.28	40,228	\$138.83
3/27/2018	50% Construction Documents	14 + Lib/Incl	\$11,642,203	\$1,468,072	\$6,766,340	\$193.86	\$5,734,313	\$164.29	34,903	\$139.42
5/1/2018	Value Engineered 50% Construction Docs	14 + Lib/Incl	\$9,792,674	\$1,335,740	\$6,021,271	\$172.51	\$5,078,747	\$145.51	34,903	\$139.42

Oak Ridge Pre-Kindergarten Regulations and Guidelines

Oak Ridge Pre-Kindergarten Regulations and Guidelines								
14 Classrooms with 20 kids each = 280 kids								
1 Inclusion Classroom with 10 kids = 10 kids								
Head Start / International Codes / TN Childcare	Head Start Requirement	Amount	Caring for our Children Rqmt.	Amount	TN Req'd	Amount	IBC Req'd	Provided
Toilets in classroom (based on 20 per class maximum)	Include one toilet for every 10 children.	2	If each group size is between ten to sixteen children, provide two sinks and two flush toilets for each group.	2	-	-		2 toilets
Toilets in facility	-	-	-	-	-	-	19	38 w.c. + 2 urinals
Sinks in classroom (based on 20 per class maximum)	Include one sink for every 10 children.	2	If each group size is between ten to sixteen children, provide two sinks and two flush toilets for each group.	2	-	-		2.5 sinks
Sinks in facility	-	-	-	-	-	-	19	47 sinks
Drinking fountains	-	-	-	-	-	-	9	10
Classroom space (net sf does not include furniture or equipment in room)	Min. 30sf usable nap/play space per child each Classroom	20 kids x 30sf = 600sf net	-	-	Each naproom must contain a minimum of thirty (30) square feet of floor space per child.	20 kids x 30sf = 600sf net		653 sf net (32 sf per kid with 20 kids per classrm.)
Space per child in facility (classrooms, gym, library, PT/OT rooms)			In general, the designated area for children's activities should contain a minimum of forty-two square feet of usable floor space per child. A usable floor space of fifty square feet per child is preferred. This excludes floor area that is used for: a) Circulation (e.g., walkways around the activity area); b) Classroom support (e.g., staff work areas and activity equipment storage that may be adjacent to the activity area); c) Furniture (e.g., bookcases, sofas, lofts, block corners, d) Center support (e.g., administrative office, washrooms, etc.)	290 kids x 42sf = 12,180 sf net	A minimum of thirty (30) square feet of usable indoor play space must be provided for each child.	290 kids x 30sf = 8,700 sf net		If PT&OT are removed, it is 13,964 sf net
				290 kids x 50sf = 14,500 sf net	Occupational/vocational child care classes shall have a separate space for the group, with a minimum of thirty-five (35) square feet per child of usable space, apart from the classroom space for students. The designated separate space may be located in the same room and divided by movable barriers less than four feet (4') in height.	Can have max. 5 kids in each room at one time based on current size of 193 sf net	14,426 sf net w/ PT/OT	
Outdoor play space	75sf usable outdoor play space per child	145 kids x 75sf = 10,875sf			50sf usable outdoor play space per child	145 kids x 50sf = 7,250sf		13,800 sf in courtyard



Full Height Cabinet
waste bin, microwave, and
kitchen storage next to
refrigerator

Base & Upper Cabinets
kitchen /classroom storage,
countertop & kitchen sink

Desk & Upper Cabinets
teacher storage

Full Height Cabinets
teacher storage

**Window Seat &
Storage Bench**
classroom storage

Full Height Cabinets
sleeping pad storage

Classroom
309

Ref.

Classroom
313

ADA Accessible Stall
includes diaper changing
station

Student Hand Sink
includes drinking fountain

Full Height Cabinets
student cubbies with
classroom storage above and
parent sign-in next to door

HEAD START GUIDELINES

SAND/WATER ART PUZZLES PRIVACY SCIENCE MATH DRAMATIC PLAY MUSIC BLOCKS BOOKS TECHNOLOGY DISPLAY NAP COTS

GROSS SF (Leasing Method): 999 SF
 NET SF (per Int. Bldg. Code): 935 SF
 USABLE SF (open plan): 784 SF
 USABLE SF w/FURNITURE SUBTRACTED: 653 SF

IBC Code:

CLASSROOMS = 20 SF PER PERSON OCCUPANCY

$935 \text{ SF} / 20 \text{ SF} = 47 \text{ PEOPLE}$

$381 \text{ SF} / 20 \text{ SF} = 19.05 \text{ (50 PEOPLE BY CODE)}$

1 EXIT = 49 PEOPLE ALLOWED

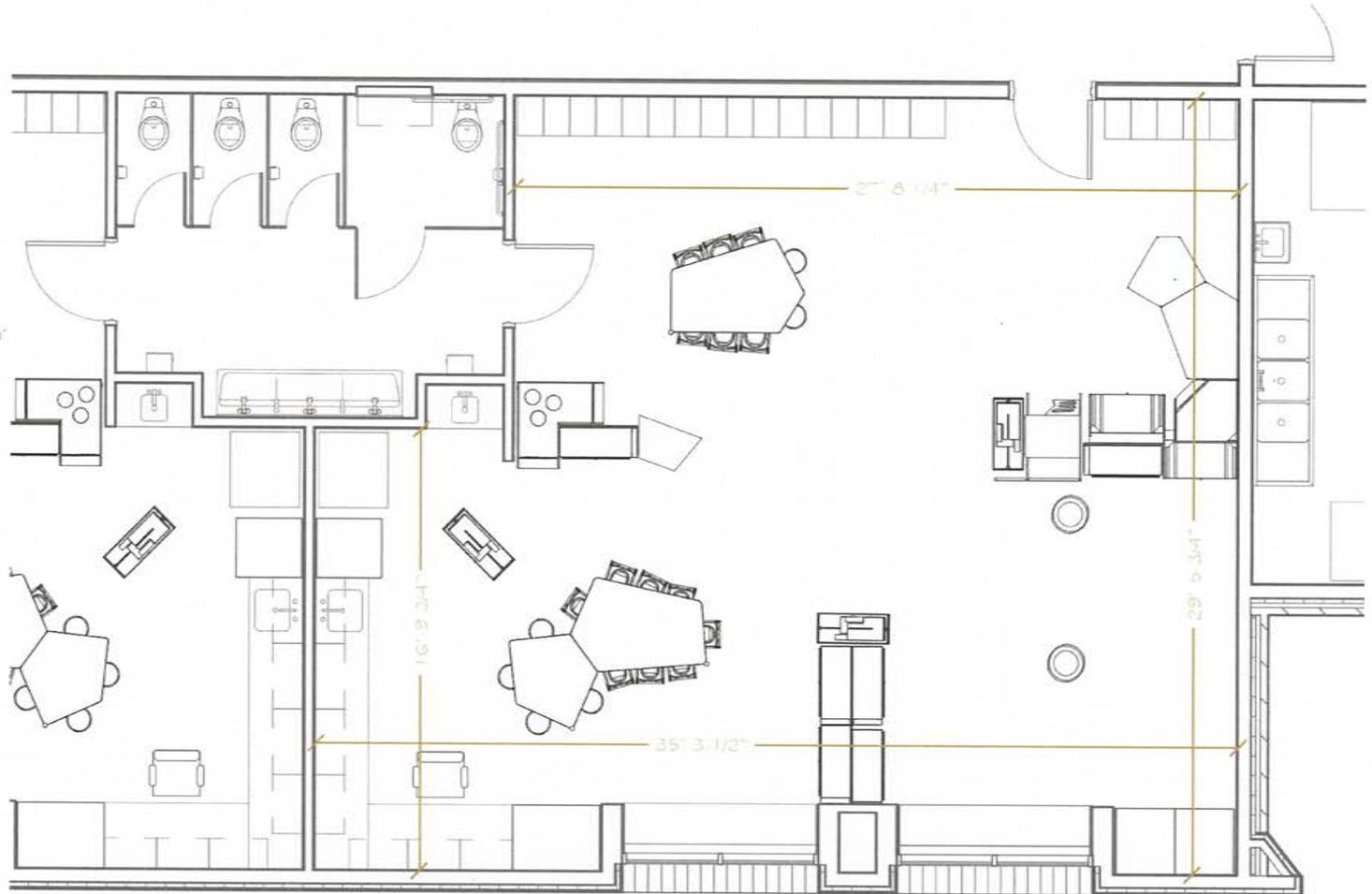
50 PEOPLE = 1 INTERIOR EXIT AND 1 EXIT

DIRECTLY TO THE EXTERIOR

COULD ADD 45 SF TO CLASSROOM BEFORE

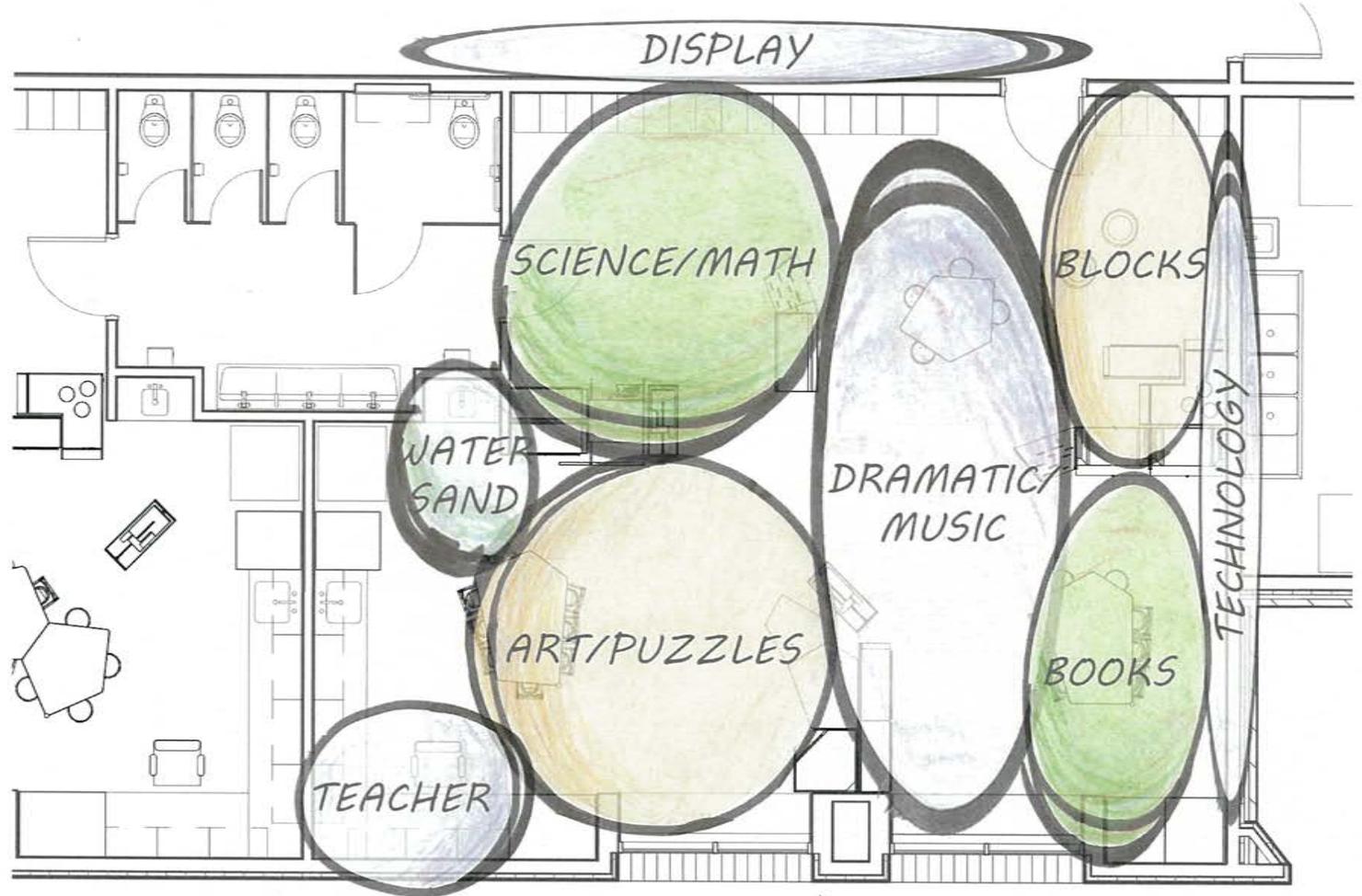
HAVING TO ADD AN EXIT DIRECTLY TO THE

EXTERIOR.



HEAD START GUIDELINES

SAND/WATER ART PUZZLES PRIVACY SCIENCE MATH DRAMATIC PLAY MUSIC BLOCKS BOOKS TECHNOLOGY DISPLAY NAP COTS



HEAD START GUIDELINES

SAND/WATER ART PUZZLES PRIVACY SCIENCE MATH DRAMATIC PLAY MUSIC BLOCKS BOOKS TECHNOLOGY DISPLAY NAP COTS



RESOLUTION

A RESOLUTION TO AUTHORIZE STUDIO FOUR DESIGN, INC., KNOXVILLE, TENNESSEE, TO PROCEED WITH FINAL DESIGN OF CONSTRUCTION DRAWINGS FOR THE NEW PRESCHOOL BUILDING.

WHEREAS, by Resolution 10-114-2017, City Council authorized an agreement with Studio Four Design, Inc., to provide architectural, interior design, and consulting engineering services for the preschool in the estimated amount of \$574,700.00; and

WHEREAS, Studio Four Design, Inc., has achieved the fifty percent (50%) design level and has reviewed proposed designs with the City and Schools officials, with a consensus on design being reached; and

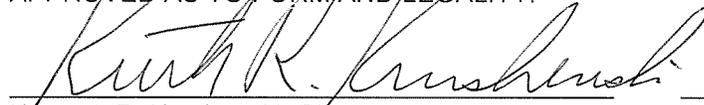
WHEREAS, the City Manager Studio Four move forward with final design of construction drawings for the new preschool building.

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 Studio Four Design, Inc., Knoxville, Tennessee is hereby authorized to move forward with final design of construction drawings for the new preschool building.

This the 14th day of May 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

CITY COUNCIL MEMORANDUM
18-13

DATE: May 9, 2018
TO: Honorable Mayor and Members of City Council
FROM: Mark S. Watson, City Manager
SUBJECT: AUTHORIZATION TO PROCEED TO FINAL DESIGN – OAK RIDGE SENIOR CENTER

Introduction:

An item for City Council's consideration is a resolution authorizing Studio Four Design, Inc., 414 Clinch Avenue, Knoxville, Tennessee, to proceed to final design of construction drawings for the Oak Ridge Senior Center project at Civic Center. Upon achieving the 50% design level, the Studio Four architectural firm, under lead by Ms. Jacene Phillips, have reviewed proposed designs with City and Senior Advisory Board officials and achieved consensus on design requirements.

Funding:

Dollars for funding design have been previously issued through debt financing. Funding for construction will be included within bond funding package for Oak Ridge Senior Center, Scarboro Park Rebuild, and Oak Ridge Preschool.

Background:

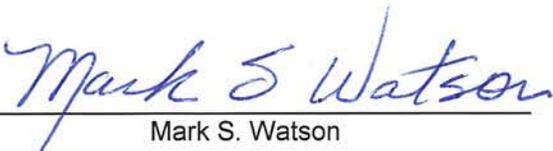
In 2009, City Council passed Resolution No. 12-118-09, indicating a desire to find a permanent location for the gathering of seniors within our community. As our senior demographic rise due to Baby Boomers reaching retirement years, there is increasing demand for space. The City decided not to proceed with the purchase of the Daniel Arthur Center and we have instead seen it renovated for permanent Anderson County Sessions Court facilities.

Studio Four Design began conceptual design work and review of space needs for a facility as part of the Oak Ridge Civic Center Complex. With new activities in the area, shopping and other amenities, the location in the Bissell Park area was logical. The Senior Advisory Board of the City took the lead in working with the architect and have thoroughly examined the project.

The City Manager recommends that we proceed to completion of the designs as outlined in the attached breakdown of costs and value engineering. The resolution will authorize Studio Four Design to complete the construction plans and prepare for bidding. This approximately \$3 million project will be packaged with the approximately \$10 million Preschool Project and Scarboro Park Renovation.

Recommendation:

The City Manager recommends approval of the attached resolution.


Mark S. Watson

Attachments



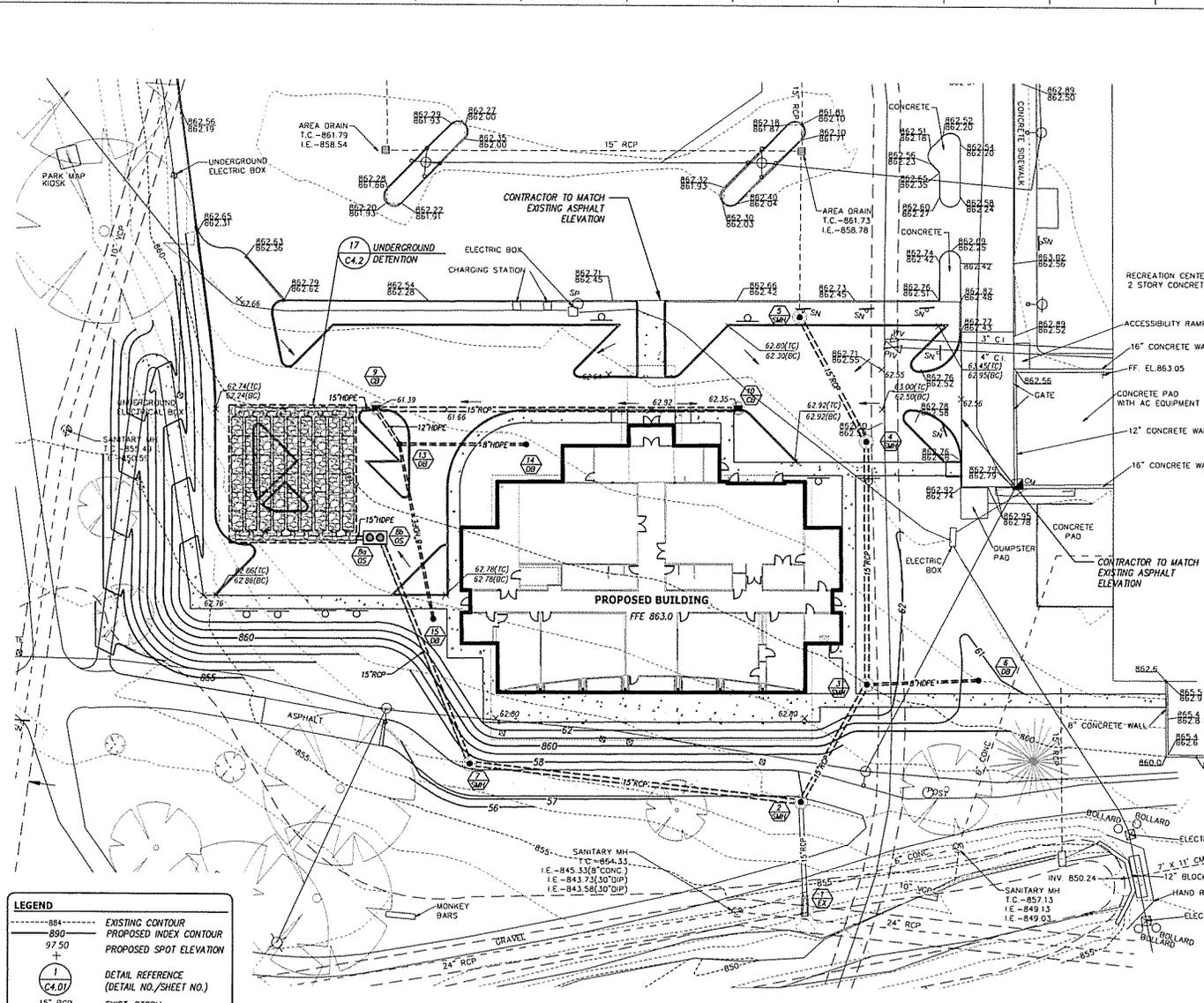


**STUDIO
FOUR
DESIGN**

Architecture & Interiors
Planning Graphics Consulting
four14 Clinch Ave., Knoxville, TN 37902
1 865 523-0001 | 865 523-5003
studiofourdesign.com

NOTES:

1. THE TOPOGRAPHIC DATA SHOWN WAS PROVIDED BY BARCE, MACGOWAN, SUMNER & CANNON, INC. DATED AUGUST 17, 2017.
2. THE DISTURBED AREA IS APPROXIMATELY 1.34 ACRES. UNLESS NOTED OTHERWISE, THE PROPOSED GRADES SHOWN ON THESE DRAWINGS ARE FINISH GRADE. EXISTING AND PROPOSED CONTOURS ARE SHOWN AT 1 FT. INTERVALS.
3. EROSION CONTROL DEVICES SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH THE TENNESSEE EROSION AND SEDIMENT CONTROL HANDBOOK. THE DEVICES SHOWN ON THE DRAWINGS (REFER TO EROSION CONTROL PLANS) ARE THE MINIMUM REQUIRED. THE CONTRACTOR SHALL PROVIDE ADDITIONAL EROSION CONTROL DEVICES AS NEEDED.
4. THE SITE SHALL BE CLEARED AND GRUBBED WITHIN THE LIMITS OF EXCAVATION. COMPLETELY DISPOSE OF ALL MATERIALS RESULTING FROM CLEARING AND GRUBBING OFF-SITE OR ON-SITE AT A LOCATION DETERMINED BY THE OWNER.
5. ALL TREE STUMPS, BOLLERS, AND OTHER OBSTRUCTIONS SHALL BE REMOVED TO A DEPTH OF 2 FT BELOW THE SUBGRADE. ROCK SHALL BE SCARIFIED TO A DEPTH OF 1 FT BELOW SUBGRADE.
6. STRIP TOPSOIL TO A MINIMUM DEPTH OF 8-IN. AND TEMPORARILY STOCKPILE EXCAVATED MATERIALS. INSTALL Silt FENCE OR OTHER APPROPRIATE EROSION CONTROL STRUCTURES ON THE DOWN HILL SIDE OF THE STOCKPILE.
7. PROOF ROLL AREAS TO RECEIVE FILL AND PLACE FILL IN ACCORDANCE WITH THE SITE SPECIFIC REPORT OF GEOTECHNICAL EXPLORATION PREPARED BY SHIELD ENGINEERING, INC., DATED MAY 25, 2017.
8. A 4 IN. (MAX) LAYER OF TOPSOIL SHALL BE PLACED OVER THE AREAS TO BE SEEDED AND TO THE FINISH GRADE ELEVATIONS AS SHOWN ON THE DRAWINGS.
9. ALL NEWLY GRADED EARTHEN AREAS THAT ARE NOT TO BE PAVED, STABILIZED, OR SLOPED SHALL BE SEED, FERTILIZED, AND MULCHED WITHIN 30 DAYS OF ATTAINMENT OF FINAL GRADE.
10. TEMPORARY SEEDING MIXTURES SHALL BE AS FOLLOWS:
SEEDING DATES: GRASS SEED PERCENTAGES
1/4 TO 3/4 ITALIAN RYE 33%
KOREAN LESPEDEZA 33%
SUMMER OATS 34%
5/7 TO 7/15 SUGAR - SORGHUM 100%
5/7 TO 7/15 STAR WHEAT 100%
7/15 TO 1/7 ITALIAN RYE 33%
1/22 PERMANENT SEEDING MIXTURES SHALL BE AS FOLLOWS:
SEEDING DATES: GRASS SEED PERCENTAGES
2/7 TO 7/7 KENTUCKY 31 FESCUE 30%
KOREAN LESPEDEZA 15%
ENGLISH RYE 5%
6/7 TO 8/15 KENTUCKY 31 FESCUE 55%
ENGLISH RYE 20%
KOREAN LESPEDEZA 15%
GERMAN MILLET 10%
7/15 TO 8/15 BERBERGRASS (MULLED) 70%
ANNUAL LESPEDEZA 30%
8/1 TO 12/1 KENTUCKY 31 FESCUE 70%
ENGLISH RYE 20%
WHYTS CLOVER 10%
2/7 TO 12/1 KENTUCKY 31 FESCUE 70%
CROWM VETCH 25%
ENGLISH RYE 5%
11. MULCH WITH STRAW AT A RATE OF 100 LBS./1000 S.F. OVER THE SEEDED AREAS.
12. DO NOT ALLOW WATER TO ACCUMULATE IN EXCAVATIONS OR POND ON-SITE. PROVIDE NECESSARY MEASURES TO KEEP THE SITE FREE-DRAINING.
13. NO SLOPE SHALL EXCEED 2:1 (H:V). ALL SLOPES STEEPER THAN 3:1 TO RECEIVE EXTENDED TERM EROSION CONTROL BLANKET.
14. TO PREVENT EROSION, ALL SLOPES 2:1 OR GREATER ARE TO BE TRACKED WITH A DOZER TO FORM CLEAR MARKS PARALLEL TO THE CONTOUR.
15. APPLY TEMPORARY SEEDING WHENEVER GRADING OPERATIONS ARE HALTED FOR OVER 14 DAYS AND FINAL GRADING OF EXPOSED SURFACE IS TO BE COMPLETED WITHIN ONE YEAR. APPLY TEMPORARY SEEDING TO ALL SOIL STOCKPILES.
16. APPLY PERMANENT SEEDING WHENEVER GRADING OPERATIONS ARE COMPLETED AND ALL CONSTRUCTION OPERATIONS WILL NOT IMPACT THE DISTURBED AREA. APPLY PERMANENT SEEDING TO ALL NON-CONSTRUCTION AREAS WHICH SHOW SIGNS OF EXCESSIVE EROSION.



LEGEND

--- 884 ---	EXISTING CONTOUR
--- 890 ---	PROPOSED INDEX CONTOUR
97.50	PROPOSED SPOT ELEVATION
(C4.0)	DETAIL REFERENCE (DETAIL NO./SHEET NO.)
---	15" RCP EXIST. STORM
---	24" RCP EXIST. SEWER
---	W EXIST. WATER

DATE: 11/27/2017 9:15:34 AM
 USER: abow
 FILE: C:\Users\abow\OneDrive\Documents\Drawings\Senior Center_C2_4.dwg.rvt
 © 2017 STUDIO FOUR DESIGN, INC.
 This drawing is the property of Studio Four Design, Inc. and shall not be reproduced or used for any other project without the prior written permission of Studio Four Design, Inc. This drawing is intended to be used only as a guide for construction.



Project Name: Oak Ridge Senior Center
1. Thomas Ammer 200
Oak Ridge, TN 37828

Project Number: 14589.00
Date: 02.14.18
Drawn by: C. oaks
Checked by: J. leatt

Drawings Issued For:
 Schematic Design
 Design Development
 Construction
 Revisions:

No.	Date	Description

Sheet Title: Site Grading & Drainage Plan

Sheet No:

CANNON & CANNON INC.
CONSULTING ENGINEERS - FIELD SURVEYS
865.670.8555 | 6350 Kingston Pike
www.cannon-cannon.com | Knoxville, TN 37919

C2.1

Oak Ridge Senior Center Budget - 50% Construction Documents - Value Engineered	
Building Area: 10,876sf	
Cast-in-place Concrete	\$78,842
Masonry	\$52,502
Structural Steel	\$61,759
Wood and Plastics	\$328,916
Thermal/Moisture Protection	\$112,217
Doors and Windows	\$193,587
Finishes	\$182,199
Specialties	\$38,649
Equipment	\$13,841
Fire Protection	\$48,330
Plumbing	\$135,433
HVAC	\$156,682
Electrical	\$311,416
Site Preparation	\$121,232
Structural Earthwork	\$16,967
Paving	\$65,080
Landscaping	\$23,423
Irrigation System	\$14,054
Site Utilities	\$35,000
Site Drainage	\$69,234
Underground Detention	\$97,011
Sub-Total Direct Costs	2,156,374
Sales Tax at 9.75%	73,803
General Requirements at 5%	111,509
Contractor's Fee at 5%	117,084
Permits, Insurance & Bonds at 3%	73,763
Construction contingency at 8%	196,702
A/E Fees and Review Fees	\$196,630
Total Budget	2,925,865

Budget Includes:

Automatic push button entry doors at front main entrance.
All toilets HC height with grab bars
Automatic push button entry on Men's and Women's toilet room doors
Movable room divider partition
LVT (hard surface) in multipurpose room

Oak Ridge Senior Center Optional Items	
Change ribbed TPO roof to Metal roof	\$100,351
Add Furniture	\$100,000
HC Accessible concrete sidewalk to greenway from parking lot	\$8,000
Add Automated Building Controls	\$43,500
Add Canopy drop off	\$28,000
Use cast iron downspout connectors at storm sewer connections	\$5,849

Oak Ridge Senior Center Budget Summary

Date	Phase	Overall Project Costs hard/soft costs	Bldg + Bldg Site \$/SF hard/soft costs	Building Only \$/SF w/o markup	Bldg. SqFt w/o markup	RS Means Equiv. (town hall) Bldg Only \$/SF w/o markup
7/18/2017	Concept	\$2,920,304	\$263	\$170	11,122	146.27
11/3/2017	Schematic Design	\$2,852,654	\$263.55	\$170	10,824	146.27
1/23/2018	Design Development	\$3,322,296	\$306.94	\$159.84	10,824	146.27
4/23/2018	50% Construction Documents	\$2,925,865	\$269.02	\$152.17	10,876	146.27

RESOLUTION

A RESOLUTION TO AUTHORIZE STUDIO FOUR DESIGN, INC., KNOXVILLE, TENNESSEE, TO PROCEED WITH FINAL DESIGN OF CONSTRUCTION DRAWINGS FOR THE NEW SENIOR CENTER.

WHEREAS, by Resolution 10-114-2017, City Council authorized an agreement with Studio Four Design, Inc., to provide architectural, interior design, and consulting engineering services for the senior center in the estimated amount of \$196,630.00; and

WHEREAS, Studio Four Design, Inc., has achieved the fifty percent (50%) design level and has reviewed proposed designs with the City and the Senior Advisory Board, with a consensus on design being reached; and

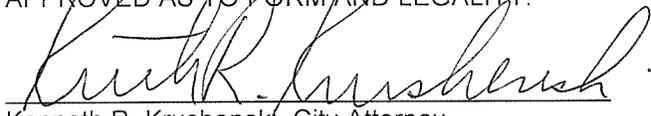
WHEREAS, the City Manager recommends Studio Four move forward with final design of construction drawings for the new senior center.

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 Studio Four Design, Inc., Knoxville, Tennessee is hereby authorized to move forward with final design of construction drawings for the new senior center.

This the 14th day of May 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

RECREATION & PARKS MEMORANDUM
18-13

DATE: May 4, 2018
TO: Mark S. Watson, City Manager
FROM: Jonathan W. Hetrick, Recreation & Parks Director
SUBJECT: AWARD OF A CONTRACT FOR CONSULTANT ENGINEERING SERVICES FOR THE OAK RIDGE RAILS TO TRAILS PROJECT

Introduction

An item for City Council's consideration is a resolution to award a contract to A. Morton Thomas and Associates, Inc. (AMT) of Kingsport, TN, to provide consultant engineering services for the Oak Ridge Rails to Trails project, in the estimated amount of \$358,317.00.

Funding

Funds for the Rails to Trails project were approved in October, 2016 by the Knoxville Regional Transportation Planning Organization (TPO) and are funded through a Tennessee Department of Transportation (TDOT) Transportation Alternatives Program (TAP). The TPO awarded the City \$1,224,000, requiring a match of \$306,000 for a total of \$1,530,000. City Council approved a Local Agency Project Agreement accepting the TDOT grant funds in July, 2017. Funding of \$100,000 was included in the FY2018 Capital Improvements Program for Greenway Improvements, to be used as a portion of the match for the grant funding. The funding for this agreement will provide environmental testing, master planning, design/engineering of the trail and construction bidding assistance. Design and engineering will provide construction cost estimates and a phasing schedule along with a basis for negotiating the acquisition of the rail line from CSX Rail. Because the current programmed funding will not cover the entire project cost, the master plan will be used to leverage additional funding for construction from various funding sources, including Federal Highway and private funds.

Construction of the trail will occur in phases to be identified in the master plan. Obtaining funding for construction in phases will allow the project to be constructed over an extended timeframe, potentially lessening the impact of budgetary constraints on the provision of required matching funds.

Review

The Oak Ridge Greenways serve as a recreational asset for the community and the region. Conversion of the former CSX rail line to a greenway will also provide an alternative transportation opportunity, connecting several neighborhoods, schools and businesses on the east side of the city and providing a connection to sidewalks leading to the Main Street Oak Ridge redevelopment project. The proposed agreement with ATM will provide environmental assessment and clearances, master planning and engineering, and construction bidding assistance for the trail.

Recommendation

Staff recommends approval of the accompanying Resolution as submitted.


Jonathan W. Hetrick

Attachments

RESOLUTION

A RESOLUTION AWARDING A CONTRACT (FY2018-176) TO A. MORTON THOMAS AND ASSOCIATES, INC., KINGSPORT, TENNESSEE, TO PROVIDE CONSULTING ENGINEERING SERVICES FOR THE OAK RIDGE RAILS TO TRAILS PROJECT IN THE ESTIMATED AMOUNT OF \$358,317.00.

WHEREAS, by Resolution 7-78-2017, City Council approved an agreement with the State of Tennessee Department of Transportation (TDOT) for a Rails to Trails Project along an approximate 4.85 mile section of discontinued CSX Rail Line from Elza Gate to Y-12 in the estimated amount of \$1,530,000.00, with TDOT reimbursing the City for eighty percent (80%) estimated at \$1,224,000.00 and the City responsible for twenty percent (20%) estimated at \$306,000.00; and

WHEREAS, said funding allows the City to initiate a Master Plan and engineering/design efforts and negotiation for property acquisition from CSX, but will not cover the entire cost of the project; and

WHEREAS, the City is ready to move forward with consulting engineering services for this project and has selected A. Morton Thomas and Associates, Inc., Kingsport, Tennessee; and

WHEREAS, said services include environmental testing, master planning, design/engineering of the trail, and construction bidding assistance; and

WHEREAS, the City Manager recommends entering into a professional services agreement with A. Morton Thomas and Associates, Inc., for this project.

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 enter into a professional services agreement with A. Thomas Morton and Associates, Inc., Kingsport, Tennessee, for engineering consulting services related to the Rails to Trails Project in the estimated amount of \$358,317.00.

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 May 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

**PUBLIC WORKS DEPARTMENT MEMORANDUM
18-28**

DATE: April 27, 2018
TO: Mark S. Watson, City Manager
FROM: Shira A. McWaters, P.E., Public Works Director
SUBJECT: PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES – ADA COMPLIANCE AND TRANSITION PLAN

Introduction

An item for City Council consideration is the recommendation of a Professional Engineering Services Agreement with LDA Engineering, Alcoa, TN, for the completion of Phases I-III of an ADA Compliance and Transition Plan in accordance with the U.S. Department of Justice guidelines, in the not to exceed amount of \$165,200. The work shall be completed in Fiscal Year 2019 and is contingent on the passing of the FY2019 budget.

Funding

Funding is available in the Capital Project Fund.

Background/Analysis

In 1990, the Americans with Disabilities Act was signed into law. This act was designed to provide access and equal opportunity for individuals with disabilities. The ADA Act requires that all municipal programs and facilities be accessible for individuals with disabilities. The U.S. Department of Justice has compliance responsibility, and all federal agencies including the Tennessee Department of Transportation (TDOT) are committed to enforcement of the ADA.

The following key dates were established to meet compliance with this plan along with the City's current completion status.

Task	Status
December 2016 – ADA Coordinator Named & Grievance Procedures Created	Done
December 2017 – Correspondence Outlining Process to Develop Plan	Done
September 2018 – Self Certification Form to TDOT (Status Update)	Pending
December 2019 – Submittal of Plan	Pending

The majority of the City's parks, sidewalks and buildings pre-date the passage of the Americans with Disabilities Act (ADA), and the corresponding Americans with Disabilities Act Accessibility Guidelines (ADAAGs). These national guidelines were updated with the 2010 ADA Standards for Accessible Design that became effective March 15, 2012.

The professional service proposal to complete the plan involves significant field surveys which will be completed in three (3) phases over the course of FY2019, as noted herein.

Phase I includes the evaluation of approximately 145 miles of sidewalks, 11 miles of greenways, and approximately 400 intersections with curb ramps.

Phase II includes facility evaluations for approximately 16 city buildings and parking lots, 19 parks/recreation facilities, Douglas Chapel Cemetery, the Kentucky Avenue tennis courts, and the outdoor pool, as noted in the attached proposal.

Phase III includes public outreach to citizens and local advocacy groups, and group meetings, in accordance with the ADA Plan guidelines.

Phases I-III represent the data gathering steps needed to complete the plan. Phase IV is preparing the final plan for submission to the State. It will include detailed documentation of the deficiencies, recommendations, an engineer's estimate of probable construction costs associated with the recommended improvements, and proposed schedule to complete the recommended upgrades. The plan is currently proposed to be completed in the first half of FY2020. The final document will become a planning tool the City can use for budgeting and completing projects.

Recommendation

A written cost proposal for engineering services was received and reviewed on April 17, 2018. Based on the review of the scope of work and submitted cost proposal, Staff recommends a Professional Engineering Service Agreement with LDA Engineering. Adoption of the attached Resolution is recommended as submitted.

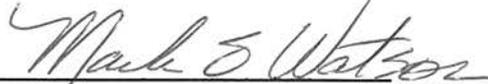
Attachment(s)
Submitted Proposal
Supporting Material
Resolution



Shira A. McWaters, P.E.

City Manager's Comments:

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



Mark S. Watson



Date



WATER
WASTEWATER
STORMWATER
PUBLIC WORKS

April 17, 2018

Ms. Shira McWaters, P.E.
Public Works Director
City of Oak Ridge, Tennessee
100 Woodbury Lane
Oak Ridge, TN 37830

Reference: City of Oak Ridge Public Works Department
Proposal for Engineering Services
ADA Compliance and Transition Plan

Dear Ms. McWaters:

Access to civic life by people with disabilities is a fundamental goal of the Americans with Disabilities Act (ADA). To ensure that this goal is met, Title II of the ADA requires State and local governments to make their programs and services accessible to persons with disabilities. This requirement extends not only to physical access at government facilities, programs, and events -- but also to policy changes that governmental entities must make to ensure that all people with disabilities can take part in, and benefit from, the programs and services of State and local governments. In addition, governmental entities must ensure effective communication -- including the provision of necessary auxiliary aids and services -- so that individuals with disabilities can participate in civic life.

One important way to ensure that Title II's requirements are being met in the City of Oak Ridge is through self-evaluation, which is required by the ADA regulations. Self-evaluation will enable the City of Oak Ridge to pinpoint the facilities, programs and services that must be modified or relocated to ensure the City is complying with the ADA regulations.

PROJECT UNDERSTANDING

Provide professional engineering services to the City of Oak Ridge to assist with completing an Americans with Disabilities Act review of their facilities for compliance with Title II of the ADA. This includes the work required to complete a Self-Evaluation and Transition Plan (SETP) for Client-owned and leased facilities, parks, and pedestrian right-of-way (ROW) facilities.

Services to be Provided by ENGINEER:

Our team will provide the services of qualified professionals to complete the Basic Scope of Services outlined herein. Items that are the responsibility of the City are noted within the following sequence:

1. Right-of-Way (ROW) Evaluation (PHASE I):
 - a. Our team will utilize data collection tools and GeoJot software to collect field data on sidewalks and curb ramps within the public ROW and provide the City with electronic output data obtained. We will also prepare an opinion of probable construction costs for public ROW facility improvements required to meet Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way PROWAGd, dated July 26, 2011) for the SETP.
 - b. The amount of public ROW to be evaluated is approximately 145 miles of sidewalk, 11 miles of greenways, and approximately 400 intersections with curb ramps. Our team will collect data for the above quantity of ROW facilities, as well as pedestrian signals in the City. ROW facilities that have data provided by the City, will be converted to the same format as those facilities to be collected. Any supplemental investigation of the provided data, if necessary, is included. In the event that the quantity of ROW facilities exceeds the above estimated quantities, it may be cause for modification to this scope and fee proposal following written approval from the City.
 - c. The City appears to have 10 blocks of marked on-street parking. Review will be done for areas where parking is allowed but not marked or metered, consistent with PROWAG.

2. Non-ROW Facility Evaluation (PHASE II):
 - a. Perform an investigation of compliance with the ADA Standards for Accessible Design (ADASAD) for the City facilities listed below. The investigation shall include site and architectural barriers consistent with the requirements of the ADASAD (September 2010) in only public areas of each facility and areas deemed to be common use by employees. Private offices or other work areas are specifically excluded from evaluation but can be reviewed if requested by the City following modification to the contract. The LDA Team will take appropriate measurements at all locations and counts in parking areas outside of the public right-of-way, along the accessible route from parking to the building entrance(s), and all publicly accessible areas within each facility. In all cases, the City shall provide us with direction regarding areas of these facilities that are open to the public.
 - b. Prepare an Access Assessment Report for each facility that will be included as an appendix in the transition plan. Each report will include the name and location of the facility, aerial map showing the location and limits of each facility, marked up floor plans (if provided by Client) of areas included in the self-evaluation, list of items that deviate from ADASAD with required and measured parameter, action needed and/or options for compliance, ADASAD reference(s), estimated cost of corrective action (where possible), and priority for corrective action. We will include photo documentation of each facility at the time of the self-

Ms. Shira McWaters, P.E.

Public Works Director

Proposal for Engineering Services - ADA Compliance and Transition Plan

April 17, 2018

Page 3

evaluation and include photo examples of the various non-compliant features for each facility.

- c. In some instances, our team may instead note procedural changes or recommend relocating a service to an accessible location within the same or another facility to provide equal access to programs, services, and activities of the City instead of renovations that would be significant in cost and/or impact to the facility.
- d. The LDA Team will provide the City with a draft of each facility assessment report as they are completed for review and comment. We anticipate discussing reports at meetings with the Project Working Group to obtain resolution on addressing comments on the draft reports.
- e. The following buildings/facilities and park facilities will be investigated:

Table 1 – Facility Summary		
Item No.	Facility Description	Address
General Facilities		
1	Fire Station #1	652 Enrichment
2	Fire Station #2	2097 Oak Ridge Turnpike
3	Fire Station #3	333 Tuskegee Drive
4	Fire Station #4	609 Oak Ridge Turnpike
5	Animal Shelter	395 Belgrade Road
6	Municipal Building	200 S. Tulane
7	Police Station	200 S. Tulane
8	Central Services	100 Woodbury Lane
9	Public Library	1401 Oak Ridge Turnpike
10	Douglas Chapel Cemetery	Robertsville Road
11	Badger Building	205 Badger Avenue
12	Incubator Building	1010 Commerce Park Drive
13	Administrative Hearings	1143 Oak Ridge Turnpike, Suite 107
14	WWTP	100 Monterey Road
15	Water Treatment Plant	755 Bear Creek Road
Parks		
1	Haw Ridge Park	Bethel Valley Road
2	Soloway Park	Bethel Valley Road
3	Melton Lake Park	Melton Lake Drive
4	Elza Gate Park	Oak Ridge Turnpike
5	Milt Dickens Park	Oak Ridge Turnpike
6	Elm Grove Park	751 E. Tennessee Avenue

7	Cedar Hill Park	Michigan Avenue
8	Tennis Courts	35 Kentucky Avenue
9	Pinewood	Bus Terminal Road
10	Pool	172 Providence Road
11	LaSalle Park	LaSalle Road
13	Big Turtle Park	Oak Ridge Turnpike
14	A.K. Bissell Park	200 S. Tulane (Civic Center)
15	Scarboro Park	Carver Avenue
16	Scarboro Community Center	Carver Avenue
17	Groves Park at South Hills	Tuskegee Drive
18	Briarcliff Park	Briarcliff Road and Deerfield Road
19	Recreation Building/Civic Center	1403 Oak Ridge Turnpike
20	Katie Hunter Soccer	Oak Ridge Turnpike
21	Baseball Complex	Wilberforce Ave.
22	Carl Yearwood Park	Bus Terminal Road
23	Highland View Park	Highland View and W. Outer Drive

3. Public Outreach and Project Working Group Meetings (PHASE III):
 - a. Our team will work with the Project Working Group to develop language and issue a notice for public input during the self-evaluation phase, along with letters to local advocacy groups for the disabled to solicit input and comment on barriers perceived to exist by persons with disabilities. The City will provide us with copies of the proof of publication and comments received. We will work with the Project Working Group to develop a list of questions for an online survey of local residents and business owners. This online survey will focus on eliciting input from the public, especially those with disabilities or their caregivers, about barriers to access to Client's programs that exist or are perceived to exist.
 - b. Our team will coordinate with the City, who will issue and post a public notice about the project consistent with policy. We will again send letters to local advocacy groups for the disabled to solicit input and comment on the draft SETP. Both the letter and public notice will follow publication of the SETP document and its placement at locations within the City for review.
 - c. The City is responsible for aiding us in notifying the public about the project and availability of the SETP for public review.

- d. The City is responsible for scheduling of all meeting facilities for public meetings. We anticipate only one public meeting/hearing to be held for the project to hear comments from the public after draft has been made available. All Project Working Group meetings are considered to be public meetings.
 - e. If public comments are significant in number or requests for additional meetings are made, the City will determine whether additional meetings are to be held and a scope and fee modification provided by our team based on the scope and number of additional meetings.
 - f. Our team will respond to comments received by the City within the final SETP document.
 - g. We anticipates up to six (6) meetings with the Project Working Group, including a project kick-off meeting to discuss the scope of services and limitations and provide an opportunity for members to provide us with their project goals and information that would be useful to our team during the project. Other meetings will focus on discussions about the facility evaluations, facility reports, and transition plan. Additional coordination will be provided to the City's Project Manager for distribution, including monthly progress reports and regular contact via e-mail. We will prepare an agenda and summary for all meetings.
4. Self-Evaluation and Transition Plan (SETP) Document (PHASE IV):
- a. Our team will provide the City with a questionnaire that must be completed by all departments and provided to us. The questionnaire includes information requested to better allow us to understand the various programs, policies, and procedures in the different departments. This questionnaire will be provided early in the project and we request completed questionnaires be provided for all departments within 6 weeks from NTP. If necessary, Our team will make requests for clarification or additional information through the City's Project Manager regarding the responses to the questionnaire.
 - b. Upon completion of all facility assessments, we will proceed with preparation of the SETP. Our team will compile the results of the field evaluations into a barrier summary for all facilities and ROW within the Basic Scope of Services. Provide an opinion of probable construction costs for facilities and ROW modifications.
 - c. Conduct policies and procedures analysis of all of the City's programs, and assist Client in development of formal grievance procedure, non-discrimination policy, requests for auxiliary aids, etc. Incorporate these items into the SETP for the City's review and comment.
 - d. To fully comply with ADA requirements, the SETP shall outline a policy for accessibility of the City's facilities for disabled employees and reasonable accommodation (Title I).

- e. The SETP shall identify the ADA Coordinator named by the City. Once the draft SETP is approved, the City will have copies of the draft SETP placed at various locations throughout Oak Ridge and on their web site for review and comment by the public.

Client's Responsibilities

The City will provide the following items to assist us during the course of the project. This is in addition to those items identified in Section B. 'Basic Scope of Services' as responsibilities of the City.

- a. Appoint a single point-of-contact that will provide information requested by our team in a timely manner and assist us in gathering necessary information to complete the scope of work.
- b. Identify and inform our team regarding the name and contact information for the City's ADA Coordinator.
- c. Provide responses to the Services and Activities Questionnaire, within six (6) weeks of the date we provided it to the City. The questionnaire is to be provided to the identified point-of-contact who will be responsible for distribution to each of the City's departments and compiling responses for delivery to us.
- d. Provide our team with the actual location of their ROW facilities and provide other GIS information that is readily available.
- e. Review, approve, and post/distribute all public notices in local newspapers and other means, for Public Outreach.
- f. Mail public meeting notices to any known disability advocates or individuals outside of those identified by our team as potentially interested parties.
- g. Assist with development of the public on-line survey.
- h. Collect public comments regarding this project and forward to us on a timely basis.
- i. Identify all areas of Client facilities with public access or employee common-use areas. Provide access to all areas of Client facilities required to be reviewed.
- j. Provide architectural floor plans (that are readily available) for each facility to be utilized by our team for the sole purpose of doing this ADA compliance investigation.
- k. Furnish all legal, insurance, and accounting services including auditing services that may be reasonably necessary at any time for the project to meet the City's needs and interests.
- l. Provide prompt written notice to our team if the City becomes aware of any fault or defect in the Project, including errors, omissions, or inconsistencies in our work or scope of basic services.

Scope of Services Limitations

- a. The Basic Scope of Services described above addresses full compliance with Title II of the ADA. However, since the ADA is a civil rights law it is subject to rulings and related interpretations by the justice system. Consequently, our team is not liable for interpretations or rulings made by the justice system that are contrary to, or alter, our interpretations of the ADA. Furthermore, our team will, to the best of their ability, interpret the ADA for the purpose of this compliance investigation and make no expressed or implied warranty regarding accuracy, completeness or legality of the information documented.
- b. The SETP is dependent on accurate information being provided by the City. In addition, it is important that accurate information be provided to our team related to areas of each facility accessible to the public or common use employee areas. Facilities specifically excluded from self-evaluation for ADA compliance due to not having public or common use areas or which are not the City's facilities are listed in Item 4 below.
- c. The City is advised and acknowledges that it must seek legal advice from its own legal advisors as to specific ADA requirements, and waives any claims against us based on alleged errors or omissions in the content of any information presented or provided.
- d. Facilities/entities not considered the City's or requested by Client for exclusion are any unpaved greenway trails as itemized below:

Table 3 – Excluded Facility Summary		
Greenway	Trail Surface	Miles
North Ridge Trail Greenway	Natural wooded path	7.5
Pine Grove Greenway	Natural wooded path	1.3
Big Turtle Park Greenway	Natural wooded path	0.8
Worthington Greenway	Gravel, Natural Path	0.8
North Boundary Greenway	Gravel, Dirt Road	14
Wildflower Greenway	Natural wooded path	0.8
Haw Ridge Trails	Natural wooded path	28+
Black Oak Ridge	Gravel, Dirt Road	11.7

Other facilities not specifically included above in B. Basic Scope of Services

- e. This investigation of ADA compliance does not include a review of the current IBC code or any other governing codes or zoning requirements as

Ms. Shira McWaters, P.E.
Public Works Director
Proposal for Engineering Services - ADA Compliance and Transition Plan
April 17, 2018
Page 8

- they apply to the facilities included as part of this ADA compliance investigation.
- f. This investigation of ADA compliance does not include development of documents, details, specifications, or any other similar work that could be used to obtain bids or proposals to do non-compliance corrective work items identified by the SETP.

Deliverables, Schedule and Fee/Expenses:

Deliverables: Hard copies and one (1) electronic copy of reports at each of the following milestones: Owner Review of Draft Facility Assessment Reports, Owner Review of Draft SETP, Draft SETP for Public Review, and Final SETP for adoption.

Based on our understanding of the proposed scope and available information, we propose to provide services for a not-to-exceed budget as follows:

Description	Budget Amount	Proposed Schedule
Phase 1 (Assessment ROW for Sidewalks, Greenways), Phase 2 (Facilities), and Phase 3 (Public Outreach and Meetings)	\$165,200	July 2018-June 2019
Phase 4 - Transition Plan	\$84,800	July 2019-December 2019
Total	\$250,000	

Sincerely,



Greg Jones, P.E.
Vice President

Agency Requirements

Under Title II, the City of Oak Ridge must meet these general requirements:

- Must operate their programs so that, when viewed in their entirety, the programs are accessible to and useable by individuals with disabilities ([28 C.F.R. Sec. 35.150](#)).
- May not refuse to allow a person with a disability to participate in a service, program or activity simply because the person has a disability ([28 C.F.R. Sec. 35.130 \(a\)](#)).
- Must make reasonable modifications in policies, practices and procedures that deny equal access to individuals with disabilities unless a fundamental alteration in the program would result ([28 C.F.R. Sec. 35.130\(b\) \(7\)](#)).
- May not provide services or benefits to individuals with disabilities through programs that are separate or different unless the separate or different measures are necessary to ensure that benefits and services are equally effective ([28 C.F.R. Sec. 35.130\(b\)\(iv\) & \(d\)](#)).
- Must take appropriate steps to ensure that communications with applicants, participants and members of the public with disabilities are as effective as communications with others ([29 C.F.R. Sec. 35.160\(a\)](#)).
- Must designate at least one responsible employee to coordinate ADA compliance [[28 CFR Sec. 35.107\(a\)](#)]. This person is often referred to as the "ADA Coordinator." The public entity must provide the ADA coordinator's name, office address, and telephone number to all interested individuals [[28 CFR Sec. 35.107\(a\)](#)].
- Must provide notice of ADA requirements. All public entities, regardless of size, must provide information about the rights and protections of Title II to applicants, participants, beneficiaries, employees, and other interested persons [[28 CFR Sec. 35.106](#)]. The notice must include the identification of the employee serving as the ADA coordinator and must provide this information on an ongoing basis [[28 CFR Sec. 104.8\(a\)](#)].
- Must establish a grievance procedure. Public entities must adopt and publish grievance procedures providing for prompt and equitable resolution of complaints [[28 CFR Sec. 35.107\(b\)](#)]. This requirement provides for a timely resolution of all problems or conflicts related to ADA compliance before they escalate to litigation and/or the federal complaint process.

Steps to Compliance

- Step 1 Designating an ADA Coordinator
- Step 2 Providing Public Notice about ADA Requirements & Establish a Grievance Procedure
- Step 3 Gather where you are!
- Step 4 Developing internal design standards, specifications, & details
- Step 5 Developing Self Evaluation and Transition Plan
- Step 6 Approving a schedule and budget to implement the Transition Plan
- Step 7 Monitoring progress on implementation of the Transition Plan

ADA Transition Plan

Milestones

December 2016 – ADA Coordinator Named & Grievance Procedures Created

December 2017 – Office Letter to TDEC Outlining Process (COR Memo 17-33)

September 2018 – Submit Self-Certification Form to TDOT (Update on Status)

December 2019 – Submittal of completed Plan to TDOT

What's in Plan?

1. Evaluation of all City Buildings
2. Evaluation of Municipal Parking Lots
3. Evaluation of Parks, Golf Course
4. Evaluation of Sidewalks
5. Final Plan that Identifies ADA Deficiencies for Future Planning

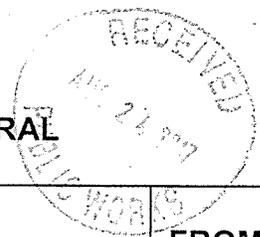
What's at Stake?

- Future TDOT Funding
- \$800,000 Side Walk Improvements along ORTP
- \$433,000 Intersection Improvements Tulane/ORTP, Division/ORTP
- \$800,000 Roundabout (Tulane/Penn/Providence/Pasadena)
- \$1.2 Rails to Trails Project
- General Maintenance Funds from TDOT
- Future Sidewalk/Street Grant Funding

Timeframe for Completion

Description	Fiscal Year	Budget Amount
Phase I – Assessment of ROW for Sidewalks, Greenways, etc.	2019	\$165,200
Phase II – Facilities		
Phase III - Public Outreach		
Phase IV – Transition Plan	2020	\$84,800

ADMINISTRATIVE ACTION REFERRAL
City of Oak Ridge, Tennessee



TO: City Clerk*
ADA Coordinator*
Community Development Director**

Public Works Director** ✓

FROM: City Manager

DATE: August 15, 2017

DESCRIPTION OF SUBJECT: CONSENT AGENDA – RESOLUTION NO. 8-81-2017

A RESOLUTION TO APPROVE AND TRANSMIT A LETTER TO THE TENNESSEE DEPARTMENT OF TRANSPORTATION TO PROVIDE AN UPDATE ON THE CITY'S EFFORTS TOWARD OUTLINING THE DEVELOPMENT OF AN ADA TRANSITION PLAN.

TYPE OF MEETING:
CITY COUNCIL MEETING

DATE OF MEETING:
August 14, 21017

ACTION TAKEN:

Approved

ADMINISTRATIVE ACTION REQUESTED:

- * To Comply
- To investigate; report recommendations to this office
- ** No report necessary; information only
- Coordinate with
- See remarks

ATTACHMENTS

Resolution No. 8-81-2017

City Manager's Office

RESOLUTION

A RESOLUTION TO APPROVE AND TRANSMIT A LETTER TO THE TENNESSEE DEPARTMENT OF TRANSPORTATION TO PROVIDE AN UPDATE ON THE CITY'S EFFORTS TOWARD OUTLINING THE DEVELOPMENT OF AN ADA TRANSITION PLAN.

WHEREAS, the Federal Highway Administration Tennessee Division requires the State of Tennessee Department of Transportation (TDOT) to ensure every city and county with fifty (50) or more employees has an ADA Transition Plan and Self-Evaluation in order to receive transportation funding; and

WHEREAS, TDOT has provided the City with the deadlines for submission of compliance documentation; and

WHEREAS, the City has complied with the first deadline (December 2016) regarding naming a qualified ADA Coordinator, providing TDOT with the coordinator's contact information, and publishing an ADA grievance procedure; and

WHEREAS, the second deadline (December 2017) is approaching which requires a written letter from the Mayor outlining the City's development of an ADA Transition Plan, which letter must be approved by City Council; and

WHEREAS, the attached letter provides the City's 2017 update toward outlining the development of an ADA Transition Plan.

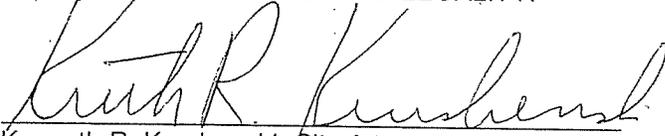
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the attached letter to the Tennessee Department of Transportation Bureau of Engineering regarding the City's 2017 update toward outlining the development of an ADA Transition Plan is hereby approved.

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 August 2017.

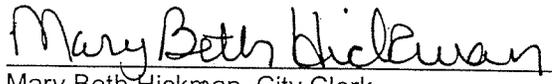
APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney



Warren L. Gooch, Mayor



Mary Beth Hickman, City Clerk

PUBLIC WORKS DEPARTMENT MEMORANDUM
17-33

DATE: July 19, 2017
TO: Mark S. Watson, City Manager
FROM: Pat Fallon, Division Manager/ADA Coordinator
SUBJECT: ADA COMPLIANCE AND TRANSITION PLAN

Introduction

An item for City Council consideration is a recommendation for the Mayor to submit the 2017 update outlining the development of an ADA Transition Plan. The purpose of this plan is to provide a framework for achieving equal access to the City of Oak Ridge programs, services and activities, within a reasonable timeframe. The Transition Plan is required to be completed before December 31, 2019.

Funding

No funding is required for this update.

Background

Mayor Gooch received a letter dated November 14, 2016 stating that the Federal Highway Administration required TDOT to ensure that every city and county with fifty (50) or more employees must have an ADA Transition Plan and Self-Evaluation in order to receive Transportation Funds. The requirements for 2016 were completed in December 2016. The timetable for achieving all the requirements is four (4) years; this letter completes the second year requirements for calendar year 2017, which outlines the timetable for completion of the Transition Plan.

Recommendation

Adoption of the attached resolution is recommended.

Attachment(s)

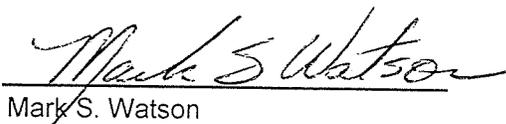
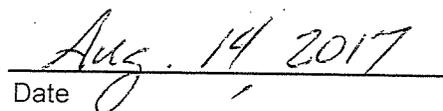
Letter from TDOT dated November 14, 2016
Letter from Mayor Gooch to TDOT Commissioner Schroer



Pat Fallon

City Manager's Comments:

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


Mark S. Watson
Date



STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION

BUREAU OF ENGINEERING
SUITE 700, JAMES K. POLK BUILDING
505 DEADERICK STREET
NASHVILLE, TENNESSEE 37243-1402
(615) 741-0791

JOHN C. SCHROER
COMMISSIONER

BILL HASLAM
GOVERNOR

November 14, 2016

Mayor Warren L. Gooch
P. O. Box 1, 200 So. Tulane Ave. (37830)
Oak Ridge, TN 37831-0001

RE: Americans with Disabilities Act (ADA) Compliance and Self-Certification

Mayor Warren L. Gooch:

Attached you will find a letter from the Federal Highway Administration Tennessee Division, in which the Tennessee Department of Transportation (TDOT) has been informed we must ensure every city and county with fifty (50) employees or more must have an ADA Transition Plan and Self-Evaluation in order to receive Transportation Funds.

This letter also serves as notice of the deadline for submission of compliance documentation. The deadlines for submission are as follows:

December 2016

- Communities with 50 employees or more in their jurisdiction must provide TDOT with documentation stating they have named a qualified person as their ADA Coordinator
- Communities must provide TDOT the Coordinator's contact information
- Communities must develop and publish an ADA grievance procedure

December 2017

- Communities must provide a written letter from the Mayor outlining the development of their Transition Plan
- Letter from the Mayor must be adopted by the City Council or County Commissioners using the city's or county's own procedures

September 2018

- Communities must provide documentation showing they have completed or are making significant progress towards completing an ADA Transition Plan and Self Evaluation
 - All self-certification forms are expected to be returned to TDOT.
- Note: Projects may not be advanced within the city or county without this self-certification form

December 2019

- FHWA will require all Transition Plans be completed prior to communities resigning TIP certification

Submission of these deliverables will place TDOT and your community in compliance with the Americans with Disabilities Act of 1990 and the Rehabilitation Act of 1973, Section 504. Following submission, the ADA Transition Plan Form will be received by Deborah Fleming, TDOT's Senior Regional Planner and Margaret Mahler, TDOT's ADA Coordinator. Copies of this form must accompany all applications for funding.

For additional information concerning ADA requirements, please contact Ms. Margaret Zeman Mahler, ADA Coordinator for TDOT, at Margaret.Z.Mahler@tn.gov.

Sincerely,



Paul D. Degges, P.E.
Deputy Commissioner/Chief Engineer

CITY OF OAK RIDGE



POST OFFICE BOX 1 • OAK RIDGE TENNESSEE 37831-0001

August 15, 2017

Commissioner John C. Schroer
Tennessee Department of Transportation
Bureau of Engineering
Suite 700, James K. Polk Building
505 Deaderick Street
Nashville, TN 37243-1402

RE: Americans with Disabilities Act (ADA) Compliance and Transition Plan

Dear Commissioner Schroer:

The City of Oak Ridge is pleased to provide the 2017 update outlining the development of a Transition Plan and the implementation of this plan. The City currently assures that any renovations to public buildings or street projects include updating all accessibility issues to the most current standard.

The purpose of the Transition Plan is to provide the framework for achieving equal access to the City of Oak Ridge programs, services and activities within a reasonable timeframe. The City's elected officials and staff believe accommodating disabled persons is essential to good customer service, to the quality of life Oak Ridge residents seek to enjoy and to provide effective governance. The City of Oak Ridge shall make reasonable modifications in policies, practices, or procedures when the modifications are necessary to avoid discrimination on the basis of disability, unless the City can demonstrate that making the modifications would fundamentally alter the nature of the service, program, or activity. The City of Oak Ridge will not place surcharges on individuals with disabilities to cover the cost involved in making programs accessible.

During the next year a consultant will be selected to provide a comprehensive study to provide a careful study of all of the City's programs, services and activities. An infrastructure evaluation process will take place using field crews equipped with Global Position System (GPS) devices and data collection forms. These evaluations will identify any physical barriers in City facilities based on the 2010 ADA Standards and Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG). Detailed measurements of the existing conditions, and planning-level recommendations for removing the physical barriers, will be included in the facility reports. Field crews will note if the specific facility is in close proximity to a significant pedestrian attractor (e.g., government office, medical facility, school, etc.). This information will be used by the Consultant and City staff in prioritizing barriers for removal. All data collected will be compatible with the City's existing Geographic Information Systems (GIS) database. The following facilities will be evaluated: Buildings; Parks; Signalized Intersections; and Sidewalk Corridors.

Thank you for the opportunity to provide this update of the progress Oak Ridge is making to complete the Transition Plan within the timetable required to continue to receive Transportation Funds.

Sincerely,

Warren L. Gooch
Mayor

cc: Mark S. Watson, City Manager
Oak Ridge City Council
Margaret Z. Mahler, TDOT ADA Coordinator
Public Works Department
Pat Fallon, ADA Coordinator

RESOLUTION

A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH LDA ENGINEERING, ALCOA, TENNESSEE, TO COMPLETE DATA-GATHERING PHASES OF AN ADA COMPLIANCE AND TRANSITION PLAN, IN AN AMOUNT NOT TO EXCEED \$165,200.00.

WHEREAS, federal law and regulations require the City to conduct a self-evaluation of its services, programs, policies, and practices and identify barriers that may limit accessibility for people with disabilities, and to develop transition plans describing how it will address identified barriers; and

WHEREAS, by Resolution 8-81-2017, City Council approved the transmittal of a letter to the Tennessee Department of Transportation to provide an update on the City's efforts toward outlining the development of an ADA Transition Plan; and

WHEREAS, in accordance with said letter, the City is ready to move forward with the data-gathering steps needed to complete the plan; and

WHEREAS, LDA Engineering, Alcoa, Tennessee, has submitted a proposal to conduct an evaluation of sidewalks, greenways, and intersections (Phase I); to conduct facility evaluations for city buildings, parking lots, and recreational areas (Phase II); and public outreach and working group meetings (Phase III); and

WHEREAS, the City Manager recommends approval of a professional services agreement with LDA Engineering to provide said services.

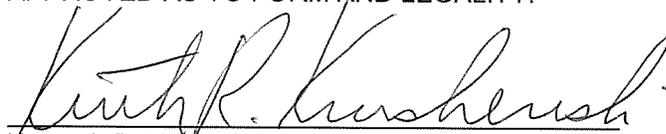
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager is approved and the City is hereby authorized to enter into a Professional Services Agreement with LDA Engineering, 110 Tyson Boulevard, Suite 200, Alcoa, Tennessee 37701, to conduct data-gathering phases of the City's ADA Compliance and Transition Plan, in an amount not to exceed \$165,200.00, contingent upon sufficient funds being appropriated and approved in the FY2019 budget.

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 May 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

CITY COUNCIL MEMORANDUM
18-10

DATE: May 8, 2018
TO: Honorable Mayor and Members of City Council
FROM: Mark S. Watson, City Manager
SUBJECT: TENNESSEE CENTENNIAL GOLF COURSE

Introduction

An item for City Council's consideration is a resolution authorizing a transfer of \$250,000 from the General Fund to the Golf Course Fund, a Special Revenue Fund, to maintain the Golf Course operations through the end of fiscal 2018 (June 30, 2018).

Funding

This transfer will provide funding for payment of Centennial Golf Course contractual obligations under the prior contractor and reestablish cash reserve levels for the Golf Course Fund.

Background

Past requirements for the Golf Course have recently necessitated an annual transfer of funds to meet operation and maintenance requirements. In Fiscal 2016, City staff requested an operating transfer of \$325,000 to address accounts payable of \$225,000 and an operating transfer of \$100,000. In January 2017, staff requested \$120,000 for accounts payable of \$70,024 with the balance to provide cash flow and salaries through the spring. In fiscal 2018, an additional \$100,000 was budgeted for the Golf Course Fund from the General Fund.

On January 20, 2018, the City assumed operations of the Golf Course with City personnel. This financial transfer is primarily to provide funding for past contractual and vendor obligations of the Golf Course Fund, and to replenish cash reserve levels to maintain the Golf Course Fund and meet cash flow requirements of the Fund going into fiscal 2019. Upon separation from the course operational contractor, the City Manager advised that all vendor debts would be reviewed and paid in full.

Recommendation

Approval of the attached resolution is recommended.



Mark S. Watson

Attachment: Resolution

RESOLUTION

A RESOLUTION AUTHORIZING A TRANSFER OF \$250,000.00 FROM THE GENERAL FUND TO THE GOLF COURSE FUND TO MAINTAIN GOLF COURSE OPERATIONS AT TENNESSEE CENTENNIAL GOLF COURSE THROUGH THE END OF FISCAL YEAR 2018.

WHEREAS, in January 2018, the City completed its management transition for Tennessee Centennial Golf Course, with all operations of the course being under the City's management and control; and

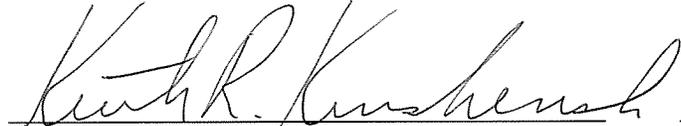
WHEREAS, the City Manager recommends a transfer of \$250,000.00 from the General Fund to the Golf Course Fund to provide funding for past contractual obligations and to replenish cash reserve levels to maintain the Golf Course Fund and meet cash flow requirements of the fund going into Fiscal Year 2019.

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 Finance Director is hereby authorized to transfer \$250,000.00 from the General Fund to the Golf Course Fund to maintain golf course operations through the end of Fiscal Year 2018.

This the 14th day of May 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

ELECTIONS

&

APPOINTMENTS

ANNOUNCEMENTS

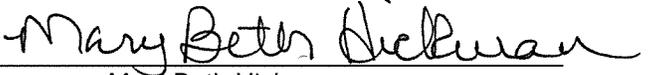
SCHEDULING

CITY CLERK MEMORANDUM
18-10

DATE: May 7, 2018
TO: Honorable Mayor and Members of City Council
FROM: Mary Beth Hickman, City Clerk
SUBJECT: ELECTION OF AN OAK RIDGE REPRESENTATIVE TO THE ANDERSON COUNTY BOARD OF EQUALIZATION

At the May 14, 2018 regular meeting, City Council must hold an election to fill a vacancy on the Anderson County Board of Equalization due to a resignation. At the January 9, 2017 regular meeting, City Council elected Catherine Denenberg to a two-year term as the Oak Ridge representative on the Anderson County Board of Equalization. Her term was set to expire on December 31, 2018. On February 8, 2018, Ms. Denenberg was appointed to fill the remainder of an unexpired term on the Anderson County Commission. State law prohibits a county legislative official from serving on a county board. Subsequently, Ms. Denenberg submitted her letter of resignation from the Board of Equalization to the City Clerk's office on April 16, 2018.

Attached to this memorandum are a list of the interested board applicants with their applications and resumes or letters, and a sample ballot. Official ballots will be distributed at the May 14, 2018 meeting that will be used to elect the board member.



Mary Beth Hickman

Attachments:
Application and resume for Mr. Charles Agle
Application and letter from Ms. Kathy Edwards

Anderson County Board of Equalization

NumVacancies 1 Total # of Members 1

Term of Office
December 31, 2018

Qualifications

Anderson County Board of Equalization	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Chuck Agle		5/2/2018	1	0
Ms. Kathy Edwards		5/3/2018	1	0
Total Number of Applicants: 2				

Current Members

City of Oak Ridge Board Application 2018

BoardName: Anderson County Board of Equalization

Applicant: Agle, Chuck

Application Submitted

5/2/2018 11:42 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address	Contact Information
101 W. Melbourne Road	Home Phone: (865) 640-3929 Email: cjagle@bellsouth.net

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	Y-12

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

No

Education, Professional and or Community Activity

Retired from Y-12 - 2015; Mentor to the Oak Ridge High School FIRST Robotics Team 4265 "The Secret City Wildbots" - 2012 to present; Mentor to the Robertsville Technology Student Association - 2012 to present; Advisor to Oak Ridge High School Lemelson InventTeam 2009-2010; Chairman, Oak Ridge Charter Commission - 2008-2009; Planning Commission member and Liaison to Environmental Quality Advisory Board - 1999 to 2013; Active Member, Kern Methodist Church, 2006 to present

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

It has minimal conflicts with my substitute teaching and mentoring activities. My family has a large farming operation in Michigan wher we have bought 6 land parcels over time to create the farm. So I am experienced in how to price and tax woodland and farm parcel. I am currently leasing leand in the area to farm. I am experienced with using the state property GIS system to track down the details of under-utilized fields in the area.

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

My father was the property tax assessor for Onekama Township in Michigan for decades. This township is on Lake Michigan. This gave me a passing exposure to how to tax and price lake front property as well as the property tax appeal process. I served on the Oak Ridge Planning Commission for 14 years so I am familiar with zoning and the various types of land parcels in the city.

Additional Information

Special Qualifications

Chuck Agle

101 W Melbourne Road
Oak Ridge TN 378.0-8219

(865) 640-3929
cjagle@bellsouth.net

Objective

Appointment to vacancy on the Anderson County Equalization Board

Employment

Retired from Y-12 since July 2015.

Staff Engineer, Technology Development Division, Y-12 National Security Complex. I have been employed at one of DOE Oak Ridge sites (ORNL, Y-12, K-25) since 1976 in a variety of engineering and information technology positions.

Community Service

Mentor to the Oak Ridge High School FIRST Robotics Team 4265 "The Secret City Wildbots" 2012-present

Mentor to the Robertsville Technology Student Association 2012-present

Advisor to Oak Ridge High School Lemelson InvenTeam 2009-2010

- <http://web.mit.edu/inventeam/teams/2010/oakridge.html>

Chairman Oak Ridge Charter Commission 2008-2009

Planning Commission member and liaison to EQAB 1999-2013

Active member Kern Methodist Church 2006-present

Oak Ridge City Council Candidate 1997

Oak Ridge Bypass Committee 1996-1997

- In-depth study of the impact of a proposed I-40/I-75 bypass near or around Oak Ridge, including residential, business, economic development, and federal concerns.

Oak Ridge Nursery School Board 1992-1996

- Maintenance director

Faith Lutheran Church 1976-2006

- Board of Trustees, [1996-2004]
- Head Trustee, [1998]
- Board of Elders, [1991-1995]
- Church expansion committee, [1990] to address relocation or expansion of exist facility.

Education

1974-1976 Michigan Technological University Sault St. Marie, MI

- B.S., Electrical Engineering.

City of Oak Ridge Board Application 2018

BoardName: Anderson County Board of Equalization

Applicant: Edwards, Kathy

Application Submitted

5/3/2018 12:05 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address	Contact Information
114 Vista Road	Home Phone: (865) 482-6299 Email: edwardskm@aol.com

Oak Ridge, TN 37830

Current Company/Organization
Credit Bureau, Inc.

Current Position / Title
President

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?
No

Education, Professional and or Community Activity
Graduate, University of Tennessee, Marketing; Continuing Education, University of Georgia, Management; President, Credit Bureau, Inc.; Fmr. Automated Services and Mortgage Services Product Manager, Equifax LLC, Atlanta, GA; Professional Associations: Consumer Data Industry Association, National Credit Reporting Association, Mortgage Bankers Association, National Association of Professional Background Screeners; Agend Relationship with ACRAnet, SharperLending, Equifax, Experian, TransUnion, Ocenture, NXG Strategies; Authorizations or Certifications in Consumer Credit, Appraisal, Title and Closing Documentation, Tenant Screening, Employment Screening, Background Screening, and Identity Theft Services; Current or Prior Civic Activities and Board Service: Altrusa International of Oak Ridge, Oak Ridge Breakfast Rotary, League of Women Voters, Leadership Oak Ridge, Oak Ridge Chamber of Commerce, Anderson County Chamber of Commerce; Oak Ridge Memorial Park Board

Explain why you are interested in being appointed to this board, commission or committee
It is important that our citizens first understand that their concerns are heard and respected and, secondly, that each question or dispute is weighed equally. The citizens and governing body, each, should have confidence that both unique situations and on-going appeals are carefully and fairly evaluated for a decision. I think my experience in working with consumers, lenders, and property managers will be valuable in communication and decision making within this board.

Describe any special knowledge or past experience qualifying you for this appointment?
Experience in both small and corporate business management; Professional experiences related to Consumer Counseling, Property Leasing and Property Finance; CDIA Certification in Consumer Interview and Relations

Additional Information

Special Qualifications

114 Vista Road
Oak Ridge, TN 37830

May 3, 2018

Beth Hickman, City Clerk
City of Oak Ridge
200 South Tulane Avenue
Oak Ridge, TN 37830

RE: Anderson County Board of Equalization Application

Ms. Hickman:

Thank you for the opportunity to submit my application for the open position on the Anderson County Board of Equalization.

I strongly believe that active participation in our community through civic associations and boards is so valuable in improved understanding, communication and governance for all involved. I hope that my experience in business and processes related to property finance and management will be helpful to decisions brought to the Anderson County Board of Equalization. My experience includes a broad range of understanding in consumer finance – from working directly with the consumer, to developing and automating processes for the lender, to developing products for fulfilling industry regulatory audit and compliance.

Please forward my application for consideration by Oak Ridge City Council.

Sincerely,



Kathy Edwards

Voting Ballot A for Anderson County Board of Equalization	
Balance of Unexpired Term Ending December 31, 2018 (Vote for one)	
<input type="checkbox"/>	Chuck Agle
<input type="checkbox"/>	Kathy Edwards
<input type="checkbox"/>	Abstain

**Member, Oak Ridge City Council
May 14, 2018**

Round 1

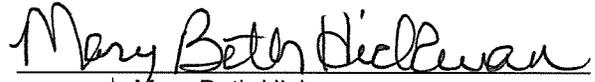
CITY CLERK MEMORANDUM
18-11

DATE: May 3, 2018
TO: Honorable Mayor and Members of City Council
FROM: Mary Beth Hickman, City Clerk
SUBJECT: APPOINTMENT TO YOUTH ADVISORY BOARD SCREENING PANEL

City staff has begun accepting applications to elect new members to the Youth Advisory Board (YAB) for the 2018-2019 school year.

Resolution No. 6-54-08, Section 2 states that the "members of the Youth Advisory Board (YAB) shall be appointed by the Oak Ridge City Council upon recommendation by a YAB Screening Panel which shall be composed of one member of City Council, one member of the faculty of the Oak Ridge Schools, and the City staff member assigned to work with the Board."

In 2017, Councilmember Jim Dodson began his first term on the panel and has expressed an interest in serving again. In accordance with the abovementioned resolution, City Council will need to appoint a Council representative to this panel.


Mary Beth Hickman

CITY
MANAGER'S
REPORT

CITY COUNCIL MEMORANDUM
18-11

DATE: May 9, 2018
TO: Honorable Mayor and Members of City Council
FROM: Mark S. Watson, City Manager
SUBJECT: CITY MANAGER'S REPORT

Upcoming Environmental Project Reviews by DOE and NRC

Council Action Recommended: For information and planning.

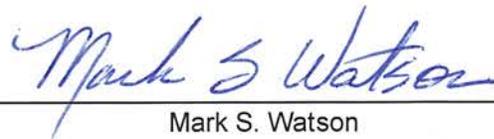
Two projects proposed for construction within the Oak Ridge City limits are under review—one by the Department of Energy (DOE) and the other by the Nuclear Regulatory Commission (NRC).

As you are aware, the DOE is proposing the construction of a second low-level radioactive waste landfill in Bear Creek Valley within the DOE complex. City Council has previously transmitted comments and questions to DOE on its previous preferred location, along with a Community Impact Assessment report. The City has also expressed strong concern for planned disposition of extracted Mercury at the site and final disposal.

It is staff's understanding that the Environmental Protection Agency (EPA) and the Tennessee Department of Environment and Conservation (TDEC) are awaiting results of DOE's site testing to determine the suitability of the current proposed site. I have asked the City's Environmental Quality Advisory Board (EQAB) to assist in the review of this proposed project, as the DOE is anticipating the release of a proposed plan sometime within the next few weeks. EQAB had an initial briefing by DOE at its May 2, 2018 meeting, and anticipates additional work sessions and meetings to address questions such as site suitability, mercury disposition, life cycle cost analysis, along with potential community impacts.

Second, the NRC has recently released the draft Environmental Impact Assessment (EIS) for the Clinch River Site, where the Tennessee Valley authority (TVA) is proposing the construction of a Small Modular Reactor. Public meetings will be held in Kingston on June 5, 2018, and the deadline for comments is July 10, 2018.

Both of these proposed projects have the potential to impact the City. As such, our Government and Public Affairs Office will be assembling comments for Council's consideration by the requisite deadlines.



Mark S. Watson