

OAK RIDGE CITY COUNCIL MEETING
Municipal Building Courtroom

July 9, 2018 - 7:00 p.m.

AGENDA

I. INVOCATION

Pastor David Allred, High Places Community Church

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. RULES AND PROCEDURES

- a. Approve suspension of City Council Rules and Procedures for purpose of agenda formatting for the July 9, 2018 City Council meeting.

V. ELECTIONS/APPOINTMENTS

- a. Appointment to fill vacancy on City Council
- b. Elect two (2) high school representatives to the Environmental Quality Advisory Board for the balance of an unexpired term ending on June 30, 2019 or for a two-year term ending on May 31, 2020.
- c. Elect one (1) high school representative to the Traffic Safety Advisory Board for a one-year term ending on May 31, 2019
- d. Elect three representatives to the Convention and Visitors Bureau, including the balance of an unexpired term ending on December 31, 2018 and two hotel representatives.
- e. Elect three representatives to the Environmental Quality Advisory Board, including one vacancy for the balance of an unexpired term ending on December 31, 2018 and two vacancies for the balance of unexpired terms ending on December 31, 2019.
- f. Elect two representatives to the Trade Licensing Board for the balance of unexpired terms ending December 31, 2020
- g. Appointment of City Council representative to the Oak Ridge Municipal Planning Commission
- h. Appointment of City Manager and City Attorney Evaluation Committees
- i. Confirmation of Mayor's appointee to the Oak Ridge Heritage Railroad Authority

VI. PROCLAMATIONS AND PUBLIC RECOGNITIONS

(NONE)

VII. SPECIAL REPORTS

- a. 2017-2018 State of the Youth Address – Candace Pang, Chair, Youth Advisory Board

VIII. CONSENT AGENDA

- a. Approval of June 4, 2018 City Council regular meeting minutes
- b. Approval of June 11, 2018 City Council regular meeting minutes
- c. Approval of June 19, 2018 City Council special meeting minutes
- d. Confirmation of sixteen (16) members to the Youth Advisory Board, as selected by the YAB Screening Panel, for one-year terms of office commencing on August 1, 2018
- e. A RESOLUTION AWARDDING BIDS IN AN AMOUNT NOT TO EXCEED \$1,523,495.00 FOR THE FURNISHING OF VARIOUS MATERIALS AS REQUIRED BY THE CITY DURING FISCAL YEAR 2019.
- f. A RESOLUTION AUTHORIZING THE TRANSFER OF A SURPLUS FORD EXPLORER (#281) TO THE TOWN OF OLIVER SPRINGS, TENNESSEE, FOR THEIR FIRE DEPARTMENT AT NO COST.
- g. A RESOLUTION AUTHORIZING THE CITY TO CONTINUE PARTICIPATION IN THE EAST TENNESSEE ECONOMIC DEVELOPMENT AGENCY, WITH ANNUAL MEMBERSHIP DUES IN THE AMOUNT OF \$26,116.00 FOR THE 2018 CALENDAR YEAR.
- h. A RESOLUTION AWARDDING A CONTRACT (FY2019-001) TO SPECPRO ENVIRONMENTAL SERVICES LLC, OAK RIDGE, TENNESSEE, FOR MODIFICATIONS AND REPAINTING OF THE DELAWARE AVENUE 200,000 GALLON ELEVATED WATER TANK IN AN AMOUNT NOT TO EXCEED \$471,258.00.

IX. 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, ARTICLE XIV, TITLED "SIGN REGULATIONS," BY AMENDING SECTION 14.07, TITLED "SIGNS FOR RESIDENTIAL DISTRICTS"; SECTION 14.09, TITLED "SIGNS FOR EDUCATION DISTRICTS"; SECTION 14.10, TITLED "SIGNS FOR OFFICE-INDUSTRIAL DISTRICTS"; SECTION 14.11, TITLED "SIGNS FOR NEIGHBORHOOD BUSINESS DISTRICTS"; 14.12, TITLED "SIGNS FOR COMMUNITY BUSINESS DISTRICTS"; AND SECTION 14.13, TITLED "SIGNS FOR BUSINESS PARK AND GENERAL INDUSTRIAL DISTRICTS;" ALL FOR THE PURPOSE OF CORRECTING A CONFLICT REGARDING WALL SIGNS FOR BUILDINGS WITH STREET FRONTAGE ON MORE THAN ONE STREET AND TO LIMIT THE HEIGHT OF WALL SIGNS.
- b. AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE, ARTICLE XIV, TITLED "SIGN REGULATIONS," BY AMENDING SECTION 14.07, TITLED "SIGNS FOR RESIDENTIAL DISTRICTS," AND SECTION 14.09, TITLED "SIGNS FOR EDUCATION DISTRICTS," TO ESTABLISH A NEW METHOD FOR CALUCATING THE SIZE OF SPONSORED SCOREBOARDS TO ADDRESS FUNCTIONALITY AND READABILITY.

X. FINAL ADOPTION OF ORDINANCES

(NONE)

XI. RESOLUTIONS

- a. A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH DR. MATT JINKS, MARYVILLE, TENNESSEE, TO PROVIDE VETERINARY SERVICES AT THE OAK RIDGE ANIMAL SHELTER FOR FISCAL YEAR 2019 IN AN AMOUNT NOT TO EXCEED \$78,000.00.
- b. A RESOLUTION APPROVING A CONTRACT BETWEEN THE CITY AND THE OAK RIDGE CONVENTION AND VISITORS BUREAU (CVB) FOR THE PROVISION OF SERVICES AND MATERIALS TO PROMOTE TOURISM IN OAK RIDGE FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019 (FISCAL YEAR 2019) IN AN AMOUNT NOT TO EXCEED \$365,000.00.
- c. A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH STUDIO FOUR DESIGN, INC., KNOXVILLE, TENNESSEE, TO PERFORM AS-NEEDED ARCHITECTURAL SERVICES FOR VARIOUS UPCOMING PROJECTS IN AN AMOUNT NOT TO EXCEED \$100,000.00.
- d. A RESOLUTION TO THE U.S. NUCLEAR REGULATORY COMMISSION (NRC) IN SUPPORT OF THE DRAFT ENVIRONMENTAL IMPACT STATEMENT (DEIS) FOR AN EARLY SITE PERMIT FOR THE TENNESSEE VALLEY AUTHORITY'S CLINC RIVER NUCLEAR SITE.

XII. APPEARANCE OF CITIZENS

XIII. ANNOUNCEMENTS AND SCHEDULING

- a. Announcements
- b. Scheduling

XIV. COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

XV. SUMMARY OF CURRENT EVENTS

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

XVI. ADJOURNMENT

**RULES
AND
PROCEDURES**

CITY COUNCIL MEMORANDUM
18-25

DATE: July 3, 2018
TO: Honorable Mayor and Members of City Council
FROM: Mark S. Watson, City Manager
SUBJECT: JULY 9, 2018 AGENDA FORMATTING

The July 9, 2018 City Council meeting agenda includes the appointment of a new Council member to fill the vacancy of Councilmember Hans Vogel, along with the election of members to four City boards and commissions. In light of the fact that there were applicants for vacancies to the boards that might be in attendance at the meeting during the elections, and so that the new Councilmember may be able to participate in the meeting, I am recommending that the order of the agenda be modified to allow for the elections to be moved up to the fifth item on the agenda.

In order to modify the order of the agenda, the Council shall suspend its Rules and Procedures to accept the agenda format as published, as it is the most efficient method of transacting necessary business at this meeting.



Mark S. Watson

**ELECTIONS
AND
APPOINTMENTS**

CITY CLERK MEMORANDUM
18-18

DATE: July 3, 2018
TO: Honorable Mayor and Members of City Council
FROM: Mary Beth Hickman, City Clerk
SUBJECT: 2018 MID-YEAR BOARDS AND COMMISSIONS ELECTIONS

2018 Mid-Year Election

Attached are applications that were received as part of the recruitment process for the 2018 Mid-Year election to fill vacancies on the City's boards and commissions.

During this recruitment, the City Clerk's Office was seeking to fill vacancies on the Convention and Visitors' Bureau (CVB) board, the Environmental Quality Advisory Board (EQAB), the Trade Licensing Board and to elect high school representatives to EQAB and the Traffic Safety Advisory Board (TSAB).

Four applications were received for the resident vacancy on the Convention and Visitors Bureau Board, and one application was received for the vacant positions reserved for hotel representatives. The one applicant for the hotel representative position, Mr. Alan Martin, is opening general manager for the Town Place Suites Hotel. The bylaws of the Convention and Visitors Bureau Board stipulate that the hotel representative positions will be filled by the general managers of the two top grossing hotels as measured by hotel/motel tax collection and by the general manager of any other local hotel/motel establishment. Currently, one of the two top grossing hotels has a representative, while the other does not. Thus, Mr. Martin's application would be for the third position of the general manager of any other local hotel/motel establishment.

Five applications were received for three non-student vacancies on the Environmental Quality Advisory Board. Two applications were received for the two vacancies on the Trade Licensing Board.

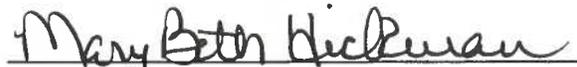
At the beginning of each of the board applications, there is a list of the board applicants and their preference, terms of office, a current board roster and a listing of the terms of office

I have also included a sample ballot for City Council to familiarize themselves with the ballot process, which is similar to prior years. Official ballots will be distributed at the July 9, 2018 meeting that will be used to elect board members.

High School Representatives

Attached are applications that the City Clerk's Office received for two high school representatives on the Environmental Quality Advisory Board (EQAB) and one on the Traffic Safety Advisory Board as part of the recruitment process organized by the City Clerk's Office. Two high school representatives are being elected during this election due to the graduation of one of the members who was previously elected to a two-year term.

Three applicants are being submitted to City Council as part of a recommendation from the Youth Advisory Board Screening Panel (please see attached letter from Matt Reedy, Manager of Athletics and Youth Advisory Board.


Mary Beth Hickman

Attachments

Voting Ballot A for Environmental Quality Advisory Board

Vacancies 2

Term Valid Through May 31, 2019 (1 position) and May 31, 2020 (1 position)

Full Name	Preference
<input type="checkbox"/> Sophia Krusen (Student Representative)	1
<input type="checkbox"/> Lauren Schenk (Student Representative)	1
<input type="checkbox"/> Erin Van Berkel (Student Representative)	1

Abstain

Abstain

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

Member, Oak Ridge City Council
7/9/2018

Round: 1

SAMPLE

**Voting Ballot B for
Environmental Quality Advisory Board**

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

May 31, 2020

May 31, 2019

Member, Oak Ridge City Council
7/9/2018

Round: 1

SAMPLE

Voting Ballot A for Environmental Quality Advisory Board

Vacancies 3

Term Valid Through December 31, 2018 (1 position) and December 31, 2019 (2 positions)

Full Name	Preference	
<input type="checkbox"/> Nikki Adkisson	1	<input type="checkbox"/> Abstain
<input type="checkbox"/> Ryan Crutchfield	1	<input type="checkbox"/> Abstain
<input type="checkbox"/> Darris Upton	1	<input type="checkbox"/> Abstain
<input type="checkbox"/> Sara Wieland*	2	<input type="checkbox"/> Abstain
<input type="checkbox"/> Kayla Wyatt	1	<input type="checkbox"/> Abstain

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

Member, Oak Ridge City Council
7/9/2018

Round: 1

Voting Ballot B for Environmental Quality Advisory Board

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

December 31, 2019

December 31, 2019

December 31, 2018

Member, Oak Ridge City Council
7/9/2018

Round: 1

SAMPLE



YOUTH ADVISORY BOARD MEMORANDUM

DATE: June 19, 2018
TO: Beth Hickman, City Clerk
FROM: Matt Reedy, Advisor to the YAB
SUBJECT: Youth Advisory Board Screening Panel

The City Youth Advisory Board Screening Panel for the 2017-2018 term of office consisted of City Council member Jim Dodson, ORHS staff member Connie Wilson, and Recreation and Parks Department staff member Matt Reedy. The panel was asked to recommend students from the YAB applicant pool for the Traffic Safety Advisory Board (TSAB) and Environmental Quality Advisory Board (EQAB) vacancies in case no other student applications were received for the openings. Our recommendations for these open positions are:

- EQAB 2 year term: Sophia Krusen, Sophomore at ORHS
- EQAB 1 year term: Erin VanBerkel, Senior at ORHS
- TSAB 1 year term: Christopher Thornburg, Sophomore at ORHS

If there are any questions about this statement from the Youth Advisory Board, contact City-Staff Liaison Matt Reedy at 425-3442.

Thank you,

Matt Reedy
Recreation Manager of Centers, Camps, Programs, and YAB

Environmental Quality Advisory Board

NumVacancies 2 Total # of Members 12

Term of Office

May 31, 2019 (1 position) and May 31, 2020 (1 position)

Qualifications

Oak Ridge residency and high school student

Environmental Quality Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Sophia Krusen		5/16/2018	1	N/A
Ms. Lauren Schenk		6/25/2018	1	0
Ms. Erin Van Berkel		6/6/2018	1	1
Total Number of Applicants: 3				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Rebecca Bowman		12/31/2020
Dr. William Dean		12/31/2020
Ms. Wende Doolittle		12/31/2020
Ms. Darcie Holcomb		12/31/2019
Mr. Robert G Kennedy III, PE		12/31/2020
Ms. Kaela O'Dell		12/31/2018
Mr. Kelley Smith		12/31/2020
7 of 12 members		

Hickman, Beth

From: JotForm <noreply@jotform.com>
Sent: Wednesday, May 16, 2018 8:40 PM
To: Hickman, Beth
Subject: Re: Youth Advisory Board Application 2018

Youth Advisory Board (YAB)

First Name	Sophia
Last Name	Krusen
Mailing Address	102 Enfield Lane
Home Phone	8654822246
Cell Phone	8652212833
E-mail Address	kjoysophia@gmail.com
Date of Birth	03-20-2003
Gender	Female
Race (Optional)	caucasian
Do you currently serve on the YAB?	No
If yes, how many years of service?	
Have you previously applied for this board?	No
If yes, how many times?	
School Name	Oak Ridge HS
GPA	
Grade (As of Term Start Date, August 1)	10th
Favorite Class	Algebra 2/ Trig Honors
Extra Curricular Activities	Dance classes at Oak Ridge Academy of Dance Oak Ridge Unitarian Universalist Church Youth Group
Organization/Business	ORUUC Stone Soup and Youth Group
Dates Worked	Monthly 2015-2017

Describe this experience	During Stone Soup, my mom and I would help with a free community meal once a month. We would deliver these meals to Callahan Towers. With the youth group, I went to a small town in Appalachia and did community service for the residents there (manual labor etc.)
Organization/Business	Oak Ridge Animal Shelter
Dates Worked	Monthly 2014 to present
Describe this experience	I have a passion for helping animals, so I volunteer to walk dogs at the animal shelter often. I've also helped FORAS with adoption and fundraising events.
Why do you want to serve on the YAB?	I really enjoy doing community service and doing projects to better the community. I had fun participating in Interact Club in middle school, but the meetings did not fit into my schedule this year. I find it very rewarding to work with other students to make a difference in my community. Also, I think YAB would be a great experience and a way to meet new people.
If interested, you may submit a resume as an attachment to your application.	true

Hickman, Beth

From: JotForm <noreply@jotform.com>
Sent: Monday, June 25, 2018 7:51 PM
To: Hickman, Beth
Subject: Re: 2018 Boards and Commissions High School Student Representatives Application

Boards and Commissions **Application_StudentRepresentatives_EQAB&TSAB**

Prefix (please check one)	Ms.
First Name	Lauren
Last Name	Schenk
Mailing Address	109 Goldengate Lane
Home Phone	8652723844
Cell Phone	8652780719
E-mail Address	laurenschenk04@gmail.com
Birthday	04-12-2002
Gender	Female
Race (Optional): Requested for Title VI of the Civil Rights Act of 1964 reporting purposes.	Caucasian
Please choose a board below (you may select both boards):	Environmental Quality Advisory Board
Please rank your preference for the Environmental Quality Advisory Board	1
School Name	Oak Ridge High School
GPA	4.1
Grade (As of Term Start Date, August 1)	11th
Favorite Class	History
Extra Curricular Activities	President International Relations Club, Philosophy Club, Wildcats for Change Club,

volunteer as a teen leader for St. Mary's middle school youth group, youth representative on Parish Council, member of Diocesan Youth Ministry Advisory Board, participant in the Ulster Project 3 times

Organization/Business	IHOP
Dates Worked	May 2018- Present
Describe this experience	I am a hostess at IHOP and while it may be difficult it is really facinating to serve the public and really work for an earning.
Organization/Business	Catholic Youth Camp
Dates Worked	June 4-8 2018
Describe this experience	It was truly and inspiring experience to be able to lead a group of people for a week and bring them closer to God. I am a natural leader at heart and just having the experience to really put that to use and help others was incredible.
Why do you want to serve on these board(s)?	I would really love to serve on the Environmental Quality Advisory Board because I care very deeply about the environment and preservation and I would love to do something to really help the environment.

Hickman, Beth

From: JotForm <noreply@jotform.com>
Sent: Wednesday, June 6, 2018 3:56 PM
To: Hickman, Beth
Subject: Re: 2018 Boards and Commissions High School Student Representatives Application

Boards and Commissions Application_StudentRepresentatives_EQAB&TSAB

Prefix (please check one)	Ms.
First Name	Erin
Last Name	Van Berkel
Mailing Address	124 Baypath Dr.
Home Phone	(865)-272-3830
Cell Phone	(865)-804-7338
E-mail Address	vanberkelerin@gmail.com
Birthday	03-03-2001
Gender	Female
Please choose a board below (you may select both boards):	Environmental Quality Advisory Board Traffic Safety Advisory Board
Please rank your preference for the Environmental Quality Advisory Board	1
How many times have you applied to the Environmental Quality Advisory Board?	1
Please rank your preference for the Traffic Safety Advisory Board	2
How many times have you applied to the Traffic Safety Advisory Board?	1
School Name	Oak Ridge High School

GPA	4.4
Grade (As of Term Start Date, August 1)	12th
Favorite Class	Biology
Extra Curricular Activities	High School Track and Field National Honor Society Spanish Honor Society Piano
Organization/Business	St. Mary's Ministry Center
Dates Worked	April/May 2018
Describe this experience	I organized files and helped office personnel by answering the phone, making copies, and helping people who come to the office.
Organization/Business	Middle School Track Meets
Dates Worked	March/April 2018
Describe this experience	During middle school track meets, I helped run off the throwing events. I usually measured, marked distances, or called names during the events.
Why do you want to serve on these board(s)?	I was born and I have been raised in Oak Ridge. I would like to have a voice in the city in which I have lived my whole life. I care about the environment here because I want to have a healthy environment for me and future generation to live in. I have recently started driving and I have noticed that certain roads need to be upgraded and traffic signs need to be added. For the most part, I want to be involved in what is going on in my town.

Traffic Safety Advisory Board

NumVacancies 1 Total # of Members 10

Term of Office
June 30, 2019

Qualifications
High school student and Oak Ridge resident

Traffic Safety Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Alexis Hammond		6/25/2018	1	N/A
Mr. Christopher Thornburgh		5/11/2018	1	N/A
Ms. Erin Van Berkel		6/6/2018	2	N/A
Total Number of Applicants: 3				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Martha Adler-Jasny		12/31/2020
Mr. Thomas Carney		12/31/2019
Mr. Andrew Howe		12/31/2019
Mr. Halfen (Hal) Hoyt		12/31/2018
Ms. Jana F. Humphrey		12/31/2018
Ms. Iona Kaczocho		12/31/2018
Ms. Melissa McMahan		12/31/2020
Mr. William Polfus		12/31/2019
Ms. Jane Shelton	Planning Commission Representative	12/31/2019
9 of 10 members		

Hickman, Beth

From: JotForm <noreply@jotform.com>
Sent: Monday, June 25, 2018 3:30 PM
To: Hickman, Beth
Subject: Re: 2018 Boards and Commissions High School Student Representatives Application

Boards and Commissions **Application_StudentRepresentatives_EQAB&TSAB**

Prefix (please check one)	Ms.
First Name	Alexis
Last Name	Hammond
Mailing Address	107 W Melbourne Road
Home Phone	8653992760
Cell Phone	8653992754
E-mail Address	adh923@gmail.com
Birthday	09-23-2001
Gender	Female
Race (Optional): Requested for Title VI of the Civil Rights Act of 1964 reporting purposes.	African-American
Please choose a board below (you may select both boards):	Traffic Safety Advisory Board
Please rank your preference for the Traffic Safety Advisory Board	1
School Name	Oak Ridge High School
GPA	4.2
Grade (As of Term Start Date, August 1)	12th
Favorite Class	Calculus
Extra Curricular Activities	Oak Ridge Youth Advisory Board, ORHS Orchestra (cello), Allies for Substance Abuse

Prevention (ASAP) of Anderson County, ORHS SECME, ORHS Varsity Tennis Team, ORHS French Club, ORHS French Honor Society, ORHS National Honor Society, Youth Group President at Oak Valley Baptist Church

Organization/Business Oak Ridge Youth Advisory Board

Dates Worked 8/2016 - Present

Describe this experience Worked with YAB members to host and participate in our annual Water Awareness Month Activities, serve as a volunteer for the Holiday Bureau, plan and host the annual Oak Ridge Easter Egg Hunt and City Halloween Party events, and other important programs to serve the youth of Oak Ridge.

Organization/Business Oak Valley Baptist Church

Dates Worked 7/2014 - Present

Describe this experience Serve as a youth usher, youth choir member, and as a church greeter. I also work with the Youth Ministry Adult Advisers to plan and organize community volunteering activities, such as neighborhood debris cleanups and nursing home visits.

Why do you want to serve on these board(s)? I am interested in serving on the Traffic Safety Advisory Board because I want help make decisions that will improve traffic safety in Oak Ridge. As more businesses come to Oak Ridge, the growth will impact traffic patterns. It is important for our community to think ahead and be prepared for the growth before it happens to ensure that Oak Ridge residents and visitors will be safe as they travel throughout the city.

Also, my participation on YAB has sparked an interest in future civic leadership opportunities. I feel that participating on the Traffic Safety Advisory Board would provide me with opportunities to gain more experience in civic leadership and in addressing issues that have a broader community impact.

If interested, you may submit a resume as an attachment to your application.

[Alexis Hammond resume JUN2018.pdf](#)

If interested, you may submit a cover letter as

[Cover letter Oak Ridge TSAB_AHammond.docx](#)

Alexis Hammond
107 W Melbourne Road
Oak Ridge, TN 37830

June 25, 2018

Ms. Beth Hickman
City Clerk
City of Oak Ridge
200 South Tulane Avenue
Oak Ridge, TN 37830

Dear Ms. Beth Hickman:

I am writing in response to your notice, posted on June 6, 2018 to the City of Oak Ridge website, requesting youth applicants for the Traffic Safety Advisory Board. I believe I have the skills and experience to make a valuable contribution to the Traffic Safety Advisory Board, including two years of experience on the Oak Ridge Youth Advisory Board.

I am a very active member of the Oak Ridge community. I attend Oak Ridge High School where I participate on the varsity tennis team, perform in the ORHS Orchestra as a cellist, and promote healthy decision-making through my involvement in the Allies for Substance Abuse Prevention (ASAP) of Anderson County. Apart from my school activities, I attend Oak Valley Baptist Church in Oak Ridge and serve as intern at Oak Ridge National Laboratory in the Computer Science and Mathematics Division.

I have enclosed my resume for your review and consideration. Thank you for providing opportunities for Oak Ridge youth to be active in civic leadership.

Sincerely,

Alexis Hammond

ENCLOSURE

Alexis D. Hammond

107 W Melbourne Road, Oak Ridge, Tennessee

Email: adh923@gmail.com

CAREER OBJECTIVE I plan to pursue a career in mechanical, materials, or environmental engineering. Upon completion of my undergraduate degree, I plan to earn a graduate degree and obtain my professional engineer license.

EDUCATION

2014 – Present **Oak Ridge High School, Oak Ridge, Tennessee**
Rising 12th Grade student; GPA: 4.2; ACT: 33 (English 32, Math 301, Reading 34, Science 33)
Advanced Placement Track: Math & Science: Calculus BC, Physics 1, Physics 2
English & History: English 11, World History

ACHIEVEMENTS AND AWARDS

- National Honor Society
- Société Honoraire de Français (French Honor Society)
- 2018-2019 Future of Hope Scholar
- 2018 and 2017 Tennessee All-East Orchestra (Cello Alternate)
- 2018, 2017, 2018 SECME (Science, Math, Engineering) Scholar; above 3.5 GPA
- Best All-Around – Xcel Silver, Louisville Ozone Gymnastics Meet, 2015
- Member of 1st Place Team in 2014 NSBE Jr. Cybersecurity Competition

STEM EXPERIENCE

- Summer 2018 **Math/Science Thesis Intern, Oak Ridge National Laboratory**
Conduct research on the solidification of alloys to better understand the characteristics of dendrite formation. Dendrites which form during the charge-discharge cycles of batteries lead to the electrical shorting of the cells. This investigation of growth velocity rates and dendrite radius changes under various conditions will provide insights to prevent dendrite formation.
- Summer 2017 **University of Tennessee HITES11 Camp**
One-week residential camp to prepare rising 11th grade students for computer science and engineering careers.
- Women in Engineering Camp (Host Site: Auburn University)**
One-week residential camp for high school females to explore engineering through hands-on, learn-by-doing experiences with female faculty and graduate students.
- Summer 2016 **University of Tennessee e-VOL10 Camp**
One-week residential camp to prepare rising 10th grade students for engineering careers.
- Oak Ridge Police Department – Junior Police Academy (Lead Cadet)**
Three-week program to introduce high school students to local law enforcement activities (K9 and SWAT operations, forensics, drug awareness, etc.), and STEM fields in law enforcement.
- Summer 2015 **POWER (Preparing Outstanding Women for Engineering Roles) Camp**
Host Site: Indiana Univ. – Purdue Univ. Indianapolis (IUPUI)
One-week residential camp for high school females to explore engineering through hands-on, learn-by-doing experiences with female faculty and graduate students.
- GO (GIRLS ONLY) STEM! Camp (Host Site: University of Southern Indiana)**
Five-day residential camp for high school females to engage in STEM activities in chemistry and nutrition, technology, earth sciences, biology, and engineering/applied physics.

LEADERSHIP EXPERIENCE

- 2017-2018 Treasurer, Oak Ridge Youth Advisory Board
- 2015-2017 Underclassman Member, Oak Ridge Youth Advisory Board
- 2018-2019 President, Oak Valley Baptist Church – Youth Group
- 2016-2018 Vice-President, Oak Valley Baptist Church – Youth Group
- 2018-2019 Secretary, Jack and Jill of America, Inc. – Royal Teens (Knoxville Chapter)
- 2017-2019 National Achievers Scholar, Knoxville Area Urban League

SCHOOL AND COMMUNITY ACTIVITIES

- ORHS Varsity Tennis Team (2015-2019)
- ORHS French Club (2015-2019)
- Allies for Substance Abuse Prevention of Anderson County, TN (2015-2019)
- ORHS Orchestra – Cello (2015-2019)
- ORHS SECME (Southeastern Consortium for Minorities in Engineering) Club (2015-2019)
- Jack and Jill of America, Inc. – Royal Teens (Knoxville Chapter) (2017-2019)

VOLUNTEER EXPERIENCE

- Sep. 2015 – Present **Oak Ridge Youth Advisory Board, Oak Ridge, Tennessee**
- Provide free swimming lessons to local children for Water Awareness Month
 - Organize city-wide events for local children and youth to celebrate national holidays
 - Develop and manage recreational sports leagues for local children and youth to promote physical activity.
- Sep. 2014 – Present **Oak Valley Baptist Church Youth Group, Oak Ridge, Tennessee**
- Serve as a youth usher and as a youth choir member in the worship services.
 - Participated in “Feed the Hungry” and “Relay for Life” youth group events.
 - Serve as a member of the Greeter ministry
- Jan. 2017 – Present **Jack and Jill of America, Inc. - Knoxville Chapter**
- Volunteer and sponsor an annual “Shoes for School” event in Knoxville, TN
 - Volunteer at youth and domestic abuse shelters for special holidays (Easter, etc.)
 - Conduct fundraisers for local youth enrichment programs
- Jan 2014 – Aug. 2014 **Fredericksburg Area Food Bank, Fredericksburg, Virginia**
- Sort food and non-food items from corporate donors
 - Prepare donation bags for Food4Kidz Program which provides weekend meals for local, disadvantaged children
- July 2011 – Aug. 2014 **First Mount Zion Baptist Church; Dumfries, Virginia**
- Served as a youth usher in the adult and children worship services
 - Packed meals in the “Feed My Starving Children” Program for children in Haiti

Hickman, Beth

From: JotForm <noreply@jotform.com>
Sent: Friday, May 11, 2018 7:17 PM
To: Hickman, Beth
Subject: Re: Youth Advisory Board Application 2018

Youth Advisory Board (YAB)

First Name	Christopher
Last Name	Thornburgh
Mailing Address	117 Danbury Drive
Home Phone	865-483-8761
Cell Phone	
E-mail Address	christophersteelers75@gmail.com
Date of Birth	06-12-2003
Gender	Male
Race (Optional)	Caucasian
Do you currently serve on the YAB?	No
If yes, how many years of service?	
Have you previously applied for this board?	No
If yes, how many times?	
School Name	Oak Ridge High School
GPA	3.7
Grade (As of Term Start Date, August 1)	10th
Favorite Class	Naval Science (Navy JROTC)
Extra Curricular Activities	I take piano lessons on my own time on multiple days of the week. I attend various church functions.
Organization/Business	Oak Ridge Breakfast Rotary Club
Dates Worked	December, 2015-2017

Describe this experience	I helped pass out books to children during the christmas parade for the Oak Ridge Rotary club float for the years 2015, 2016, and 2017
Organization/Business	Stop Hunger Now
Dates Worked	June 2015, May 2016, May 2017
Describe this experience	I helped pack meals for people who do not have enough to eat. The meals were composed of rice with various nutrients added. The non-profit organization Stop Hunger Now distributed these meals to impoverished communities. One of these experiences occurred when I was visiting Australia for the yearly Rotary International Summit. We helped pack 30,000 meals for Aboriginal communities that did not have sustainable farming.
Why do you want to serve on the YAB?	I want to help bridge the gap between youth and local/city government. I also want to address various problems in the community, especially those concerning the positive mental development of youth.
If interested, you may submit a resume as an attachment to your application.	
	true

Hickman, Beth

From: JotForm <noreply@jotform.com>
Sent: Wednesday, June 6, 2018 3:56 PM
To: Hickman, Beth
Subject: Re: 2018 Boards and Commissions High School Student Representatives Application

Boards and Commissions **Application_StudentRepresentatives_EQAB&TSAB**

Prefix (please check one)	Ms.
First Name	Erin
Last Name	Van Berkel
Mailing Address	124 Baypath Dr.
Home Phone	(865)-272-3830
Cell Phone	(865)-804-7338
E-mail Address	vanberkelerin@gmail.com
Birthday	03-03-2001
Gender	Female
Please choose a board below (you may select both boards):	Environmental Quality Advisory Board Traffic Safety Advisory Board
Please rank your preference for the Environmental Quality Advisory Board	1
How many times have you applied to the Environmental Quality Advisory Board?	1
Please rank your preference for the Traffic Safety Advisory Board	2
How many times have you applied to the Traffic Safety Advisory Board?	1
School Name	Oak Ridge High School

GPA	4.4
Grade (As of Term Start Date, August 1)	12th
Favorite Class	Biology
Extra Curricular Activities	High School Track and Field National Honor Society Spanish Honor Society Piano
Organization/Business	St. Mary's Ministry Center
Dates Worked	April/May 2018
Describe this experience	I organized files and helped office personnel by answering the phone, making copies, and helping people who come to the office.
Organization/Business	Middle School Track Meets
Dates Worked	March/April 2018
Describe this experience	During middle school track meets, I helped run off the throwing events. I usually measured, marked distances, or called names during the events.
Why do you want to serve on these board(s)?	I was born and I have been raised in Oak Ridge. I would like to have a voice in the city in which I have lived my whole life. I care about the environment here because I want to have a healthy environment for me and future generation to live in. I have recently started driving and I have noticed that certain roads need to be upgraded and traffic signs need to be added. For the most part, I want to be involved in what is going on in my town.

Convention and Visitors Bureau/Explore Oak Ridge

NumVacancies 3 Total # of Members 10

Term of Office
December 31, 2018

Qualifications
Oak Ridge residency except for the hotel representatives

Convention and Visitors Bureau/Explore Oak Ridge	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Ryan Crutchfield		6/29/2018	2	0
Ms. Teresa Fisher		6/5/2018	1	0
Ms. Connie Hunley		6/20/2018	1	N/A
Mr. Alan Martin	Hotel Representative	6/29/2018	1	0
Ms. Sara Wieland		6/13/2018	1	1
Total Number of Applicants: 5				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Naomi Asher		12/31/2020
Ms. Heather Brown	Hotel Representative	12/31/2018
Mr. Owen Driskill		12/31/2018
Ms. Barbara Ferrell		12/31/2020
Ms. Susan Frederick		12/31/2018
Ms. Carol Smallridge		12/31/2020
Ms. Rebecca Williams		12/31/2018
7 of 10 members		

City of Oak Ridge Board Application 2018

BoardName: Convention and Visitors Bureau/Explore Oak Ridge

Application Submitted

Applicant: Crutchfield, Ryan

6/29/2018 11:13 AM

Race (Optional):

Preference: 2

Number of Times Previously Applied: 0

Address	Contact Information
15 Rockingham Lane	Home Phone: (865) 483-8171 Email: crutcrya000@gmail.com

Oak Ridge, TN 37830

Current Company/Organization
Crutchfield Surveys

Current Position / Title
Survey Technician

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 of Oak Ridge High School (2015); Current student at Roane State Community College

Explain why you are interested in being appointed to this board, commission or committee
Oak Ridge is a city with unique industries. I believe that it's possible to take advantage of a growing tourism industry without contributing to traffic concerns or an increase in out-of-town crime

Describe any special knowledge or past experience qualifying you for this appointment?
Traffic Safety Advisory Board

Additional Information

Special Qualifications

End of Application for For Board:

City of Oak Ridge Board Application 2018

BoardName: Convention and Visitors Bureau/Explore Oak Ridge

Application Submitted

Applicant: Fisher, Teresa

6/5/2018

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address Contact Information

107 Hutchinson Place

Email: teresaannfisher@gmail.com

Oak Ridge, TN 37830

Mobile Phone: (865) 621-9991

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

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

No

Education, Professional and or Community Activity

Education: B.A. University of Tennessee and MPA Walden University; Professional: I am currently a stay-at-home mother and substitute teacher at Oak Ridge High School; Former Employer: Youth Villages as a Clinical Liaison and admissions counselor; Community Activities: Member of Central Baptist Church and missions board member; former volunteer through the church's Caring Center. The Caring Center distributes food to those in need on a weekly basis.

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

As a young family fairly new to Oak Ridge, I see the positives and negatives to what attracts families to Oak Ridge. My goal if elected to the Convention and Visitors Bureau is to capitalize our greatest strengths this city has to offer (Science, Manhattan Project, rowing tournaments) and look for more opportunities that excite people of all age groups to want to spend time in Oak Ridge. Softball/baseball tournaments, building a splash pad for children, a yearly trail run race through the greenbelt are just a few ideas that would attract visitors to our lovely city. May it be for a day, weekend or work trip, we should strive to make it so memorable, our visitors want to come back.

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

As previously stated, I am a mother and new to Oak Ridge. As an outsider looking in, I can see areas for improvement all while keeping our heritage. My history with volunteerism has given me the understanding of what is needed to make a city thrive while also understanding those who make up the city are equally as important.

Additional Information

Special Qualifications

TERESA ANN FISHER

Comprehensive Analysis. Exemplary Support.

107 Hutchinson Pl | Oak Ridge, TN 37830 | teresaannfisher@gmail.com | (865) 621-9991

KEY HIGHLIGHTS

- **Comprehensive Training with Strong Knowledge of Best Practices and Care Strategies**
- **History of Building Client-Centric Relationships and Consistently Surpassing Goals**
- **Exceeds Expectations Through Meticulous Analysis and In-depth Reporting**

PROFESSIONAL EXPERIENCE

Oak Ridge High School | Oak Ridge, TN

Long-term Substitute Teacher | 3/2018-5/2018

Intensive teacher support by assisting in the organization and management of the high schools Early Childhood program.

Substitute

- Managed the Early Childhood finances by collecting monthly tuition, reporting to bookkeeping and completing needed finance paperwork
- Performed task as requested by lead teacher
- Organized classroom material to insure daily class-flow
- Assisted in conductive learning for both preschoolers and high schoolers

Youth Villages | Knoxville, TN | Johnson City, TN

Senior Transitional Living Specialist | 11/2007 – 05/2013

Leveraged comprehensive support and dynamic relationship building techniques to enhance client lives and accurately coordinate facility and community resources with needs.

Transitional Support & Client Relationship Management

- Instrumental in improving client wellbeing by promoting/implementing protocols, creating individualized plans, and effectively aligning programs with each client's issues
- Successfully coached and mentored individuals ranging from 17 to 22 years of age while creating individualized plans to establish common goals and promote progress
- Integrally involved in supporting a Bill and Melinda Gates Foundation study centered on Transitional Living and performed in-depth randomizations for use within the clinical trial
- Designed highly effective presentations to teach adolescents and young adults a wide range of life skills including household finance, college application processes, and career-related skills

Reporting/Documentation & Team Building

- Authored detailed documentation and assisted with standardizing documentation and record keeping protocols to improve office-wide efficiency
- Collaborated with cross-functional teams and multiple organizations including Department of Children Services, college staff members and public school teachers, principals, and counselors
- Instrumental in building strong teams by training newly hired staff and working to establish organizational mission, values, and objectives
- Recruited potential clients to maintain grant and government funding

Youth Villages | Knoxville, TN | Johnson City, TN

Intensive In-Home Family Counselor | 01/2007 – 11/2007

Provided targeted mentoring and teaching designed to engage clients and produce sustainable progress within domestic, scholastic, and mental health issues.

- Substantially improved wellbeing by deploying client-centric teaching strategies designed to cultivate strengths and resolve critical problems
- Accurately evaluated client's physical and mental health concerns and worked closely with parents, guardians, teachers, and care teams to develop actionable strategies for positively impacting depression and assisting individuals with building positive relationships
- Provided comprehensive EMR-based documentation and client tracking by meticulously evaluating efficacy of in-home plans and documenting feedback, engagement, and progress
- Worked closely with parents to establish positive environments, remove roadblocks to growth, and provide nurturing, constructive parenting

EDUCATION

Master of Public Administration

Walden University, Minneapolis, MN

Bachelor of Arts in Sociology

University of Tennessee, Knoxville, TN

CERTIFICATIONS & TRAINING

Fluent - American Sign Language

Emerging Leader Training | Youth Villages, Knoxville, TN

COMMUNITY INVOLVEMENT

Board Member – Missions Program | Central Baptist Church | Oak Ridge, TN

Youth Mentor | Mentored a foster care youth

Co-Leader | Hurricane Relief Team – Hurricane Katrina | Biloxi, MS

Member | Junior League of Johnson City | 2007 – 2008

End of Application for

Fisher, Teresa

For Board:

Convention and Visitors Bureau/Explore Oak Ridge

City of Oak Ridge Board Application 2018

BoardName: Convention and Visitors Bureau/Explore Oak Ridge

Application Submitted

Applicant: Hunley, Connie

6/20/2018 4:50 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: N/A

Address Contact Information

Oak Ridge, TN 37830

Mobile Phone: (615) 681-3380

Email: a2znannies@gmail.com

Current Company/Organization

A2Z Nannies, Inc.

Current Position / Title

Owner

Retired? Company / Organization Retired From

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

No

Education, Professional and or Community Activity

College; Owner of A2ZNannies, Inc.; 25 years experience as professional nanny; CASA Volunteer in Roane County, TN Committee Organizing 5K walk/race for CASA fundraiser. Runners from across the nation. Secret City Festival Parade Chairman; Secret City Civitan Club Secretary; Altrusa of Oak Ridge; organizer/founder of the brand new Altrusa International of Anderson County, TN club to be chartered later this summer; President of the new club; Committee organizing Altrusa International District Four conference held this past April in Oak Ridge; District Four is made up of the states of TN, MS, AL, LA; promoted Oak Ridge for conference and had a record number of Altrusa International folks in our great city; Oak Ridge Chamber of Commerce members; Anderson County Chamber of Commerce member and Ambassador; joining the Breakfast Rotary; Atomic Masters Rowing member; appeared on the cover an in feature story of the June Oak Ridge Neighbor Magazine; also an expert contributor each month for the magazine on nannies and childcare.

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

I love Oak Ridge, and its place in history, as well as the people and all they contribute to this town we call home. It's a town rich in history and beauty and growth with so much to offer. I want to share my love for Oak Ridge.

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

I grew up loving and respecting the part Oak Ridge played in history - its people and beauty and the growing of our great town. I have traveled and lived all over, and you just can't beat Oak Ridge, TN.

Additional Information

Special Qualifications

End of Application for

Hunley, Connie

For Board:

Convention and Visitors Bureau/Explore Oak Ridge

Tuesday, July 3, 2018

City of Oak Ridge Board Application 2018

BoardName: Convention and Visitors Bureau/Explore Oak Ridge

Application Submitted

Applicant: Martin, Alan

6/29/2018 2:32 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address	Contact Information
409 Montbrook Lane Knoxville, TN 37919	Email: alan.martin@mgibsonhotels.com Mobile Phone: Office Phone: (865) 539-0588

Current Company/Organization
Town Place Suites Hotel

Current Position / Title
Opening General Manager

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?
No

Education, Professional and or Community Activity
Experienced Regional Director of Operations with a demonstrated history of working in the hospitality industry. Skilled in Budgeting, Sales, Hotel Management, and Customer Satisfaction. Strong operations professional with a Bachelor of Applied Sciences focused in Marketing & Logistics from Haslam College of Business at the University of Tennessee.

Explain why you are interested in being appointed to this board, commission or committee
I am looking to be more involved in the communities through both personal and work. My work in hotels gives me the opportunity to assist on a larger scale.

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

Additional Information
Hotel Representative

Special Qualifications
Hotel Representative

End of Application for For Board:

City of Oak Ridge Board Application 2018

BoardName: Convention and Visitors Bureau/Explore Oak Ridge

Application Submitted

Applicant: Wieland, Sara

6/13/2018

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address	Contact Information
102 Colby Road	Home Phone: (865) 621-5682 Email: sarawieland@yahoo.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?
Health and Educational Facilities Board

Education, Professional and or Community Activity
I am an elementary school teacher with a Bachelor of Science degree in Art Education and a Bachelor of Fine Arts in Painting. I am pursuing my Master's degree as well. I am currently serving on one City board, as well as several volunteer community activities through church. I helped paint the mural at the pool, and am planning a new mural for the Boys and Girls Club.

Explain why you are interested in being appointed to this board, commission or committee
We are lucky to live in a great town and I would love the opportunity to share that with others. My husband and I were both raised here and we chose to raise our kids here also. I love helping the community we live in.

Describe any special knowledge or past experience qualifying you for this appointment?
Just being raised here and a love of my hometown.

Additional Information

Special Qualifications

End of Application for For Board:

Environmental Quality Advisory Board

NumVacancies 3 Total # of Members 12

Term of Office

December 31, 2018 (1 position) and December 31, 2019 (2 positions)

Qualifications

Oak Ridge Residency; student representatives must be high school students

Environmental Quality Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Nikki Adkisson		6/22/2018	1	0
Mr. Ryan Crutchfield		6/29/2018	1	0
Mr. Donald Miller		6/19/2018	1	0
Mr. Darris Upton		6/7/2018	1	0
Ms. Sara Wieland		6/13/2018	2	0
Ms. Kayla Wyatt		6/13/2018	1	0
Total Number of Applicants: 6				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Rebecca Bowman		12/31/2020
Dr. William Dean		12/31/2020
Ms. Wende Doolittle		12/31/2020
Ms. Darcie Holcomb		12/31/2019
Mr. Robert G Kennedy III, PE		12/31/2020
Ms. Kaela O'Dell		12/31/2018
Mr. Kelley Smith		12/31/2020
7 of 12 members		

City of Oak Ridge Board Application 2018

BoardName: Environmental Quality Advisory Board

Applicant: Adkisson, Nikki

Race (Optional): White

Number of Times Previously Applied: 0

Application Submitted

6/22/2018

Preference: 1

Address	Contact Information
601 Michigan Avenue	Home Phone: (865) 660-9738 Email: nadkisson@orud.org

Oak Ridge, TN 37830

Current Company/Organization
Oak Ridge Utility District

Current Position / Title
Marketing Manager

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?
No

Education, Professional and or Community Activity
United Way Anderson County Fund Distribution Member since 2009, Panel Chair 2012-2014; Graduate of Leadership Roane County, Class of 2015, Roane County Chamber Ambassador, 2012-2014, 2018, Free Medical Clinic Outreach Committee Member, Oak Ridge Noon Rotary Club Member - Youth Services and Membership Committee member, American Public Gas Association (APGA) Marketing and Sales Committee Member 2011-Present, Committee Chair, 2016-2017

Explain why you are interested in being appointed to this board, commission or committee
As a citizen of Oak Ridge, as well as an employee of a utility company that operates within the city, I have a vested interest in the overall environment of the city itself. My kids are and will continue to grow up here so I would like to be more informed - both as a citizen and ORUD employee - about what I/we can do to affect lasting positive changes for the greater good.

Describe any special knowledge or past experience qualifying you for this appointment?
I feel like working for the local natural gas company for 8 years now has afforded me experience in setting the tone in the environmental quality of our community. Our utilities - as well as other factors - play a big role in Oak Ridge's environmental quality. I am interested to learn more and offer expertise where I can to help the community grow.

Additional Information
Special Qualifications



Nikki Adkisson

601 Michigan Avenue, Oak Ridge, TN 37830

Phone: (865)660-9738

Email: nikkibradley918@yahoo.com

Objective

To obtain a fast-paced, communication focused and relationship building position, which will present the chance to develop internal and external relationships and offer opportunities for personal and professional growth.

Professional Experience

July 2010 – Current

Oak Ridge Utility District

Oak Ridge, TN

Business Development Coordinator/Marketing Manager

- Responsible for increasing annual new customer service line installations throughout the district, as well as actively increasing natural gas load with current customers
- Orchestrates and maintains customer and community relations, ORUD events and awareness programs
- Responsible for database management for new customer prospects, as well as area contractors/architects, developers, city officials and real estate agents
- Represents the district at community functions and meetings to present expansion planning and answer associated questions
- Maintains all aspects of new customer development. Works closely with the Operations Director to plan distribution expansion strategy and new customer installation scheduling.
- Active involvement in Oak Ridge and Roane County Industrial Development Boards, Oak Ridge Chamber of Commerce Economic Development Forum and Site Review Planning Committee for expansion planning purposes
- Design monthly customer newsletter, employee newsletters, advertisements (TV, radio, print, billboards), promotional materials for customers, and responsible for company website design

August 2009 – June 2010

Great Clips/Great Salons of Knoxville, Inc.

Knoxville, TN

Administrative Assistant to President/Marketing Coordinator

- Responsible for human resource management including: updating ACT system, interviewing candidates, maintain employee files and paperwork, coordination of orientation and new hire training, maintaining employee health insurance and 401k plans, and payroll duties
- General bookkeeping duties include: accounts payable, accounts receivable, administer payroll activities, salon performance reports, coupon performance reports, filing sales tax returns including use tax. Proficient with Quickbooks and Peachtree accounting systems
- Administration of new salon build-outs including equipment and product orders, coordination of licenses and inspections, creation of grand opening marketing and development plan and implementation of marketing plan
- General administrative duties include, but not limited to: organization of travel plans for the president and salon managers, create bi-weekly newsletter for staff, respond to customer service letters, allocate fundraising and sponsorship funds locally, coordinate annual Christmas party and company picnic, administer manager and staff retention functions, scheduling of beauty school visits, preparations for trainings and meetings, maintaining salon inventory orders, and any other misc. duties
- Responsible for creating and implementing annual marketing plans for 16 salons in the Knoxville market based on an annual budget

June 2008 – July 2009

Knoxville News Sentinel, an E.W. Scripps Co.

Knoxville, TN

Outside Sales/Media Consultant

- Responsible for generating approximately \$1.1 million in annual revenue from an account base
- Introducing media products to clients to meet their business goals and increase revenue
- Achieved 5% growth year over year in print revenue and 20% growth year over year for online revenue
- Making 70 new business calls per week in order to strengthen territory and revenue
- Maintaining less than 1% of total revenue in P&L's
- Evaluating and negotiating customized annual contracts ranging from \$10,000 - \$100,000
- Manage sales of niche multimedia products to recruitment clients. Products include: Business Journal, job fairs, Yahoo! Hot Jobs products and other digital media

April 2007 – June 2008

Knoxville News Sentinel, an E.W. Scripps Co.

Knoxville, TN

Recruitment Inside Sales Representative

- Responsible for generating approximately \$400,000 in annual revenue from an account base
- Sell print and online advertising, as well as many niche products, to provide the customer with the most highly qualified applicants
- Achieved 5% growth year over year in print revenue and 20% growth year over year for online revenue
- Cold calling on 50 new leads each month in order to gain new business
- Maintaining less than 1% of total revenue in P&L's
- Presenting sales proposals based a company's recruiting needs and the need to brand their company in the marketplace
- Achieved Quarterly Lightkeeper award within the first full quarter (2nd quarter 2007) in the position; also achieved Quarterly Outstanding Achievement award (3rd quarter 2007)

September 2005 – March 2007

Knoxville News Sentinel, an E.W. Scripps Co.

Knoxville, TN

Recruitment Sales Assistant

- Responsible for assisting two outside sales account executives accounts on a daily basis
- Assist with a total customer base of 250-300 accounts; generating approximately \$2.5 million in annual revenue
- Generating revenue through up-sell opportunities such as pick-up ads, online, special sections, etc.
- Inputting ads into the ad order entry system and scheduling them consistently based on deadlines
- Prepare advertising text and graphic layouts based on the customer's needs and wants
- Prepare correspondence to customers and sales proposals for presentations based on specific advertising campaigns
- Direct working relationship with various internal staff including graphics department and accounting department
- Work directly with customers to troubleshoot, quote rates, answer questions, etc.
- Act in account executive role while account executives were on vacation or long term leave

October 2003 – September 2005

Curves for Women

Oak Ridge, TN

Sales Consultant

- Marketed the Curves brand to Anderson & Loudon Counties – increased membership totals by 75% in less than 12 months time
- Responsible for managing payroll duties on a bi-weekly basis and creating staff schedules
- Responsible for cold calling on leads in order to gain membership growth
- Secure walk-in business through a structured sales process with the ultimate goal of obtaining a signed 12 month contract
- Attend networking events to gain leads and potential members

Education

Tusculum College

Knoxville, TN

- Bachelor of Science, Organizational Management, Minor in Marketing, Graduated with 3.94 GPA
- Courses in marketing/advertising, public relations, graphic arts, communications and human resource management

Clinton High School

Clinton, TN

- Graduated with High Distinction

Associations & Accomplishments

- United Way Anderson County Fund Distribution Panel Member since 2009, Panel Chair 2012-2014
- Graduate of Leadership Oak Ridge, Class of 2011
- Graduate of Leadership Roane County, Class of 2015
- Roane County Chamber Ambassador, 2012-2014, 2018
- Free Medical Clinic Outreach Committee Member
- Oak Ridge Noon Rotary Club Member, Youth Services & Membership Committee member
- American Public Gas Association (APGA) Marketing & Sales Committee Member 2011 - Present, Committee Chair 2016-2017

City of Oak Ridge Board Application 2018

BoardName: Environmental Quality Advisory Board

Application Submitted

Applicant: Crutchfield, Ryan

6/29/2018 11:13 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address	Contact Information
15 Rockingham Lane	Home Phone: (865) 483-8171 Email: crutcrya000@gmail.com

Oak Ridge, TN 37830

Current Company/Organization
Crutchfield Surveys

Current Position / Title
Survey Technician

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 of Oak Ridge High School (2015); Current Student at Roane State Community College

Explain why you are interested in being appointed to this board, commission or committee
As Oak Ridge expands in size and population, I believe there should be increased scrutiny, education and active participation in community for environmental concerns.

Describe any special knowledge or past experience qualifying you for this appointment?
I was a part of the Traffic Safety Advisory Board as youth representative during my third year of high school (2013-2014)

Additional Information

Special Qualifications

End of Application for For Board:

City of Oak Ridge Board Application 2018

BoardName: Environmental Quality Advisory Board

Applicant: Miller, Donald

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

6/19/2018 1:04 PM

Preference: 1

Address Contact Information

104 Mockingbird Lane

Email: wa4cour@gmail.com

Mobile Phone: (865) 776-5171

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y ORNL

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

No

Education, Professional and or Community Activity

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

I live in Oak Ridge, I am retired for ORNL where I supervised hourly and salaried staff who operated environmental monitoring equipment and I feel a down to earth view is valuable in this activity.

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

I was the ORNL Instrumentation and Controls Division department head for support of environmental monitoring. I was the Inspector General for Tennessee Wing Civil Air Patrol and was on the camp inspection committee for Southeast Region BSA camps.

Additional Information

Special Qualifications

End of Application for

Miller, Donald

For Board:

Environmental Quality Advisory Board

Monday, July 9, 2018

Dr. Stanley W. Erwin Memorial Award

Donald Richard Miller was born in 1935, and his lifetime commitment to the Boy Scout movement began just a few years later.

After an early life as a Cub Scout and Boy Scout, Don quickly found a home in the commissioner ranks. His tenure carried him through all ranks of commissioner service, from unit commissioner and Catoosa District Commissioner in the 60's and 70's, to Assistant Council Commissioner and Council Commissioner in the 90's. In that time, Don also served as the advisor to the first contemporary Explorer Post in the United States.

Don has also made three high adventure treks to Philmont Scout Ranch, one as a crew advisor and two as contingent leader. This summer, he leads 144 Scouts and 16 adults to the 1997 National Boy Scout Jamboree at Fort A.P. Hill, Virginia.

Don has been active in professional, church, and civic clubs in his home of Oak Ridge. He is Past President of the following organizations - Oak Ridge Amateur Radio Operators Club; Oak Ridge Section of the Instrument Society of America; Knoxville Chapter of the American Institute of Plant Engineers; and the Oak Ridge Civic Music Association. He is the past editor of the "Pellissippiian," a journal of the Pellissippi Genealogical Society. Don served as Tennessee State Director of the National Management Association from 1992-96, and is a licensed pilot.

Don and his wife Anna reside in Oak Ridge. They regularly travel throughout the southeast with the "Sweet Adelines," a singing group (Don serves as their videographer). They have four children and one grandchild.



Don Miller

City of Oak Ridge Board Application 2018

BoardName: Environmental Quality Advisory Board

Applicant: Upton, Darris

Race (Optional): Black

Number of Times Previously Applied: 0

Application Submitted

6/7/2018 6:51 AM

Preference: 1

Address	Contact Information
---------	---------------------

202 Tusculum Drive

Email: dkupton70@gmail.com

Mobile Phone: (865) 399-8223

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Just graduated college - not yet employed

Retired?	Company / Organization Retired From
----------	-------------------------------------

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

No

Education, Professional and or Community Activity

Master's degree in Social Work; new member of Mayor's Council on Disability Issues for the City of Knoxville

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

I'm interested in contributing to making my home city better for everyone. As someone who enjoys many outdoor activities, I appreciate how important clean air, water, etc. are to all of us. Our natural resources are vast, and it's also our responsibility to continue to balance them with industry and economic needs. Also, we have responsibility to make sure we teach our next generations the importance of our natural resources. We can do this by our actions, and I want to be a part of that.

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

Additional Information

Special Qualifications

Darris K. Upton

202 Tusculum Drive

Oak Ridge, Tennessee 37830

Cell: (865) 399-8223

Dkupton70@gmail.com

Education

- Masters of Science, Social Work, University of Tennessee May 2018
- Bachelors of Science, Social Work, University of Tennessee May 2017
- Associates of Science, Pellissippi State Community College May 2015

Social Work Experience

- Internship with The City of Knoxville – Office of Neighborhoods
 - Community Relations Specialist
 - Assist in planning annual Neighborhood Conference, attended by over 600 Knoxville residents and guests
 - Assist in organizing Neighborhood Advisory Council meetings
 - Attend and participate in various neighborhood organization meetings
 - Contribute articles to weekly newsletter
- Internship with Knoxville Community Action Committee
 - Case Manager – Guy B Love Towers
 - Advocated to prevent clients from losing their housing
 - Assist walk-in clients with finding services to meet their needs

Employment

United States Navy

March 1998 – October 2012

- Naval Test Wing Atlantic, Patuxent River, MD – Administrative Department Supervisor
 - Implemented and administered quarterly training for sixteen administrative personnel
 - Trained junior personnel to provide excellent service to fellow service members
 - Revised, corrected and tracked over twenty policy instructions for Naval Test Wing Atlantic
 - Managed electronic service records for twenty five Naval Test Wing Atlantic personnel
 - Drafted and published organizational newsletter/plan of the week
 - One year security deployment to Guantanamo Bay, Cuba
 - Managed information entered into Individual Information Management System
 - Coordinated daily work schedule for a thirty person team
 - Managed daily log entries
 - Trained over 100 personnel, resulting in 95 percent of personnel achieving qualification

- Naval Air Station Oceana Detachment Norfolk – Air Traffic Controller
 - Provided safe, expeditious service to aircraft into and out of designated airspace
 - Achieved qualification on multiple control positions, including heliport tower supervisor and control tower operator
 - Trained over thirty sailors to achieve qualification on various control positions
 - Conducted personnel training to help junior personnel advance to the next rank

- Travelers Insurance November 2012- November 2013
 - Insurance Service Representative

- Vanderbilt Mortgage October 2007- March 2009
 - Customer Account Representative

Honors and Awards

- President, Masters Social Work Organization
 - Organized canned food and coat drives
 - Participated in campus wide initiatives to combat hate and racism
- President, Bachelors Social Work Organization
 - Organized 5k charity race
 - Organized canned food and coat drives
 - Organized pledge to stop hate on campus day
 - Worked with local CAC in efforts to provide mobile meals
 - Won University Large Organization of the Year award, 2017
- Member, College of Social Work Diversity Committee
- Member, College of Social Work Phi Alpha Honor Society
- Member, Student Government Association Student Senate
- Two Navy and Marine Corps Achievement Medals for extraordinary initiative, professional adaptability and exceptional professionalism
- Global War on Terrorism Expeditionary Medal
- Global War on Terrorism Service Medal
- NATO Campaign Medal

City of Oak Ridge Board Application 2018

BoardName: Environmental Quality Advisory Board

Application Submitted

Applicant: Wieland, Sara

6/13/2018 5:33 PM

Race (Optional):

Preference: 2

Number of Times Previously Applied: 0

Address	Contact Information
102 Colby Road	Home Phone: (865) 621-5682 Email: sarawieland@yahoo.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

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

Health and Educational Facilities Board

Education, Professional and or Community Activity

I am an elementary school teacher with a Bachelor of Science degree in Art Education and a Bachelor of Fine Arts in Painting. I am pursuing my Master's degree as well. I am currently serving on one City board, as well as several volunteer community activities through church. I helped paint the mural at the pool, and am planning a new mural for the Boys and Girls Club.

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

I feel that the environment is very important and it is our responsibility to make our community cleaner and greener. I am interested in helping the region I live in and raise my children in.

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

Additional Information

Special Qualifications

End of Application for For Board:

Tuesday, July 3, 2018

City of Oak Ridge Board Application 2018

BoardName: Environmental Quality Advisory Board

Application Submitted

Applicant: Wyatt, Kayla

6/13/2018 4:11 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address Contact Information

121 Revere Circle

Email: kmcain90@gmail.com

Mobile Phone: (865) 406-0122

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Homemaker

Retired? Company / Organization Retired From

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

No

Education, Professional and or Community Activity

Massage Therapy: retired license; Sophomore at Pellissippi State Community College with a major in Wildlife Biology

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

I'm particularly interested in the health and upkeep of our natural areas in Oak Ridge. Oak Ridge has beautiful and unique environmental features, but there is always room for improvement and a need for protection. I would greatly like to join in that effort and to bring my ideas and passions into use.

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

I'm currently in school for wildlife biology. My passion is for the outdoors and for wildlife and I study ecosystems regularly. I am an avid hiker, gardener and chicken keeper. My children and I spend most of our time outside in all the many places Oak Ridge has to offer.

Additional Information

Special Qualifications

End of Application for

Wyatt, Kayla

For Board:

Environmental Quality Advisory Board

Tuesday, July 3, 2018

Trade Licensing Board

NumVacancies 2 Total # of Members 7

Term of Office

December 31, 2020

Qualifications

Preference will be given to Oak Ridge residents who possess a current and valid mechanical license, plumber's license or electrical license from the City of Oak Ridge. In the event no qualified Oak Ridge residents apply, a vacancy may be filled by a non-resident applicant, provided such applicant maintains an office in Oak Ridge, possesses a current Oak Ridge business license and meets all other requirements for board membership

Trade Licensing Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Jawrell Cook		6/17/2018	1	N/A
Mr. Jeff Lewis	Possesses a valid electrical license from the City of Oak Ridge	6/7/2018	1	N/A
Total Number of Applicants: 2				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. F. Wayne Garber		12/31/2018
Mr. Michael Maddux		12/31/2019
Mr. Joe McCarty		12/31/2019
Mr. Danny Scott		12/31/2019
Mr. Jerry Seiber		12/31/2019
5 of 7 members		

City of Oak Ridge Board Application 2018

BoardName: Trade Licensing Board

Applicant: Cook, Jawrell

Race (Optional):

Number of Times Previously Applied: N/A

Application Submitted

6/17/2018 3:39 PM

Preference: 1

Address Contact Information

24 Palisades Parkway

Home Phone: (865) 483-6605

Email: jawrell@comcast.net

Oak Ridge, TN 37830

Current Company/Organization

Cook's Comfort Systems

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

BS in Business Management from UT; Volunteer for CASA; Past board member and board President for Boys and Girls Club; Retired from US Army Reserves

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

Interested in improving the workmanship for residents in Oak Ridge

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

Over 30 years experience in HVAC; 10 years experience teaching HVAC for the Army

Additional Information

Special Qualifications

End of Application for

Cook, Jawrell

For Board:

Trade Licensing Board

Tuesday, July 3, 2018

City of Oak Ridge Board Application 2018

BoardName: Trade Licensing Board

Applicant: Lewis, Jeff

Race (Optional):

Number of Times Previously Applied: N/A

Application Submitted

6/7/2018 8:06 AM

Preference: 1

Address Contact Information

399 Warehouse Road

Email: jeffclewis58@gmail.com

Oak Ridge, TN 37830

Mobile Phone: (865) 607-8933

Office Phone: (865) 483-5774

Current Company/Organization

Lewis Electric

Current Position / Title

Owner

Retired? Company / Organization Retired From

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

No

Education, Professional and or Community Activity

Owner of Lewis Electric since February, 1981; Previously served on Trade Licensing Board

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

To help oversee trade licensing for the City of Oak Ridge

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

Previous service on Trade Licensing Board

Additional Information

Valid electrical license from the City of Oak Ridge and business lies within Oak Ridge city limits

Special Qualifications

Possesses a valid electrical license from the City of Oak Ridge

End of Application for

Lewis, Jeff

For Board:

Trade Licensing Board

Tuesday, July 3, 2018

CITY CLERK MEMORANDUM
18-19

DATE: July 5, 2018

TO: Honorable Mayor and Members of City Council

FROM: Mary Beth Hickman, City Clerk

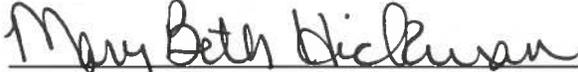
SUBJECT: ELECTION OF CITY COUNCIL REPRESENTATIVE TO OAK RIDGE MUNICIPAL PLANNING COMMISSION

Due to the resignation of Councilmember Hans Vogel, who also served as the City Council representative on the Oak Ridge Municipal Planning Commission, a new Council representative will need to be chosen at the July 9, 2018 meeting.

The City Council representative on the Planning Commission serves for two (2) years or until his or her term on Council expires, whichever occurs first.

Councilmembers Ellen Smith and Jim Dodson have expressed interest in serving in this position. Their statements of interest are attached.

I have included a sample ballot that will be used for election of this position. The ballot includes the names of all City Council members, as well as a Write-In blank since the new Council member has not been chosen as of the posting of the agenda packet.


Mary Beth Hickman

Attachments

Voting Ballot for City Council Representative to the Oak Ridge Municipal Planning Commission	
Kelly Callison	<input type="checkbox"/>
Rick Chinn, Jr.	<input type="checkbox"/>
Jim Dodson	<input type="checkbox"/>
Warren L. Gooch	<input type="checkbox"/>
Charles J. Hope, Jr.	<input type="checkbox"/>
Ellen D. Smith	<input type="checkbox"/>
Write-In	<input type="checkbox"/>
Abstain	<input type="checkbox"/>

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

**Member, Oak Ridge City Council
 July 9, 2018**

DATE: July 2, 2018
TO: Honorable Mayor and Members of City Council
FROM: Ellen Smith, Council Member
SUBJECT: REQUEST FOR APPOINTMENT AS THE CITY COUNCIL REPRESENTATIVE ON THE OAK RIDGE MUNICIPAL PLANNING COMMISSION

I am offering my service to fill the vacancy (created by Hans Vogel's departure) as the Council's representative on the Oak Ridge Municipal Planning Commission.

While I have not previously served on the Planning Commission, I have acquired broad familiarity with planning-related topics and relevant ordinances and regulations through my nine years of service on City Council and my participation in a number of programs and training sessions related to planning, community and economic development, and related topics. I believe that I am prepared to be an effective planning commissioner and to serve City Council effectively as Council's representative on and interface with the Planning Commission. Additionally, because I expect to retire from my "day job" at Oak Ridge National Laboratory later this summer, I expect to have the necessary time and schedule flexibility to participate in the numerous meetings and workshops that the Planning Commission holds.

I would appreciate the opportunity to serve the City in this additional capacity.

Thank you for your consideration.

Jim Dodson

10 Presidential Drive
Oak Ridge, Tn 37830
865-256-2580
jdodson@oakridgetn.gov

July 4, 2018

Honorable Mayor and Members of City Council,

Recently we lost a valuable asset on both City Council as well as the Municipal Planning Commission when Hans Vogel accepted a position out of town. I feel both he and other members of the commission are charged with a great responsibility of giving direction to how our town will look as Oak Ridge continues to grow for the future. Over the past 18 months, I have attended several of the commissions meetings as well as the on site blueprint meetings involving our local neighborhoods. Both experiences have served to give me a greater understanding of the unique needs of our citizens living and working in different regions of our town. I have also been very optimistic to see commercial and residential developers choose Oak Ridge for new construction particularly over the past two years. We should all be encouraged by the recent growth and I would like to offer my services to help continue this momentum.

Given my experience working with several regional and state organizations as well as city appointed boards, I feel uniquely qualified to serve in this capacity. Working with our Chamber of Commerce and Explore Oak Ridge, I have seen a marked growth in industry and tourism over the past several years. We need to continue to attract young families and new businesses to our town by providing unique amenities that will set us apart from other towns. We still have much to do to clean up blighted neighborhoods and provide affordable housing in our town but we have measures in place such as our Land Bank. I would also like to work with commission to insure our Main Street development continues to offer both retail and residential while also attracting foot traffic and affording residents and visitors a true central city. As for the time commitment more recently I have stepped down from a major responsibility as President of my local Rotary Club so I should have the time needed to devote to this important responsibility.

I have a vision for the continued growth and diversification of our city. As an artist, I know how to facilitate team processes to make this vision a reality in an aesthetically pleasing way. I also believe I have a unique connection to younger Oak Ridgers and my vision is to work towards a city that brings our young families back to their hometown. I have spent my whole career working to make Oak Ridge a better place to enjoy its special history, strong arts culture and beautiful natural setting, I would be honored and excited to serve Council on the Planning Commission. Thank you for considering this request.

Sincerely yours,

Jim Dodson

MAYOR'S MEMORANDUM
18-02

DATE: July 2, 2018

TO: Members of City Council

FROM: Warren L. Gooch, Mayor

SUBJECT: APPOINTMENTS TO CITY COUNCIL COMMITTEES

At the July 9, 2018 City Council meeting, City Council will need to confirm appointments for the City Attorney and City Manager Evaluation Committees. Given that these committees are appointed on an annual basis, City Council will be utilizing the appointment methods provided in Resolution No. 11-106-07.

As outlined in the employment agreements, City Council shall complete performance evaluations for both the City Attorney and the City Manager on an annual basis.

Resolution No.11-106-07 established a policy of rotating councilmembers from committees, and that policy has been in practice for the selection of councilmembers for the Evaluation Committees for the City Attorney and City Manager with the listing of committee members maintained by the City Clerk. In FY2017, the City Attorney's Evaluation Committee consisted of Warren L. Gooch, Chair; Chuck Hope and Jim Dodson, and the City Manager's Evaluation Committee consisted of Ellen Smith, Chair; Rick Chinn, Jr. and Hans Vogel. Due to the resignation of Councilmember Hans Vogel, a Councilmember will be appointed at the July 9, 2018 City Council meeting. It is recommended that the newly appointed Councilmember sit out of the committees' appointment rotation as they have not served on City Council in the prior year.

The below committee composition is recommended:

City Attorney's Evaluation

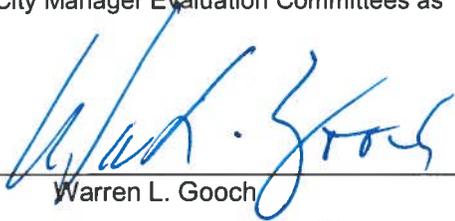
Chuck Hope, Chair
Jim Dodson
Ellen D. Smith

City Manager's Evaluation

Rick Chinn, Jr., Chair
Warren L. Gooch
Kelly Callison

Following the established membership of the Committees, it is recommended that all members of City Council receive the evaluation forms utilized for the FY2017 evaluations and upon receipt by staff of all completed forms, the committee members will meet with the City Manager and City Attorney to review the evaluations and discuss recommendations to provide to City Council.

It is the Mayor's recommendation to appoint the City Attorney and City Manager Evaluation Committees as presented above.



Warren L. Gooch

MAYOR'S MEMORANDUM
18-03

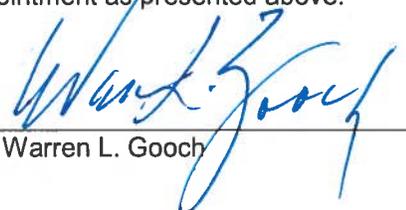
DATE: July 2, 2018
TO: Members of City Council
FROM: Warren L. Gooch, Mayor
SUBJECT: APPOINTMENT TO THE OAK RIDGE HERITAGE RAILROAD AUTHORITY

On June 4, 2018, the City Clerk's office was notified that Dr. Pete Craven, who is serving as my designee on the Oak Ridge Heritage Railroad Authority, will no longer be able to serve due to declining health. His term of office was set to expire on October 9, 2018.

The Board of Directors of the Railroad Authority contains two directors, as required by the Tennessee Code. The Code provides that one Director shall be the Mayor or his designee and an additional Director-at-Large shall be selected by City Council. Mr. Gordon Fee currently serves as the Director-at-Large.

It is my recommendation that Mr. Mike Magill be appointed as my designee to the Oak Ridge Heritage Railroad Authority for a three-year term of office. Mr. Magill is a former Commissioner of the Tennessee Department of Labor and Workforce Development and currently serves as General Manager of the H.T. Hackney Company. I am confident in Mr. Magill's ability to serve the City of Oak Ridge well in this capacity.

I would respectfully request that City Council confirm Mr. Magill's appointment as presented above.



Warren L. Gooch

SPECIAL REPORTS

City YAB State of the Youth Address for 2017-2018
By Chairwoman Candace Pang

Honorable Mayor, councilmen and women, and fellow citizens, I am proud to come before you this nice evening as the Chairwoman of the Oak Ridge Youth Advisory Board to present the annual State of the Youth Address.

Since it was founded almost 30 years ago, Youth Advisory Board (YAB) continues to aim to openly communicate with City Council as representatives of our peers. We hope that this State of the Youth Address will not only act as a summary of our work this past year, but also as an opportunity to work together and expand upon ideas to further improve the quality of life for young people in Oak Ridge. This year, Councilman Jim Dodson graciously volunteered his time and efforts to attend multiple meetings to improve communication between council and us. We appreciate his attention and genuine care for the youth of Oak Ridge.

At the beginning of our year, we carefully determined a list of goals and objectives to accomplish in our 2017-2018 season. This list included drug-and-alcohol free recreational events for students, educational programs, volunteer services, and efforts to increase communication within the school district, City Council, and the general public. We removed some older events from past years that have dwindled in interest, and instead, replaced them with new events that we hope to expand in the future.

One new event we were excited to add was the Breakfast with Santa that we discontinued earlier in the decade because a company had offered the same service. Due to the company's relinquishment of the event, we attempted to make it as successful as it once was. From Breakfast with Santa, we had 150 guests attend to relish in the holiday spirit. Additionally, we

commissioned an Oak Ridge High School photography student to take pictures of the event and portraits of individual families.

Other events we kept were our Glow Room at the Halloween Party and donation to the Holiday Bureau. Through the Glow Room, YAB aims to promote safety on Halloween night with glow sticks and other bright-colored items. All proceeds helped fund other philanthropic events, such as our \$1200 donation in toys to the Holiday Bureau to give low-income children in the community the opportunity to enjoy the holidays with a brand new toy.

One of YAB's most meaningful events is our Water Awareness program that was designed to provide knowledge about aquatic safety and to help children become comfortable in water. We are trying to break the vicious cycle of the fear of water passed down from generation to generation, mostly targeting disadvantaged children who may not have access to pools or funds for real swimming lessons. We taught children from the Boys and Girls Club and Girls Incorporated.

Our dodgeball tournament remains YAB's most popular event for many years in a row. This year, teams ranging from backgrounds in basketball, tennis, and even German exchange students, battled each other to win first place and our acclaimed "YAB DODGEBALL CHAMPION" t-shirt. This event remains to be an exciting, fun, and free time both for participants and spectators.

Apart from hosting recreational activities, members of YAB joined with members of the Chamber of Commerce's Youth Leadership of Oak Ridge (YLOR) to travel to Nashville and learn the inner workings of our State government. On the Senate floor, we debated firearm regulations and voted to increase background checks for all persons seeking to purchase a firearm. Although the debate was a mock-up, the rare experience was educational; it was

something we were not able find in a traditional classroom. During our time in the capital, we spoke with politicians such as Representative John Ragan, Secretary of State Tre Hargett, and Lieutenant Governor Randy McNally. Their advice was both inspirational and stimulating; it actively encouraged all of us to be more dutiful, purposeful, and well-informed citizens. Overall, we are deeply appreciative for this experience.

To close the end of the academic year, YAB hosted our annual Field Day at Bissell Park. This event is free and open to all middle and high school students, and provides them with an opportunity to get rid of toxic stress after AP exams and state testing. Students enjoyed relaxing with friends, food, and games.

Additionally, we partnered with United Way and sponsored the Battle of the Bands that took place on June 7, 2018. Battle of the Bands is a chance for students to freely express and showcase their musical talent. First place winners also earn the opportunity to record in a professional studio to further develop their passion for music and to also be featured at the Secret City Festival.

In light of recent events across schools and communities in our country, YAB has reached out directly to Oak Ridge High School and worked with the staff to compose and distribute a student survey. Questions ranged from mental health concerns, school safety, career classes, YAB activities, and the need for a teen center. We received 594 responses, and the general consensus revealed that students feel much safer knowing that ORHS has a school resource officer (SRO) and they also feel that each school in the district should have an SRO if possible. A majority of students also support creating a teen center space in the Civic Center once the Senior Center is relocated soon. We also asked students about new career classes that they would like to see with Carpentry, Cosmetology, Criminal Justice, and Culinary Arts getting

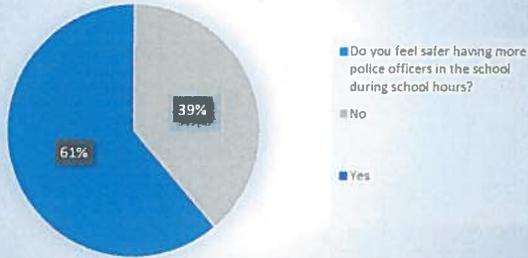
equal support. Students also commented on societal concerns they have in their daily walk with cyber-bullying and mental health issues coming in as their top concerns. Student response varied on how to prevent societal issues, but a large number of students suggested that regular counseling and information on counseling would be a good start. We hope to work closely with the school and City Council in the future to resolve some of the youth's concerns.

Lastly, one of YAB's most important events is Graduation Celebration. After several deaths from automobile accidents in the 1990's, Graduation Celebration was founded to keep ORHS graduates safe on graduation night. Since then, Oak Ridge has not lost another graduate due to the same scenario. This year, we successfully hosted 84.1% of the graduating class of 2018, and, together with the community, provided over \$15,000 in prizes and scholarships.

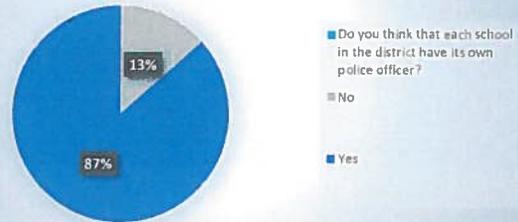
Although at its surface YAB may seem like a group of sixteen high-school students congregating to plan recreational activities or visit Nashville, each board leaves behind a legacy comprised of accomplishments sometimes unseen, but impactful. While this is my last year as member, looking back five years ago when I started, YAB has inspired me and several other young people in the community to raise our voices and learn to take action for improvement. I am lucky to have been a part of such an extraordinary organization, and I am excited for what legacies future boards will establish.

2018 Student Survey Results City YAB/ORHS Staff

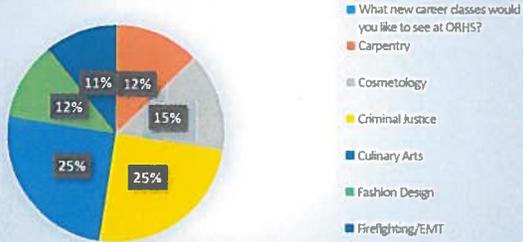
SRO's help kids feel safer at school.



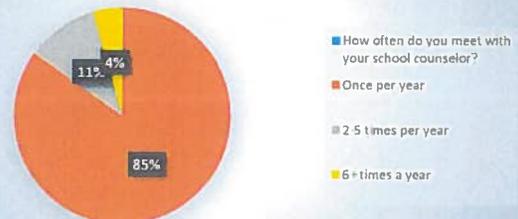
Students agree that each school should have an SRO



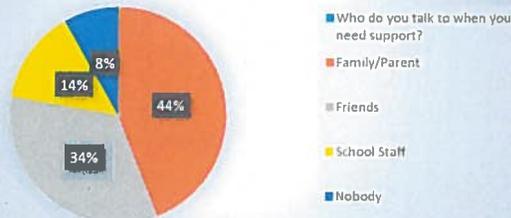
Students would like to see Criminal Justice and Culinary Arts classes.



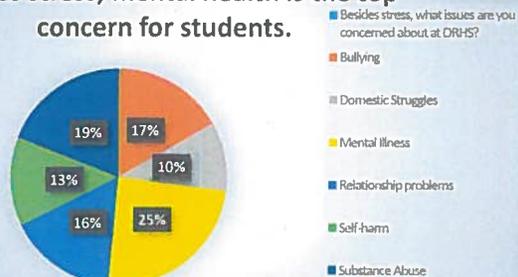
85% of students meet with a counselor once per year.



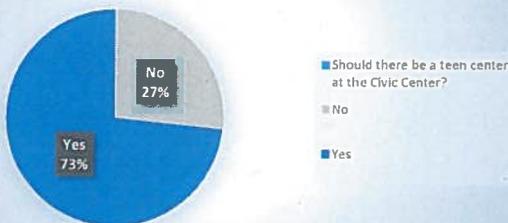
8% of students feel that they have no one they can talk to.



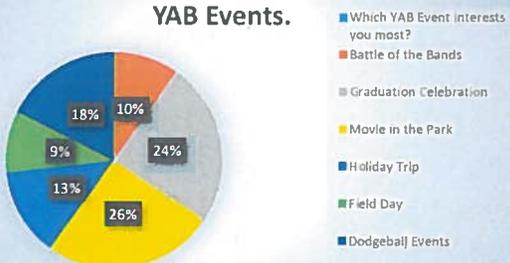
Besides stress, mental health is the top concern for students.



Students support the idea of a Teen Center inside the Civic Center.



Students are interested in a variety of YAB Events.



Students support a ban on smoking in public parks.



These results are based on a survey of students offered at ORHS in May 2018 through a partnership with the City YAB and ORHS Staff. Over 40% (594 students) of the students at ORHS participated in the optional survey.

For a copy of all survey results, email Matt Reedy at mreedy@oakridgetn.gov.

CONSENT AGENDA

OAK RIDGE CITY COUNCIL MEETING
Municipal Building Courtroom

June 4, 2018

Minutes

The June 4, 2018 meeting of the City Council of the City of Oak Ridge, Tennessee convened at 7:00 p.m. in the Courtroom of the Municipal Building with Mayor Pro Tem Rick Chinn, Jr. presiding.

INVOCATION

The invocation was given by Councilmember Chuck Hope.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by Councilmember Hans Vogel.

ROLL CALL

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

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

Councilmember Dodson moved to amend the agenda to call up a proclamation proclaiming June 4-9, 2018 as Secret City Festival Time. Councilmember Vogel moved for approval of the proclamation, and Councilmember Hope seconded.

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

PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

AN ORDINANCE TO PROVIDE REVENUE FOR MUNICIPAL PURPOSES FOR THE FISCAL YEAR BEGINNING JULY 1, 2018, BY IMPOSING A TAX ON ALL PROPERTY WITHIN THE CITY, FIXING THE RATE OF THE TAX, ADOPTING A BUDGET, AND ADOPTING APPROPRIATIONS.

Councilmember Smith moved to open the public hearing on the ordinance, and Councilmember Callison seconded.

Linda Braden, 317 Pennsylvania Avenue, Oak Ridge, addressed Council to oppose any increase in the property taxes.

Darris Upton, 202 Tusculum Drive, Oak Ridge, stated that curbs are crumbling in the city, and he would like to see some results from the tax money being spent.

Pat Gengozian, 114 Capital Circle, Oak Ridge, stated that Oak Ridge is a city with a very low tax base, and she is in support of the money needed to complete projects such as the senior center.

Seeing no other citizen wishing to address Council, Councilmember Dodson moved to close the public hearing, and Councilmember Callison seconded.

Councilmember Smith moved to approve the ordinance on first reading, and Councilmember Callison seconded.

Mayor Pro Tem Chinn requested that if there are any amendments to the budget ordinance that they be presented at the next meeting.

City Manager Mark Watson provided an overview of the budget ordinance, and Finance Director Janice McGinnis answered questions from Council.

Councilmember Smith asked some factual questions about the budget pertaining to DOE's payment-in-lieu-of tax, professional and contractual services, and personnel. She also stated that many projects in the budget have been long-term projects that are finally being implemented.

Councilmember Callison congratulated the City Manager for setting 2019 goals for all of city staff and stated that Council should ask next year as to how city staff did in meeting those goals.

Councilmember Dodson reiterated his desire for school resource officers in each middle school and the high school.

Councilmember Vogel stated that folks should read the City Manager's transmittal letter as it does a great job summarizing the challenges facing the city. He also asked several questions of Ms. McGinnis.

Councilmember Hope inquired about funds for sidewalk improvements and street resurfacing, as well as funding for the Convention and Visitors Bureau and the Chamber of Commerce.

Mayor Pro Tem Chinn stated his opposition to the two-cent property tax increase and urged Council to look at any way possible to hold the property tax rate steady.

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

RESOLUTIONS

A RESOLUTION TO AMEND RESOLUTION 4-23-2018 AWARDING A CONTRACT FY2018-142 TO ROGERS GROUP, INC. KNOXVILLE, TENNESSEE, FOR STREET MILLING AND RESURFACING OF DESIGNATED CITY STREETS TO INCREASE THE SCOPE OF WORK AND FUNDING WITH RESPECT TO REPAIRS TO MELTON LAKE DRIVE.

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

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

APPEARANCE OF CITIZENS

Linda Braden, 317 Pennsylvania Avenue, addressed Council regarding an issue she is having with her water meter.

Rebecca Williams, 102 Deerfield Lane, Oak Ridge, asked Council to consider a contract to manage the Oak Ridge Farmers Market. City Manager Mark Watson stated that he would put this item on the next work session agenda for discussion.

David Kitzmiller, 144 Wellington Circle, Oak Ridge, urged Council to make the paving of West Outer Drive a priority.

Martin McBride, 954 W. Outer Drive, Oak Ridge, asked Council to extend an invitation to the Secretary of Energy to attend the Scarboro Community reunion in July. He also stated the City has not done enough to explore the tourism heritage of the African-American community.

ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

Elections/Appointments

Announcements

Councilmember Hans Vogel announced that he will be resigning from City Council effective June 30, 2018 to accept a job in Idaho Falls, Idaho.

Scheduling

COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

SUMMARY OF CURRENT EVENTS

CITY MANAGER'S REPORT

City Manager Mark Watson reported that the Oak Ridge Fire Department has reaffirmed its ISO 2 rating.

CITY ATTORNEY'S REPORT

ADJOURNMENT: 8:33 p.m.

OAK RIDGE CITY COUNCIL MEETING
Municipal Building Courtroom

June 11, 2018

Minutes

The regular meeting of the City Council of the City of Oak Ridge, Tennessee convened at 7:00 p.m. on June 11, 2018 in the Courtroom of the Municipal Building with Mayor Warren L. Gooch presiding.

INVOCATION

The invocation was given by Pastor Derrick Hammond with Oak Valley Baptist Church.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Jana Martin, member of the Secret City Festival Committee.

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.; Councilmember Ellen Smith; and Councilmember Hans Vogel.

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

City Council recognized Councilmember Hans Vogel for his service to the City and presented him with a proclamation and framed photograph. Mayor Pro Tem Chinn moved for approval of the proclamation, and all Councilmembers seconded. The proclamation was approved unanimously by voice vote.

City Manager Mark Watson introduced Michael Smith as the new Americans With Disabilities Act Coordinator for the City and recognized Julie Forkner with the Oak Ridge Public Library.

Proclamations

A proclamation honoring Library Director Kathy McNeilly on her retirement and years of service to the City of Oak Ridge.

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, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

A proclamation designating June 11-17, 2018 as Men's Health Week.

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

SPECIAL REPORTS

(NONE)

CONSENT AGENDA

The following items were removed from the Consent Agenda for discussion:

A RESOLUTION MAKING AWARDS TO ALTERNATE STAFFING, INC., AND OTHER QUALIFIED COMPANIES FOR FURNISHING AS NEEDED TEMPORARY EMPLOYMENT SERVICES FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2019 IN THE ESTIMATED AMOUNT OF \$100,000.00.

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO THE BEST PROVIDERS FOR FURNISHING CHEMICALS FOR THE WATER TREATMENT PLANT FOR FISCAL YEAR 2019 IN THE ESTIMATED AMOUNT OF \$700,000.00.

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AWARDS TO STOWERS, BOBCAT, CONTRACTORS MACHINERY, UNITED RENTALS, NORTRAX, AND OTHER SUITABLE COMPANIES FOR AS NEEDED HEAVY EQUIPMENT RENTAL FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2019 IN THE ESTIMATED AMOUNT OF \$95,000.00.

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO WASTE MANAGEMENT FOR DISPOSAL OF BIOSOLIDS AT THE CHESTNUT RIDGE LANDFILL FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2019 IN THE ESTIMATED AMOUNT OF \$165,000.00.

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO THE BEST PROVIDERS FOR EMERGENCY STREET RESURFACING FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2019 IN THE ESTIMATED AMOUNT OF \$230,000.00.

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO MANSFIELD OIL COMPANY FOR FURNISHING UNLEADED AND DIESEL FUEL FOR FISCAL YEAR 2019 IN THE ESTIMATED AMOUNT OF \$469,000.00.

Mayor Pro Tem Chinn moved for approval of the Consent Agenda as amended, and Councilmember Hope seconded.

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

Approval of the May 14, 2018 City Council regular meeting minutes

Approval of the May 22, 2018 City Council special meeting minutes

Approval of the May 29, 2018 City Council special meeting minutes

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO SPILLMAN TECHNOLOGIES, INC., SALT LAKE CITY, UTAH, FOR MAINTENANCE SERVICES FOR THE PUBLIC SAFETY COMPUTER SYSTEM FOR MAY 1, 2018 THROUGH APRIL 30, 2019 IN THE AMOUNT OF \$52,368.68.

A RESOLUTION APPROVING A CONTRACT WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION (TDOT) FOR MAINTENANCE OF STATE HIGHWAYS WITHIN THE CORPORATE CITY LIMITS WHEREBY THE CITY IS REIMBURSED BY TDOT FOR SAID SERVICES IN THE AMOUNT OF \$141,175.05.

A RESOLUTION AUTHORIZING THE CITY TO APPLY FOR A "SAFETY PARTNERS" LOSS CONTROL MATCHING DRIVER SAFETY GRANT FROM THE TENNESSEE MUNICIPAL LEAGUE RISK MANAGEMENT WITH A MAXIMUM REIMBURSEMENT AMOUNT OF \$2,500.00 AND TO ACCEPT SAID GRANT IF APPROVED.

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO ORACLE AMERICA, INC., FOR FURNISHING OF ANNUAL MAINTENANCE SERVICES FOR THE FINANCIAL SOFTWARE SYSTEM UTILIZED BY THE CITY FOR FISCAL YEAR 2019 IN THE AMOUNT OF \$28,066.04.

Mayor Gooch made a motion to amend all items that were removed from the Consent Agenda by deleting the words "in an estimated amount of" and replacing with the words "in an amount not to exceed" before each dollar amount. The amendment was seconded and passed unanimously by voice vote.

A RESOLUTION MAKING AWARDS TO ALTERNATE STAFFING, INC., AND OTHER QUALIFIED COMPANIES FOR FURNISHING AS NEEDED TEMPORARY EMPLOYMENT SERVICES FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2019 IN AN AMOUNT NOT TO EXCEED \$100,000.00.

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

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO THE BEST PROVIDERS FOR FURNISHING CHEMICALS FOR THE WATER TREATMENT PLANT FOR FISCAL YEAR 2019 IN AN AMOUNT NOT TO EXCEED \$700,000.00.

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

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AWARDS TO STOWERS, BOBCAT, CONTRACTORS MACHINERY, UNITED RENTALS, NORTRAX, AND OTHER SUITABLE COMPANIES FOR AS NEEDED HEAVY EQUIPMENT RENTAL FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2019 IN AN AMOUNT NOT TO EXCEED \$95,000.00.

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

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO WASTE MANAGEMENT FOR DISPOSAL OF BIOSOLIDS AT THE CHESTNUT RIDGE LANDFILL FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2019 IN AN AMOUNT NOT TO EXCEED \$165,000.00.

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

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO THE BEST PROVIDERS FOR EMERGENCY STREET RESURFACING FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2019 IN THE ESTIMATED AMOUNT OF \$230,000.00.

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

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO MANSFIELD OIL COMPANY FOR FURNISHING UNLEADED AND DIESEL FUEL FOR FISCAL YEAR 2019 IN THE ESTIMATED AMOUNT OF \$469,000.00.

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

PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

Public Hearing

Mayor Pro Tem Chinn moved to open the public hearing on the Community Development Block Grant (CDBG) PY2018/FY2019 Annual Action Plan and proposed allocations of Community Development Block Grant (CDBG) Entitlement Funds for PY2018/FY2019 estimated at \$238,717.00, and Councilmember Smith seconded. The motion was approved unanimously by voice vote.

Seeing no citizen who wished to speak during the public hearing, Councilmember Dodson moved that the public hearing be closed, and Councilmember Smith seconded. The motion was approved unanimously by voice vote.

FINAL ADOPTION OF ORDINANCES

Public Hearing and Final Adoption

AN ORDINANCE TO PROVIDE REVENUE FOR MUNICIPAL PURPOSES FOR THE FISCAL YEAR BEGINNING JULY 1, 2018, BY IMPOSING A TAX ON ALL PROPERTY WITHIN THE CITY, FIXING THE RATE OF THE TAX, ADOPTING A BUDGET, AND ADOPTING APPROPRIATIONS.

Councilmember Smith moved to open the public hearing, and Councilmember Dodson seconded.

Linda Braden, 317 Pennsylvania Avenue, Oak Ridge, spoke in opposition to the tax increase.

Dennis Toomey, 110 Jarrett Lane, Oak Ridge, spoke in opposition to the tax increase.

Derrick Hammond, 107 W. Melbourne Road, Oak Ridge, asked Council to raise taxes only after all opportunities to find the additional \$160,000 have been exhausted.

Phil Parrott, 122 Wiltshire Drive, Oak Ridge, spoke in opposition to the tax increase.

Bob Smallridge, 108 Carnegie Drive, Oak Ridge, stated that the City has done a good job keeping tax rates flat over the past 10 years, and that two of the projects that will benefit from the tax increase have been in the works for many years.

Kathy Moore, 140 Baltimore Drive, Oak Ridge, stated that she has had trouble finding renters due to the high taxes in Oak Ridge and urged Council not to raise taxes.

Pat Gengozian, 114 Capital Circle, Oak Ridge, stated that if residents want certain amenities such as the Senior Center, then the City must find a way to pay for them. She spoke in favor of the tax increase.

Dr. James Horton, 106 Carson Lane, Oak Ridge, stated that the City was very behind in street repair and that efforts should be made to put more money into this.

Councilmember Callison moved to close the public hearing, and Mayor Pro Tem Chinn seconded. The motion passed unanimously by voice vote.

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

Mayor Pro Tem Chinn stated that there have been increases in the cost of living through an increase in utility rates. He implored Council to find the money elsewhere.

Mayor Pro Tem Chinn made a motion to transfer \$297,778 out of the golf course fund balance into the general fund with a caveat that the additional \$160,000 be removed. Councilmember Hope seconded.

After discussion, the motion failed by board vote with Mayor Pro Tem Chinn and Councilmember Dodson voting "Aye" and Councilmembers Callison, Hope, Smith, Vogel and Mayor Gooch voting "No."

Councilmember Hope stated that it is not prudent to compare Oak Ridge to Hardin Valley and Farragut with respect to taxation because they are different types of municipalities that do not provide services such as fire and police protection.

Councilmember Dodson stated that the Youth Advisory Board had voiced concerns about safety issues in the schools, and he would like to see an additional school resource officer added.

Councilmember Callison stated that he considered it politically unacceptable to move money out of the golf course fund into the general fund for the sake of transparency.

Councilmember Smith stated that moving reserves resembles a shell game when the city will still need a certain level of funding available to maintain the golf course.

Councilmember Dodson made a motion to direct the City Manager to realign funds within the existing budget to support the funding of an additional school resource officer. Mayor Pro Tem Chinn seconded.

The motion passed by board vote with Councilmembers Callison, Dodson, Hope, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye," and Councilmembers Smith and Vogel voting "No."

Dr. James Horton, 106 Carson Lane, stated if hiring can be deferred under the current budget, then are those positions really needed.

Dennis Toomey, 110 Jarrett Lane, Oak Ridge, stated that if money can be realigned for school resource officers, then money should be able to be realigned to avoid a tax increase.

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

Final Adoption

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.

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

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

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE ZONING MAP WHICH IS MADE A PART OF THE ORDINANCE BY CHANGING THE ZONING DISTRICT OF 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.

Councilmember Vogel 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.

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

RESOLUTIONS

A RESOLUTION APPROVING A RIGHT-OF-WAY ENCROACHMENT AGREEMENT WITH TACALA TN CORP FOR 101 BUS TERMINAL ROAD.

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

Dr. James Horton, 106 Carson Lane, spoke in opposition to the resolution.

Robert Elliott, owner of Security Square Shopping Center, stated his objection to the entrance and exit to the Taco Bell being put on Bus Terminal Road.

Chris and Karen Wetherall, 111 Graceland Road, opposed the resolution due to the potential danger to many of their patients through increased traffic cutting through their parking lot.

Mayor Pro Tem suggested that staff look at the potential of moving access from Bus Terminal Road further away from Oak Ridge Turnpike.

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

A RESOLUTION AWARDED A CONTRACT (FY2018-167) TO PRI OF EAST TN, INC., KNOXVILLE, TENNESSEE, FOR AS-NEEDED PAVEMENT REPAIR AND PATCHING FOR THE PUBLIC WORKS DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$200,000.00.

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

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

A RESOLUTION APPROVING THE YEAR 2 FIRE DEPARTMENT PAY GRADE SCHEDULE EFFECTIVE JULY 1, 2018.

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

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

A RESOLUTION APPROVING THE PY2018/FY2019 ANNUAL ACTION PLAN AND PROPOSED ALLOCATIONS OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT FUNDS FOR PY2018/FY2019 ESTIMATED AT \$238,717.00.

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

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

A RESOLUTION TO ENCUMBER ALL REMAINING UNSPENT BUDGETED FUNDS AT THE END OF FISCAL YEAR 2018 IN THE FOLLOWING GENERAL FUND ACTIVITIES: 845 INFORMATION

SERVICES, 862 FINANCE, AND 951 STORMWATER.

Councilmember Dodson moved for approval of the resolution, and Councilmember Smith seconded. Finance Director Janice McGinnis provided an overview of the resolution and answered questions from Council.

The resolution passed by board vote with Councilmembers Callison, Dodson, Smith, Vogel, and Mayor Gooch voting “Aye,” and Mayor Pro Tem Chinn and Councilmember Hope voting “No.”

A RESOLUTION TO APPROVE AN AGREEMENT WITH RAY EVANS FOR ECONOMIC DEVELOPMENT SERVICES FOR FISCAL YEAR 2019 IN THE AMOUNT OF \$54,000.

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

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

A RESOLUTION TO APPROVE AN AGREEMENT WITH STEVE JONES FOR ECONOMIC DEVELOPMENT SERVICES FOR FISCAL YEAR 2019 IN THE AMOUNT OF \$54,000.

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

The resolution passed by board vote with Councilmembers Callison, Dodson, Smith, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting “Aye,” and Councilmember Hope voting “No.”

APPEARANCE OF CITIZENS

Emily Smith, 118 Underwood Road, Oak Ridge, thanked the City for its assistance and involvement with the Secret City Festival.

Amy Poteet, 145 High Point Lane, Oak Ridge, discussed the successes of the Secret City Festival and thanked the City for its assistance.

Meghan O’Neal, 102 William Lane, complimented the kids area that was included as part of the Secret City Festival.

Sue Ann Lewis, 43 Riverview Drive, Oak Ridge, stated that working with the Festival was a tremendous experience.

Joy Henderson, 103 Paris Lane, Oak Ridge, discussed the number of accidents on her street and also issues that needed to be addressed by Codes Enforcement

Martin McBride, 954 W. Outer Drive, Oak Ridge, urged Council to invite the Secretary and Under Secretary of Energy to Oak Ridge to meet some of the original students who integrated the school system.

ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

Elections/Appointments

Confirmation of nomination of James Charles, III to the Oak Ridge Utility District Board of Directors

Mayor Pro Tem Chinn moved to confirm Mr. Charles’ nomination, and Councilmember Smith seconded. The motion was approved unanimously by voice vote with Councilmembers Callison, Dodson, Hope, Smith, Vogel, Mayor Gooch and Mayor Pro Tem Chinn voting “Aye.”

Announcements

City Manager Mark Watson announced that the south side of Melton Lake Drive will from Palisades to the Rivers Run entrance will be closed on Thursday, June 21st due to the USA Cycling Trials event.

Mr. Watson also informed Council that he will be a guest professor at China University coming up in July and will not be at the July work session.

Scheduling

COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

SUMMARY OF CURRENT EVENTS

CITY MANAGER'S REPORT

City Manager Mark Watson briefed Council on the Blankenship Field revitalization project.

CITY ATTORNEY'S REPORT

ADJOURNMENT: 10:32 p.m.

OAK RIDGE CITY COUNCIL SPECIAL MEETING
Central Services Complex Multipurpose Room

June 19, 2018
6:00 p.m.

Minutes

The special meeting of the City Council of the City of Oak Ridge, Tennessee convened at 6:00 p.m. on June 19, 2018 in the Multipurpose Room of the Central Services Complex with Mayor Warren Gooch presiding.

ROLL CALL

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

Also present were Mark S. Watson, City Manager; Ken Krushenski, City Attorney; and Beth Hickman, City Clerk.

RESOLUTION

A RESOLUTION AWARDED A CONTRACT TO FIELD TURF USA, INC., MONTREAL, QUEBEC CANADA (WITH REGIONAL OFFICE IN CALHOUN, GEORGIA), FOR THE PURCHASE AND INSTALLATION OF SYNTHETIC TURF AT BLANKENSHIP FIELD IN AN AMOUNT NOT TO EXCEED \$800,000.

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

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

ADJOURNMENT: 6:15 p.m.



YOUTH ADVISORY BOARD MEMORANDUM

DATE: June 19, 2018
TO: Beth Hickman, City Clerk
FROM: Matt Reedy, Advisor to the YAB
SUBJECT: Youth Advisory Board Screening Panel

The City Youth Advisory Board Screening Panel for the 2018-2019 term of office consisted of City Council member Jim Dodson, ORHS staff member Connie Wilson, and Recreation and Parks Department staff member Matt Reedy. The YAB Screening Panel has selected the following sixteen students to recommend to City Council for appointment to the 2018-2019 Youth Advisory Board. The applications are attached to be included in the agenda for the July 9, 2018 meeting of the Oak Ridge City Council.

The YAB Screening Panel recommends these students to serve a one-year term on the 2018-2019 City of Oak Ridge Youth Advisory Board:

Audrey Bufton
Nick Dallas
Jayden Ellis
Maggie Froning
Claire Gibson
Alexis Hammond

Mark Humphries
Jina Jiang
Madelyn Kittrell
Asa Lee
Madelyn McEntire
Jasleen Narula

Alexis Palau
Kira Palau
Jessica Pitz
Caroline Webb

If there are any questions about this statement from the Youth Advisory Board, contact City-Staff Liaison Matt Reedy at 425-3442.

Thank you,

Matt Reedy
Recreation Manager of Centers, Camps, Programs, and YAB



YAB Screening Panel

DATE: 6-18-18

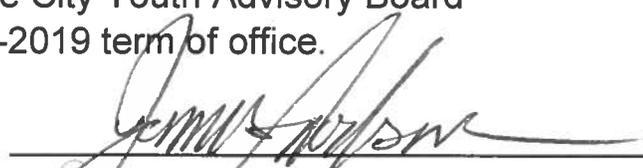
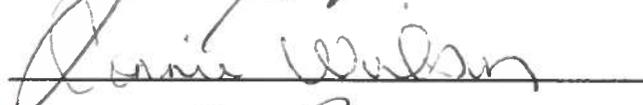
- | | |
|--------------------------|---------------------------|
| 1 <u>Audrey Buf ton</u> | 9 <u>Jayden Ellis</u> |
| 2 <u>Maggie Froning</u> | 10 <u>Caroline Webb</u> |
| 3 <u>Alexis Hammond</u> | 11 <u>Claire Gibson</u> |
| 4 <u>Jasleen Narula</u> | 12 <u>Mark Humphries</u> |
| 5 <u>Alexis Palau</u> | 13 <u>Maddie McEntire</u> |
| 6 <u>Jina Jiang</u> | 14 <u>Jessie Pitz</u> |
| 7 <u>Nick Dallas</u> | 15 <u>Asa Lee</u> |
| 8 <u>Maddie Kittrell</u> | 16 <u>Kira Palau</u> |

We, the YAB Screening Panel, recommend the 16 students
above to serve on the City Youth Advisory Board
for the 2018-2019 term of office.

Councilman Jim Dodson

ORHS Staff Connie Wilson

City Staff Matt Reedy


Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Audrey	Buften	Caucasian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
4/27/2018	No	3	3
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th	4.5	History	
Extra Curricular Activities			
ASAP Ambassadors, International Relations Club, Masquers, Philosophy Club			
Volunteer Work Experience (1)			
Methodist Medical Center			
Dates			
August 2016 - April 2017			
Description			
I helped around the hospital, mostly answering questions and guiding patients and their families to consultations. I answered phones and learned to communicate well with doctors and other employees at the hospital. The experience also helped me become more confident in my interactions with others that I may or may not have a rapport with. The volunteer aspect of working there made my time there meaningful to me and left a profound and lasting impression.			
Volunteer Work Experience (2)			
Water Awareness			
Dates			
January-February 2016-2018			
Description			
I have participated in water awareness with YAB for the past 3 years. Each year, I love making connections with the kids and feel satisfied knowing that they can stay safe around the water. Each year, many youth drownings occur and I feel better knowing that it is less likely in Oak Ridge because of YAB's work. Volunteering for water awareness taught me to work with children and to instruct people.			
Why do you want to serve on the YAB?			
I want to serve on the YAB to make a lasting impression on my community. My hope for next year's YAB is that we both improve the opportunities for youth in Oak Ridge and that we make the opinions and views of ORHS students apparent to the City Council. As a membr of ASAP, I also want to continue the legacy YAB has of providing drug and alcohol free activities for teens in Oak Ridge and promoting safety in our community. In the years I have been a member of YAB, I have learned more about leadership and being a proactive member of my community, which is what I want to continue to do as a board member and hopefully YAB leadership.			

Please see additional attachments.

Audrey Bufton

Volunteer Girls State Application

I feel that I would be a great choice as the representative of ORHS at Volunteer Girls State because of my experience and passion for leadership. My time on the Youth Advisory Board has taught me about developing a voice for my opinions; I hope to continue to grow my voice at Girls State. I would love to meet new people and learn about the electoral system in a hands-on environment rather than the classroom. If I am chosen to represent ORHS, I will be a responsible and outspoken leader. I am passionate about my beliefs and take steps to make a change. Earlier this year, I found out through Allies for Substance Abuse Prevention that there is no way for city governments in Tennessee to regulate smoking in parks around young children. Seeing smoking in parks in my community inspired me to take action, so I spoke with Oak Ridge City Councilman Jim Dodson who helped introduce a resolution to the council to support the end of tobacco preemption. The city council signed the resolution supporting the bill which has been sent to the Tennessee state legislature to demonstrate Oak Ridge's support. My experience with introducing the bill to the city council has changed my life and demonstrated the difference one person can make. Now, more than ever, I feel like myself and other youth can make a huge difference in our community. Learning more about local governments, which are the key to American government, would help me become a better citizen in the future and help me inspire other young people to be more involved in politics.

Audrey Zoe Bufton

110 Aspen Lane, Oak Ridge, TN 37830 | (865)-407-4720 | audreyzoe.b@gmail.com

Education

- Oak Ridge High School Junior
- Cumulative GPA of 4.54
- ACT score of 36
- 5s on the AP Government and Politics and AP World History exams

Skills & Abilities

CRITICAL THINKING

- Many of the clubs I am involved in and the classes I have taken in high school have required me to be a quick and critical thinker. International Relations Club, specifically, has trained me to find rebuttals to claims quickly and try to mend holes in my argument. My critical thinking abilities have allowed me to solve problems on the Youth Advisory Board as well, as many of our events have logistic issues from the start.

TEAMWORK

- I work well in a team setting, especially under pressure. Allowing every member of the team to do their role is the key to success. Communication with others in the team is critical to being a productive member, as well as being dependable and hardworking. My experiences in school and in my extracurricular activities has made me work well in teams and a member my peers can rely on.

COMMUNICATION

- I communicate well in a team setting, such as during a show for Masquers or at a board meeting with the Youth Advisory Board. Changing between formal communication to a group and shorter, concise speech when working in high stress situations is one of my strong suits. I listen well to others and their points of view even if they conflict with my own views.

LEADERSHIP

- Throughout my time at ORHS, I have seized many leadership opportunities that have arisen and reached for many others. I find being a leader to be rewarding and try to take charge in any way I can to help provide a structure for group projects and help everyone work better together.

Experience

OAK RIDGE YOUTH ADVISORY BOARD | 2015-2018

- I have served on the Youth Advisory Board for three years. The board has helped me learn leadership skills and to be more outspoken about my opinions in a professional setting. Another aspect of the board is the direct effect on the community of Oak Ridge and the communication with important local government officials. I attend City Council meetings and have formed close connections with members of the City Council as well as local businesspeople because of my time on the Youth Advisory Board.

YOUTH VOLUNTEER | METHODIST MEDICAL CENTER | 2016-2017

- Volunteering at the hospital gave me experience talking to people in stressful situations as well as taking on a positive role in the community. Working as a junior volunteer was meaningful and provided life skills that have helped me become a better leader and a more understanding person.

ORHS TENNIS | 2015-2017

- Tennis not only strengthened me athletically, it taught me to be a team player and work cooperatively with others. During practice, doubles matches with my teammates helped me learn better communication skills. Additionally, matches with rival schools showed me the importance of courtesy and kindness even in a competitive setting.

ORHS MASQUERS | 2015-2018

- Working on the deck crew team, I have learned more about working with tools as well as better communication skills in a team environment. On deck crew, we help create and paint set pieces for the plays and lift heavy objects regularly.

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Mr.	Nicholas	Dallas	White
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/18/2018	No	0	
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
10th	4.2	Math	
Extra Curricular Activities			
Basketball, Chorus, Faith Promise Church, Piano			
Volunteer Work Experience (1)			
Faith Promise Church			
Dates			
Beginning of this year to present			
Description			
I started this year at Faith Promise as a lighting op "in training." However, they called me one of the fastest learners they have ever had. Therefore, I now serve on Wednesdays as a lighting op, on weekends as a computer op (lyrics, PVP, etc.), and throughout the week in every way I can.			
Volunteer Work Experience (2)			
UKANDU mission trip			
Dates			
Summers of 2010, 2011, 2012, 2014, 2016, 2017, and I will be going this year, summer of 2018			
Description			
This was a great experience! Every year, we go up to inner-city Chicago for a week. We stay in a church there, and every day from 8-4. we go out and serve the Chicago community in any way we can. Personally, I have done landscaping, construction, painting, led a youth sports camp, led a youth vacation bible school and done evangelism. I enjoyed this experience and felt that it was a great way to make new friends and serve a community that may not be as fortunate as I am.			
Why do you want to serve on the YAB?			
I want to serve on YAB because I feel like it would be a great way to learn about the community and how the youth, like me, can serve and contribute. I also feel like it will be an amazing experience to physically contribute to the community I grew up and live in.			

End of Application for Nicholas Dallas

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Jayden	Ellis	
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/3/2018	No	0	
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
10th	4.25	Science	
Extra Curricular Activities			
Piano, Church work, Track			
Volunteer Work Experience (1)			
Dates			
Description			
Volunteer Work Experience (2)			
Dates			
Description			
Why do you want to serve on the YAB?			
I want to serve on the YAB because I think it is a great way to get involved with my community and school and make a difference. I would also like to meet kids like me who have similar values.			

End of Application for Jayden Ellis

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Maggie	Froning	
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/2/2018	Yes	1	1
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
10th	4.22	Art Honors/Algebra 2	
Extra Curricular Activities			
<p>I participate as a varsity athlete in the Oak Ridge Track and Field and Swim teams as well as am an active member of the Oak Ridge High School Youth for Christ Club and Fellowship of Christian Athletes. I also am involved in the ORHS drama program Masquers and run a small personal animation studio outside of school. I am an avid writer and have participated in the Oak Ridge Creative Writing club, Branching Out, and have served a term on the Oak Ridge YAB this school year. I enjoy crating art of all kinds in my free time.</p>			
Volunteer Work Experience (1)			
YAB Projects			
Dates			
October 31, 2017, December 2, 2017, April 7, 2018			
Description			
<p>I enjoyed participating as a volunteer in these City/YAB sponsored events as a YAB member. I sold glow toys at the city Halloween party as well as setting up the event. I pured drinks for the Breakfast with Santa. I also scored the spring Dodgeball tournament.</p>			
Volunteer Work Experience (2)			
ORHS Track Pancake Breakfast			
Dates			
February 17, 2018			
Description			
<p>I worked as a greeter for several hours for my track pancake breakfast and also assisted in the cleanup of the event.</p>			
Why do you want to serve on the YAB?			
<p>I enjoyed many service clubs and opportunities in middle school, and after serving a full year on YAB as a freshman, I know it was the most organized way I could enjoy service and play a significant role in the Oak Ridge community. My first year of YAB helped me to be more talkative in a group and become a better leader. Being an active member in YAB also helped me to be able to express my thoughts in a more understandable way and feel comfortable in semi-authoritative positions. I cannot wait to see what another term could do for my leadership skills. As a 10th grader, I think that I will have more respect in the group and feel more comfortable sharing my ideas to the board. It is thrilling to have a role in the community where I actually get to make a change.</p>			

Please see additional attachments.

Maggie B. Froning
Oak Ridge High School
Graduating Class of 2021
Rising 10th Grade

Education

- 1st-6th grade homeschooled
- 7th-8th grade Jefferson Middle School
- 9th grade Oak Ridge High-School

Awards and Distinctions

- Cumulative Middle School GPA 4.0
- Most Improved Sprinter (Track and Field) 2016
- 3 year Middle School Musical Showcase 1st place Orchestral Award, Superb rating
- 2 year Middle School Musical Showcase 1st place Instrumental Award, Superb Rating
- 3rd Place Medal of Honor 7th grade Art Piece (Tennessee Valley Fair 2015)
- Honorable Mention 8th grade Art Piece (Tennessee Valley Fair 2017)
- 1st Place High School Chalk Art Winner (Roane State Street Painting Festival)
- 3 time medalist in TMSAA State Track and Field
- 2 time champion in TMSAA Region Track and Field
- 3 time medalist in TMSAA Region Track and Field
- Leadership Award JMS Track and Field 2017
- ORHS Swim Team Letterman
- ORHS Track Team Letterman
- Perfect Attendance 2017-2018 ORHS School Year
- Honor Roll 2017-2018 ORHS School Year

- Score 93 on AMC 10, 2nd place for ORHS
- TMTA 2018 Algebra 2 Mathematics Contest Participant
- Branching Out Poetry Contest 2018 9th-10th grade winner

Hobbies and Interests

- Member of National Award Winning 2015-2016 Jefferson Middle School 7th-8th grade Orchestra
- Member of State Qualifying JMS 2017 Track and Field team.
- Participant in multiple local Art Exhibitions
- 3 Year member of JMS Track and Field and Cross Country team
- 7 Year member of ORCA swim team
- Past member of Oak Ridge Sound Company Show Choir
- Project CS Girls Participant 2015-2016
- Oak Ridge Youth Advisory Board member 2017-2018
- 1 Year Varsity Oak Ridge Swim Team member
- 1 Year Varsity Oak Ridge Track Team member

Clubs

- JMS Interact Club
- JMS Math Club
- JMS Chess Club
- JMS Youth for Christ
- JMS Eagle Labs Makerspace 2015-2016
- Oak Ridge Youth Advisory Board
- Oak Ridge YFC
- Oak Ridge FCA
- Oak Ridge Masquers

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Claire	Gibson	
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/15/2018	No	0	
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
11th	3.7	Math	
Extra Curricular Activities			
Cross-Country, Track, Girl Scouts, Venture Scouts, Touring Choir, Youth Ministries, Childcare, Rec League Basketball, Orchestra			
Volunteer Work Experience (1)			
Childcare at First United Methodist			
Dates			
2017-Present			
Description			
Working with children is a ton of fun. They are full of energy and good spirit which really helps reflect on you as a person. They make my job fun, exciting, interesting, and something to look forward to. I love working with children and they seem to also enjoy the time we spend together, so it is an all around enjoyable job.			
Volunteer Work Experience (2)			
Mission trips			
Dates			
June 2015, 2016, 2017			
Description			
This was a very eye-opening experience. I got to travel to places such as: New Orleans, Boston, and Washington, DC. I went to the places to sing to people who, in their everyday lives, don't get many visitors. Our group that I went with would sing at venues including: homeless shelters, mental hospitals, nursing homes and many more. You could tell by looking at the people's faces in the audience that us singing meant so much to them. After the concert we would be able to go around and converse with the people in the audience. Almost every single person would say that our singing was the highlight of their week. Doing these annual mission trips is important to me because it brings joy not only to me but also to the people who we visit.			
Why do you want to serve on the YAB?			
I would like to serve on the YAB because I would love to help better our community. I feel that I would be a good contribution to the board and our community. I also admire what YAB does for the community and city and I would love to have the opportunity to be a part of that.			

End of Application for Claire Gibson

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Alexis	Hammond	African-American
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/2/2018	Yes	2	2
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th	4.1	Math	
Extra Curricular Activities			
ORHS Orchestra (Cello), ORHS Varsity Tennis, Allies for Substance Abuse Prevention of Anderson County (ASAP), ORHS SECME, French Club, National Honor Society, Vice-President of Oak Valley Baptist Church (OVBC) Youth Group, OVBC Youth Choir, OVBC Youth Usher, OVBC Greeter, National Achievers Society of The Knoxville Area Urban League.			
Volunteer Work Experience (1)			
Youth Advisory Board			
Dates			
2017-2018 School Year			
Description			
Volunteered at the City Halloween Party, Breakfast with Santa, Holiday Bureau Toy Drive, and City Easter Egg Hunt. I also volunteered during Water Awareness Week to help community youth learn how to swim. All of these events were enjoyable events for all of the children and youth participants, including myself.			
Volunteer Work Experience (2)			
Jack and Jill of America, Inc. - Knoxville Chapter			
Dates			
2017-2018 School Year			
Description			
I volunteered during the Knoxville Shoes for Schools event that helps to provide school supplies and clothing for disadvantaged, local youth. I volunteered at the Phyllis Wheatley Holiday Celebration, where I helped to teach the students about Kwanzaa, a traditional African holiday. I volunteered to assist with neighborhood cleanups of the Scarboro Community in Oak Ridge.			
Why do you want to serve on the YAB?			
I want to serve on the YAB because I enjoy being a part of the leadership team that plans and hosts the premier events for children and youth in Oak Ridge. I enjoy being a part of the decision-making process and having the opportunity to contribute my ideas. I am committed to the mission of YAB because the Board provides many wonderful opportunities to engage in community service and I enjoy the unique aspects of each event. I feel a sense of pride and gratitude when I reflect on the accomplishments of the Board over the past two years. I appreciate the friendships I have made with other YAB members and all that I have learned about organizing and leading community events. If selected for another term, I will continue to give my best effort at each meeting and event. Thank you very much for your consideration of my application.			

Please see additional attachments.

Alexis D. Hammond

107 W Melbourne Road, Oak Ridge, Tennessee
Email: adh923@gmail.com

CAREER OBJECTIVE I plan to pursue a career in mechanical, materials, or environmental engineering. Upon completion of my undergraduate degree, I plan to earn a graduate degree and obtain my professional engineer license.

EDUCATION

2014 – Present **Oak Ridge High School, Oak Ridge, Tennessee (current 11th Grade student); GPA: 4.115**
Advanced Classes: Math: Calculus BC
Science: Physics A, Physics B

ACHIEVEMENTS AND AWARDS

- 2018 and 2017 Tennessee All-East Orchestra (Cello Alternate)
- 2018 and 2017 Tennessee All-East Orchestra (Cello Alternate)
- 2018 and 2017 Tennessee All-East Orchestra (Cello Alternate)
- 2018, 2017, 2018 SECME (Science, Math, Engineering) Scholar; above 3.5 GPA
- Best All-Around – Xcel Silver, Louisville Ozone Gymnastics Meet, 2015
- Member of 1st Place Team in 2014 NSBE Jr. Cybersecurity Competition

STEM EXPERIENCE

- Summer 2017 **University of Tennessee HITES11 Camp**
One-week residential camp to prepare rising 11th grade students for computer science and engineering careers.
- Women in Engineering Camp (Host Site: Auburn University)**
One-week residential camp for high school females to explore engineering through hands-on, learn-by-doing experiences with female faculty and graduate students.
- Summer 2016 **University of Tennessee e-VOL10 Camp**
One-week residential camp to prepare rising 10th grade students for engineering careers.
- Oak Ridge Police Department – Junior Police Academy (Lead Cadet)**
Three-week program to introduce high school students to local law enforcement activities (K9 and SWAT operations, forensics, drug awareness, etc.), and STEM fields in law enforcement.
- Summer 2015 **POWER (Preparing Outstanding Women for Engineering Roles) Camp**
Host Site: Indiana Univ. – Purdue Univ. Indianapolis (IUPUI)
One-week residential camp for high school females to explore engineering through hands-on, learn-by-doing experiences with female faculty and graduate students.
- GO (GIRLS ONLY) STEM! Camp (Host Site: University of Southern Indiana)**
Five-day residential camp for high school females to engage in STEM activities in chemistry and nutrition, technology, earth sciences, biology, and engineering/applied physics.

LEADERSHIP EXPERIENCE

- 2016-2018 Vice-President, Oak Valley Baptist Church – Youth Group
- 2017-2018 Treasurer, Oak Ridge Youth Advisory Board
- 2015-2017 Underclassman Member, Oak Ridge Youth Advisory Board
- 2017-2018 Secretary, Jack and Jill of America, Inc. – Royal Teens (Knoxville Chapter)
- 2017-2018 National Achievers Scholar, Knoxville Area Urban League

SCHOOL AND COMMUNITY ACTIVITIES

- ORHS Varsity Tennis Team (2015-2018)
- ORHS French Club (2015-2018)
- Allies for Substance Abuse Prevention of Anderson County, TN (2015-2018)
- ORHS Orchestra – Violin (2015-2018)
- ORHS SECME (Southeastern Consortium for Minorities in Engineering) Club (2015-2018)
- Jack and Jill of America, Inc. – Royal Teens (Knoxville Chapter) (2017-2018)

VOLUNTEER EXPERIENCE

- Sep. 2015 – Present **Oak Ridge Youth Advisory Board, Oak Ridge, Tennessee**
- Provide free swimming lessons to local children for Water Awareness Month
 - Organize city-wide events for local children and youth to celebrate national holidays
 - Develop and manage recreational sports leagues for local children and youth to promote physical activity.
- Sep. 2014 – Present **Oak Valley Baptist Church Youth Group, Oak Ridge, Tennessee**
- Serve as a youth usher and as a youth choir member in the worship services.
 - Participated in “Feed the Hungry” and “Relay for Life” youth group events.
 - Serve as a member of the Greeter ministry
- Jan. 2017 – Present **Jack and Jill of America, Inc. - Knoxville Chapter**
- Volunteer and sponsor an annual “Shoes for School” event in Knoxville, TN
 - Volunteer at youth and domestic abuse shelters for special holidays (Easter, etc.)
 - Conduct fundraisers for local youth enrichment programs
- Jan 2014 – Aug. 2014 **Fredericksburg Area Food Bank, Fredericksburg, Virginia**
- Sort food and non-food items from corporate donors
 - Prepare donation bags for Food4Kidz Program which provides weekend meals for local, disadvantaged children

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Mr.	Mark	Humphreys	
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/17/2018	No	0	
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
11th	3.06		
Extra Curricular Activities			
Boy Scouts - Life rank, ORHS Cross Country			
Volunteer Work Experience (1)			
KARM			
Dates			
2018			
Description			
Sorting clothing and other donated goods			
Volunteer Work Experience (2)			
BSA			
Dates			
2016-Present			
Description			
Scouting for Food; cleaning up hiking trails; trimming and cutting trees at Chapel on the Hill; maintaining, painting, cleaning Kern Methodist playground			
Why do you want to serve on the YAB?			
I think it's important for teens to give the city feedback on what is going on in school. Also, I think that kids need to have fun things to do that also serve the community.			

End of Application for Mark Humphreys

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Jina	Jiang	Asian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
4/10/2018	Yes	2	1
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
10th		French	
Extra Curricular Activities			
Interact Club, Tennis			
Volunteer Work Experience (1)			
Children's Museum of Oak Ridge			
Dates			
June 6, 2017 - July 20, 2017			
Description			
Volunteering at the summer camps was a very fun and enjoyable experience. Interacting and teaching kids was challenging yet enjoyable. It was hard to handle kids of all ages from preschool to 4th grade, especially keeping them from crying. Helping out with cleaning and working on projects for the kids with other staff members and friends was an interesting experience. I can say that I have become much more responsible and better with handling kids after volunteering there.			
Volunteer Work Experience (2)			
Golden Oak Grill Buffet			
Dates			
During the breaks			
Description			
Working at a restaurant is a tough job. When it gets busy, or customers complain about almost everything, it becomes quite stressful. Occasionally, the fire alarm goes off and spills happen. Calming the customers takes a lot of work. I have learned to handle disputes and deal with stressful situations as well as long hours.			
Why do you want to serve on the YAB?			
I would like to serve on the YAB because this year since I was an alternate, I was only part of the YAB for half the year so I didn't have as full of an experience. I would like to actually serve for a full year, and during the time I served, I enjoyed working on the different projects and activities.			

End of Application for Jina Jiang

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Madelyn	Kittrell	Caucasian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/14/2018	Yes	1	1
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
9th	4.2	Biology	
Extra Curricular Activities			
Key Club 2017-2018, Youth Advisory Board 2017-2018			
Volunteer Work Experience (1)			
Holiday Bureau/Key Club			
Dates			
December			
Description			
I worked with other members of Key Club near the holidays last December at this organization. We helped package toys and sort them for underprivileged children to come through and receive Christmas presents.			
Volunteer Work Experience (2)			
Vacation Bible School at First United Methodist Church			
Dates			
Summers of 2015, 2016, and 2017			
Description			
I love working with children in my church and I have been doing so at the Vacation Bible School for many summers now. It is always a fun experience and very rewarding to see the happiness it brings the local kids.			
Why do you want to serve on the YAB?			
From serving one prior year on the board, I feel as though there is a lot of rewarding work such as planning activities for our city's youth and helping those in need with our volunteer work. Making a difference in my hometown is important and contributing to an organization that helps local matters is a great way to serve our community in a personal way. I enjoyed my time on the 2017-2018 board and look forward to contributing for years in the future.			

End of Application for Madelyn Kittrell

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Mr.	Asa	Lee	White
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/16/2018	No	0	
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
9th	3	Social Studies	
Extra Curricular Activities			
I play competitive soccer on a club team and hope to make the ORHS Soccer team in the Fall. The past three years at RMS, I ran on the Cross Country team and like to stay in shape by running. Mountain biking and camping are some other activities that I love.			
Volunteer Work Experience (1)			
United Church			
Dates			
2017/2018			
Description			
Our youth group has completed many volunteer activities. A couple of examples are making cookies and cards for the senior center. Helping with the younger age classes at church. We have also organized supplies and filled school backpacks for ADFAC. I liked doing things for older people and kids that do not have those kind of supplies.			
Volunteer Work Experience (2)			
YAB/City of Oak Ridge			
Dates			
October 2017			
Description			
Halloween Party at Civic Center: We manned the games and handed out candy to the kids. I liked helping the kids play the putt-putt game that I ran.			
Why do you want to serve on the YAB?			
I want to have a voice in the community and help plan events for teenagers. I like volunteering and helping other people, especially in Oak Ridge. I love my hometown and want to make it an even better place to live and grow up.			

End of Application for Asa Lee

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Madysen	McEntire	Black and White
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/18/2018	No	0	
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th	3.5	AP Environmental Science	
Extra Curricular Activities			
Softball, Young Life			
Volunteer Work Experience (1)			
Razzleberrys			
Dates			
June-July 2017			
Description			
I served ice cream and made hot dogs at the Oak Ridge pool for the summer. I saw difference types of people every day.			
Volunteer Work Experience (2)			
Dates			
Description			
Why do you want to serve on the YAB?			
The leadership opportunity that comes from the experience seems very rewarding. I feel it will positively impact me and my senior year.			

End of Application for Madysen McEntire

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Jasleen	Narula	
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/10/2018	Yes	2	2
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th	4.53	Biology	
Extra Curricular Activities			
Tennis, Research at UT, Volunteering			
Volunteer Work Experience (1)			
ELLF Program			
Dates			
August 2016-January 2018			
Description			
The ELLF program allows high school students to tutor Spanish speaking elementary school students in various subjects. This experience allowed me to not only create a bond with the girl I tutored, but also grow my skills as a leader.			
Volunteer Work Experience (2)			
Tennova Health and Rehab			
Dates			
2014-present			
Description			
As a volunteer at Tennova health care, I help take care of elderly patients at the nursing home and I work at the front desk to check people into the hospital. Volunteering at the nursing home allows me to become more sympathetic for patients as I care for them by reading and entertaining. I am also able to interact with many different people at the front desk of the hospital and learn more about others.			
Why do you want to serve on the YAB?			
Serving on the YAB gives me the opportunity to make the community of Oak Ridge a safer and more interactive place for the youth. I am able to express my ideas and take action for the continual positive growth of Oak Ridge. I also enjoy planning activities that not only empower the youth, but also allow them to be active in the community. The YAB has taught me how to be a leader, and I would be grateful for the opportunity to continue my growth as a leader and active participant in my community.			

End of Application for Jasleen Narula

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Alexis	Palau	Caucasian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
4/19/2018	Yes	3	3
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th	4	Math	
Extra Curricular Activities			
Vice-President of Interact Club; GAPP Exchange Program; Earth Day Festival Volunteer; FUMC Childcare; Youth Advisory Board			
Volunteer Work Experience (1)			
Oak Ridge Unitarian Universalist Church			
Dates			
June 2015, 2016, 2017			
Description			
I worked as a counselor at a summer camp for one week during the summer. The experience was valuable to me because I learned management and communications skills as I took a leadership role among kids and other counselors. I enjoyed my work there because it helped reach out to disenfranchised communities in Oak Ridge, allowing kids to have fun and learn in a safe environment.			
Volunteer Work Experience (2)			
Earth Day Festival			
Dates			
April 2017			
Description			
Last year I volunteered at the Oak Ridge Earth Day festival to collect trash and electronic parts. Unfortunately it was raining this year. However there was still a job to do, so 4 or 5 of us stuck around and worked all morning while people came to drop off old electronics. It was a good experience despite the rain and those of us who persevered ended up having a lot of fun.			
Why do you want to serve on the YAB?			
I would like to serve on YAB again because I enjoy the work the board does. Helping with events really makes me feel like I am contributing to the lives of the youth of our community and I love all the opportunities to provide safe options for kids who just want to get out of the house. Knowing that my peers are safe and that I was able to help brings me fulfillment.			

End of Application for Alexis Palau

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Jessica	Pitz	
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/11/2018	No	0	
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th	4.46	Chemistry	
Extra Curricular Activities			
Oak Ridge High School Volleyball; AYSO Soccer; IRC; FIRST Robotics; French Club; Tutoring for an ORHS Student; Saturday Morning Physics; Camp Invention Volunteer; Attended 1 YAB meeting (May 2)			
Volunteer Work Experience (1)			
You Are Linked to Resources for Families of People with Substance Abuse Disorder/Tennessee Overdose Prevention			
Dates			
October, 2017 to present			
Description			
Expected to create a work schedule and stick do it; entering data into google sheets; using that data to code an app; preparing for meetings every three months; preparing for trainings about once a month; working on and updating a website; working with others in every task			
Volunteer Work Experience (2)			
First United Methodist Church Childcare Program			
Dates			
August, 2016 to Present			
Description			
Group leader for kids between the ages 0-10; planned theme (crafts, snacks, etc.) for April childcare event; working with other high schoolers and adults at each event; discussing individual needs with parents			
Why do you want to serve on the YAB?			
I would like to serve on the YAB because I would like to grow and develop my leadership skills in a place where I can give back to my community. I also enjoy planning and organizing, so I believe the YAB would fit my interests perfectly. I was able to attend the May 2 meeting and I was excited to see that the students are so hands-on in planning events. I am excited to do the same next year while growing my leadership capabilities.			

End of Application for Jessica Pitz

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Kira	Palau	Caucasian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/17/2018	No	0	
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
9th	4	English/Language Arts	
Extra Curricular Activities			
Interact Club (Treasurer, Vice President, President); RMS Student Council (Vice-President, President); TSA (Chapter President); RMS Book Buddy Project; NASA Ramsat Project Team; KUSA Club Soccer; RMS talent show backstage crew; ski club; RMS band (saxophone)			
Volunteer Work Experience (1)			
Pet sitting for neighbors			
Dates			
varous dates (2017-2018)			
Description			
My neighbors entrust me with the keys to their home and have me watch over their pets, get their mail, and take care of their house. This work experience shows that I am responsible and trustworthy and can take care of duties I am tasked with.			
Volunteer Work Experience (2)			
RMS Interact Club			
Dates			
2015-2018			
Description			
As a member in this club, I helped fund raise for many different campaigns like eradicating polio and helping send a girl to school in India. In addition, every year in the annual Christmas parade we hand out roughly 3,000 books to help encourage literacy.			
Why do you want to serve on the YAB?			
I would like to be able to help my community and the kids that reside within it. When I was little I went to a lot of the events YAB helped to plan and always enjoyed them. I would like to be able to give back to the kids and see the same smile on their face as I had years ago. I also love seeing the community come together. These events help bring people together and strengthen our town's roots.			

Please see additional attachments.

KIRA J. PALAU

104 Whippoorwill Drive
Oak Ridge, TN 37830

865-333-8749 (cell)
kirajpalau@gmail.com

Objective	To participate on the Oak Ridge Youth Advisory Board	
Education	Oak Ridge High School, graduating class of 2022 (rising freshman Fall 2018)	
Honors/Awards	Honor Roll (straight A's, GPA = 4.0+)	2015 – present
	<i>Honors: Algebra, Geometry, English</i>	
	Oak Ridge Schools Program for Intellectually Gifted	2012 – present
	Robertsville MS Band 1 st Saxophone	2014 – 2018
	Technology Student Association State trophies (various)	2015 – 2018
	RMS Band Musical Leadership Award	2014-2015, 2015-2016
	RMS Physical Fitness Award (Gold or Silver)	2014 - 2018
Extracurricular	Technology Student Association (president, 2017-2018)	2015 – present
	Interact Service Club (treasurer, vice-president, president)	2015 – present
	NASA RamSat Project	2015 – present
	RMS Student Council (president, 2017-2018)	2015 -present
	Ski Club	2015 – present
	Band	2014 – present
	RMS Cross Country/Track	2015 – 2017
Volunteer/Work Experience	House Sitting, Pet Sitting	2017 - present
	AYSO Youth Referee	Spring/Summer 2014
Other Skills	Proficiency using Word, PowerPoint, Publisher, Excel	
	Experience programming Fischer-Technik and Arduino	
	Experience with Autodesk Inventor and Revit	
	Public Speaking and Project Management	
Interests	Playing soccer and running, reading and creative writing	

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Caroline	Webb	White
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/9/2018	No	0	
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
11th	3.53	Broadcasting	
Extra Curricular Activities			
I am the news anchor for WCAT (morning announcements); Music Ministry Board at FUMCOR; Youth Council at FUMCOR; Youth Choir at FUMCOR; Hostess at Big Ed's Pizza; Marketing Intern for Big Ed's Pizza; Babysitting; Rec League Sports; In the summer I work for a copany that does estate sales. I feel like I should mention that next year I will be participating in the Middle College Program for the next 2 years.			
Volunteer Work Experience (1)			
Big Ed's Pizza			
Dates			
May 27, 2017 to Present			
Description			
I absolutely love my job, the employees and the managers are amazing - it totally makes up for having to clean the bathrooms every night. I am very happy that I have had the opportunity to work with the public as a hostess, as well as other businesses as the marketing intern. Working in the public and dealing with customers (which are not always right, contrary to popular belief, lol) has made me learn how to deal with people the right way in difficult situations, and has also made me not afraid to just go up and talk to someone. I feel like it has made me a more outgoing and fearless individual, as well as more open minded and liberal.			
Volunteer Work Experience (2)			
Purple Van People			
Dates			
July 1, 2017 to Present			
Description			
This job is one of my favorites, and I am beyond excited to continue my time in the summer. I never saw myself doing estate sales for fun, but it actually is one of the most interesting jobs I have ever had. I have met and talked to a lot of intersting people, and have seen a ton of crazy things. This job was a lot of hard work, and was also very trust based. I feel like it also helped me to deal with different people, and I highly recommend this job to anyone.			
Why do you want to serve on the YAB?			
I would like to serve on the Youth Advisory Board because I like having a voice. I like making things happen. I genuinely want to make a difference and be heard. I want to be the person in the community that my peers can come to if they want to see something changed. As well as being a pretty opinionated individual, I also love to organize and plan activities. Because I also participating in the Middle College program next year, I feel like that might be a perspective that the board would potentially want. If you pick me to be a member I will do my absolute best to serve as faithfully as possible, because this is something that I care about. Thank you.			

End of Application for Caroline Webb

FINANCE DEPARTMENT MEMORANDUM
18-07

DATE: June 19, 2018

TO: Mark S. Watson, City Manager

THROUGH: Janice E. McGinnis, Finance Director *Jan*
Michael Williford, Accounting Manager *MAW*

FROM: Lyn Majeski, Purchasing Manager

SUBJECT: COMPETITIVELY BID COMMODITY REQUIREMENTS FOR
FISCAL YEAR 2019

Introduction

An item for City Council's consideration is a resolution authorizing the approval of the City's routine commodity requirements in the not to exceed amount of **\$1,523,495**.

Funding

Funds are budgeted in Fiscal Year 2019.

Background/Analysis/Review/Consideration

The following three items are annual contract orders that effectively commit the City's full requirements for a specific commodity with the supplier for a specified period. The supplier agrees to meet the City's service requirements at the agreed upon price, generally fixed for the contract term. The supplier is ensured of a certain level of business activity at an estimated quantity and can adjust their inventory and service level accordingly. Delivery lead times are reduced and additional savings are achieved through paperwork and inventory reduction. The accompanying bid abstracts provide the bid quotation detail and explain the award recommendation.

WAREHOUSE STOCK STONE – REQUEST NUMBER 157992

The recommended supplier for base stone is Rogers Group, Inc. which provided the lowest bid. This product is delivered to the stockpile located at the Central Service Complex. The not to exceed amount for this product total **\$186,000**.

STONE PRODUCTS – REQUEST NUMBER 157993

The recommended supplier for these items is Rogers Group, Inc. which provided the lowest bid when pick up costs and/or delivery fees are included. The not to exceed amount for these products total **\$143,720**.

HOT MIX ASPHALT – REQUEST NUMBER 1579934

The recommended supplier for this product is Rogers Group, Inc., which provided the lowest bid. When Rogers Group, Inc. cannot meet the City's requirement on any given day, staff will utilize secondary suppliers to fill those immediate needs. The not to exceed amount for these products total **\$298,775**.

The following seven items are warehouse stock. These items will be competitively bid and purchased on an as needed basis during the fiscal year. The following information is provided to further explain the evaluation and recommendation process.

FIRE HYDRANTS

Hydrants are included in warehouse stock. The price of hydrants has increased due to manufacturing costs. Each year, the Public Works Department purchases approximately 27 four foot bury hydrants for the City's hydrant replacement program and emergency use. The delivery for this item can be 4-6 weeks. The City staff has standardized hydrants used throughout the City, which are purchased directly from the manufacturer through G & C Supply Company, Piping Supply, Consolidated Pipe & Supply Co., and HD Water Supply. These items will be competitively bid as needed. The not to exceed amount is **\$40,000**.

WATER METERS

Water meters are warehouse stock and are purchased for the Public Works Department on an as needed basis for the meter replacement program and for residential and commercial growth. City staff has standardized water meters throughout the city. Water meters will be procured through competitive bids from suppliers such as United Utilities, Southern Pipe & Supply Company, and HD Water Supply. The not to exceed amount is **\$70,000**.

POLES

Poles are warehouse stock and include all sizes of wood and metal poles for use by the Electric Department. This item varies by the size and quantity required for certain jobs. Staff will attempt to order by the full truckload so that freight charges will be less than with partial loads. The poles will be procured through competitive bids from companies such as Thomasson Company, Baldwin Pole Company, Cox Industries, Inc., Power Supply Company, Wesco, Anixter, Stuart C. Irby. The not to exceed amount is **\$150,000**.

CABLES

This item includes OH (overhead) and URD (underground) cables in warehouse stock for use by the Electric Department. The increasing cost of metals has directly influenced the price of these items. These items will be procured through competitive bids from suppliers such as Stuart C. Irby Company, Wesco Distribution, Inc. and Power Supply Company. The not to exceed amount is **\$200,000**.

LED LIGHTS

LED Lights are included in warehouse stock for the Electric Department. These items will be procured through competitive bids from suppliers such as Wesco Distribution, Inc., Stuart C. Irby Company, Power Supply Company and Anixter. The not to exceed amount is **\$300,000**.

SWITCH GEARS

Switch gears are included in warehouse stock for use by the Electric Department. These items will be procured through competitive bids from suppliers such as Wesco Distribution, Inc., Graybar, Stokes Lighting Center, Customer Service Electric Supply and Kendall Electric, Inc. The not to exceed amount is **\$100,000**.

JUNCTIONS

Junctions are included in warehouse stock for use by the Electric Department. These items will be procured through competitive bids from suppliers such as Stuart C. Irby Company, Wesco Distribution, Inc. and Anixter. The not to exceed amount is **\$35,000**.

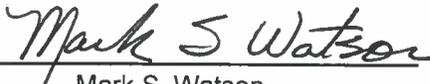
Recommendation

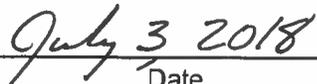
Staff recommends approval of the attached resolution as submitted.


Lyn Majeski

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

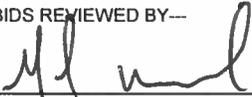
REQUEST NUMBER: 157992

OPENING DATE: JUNE 5, 2018 2:00 P.M.

FOR --- WAREHOUSE STOCK STONE			BIDDER: Rogers Group, Inc. 250 Union Valley Rd. Oak Ridge, TN 37830		BIDDER: Claiborne Hauling Contractors, LLC 6210 Rutledge Pike Knoxville, TN 37924		BIDDER: Blue Water Industries P.O. 15005 Knoxville, TN 37901		BIDDER: Vulcan Materials Company P.O. Box 7 Knoxville, TN 37901		
DESCRIPTION	ITEM	UNIT	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	
ANNUAL CONTRACT ORDER FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019 FOR WAREHOUSE STOCK STONE FOR USE BY VARIOUS CITY OF OAK RIDGE DEPARTMENTS.	1	12,000 TONS	\$ 15.50	\$ 186,000.00	\$ 16.45	\$ 197,400.00	\$ 22.50	\$ 270,000.00	\$ 23.00	\$ 276,000.00	
TOTAL PRICE			\$ 186,000.00		\$ 197,400.00		\$ 270,000.00		\$ 276,000.00		
TERMS			NET 30 DAYS		NET 30 DAYS		25th DAY OF THE FOLLOWING MONTH		NET 15 PROX		
DELIVERY			UPON REQUEST		AS NEEDED		AS SCHEDULED		AS SCHEDULED/1 DAY FROM ORDER		
F.O.B.			OAK RIDGE QUARRY		CLAIBORNE		CITY OF OAK RIDGE		DIXIE LEE QUARRY		
VIA			TRUCK		CLAIBORNE HAULING TRUCK		TANDEM TRUCK - 20 TON MIN.		TRUCK		
OTHER BIDDERS CONTACTED: See Bid Process Form							BIDS OPENED AND RECORDED BY---				
							<i>Lyn Majeski</i>				
							Lyn Majeski Purchasing Manager				
REASON FOR AWARD:			RECOMMEND AWARD BE MADE TO:			BIDS REVIEWED BY---					
ONLY AVAILABLE SOURCE <input type="checkbox"/>			Rogers Group, Inc. 250 Union Valley Rd. Oak Ridge, TN 37830			<i>M. Williford</i>					
LOW PRICE <input type="checkbox"/>						Michael Williford Accounting Manager					
BETTER OR REQUIRED DESIGN <input type="checkbox"/>											
EARLY DELIVERY <input type="checkbox"/>											
LOWEST TOTAL COST <input checked="" type="checkbox"/>											

CITY OF OAK RIDGE, TENNESSEE
Abstract of Bids

REQUEST NUMBER: 157993
OPENING DATE: JUNE 5, 2018 2:10 P.M.

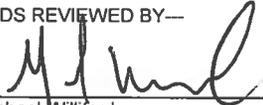
FOR ---			BIDDER:		BIDDER:		BIDDER:		BIDDER:	
STONE PRODUCTS			Rogers Group, Inc. 250 Union Valley Rd. Oak Ridge, TN 37830		Claiborne Hauling Contractors, LLC 6210 Rutledge Pike Knoxville, TN 37924		Vulcan Materials Company 3001 Alcoa Hwy Knoxville, TN 37920		Blue Water Industries PO Box 15005 Knoxville, TN 37921	
DESCRIPTION	ITEM	TONS	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
ANNUAL CONTRACT ORDER FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019 FOR CRUSHED AND GRADED STONE FOR THE CITY OF OAK RIDGE.										
BASE STONE - REQUIRED TO MEET TDOT BASE STONE REQUIREMENTS	1	7,000	\$ 12.50	\$ 87,500.00	\$ 12.00	\$ 84,000.00	\$ 17.25	\$ 120,750.00	\$ 17.75	\$ 124,250.00
#4 STONE - REQUIRED TO MEET TDOT FOR #2 GRADATION	2	300	\$ 14.80	\$ 4,440.00	\$ 14.00	\$ 4,200.00	\$ 20.00	\$ 6,000.00	\$ 20.00	\$ 6,000.00
#57 OR 1" STONE REQUIRED TO MEET TDOT #57 GRADATION	3	3,000	\$ 14.00	\$ 42,000.00	\$ 14.00	\$ 42,000.00	\$ 20.00	\$ 60,000.00	\$ 20.00	\$ 60,000.00
GRADED RIP RAP	4	400	\$ 16.50	\$ 6,600.00	\$ 17.85	\$ 7,140.00	\$ 23.00	\$ 9,200.00	\$ 21.00	\$ 8,400.00
SURGE RIP RAP	5	200	\$ 15.90	\$ 3,180.00	\$ 16.85	\$ 3,370.00	\$ 23.00	\$ 4,600.00	\$ 19.00	\$ 3,800.00
DELIVERY CHARGE PER TON OF ITEMS 1,2,3 & 4			\$ 3.00		\$ 4.45		\$ 5.50		\$ 6.25	
DELIVERY CHARGE PER TON OF ITEM 5			\$ 5.00		\$ 5.45		\$ 7.50		\$ 8.25	
TOTAL PRICE			\$ 143,720.00		\$ 140,710.00		\$ 200,550.00		\$ 202,450.00	
TERMS			NET 30 DAYS		NET 30 DAYS		NET 15 PROX		25th DAY OF THE FOLLOWING MONTH	
DELIVERY			UPON REQUEST		AS NEEDED - 24 HOUR NOTICE		AS SCHEDULED/1 DAY FROM ORDER		AS SCHEDULED	
F.O.B.			OAK RIDGE QUARRY		CLAIBORNE		DIXIE LEE QUARRY		CITY OF OAK RIDGE	
VIA			TRUCK		CLAIBORNE HAULING TRUCK		TRUCK		TANDEM TRUCK - 20 TON MIN.	
OTHER BIDDERS CONTACTED: See Bid Process Form							BIDS OPENED AND RECORDED BY---			
										
							Lyn Majeski Purchasing Manager			
REASON FOR AWARD:			RECOMMEND AWARD BE MADE TO:				BIDS REVIEWED BY---			
ONLY AVAILABLE SOURCE <input type="checkbox"/>			Rogers Group, Inc. 250 Union Valley Rd. Oak Ridge, TN 37830							
LOW PRICE <input type="checkbox"/>										
BETTER OR REQUIRED DESIGN <input type="checkbox"/>										
EARLY DELIVERY <input type="checkbox"/>										
LOWEST TOTAL COST <input checked="" type="checkbox"/>							Michael Williford Accounting Manager			

CITY OF OAK RIDGE, TENNESSEE

Abstract of Bids

REQUEST NUMBER: 157994

OPENING DATE: JUNE 5, 2018 2:20 P.M.

FOR --- HOT MIX ASPHALT			BIDDER: Rogers Group, Inc. 250 Union Valley Road Oak Ridge, TN 37830				BIDDER: Duracap Asphalt Paving Co., Inc. P.O. Box 53426 Knoxville, TN 37950-3426		BIDDER:		BIDDER:	
DESCRIPTION	ITEM	TONS		TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL		
ANNUAL CONTRACT ORDER FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019 FOR HOT MIX ASPHALT FOR THE CITY OF OAK RIDGE												
GRADE E, HOT MIX ASPHALTIC CONCRETE TDOT SECTION 411, PICKED UP BY CITY TRUCKS	1	2,200	\$ 76.25	\$ 167,750.00	\$ 79.00	\$ 173,800.00						
GRADE B, HOT MIX BITUMINOUS CONCRETE BASE MATERIAL TDOT SECTION 307, PICKED UP BY CITY TRUCKS	2	1,200	\$ 68.95	\$ 82,740.00	\$ 69.00	\$ 82,800.00						
GRADE C HOT MIX, TDOT SECTION 411 AND 307, PICKED UP BY CITY TRUCKS	3	300	\$ 76.15	\$ 22,845.00	\$ 79.00	\$ 23,700.00						
GRADE D HOT MIX, TDOT SECTION 411 AND 307, PICKED UP BY CITY TRUCKS	4	300	\$ 84.80	\$ 25,440.00	\$ 96.00	\$ 28,800.00						
DELIVERY CHARGE PER TON OF ITEM 1, 2, AND 3. MINIMUM 22 TON LOAD NOTE: ALL QUANTITIES ARE ESTIMATED	5		\$ 4.00		N/A							
TOTAL PRICE				\$ 298,775.00			\$ 309,100.00					
TERMS				NET 30 DAYS		NET 10						
DELIVERY				AS REQUESTED		N/A						
F.O.B.				ASPHALT PLANT		9509 DIGGS GAP ROAD HEISKELL, TN						
VIA				COR TRUCK								
OTHER BIDDERS CONTACTED: See Bid Process Form								BIDS OPENED AND RECORDED BY---				
								 Lyn Majeski Purchasing Manager				
REASON FOR AWARD: 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: Rogers Group, Inc. 250 Union Valley Road Oak Ridge, TN 37830				BIDS REVIEWED BY---  Michael Williford Accounting Manager				

BID PROCESS FORM



BID NAME RFQ's 157992, 157993 and 157994 **DESCRIPTION** Stone Products and Hot Mix Asphalt

CITY COUNCIL MEETING July 9, 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>
Rogers Group, Inc.	Gary Seepe Bill Chesney	250 Union Valley Road	Oak Ridge, TN 37830	865-483-6306	bill.chesney@rogersgroupinc.com gary.seepe@rogersgroupinc.com	[e-mail] [e-mail]
Blue Water Industries	Gordon Cox	PO Box 15005	Knoxville, TN 37901	865-573-7625	gcox@bluewaterindustries.com	[e-mail]
Vulcan Materials Company	Jordan King	P.O. Box 7	Knoxville, TN 37901	865-693-7075	kingjor@vmcmail.com	[e-mail]
Duracap Asphalt Paving Co., Inc.	Brian Smith	2535 Asbury Road	Knoxville, TN 37914	865-524-3365	briansmith@duracapasphalt.com	[e-mail]
Claiborne Hauling Contractors, LLC	Jay Proulx	6210 Rutledge Pike	Knoxville, TN 37924	865-540-4409	jay@claibornehauling.com	[e-mail]

BIDDERS WHO CONTACTED THE CITY AFTER ADVERTISED (CONTACT INFORMATION)

Green Dream International	Mark Alexander	2331 Mill Road, Suite 100	Alexandria, VA 22314	202-455-8918	m.alexander@greendreamgr.com
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BIDS RECEIVED FROM BIDDERS CONTACTED DIRECTLY BY THE CITY

Rogers Group, Inc., Claiborne Hauling Contractors, LLC, Aggregates USA LLC, Vulcan Materials Company

BIDS RECEIVED FROM BIDDERS NOT DIRECTLY CONTACTED BY THE CITY

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

ADVERTISEMENT

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

RESOLUTION

A RESOLUTION AWARDING BIDS IN AN AMOUNT NOT TO EXCEED \$1,523,495.00 FOR THE FURNISHING OF VARIOUS MATERIALS AS REQUIRED BY THE CITY DURING FISCAL YEAR 2019.

WHEREAS, the City of Oak Ridge has issued invitations to bid for the furnishing of various materials as required during Fiscal Year 2019 (July 1, 2018 through June 30, 2019) and has received competitive bids which were publicly opened; and

WHEREAS, other required materials, with an aggregate cost exceeding \$25,000.00 during Fiscal Year 2019, will be competitively bid during the year on an as-needed basis; and

WHEREAS, the City Manager recommends that awards be made based upon the competitive bids that have or will be received with the respective suppliers of materials hereinafter set forth.

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

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

To Rogers Group, Inc., 250 Union Valley Road, Oak Ridge, Tennessee 37830, as the lowest bidder for the furnishing of warehouse stock stone, in accordance with its bid as submitted and publicly opened on June 5, 2018, as shown on Request No. 157992, in an amount not to exceed \$186,000.00.

To Rogers Group, Inc., 250 Union Valley Road, Oak Ridge, Tennessee 37830, as the lowest bidder for the furnishing of stone products, in accordance with its bid as submitted and publicly opened on June 5, 2018, as shown on Request No. 157993, in an amount not to exceed \$143,720.00.

To Rogers Group, Inc., 250 Union Valley Road, Oak Ridge, Tennessee 37830, as the lowest bidder for the furnishing of hot mix asphalt, in accordance with its bid as submitted and publicly opened on June 5, 2018, as shown on Request No. 157994, in an amount not to exceed \$298,775.00.

To G & C Supply Company, Piping Supply, Consolidated Pipe & Supply Co., HD Water Supply, and other suitable companies after utilization of the City's competitive bid process as the suppliers of required warehouse stock fire hydrants, in an amount not to exceed \$40,000.00.

To United Utilities, Southern Pipe & Supply Co., HD Water Supply, and other suitable companies after utilization of the City's competitive bid process as the suppliers of required warehouse stock water meters, in an amount not to exceed \$70,000.00.

To Thomasson Company, Baldwin Pole Company, Cox Industries Inc., Power Supply Company, Wesco, Anixter, Stuart C. Irby, and other suitable companies after utilization of the City's competitive bid process for the furnishing of warehouse stock wooden and metal poles, in an amount not to exceed \$150,000.00.

To Stuart C. Irby Company, Wesco Distribution Inc., Power Supply Company, and other suitable companies after utilization of the City's competitive bid process for the furnishing of warehouse stock overhead and underground cables for the Electric Department, in an amount not to exceed \$200,000.00.

To Wesco Distribution Inc., Stuart C. Irby Company, Power Supply Company, Anixter, and other suitable companies after utilization of the City's competitive bid process for the furnishing of warehouse stock LED lights for the Electric Department, in an amount not to exceed \$300,000.00.

To Wesco Distribution Inc., Graybar, Stokes Lighting Center, Customer Service Electric Supply, Kendall Electric Inc., and other suitable companies after utilization of the City's competitive bid process for the furnishing of switchgears for the Electric Department, in an amount not to exceed \$100,000.00.

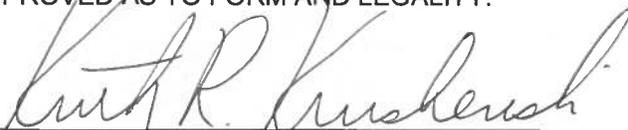
To Stuart C. Irby Company, Wesco Distribution Inc., Anixter, and other suitable companies after utilization of the City's competitive bid process for the furnishing of junctions for the Electric Department, in an amount not to exceed \$35,000.00.

Said awards in the grand total amount not to exceed \$1,523,495.00.

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

This the 9th day of July 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-18-0007

DATE: June 14, 2018
TO: Mark S. Watson, City Manager
FROM: Darryl Kerley, Fire Chief
SUBJECT: TRANSFER OF FORD EXPLORER TO OLIVER SPRINGS FIRE DEPARTMENT

Introduction

Attached for City Council's consideration is a resolution authorizing the City to transfer one (1) 2004 Ford Explorer to the City of Oliver Springs Fire Department.

Funding

There is no direct cost to the City of Oak Ridge for this transfer. Oliver Springs Fire Department will insure and maintain the vehicle and provide mutual aid support to the City of Oak Ridge when requested and available.

Background

The 2004 Ford Explorer is assigned to the Fire Marshal and is located at Fire Department Headquarters. It was originally placed in service in the fire marshal's office as an assigned vehicle. The replacement Fire Marshal vehicle has arrived and when placed in service, the Ford Explorer will then be transferred to Oliver Springs.

The transfers will be made to Oliver Springs Fire Department to be used as an Emergency Medical and Staff response vehicle.

Recommendation

City staff recommends the transfer of the Ford Explorer (shop #281) to the Oliver Springs Fire Department for the mutual benefit of all fire departments located in Anderson County.

2004 Ford Explorer, VIN 1FMZU73WX5ZA27161, TAG # GW-3176

Staff recommends approval of the attached resolution



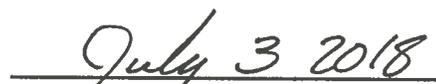
Darryl Kerley, Fire Chief

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 FORD EXPLORER (#281) TO THE TOWN OF OLIVER SPRINGS, TENNESSEE, FOR THEIR FIRE DEPARTMENT AT NO COST.

WHEREAS, the City's Fire Department has a 2004 Ford Explorer (#281) assigned to the Fire Department for the Fire Marshal's use, which vehicle is not suitable for the department's current needs; and

WHEREAS, upon delivery and acceptance of the replacement vehicle for the Fire Marshal as approved by Resolution 4-26-2018, the Ford Explorer will become surplus to the City's needs as it is not suitable for another city department's use; and

WHEREAS, the Oliver Springs Fire Department has requested and is willing to accept this vehicle "as is" for use as an emergency medical and staff response vehicle;

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 transfer to the Town of Oliver Springs, Tennessee, for their Fire Department.

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 Ford Explorer (#281) to the Town of Oliver Springs, Tennessee, as authorized by Tennessee Code Annotated §12-3-1005, for their Fire Department's use 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 9th day of July 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

ELECTRIC DEPARTMENT MEMORANDUM

18-20

DATE: June 20, 2018
TO: Mark S. Watson, City Manager
FROM: Jack L. Suggs, Electric Director
SUBJECT: MEMBERSHIP AND DUES FOR ETEDA

Introduction

An item for City Council's consideration is a resolution approving membership in the East Tennessee Economic Development Agency (ETEDA) and authorizing payment of membership dues in the amount of \$26,116.00.

Funding

The City joined ETEDA through its functioning as a TVA Regional Industrial Development Agency (RIDA). Thus, the funding for the membership is through the Electric Fund and the Electric Director sits on the ETEDA Board. TVA encourages membership on the Board by reimbursing the City for approximately one half of the membership dues. Therefore, the actual cost of membership will be \$13,058.00.

Review

ETEDA is a regional marketing and business recruitment organization that promotes our 16 county region through a variety of efforts and provides site location information and assistance to companies interested in locating here.

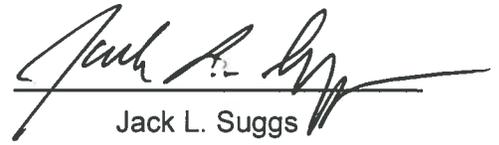
ETEDA is co-located with the Tennessee Valley Authority Economic Development Specialist for our area. This provides a nearly seamless experience for industrial prospects and is frequently sighted as a positive model of cooperation and efficiency.

The full range of services offered to industrial clients can be found on the ETEDA website, but these include providing information such as labor and training statistics, utility service availability and cost of transportation information. ETEDA also provides regional real estate location information, including a complex, well-maintained database of available properties and buildings.

Membership in the organization also provides that, as a member of the Board, the Electric Director can designate that the local match be used to support specific projects or initiatives by our development partners.

Recommendation

It is the opinion of staff that ETEDA has been a real and valuable asset to the City and to our region as a whole. As such we recommend 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

INVOICE

January 2, 2018

Mr. Jack Suggs
Director
Oak Ridge Electric Department
P.O. Box 1
Oak Ridge, TN 37830

ETEDA 2018 dues

\$ 26,116

Due on or before August 15, 2018

CITY OF OAK RIDGE
APPROVED FOR PAYMENT

Invoice #: _____ Date: **JAN 10 2018**

SIGNATURE: _____

TV #1: _____

RESOLUTION

A RESOLUTION AUTHORIZING THE CITY TO CONTINUE PARTICIPATION IN THE EAST TENNESSEE ECONOMIC DEVELOPMENT AGENCY, WITH ANNUAL MEMBERSHIP DUES IN THE AMOUNT OF \$26,116.00 FOR THE 2018 CALENDAR YEAR.

WHEREAS, the City of Oak Ridge recognizes the value of the East Tennessee Economic Development Agency (ETEDA), a regional organization promoting and marketing the business location advantages of the region to national/international corporate decision-makers involved in relocation and expansion for over twenty years; and

WHEREAS, the City of Oak Ridge is a member of ETEDA and wishes to continue that membership in an effort to promote economic development in the region in general and Oak Ridge in particular; and

WHEREAS, the membership dues for ETEDA for calendar year 2018 are \$26,116.00; and

WHEREAS, \$13,058.00 of the membership dues will be reimbursed to the City by the Tennessee Valley Authority (TVA) under a separate contract termed the Industrial Development Contract (Contract 01BKY-268931), approved by City Council through Resolution 3-46-01; and

WHEREAS, the City Manager recommends the City's continued participation in ETEDA and payment of the above stated dues.

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 continue participation in the East Tennessee Economic Development Agency, with annual membership dues in the amount of \$26,116.00 for the 2018 calendar year.

This the 9th day of July 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
18-47**

DATE: June 19, 2018
TO: Mark S. Watson, City Manager
FROM: Patrick Berge, P.E., Utility Manager
THROUGH: Shira A. McWaters, P.E., Public Works Director *SAM*
SUBJECT: **MODIFICATIONS AND REPAINTING OF DELAWARE AVENUE 200,000-GALLON, ELEVATED WATER TANK**

Introduction

An item for City Council's consideration is a contract with SpecPro Environmental Services, LLC, Oak Ridge, TN, for the furnishing of labor, materials, equipment, and supplies necessary to rehabilitate and repaint the Delaware Avenue elevated water storage tank, in a not to exceed amount of \$471,258.

Funding

Funding for this project is available in the Waterworks Fund.

Background

The City of Oak Ridge is required by the Tennessee Department of Environment and Conservation (TDEC), through their Sanitary Survey process, to have all potable water tanks inspected every five (5) years by a qualified engineer, who then provides a written recommendation for the maintenance of the tanks. During the most recent TDEC Sanitary Survey performed October 2016, the recommendation was made for the rehabilitation and repainting of this water storage tank. Failure to comply with the TDEC Sanitary Survey recommendation allows TDEC to impose a fine on the City.

The storage tank requiring rehabilitation and repainting is a 200,000 gallon, potable water, elevated storage tank located off Outer Drive near Delaware Avenue. The tank is fed by the Delaware Booster Station and provides consistent water and pressure to the northeast portion of the City that's in the Delaware Water Region. The work in general consists of the cleaning, abrasive-blasting, modifying the tank to current OSHA standards, and painting the interior and exterior surfaces, steel accessories, including ladders, handrails, and cage.

Recommendation

Sealed bids were solicited, with three (3) bids received and SpecPro Environmental Services, LLC, providing the lowest bid. Staff recommends approval of the attached resolution as submitted.

Attachment(s):
Resolution
Bid Abstract


Patrick Berge, 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 July 3, 2018

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

FY2019-001

OPENING DATE: June 12, 2018 2:00 P.M.

FOR --- Modifications & Repainting of Delaware Avenue 200,000 Gallon Elevated Water Tank			BIDDER: SpecPro Environmental Services LLC 1006 Floyd Culler Court Oak Ridge, TN 37830		BIDDER: Scott I. Enterprises, Inc. 513 Calderwood Hwy Maryville, TN 37801		BIDDER: Preferred Sandblasting & Painting LLC 107 Anthony Lane Shelbyville, TN 37160		BIDDER:						
DESCRIPTION	ITEM	QUANTITY	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL					
THE FURNISHING OF ALL LABOR, MATERIALS, SUPPLIES, TOOLS, AND EQUIPMENT NECESSARY TO PERFORM ALL WORK AND SERVICES NECESSARY FOR THE MODIFICATIONS & REPAINTING OF DELAWARE AVENUE 200,000 GALLON ELEVATED WATER TANK PROVIDED BY THE CITY OF OAK RIDGE, PUBLIC WORKS DEPARTMENT	1			\$ 471,258.00		\$ 529,700.00		\$ 613,300.00							
TOTAL PRICE				\$ 471,258.00		\$ 529,700.00		\$ 613,300.00							
TERMS				Net 30		Net 30		Net 30							
DELIVERY				Per Contract		Per Contract		Per Contract							
F.O.B.				Oak Ridge		Oak Ridge		Oak Ridge							
VIA				Vendor		Vendor		Vendor							
OTHER BIDDERS CONTACTED: See Bid Process Form								BIDS OPENED AND RECORDED BY---							
								Lyn Majeski Purchasing Manager							
REASON FOR AWARD:								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"/>								RECOMMEND AWARD BE MADE TO: SpecPro Environmental Services LLC 1006 Floyd Culler Court Oak Ridge, TN 37830				Michael Williford Accounting Manager			

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

FY2019-001

OPENING DATE: June 12, 2018 2:00 P.M.

FOR --- Modifications & Repainting of Delaware Avenue 200,000 Gallon Elevated Water Tank			BIDDER: SpecPro Environmental Services LLC 1006 Floyd Culler Court Oak Ridge, TN 37830		BIDDER: Scott I. Enterprises, Inc. 513 Calderwood Hwy Maryville, TN 37801		BIDDER: Preferred Sandblasting & Painting LLC 107 Anthony Lane Shelbyville, TN 37160		BIDDER:		
DESCRIPTION	ITEM	QUANTITY	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	
THE FURNISHING OF ALL LABOR, MATERIALS, SUPPLIES, TOOLS, AND EQUIPMENT NECESSARY TO PERFORM ALL WORK AND SERVICES NECESSARY FOR THE MODIFICATIONS & REPAINTING OF DELAWARE AVENUE 200,000 GALLON ELEVATED WATER TANK PROVIDED BY THE CITY OF OAK RIDGE, PUBLIC WORKS DEPARTMENT	1			\$ 471,258.00		\$ 529,700.00		\$ 613,300.00			
TOTAL PRICE				\$ 471,258.00		\$ 529,700.00		\$ 613,300.00			
TERMS				Net 30		Net 30		Net 30			
DELIVERY				Per Contract		Per Contract		Per Contract			
F.O.B.				Oak Ridge		Oak Ridge		Oak Ridge			
VIA				Vendor		Vendor		Vendor			
OTHER BIDDERS CONTACTED: See Bid Process Form								BIDS OPENED AND RECORDED BY---			
								<i>Lyn Majeski</i>			
								Lyn Majeski Purchasing Manager			
REASON FOR AWARD:				RECOMMEND AWARD BE MADE TO:				BIDS REVIEWED BY---			
ONLY BID RECEIVED <input type="checkbox"/>				SpecPro Environmental Services LLC 1006 Floyd Culler Court Oak Ridge, TN 37830				<i>M Williford</i>			
LOW PRICE <input type="checkbox"/>											
BETTER OR REQUIRED DESIGN <input type="checkbox"/>											
EARLY DELIVERY <input type="checkbox"/>											
LOWEST TOTAL COST <input checked="" type="checkbox"/>								Michael Williford Accounting Manager			

BID PROCESS FORM



BID NAME	FY2019-001	DESCRIPTION	Modifications & Repainting of Delaware Avenue 200,000 Gallon Elevated Water Tank
CITY COUNCIL MEETING	July 9, 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>
Planet, Inc.	Janet Manuel	920 North Front Street	Rockwood, TN 37854	865-354-0605	planetinc@comcast.net	[e-mail]
Tank Pro, Inc.	Phillip Stearman	5500 Watermelon Road	Northport, AL 35473	888-621-8896	phillip@tankproinc.com	[e-mail]
Prefered sandblasting & Painting, LLC	Bobby Harris	107 Anthony Lane	Shelbyville, TN 37160	931-685-1009	preferedsandblastingllc@yahoo.com	[e-mail]
Pittsburg Tank & Tower Co., Inc.	Melinda Jones	1 Watertank Place	Henderson, KY 42420	270-826-9000	mjones@pttg.com	[e-mail]
Scott I. Icenhower, LLC	Bill Arts	513 Calderwood Hwy	Maryville, TN 37801	865-805-0299	arts.bill@gmail.com	[e-mail]

BIDDERS WHO CONTACTED THE CITY AFTER ADVERTISED (CONTACT INFORMATION)

Horizon Bros.	Terri Lewis	1053 Kendra Lane	Howell, MI 48843	810-632-3362	terri@horizonbros.com
SpecPro Environmental Services, LLC	Jennifer Little	1006 Floyd Culler Court	Oak Ridge, TN 37830	865-813-2802	jjittle@specproenv.com

BIDS RECEIVED FROM BIDDERS CONTACTED DIRECTLY BY THE CITY

SpecPro Environmental Services, LLC, Scott I. Icenhower, LLC, Prefered sandblasting & Painting, LLC

BIDS RECEIVED FROM BIDDERS NOT DIRECTLY CONTACTED BY THE CITY

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

ADVERTISEMENT

The City of Oak Ridge advertised this bid on the Finance Department's Departmental Webpage for a duration of 44 days.

RESOLUTION

A RESOLUTION AWARDING A CONTRACT (FY2019-001) TO SPECPRO ENVIRONMENTAL SERVICES LLC, OAK RIDGE, TENNESSEE, FOR MODIFICATIONS AND REPAINTING OF THE DELAWARE AVENUE 200,000 GALLON ELEVATED WATER TANK IN AN AMOUNT NOT TO EXCEED \$471,258.00.

WHEREAS, the City of Oak Ridge has issued an invitation to bid for the furnishing of all labor, tools, materials, equipment and supplies necessary for the modification and repainting of the Delaware Avenue 200,000 gallon water tank; and

WHEREAS, bids were received and publicly opened on June 12, 2018, with SpecPro Environmental Services LLC, Oak Ridge, 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 SpecPro Environmental Services LLC, 1006 Floyd Culler Court, Oak Ridge, Tennessee 37830, for the furnishing of all labor, tools, materials, equipment and supplies necessary for the modification and repainting of the Delaware Avenue 200,000 gallon water tank; said award in strict accordance with contract number FY2019-001, the required specifications, and the bid as publicly opened on June 12, 2018, and in an amount not to exceed \$471,258.00.

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

This the 9th day of July 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
18-30**

DATE: 5/22/18
TO: Mark Watson, City Manager
FROM: Kelly Duggan, Senior Planner 
THROUGH: Wayne Blasius, Community Development Director 
SUBJECT: Zoning Ordinance Text Amendment – Wall Sign Quantity and Height

Introduction

On February 22, 2018 the Planning Commission reviewed a proposed text amendment that would resolve a discrepancy between two provisions of the sign regulations for Community Business Districts contained within the Zoning Ordinance. The staff recommended amending the text to allow for one additional sign per street frontage that would **not** be included in the overall sign area allowed. This would be consistent with what staff believes to be the intent of the provision and would resolve the discrepancy. The Planning Commission voted unanimously for approval of the recommended text amendment, which was then forwarded to City Council for adoption.

At the April 9, 2018 Oak Ridge City Council meeting, concerns were raised that the text amendment could permit additional signage on taller buildings, such as Appalachian Underwriters on Oak Ridge Turnpike, that would effectively read as “billboards” due to their atypical height. Upon studying this issue and the concerns raised, the staff believes that it is prudent to modify its original recommendation to include language that restricts the height of wall signs.

As required by Tennessee Code Annotated (TCA), § 13-7-203:

No change in or departure from the text or maps as certified by the planning commission shall be made, unless such change or departure be first submitted to the planning commission and approved by it, or, if disapproved, shall receive the favorable vote of a majority of the entire membership of the chief legislative body.

Funding

No funding is necessary to approve this request.

Analysis

Resolving the discrepancy re: additional wall signs for multiple frontages

The staff believes that the intent of the provision is to allow for one additional sign per street frontage that is similar in size and character to the sign associated with the primary building frontage. This means that additional signs **would not** count against the maximum signage allowed. The contradiction is most likely due to an oversight in omitting the conflicting provision in Section 14.12(c)(1) when Section 14.12 was amended to allow for additional signs.

Further, it is typical for zoning ordinances to calculate allowable signage based on street frontages, i.e. each street frontage creates its own allowable sign area. The staff also recognizes the need for tenants in Community Business Districts to clearly identify their businesses from each street frontage for the purposes of wayfinding for vehicular traffic.

Sign height

The staff believes it is appropriate to establish provisions that limit the height of wall signs for a number of reasons. First, wall signs are intended to serve a wayfinding purpose – they help people navigate the built environment and identify a destination that is sought. When these signs are placed very high on buildings, they take on a new function – they attract attention rather than orient; they advertise rather than identify. These effects can be similar to that of a billboard, also known as an off-premise sign. This means that a person can view an ad for a business or service while being nowhere near that business in physical space. Off-premise signs are not permitted in the City of Oak Ridge, and thus, the staff believes that it is appropriate to prohibit signage that has similar effects.

Second, because there are so few tall buildings in the city, the detrimental impacts of such buildings having signage at their apex would be significantly greater than if they were set within an environment of similarly-sized structures. Adjacent tall buildings would screen each other from a variety of vantage points. When one tall building exists amid a grouping of significantly lower buildings, high signage becomes more prominent.

Finally, because the Zoning Ordinance regulates the height of monument/detached signs, it is appropriate to also limit the height of attached signage. This will establish consistency in the intent of sign provisions and ensure that the air space in the city does not become littered with advertising.

Recommendation

Staff continues to recommend amending the Zoning Ordinance to clarify the area requirements for additional signs allowed on lots with multiple street frontages. As noted above, the staff believes that

the intent of the provision is to allow for one additional sign per street frontage that is similar in size and character to the sign associated with the primary building frontage. This is common practice for other municipalities in the regulation of additional signs. The staff also recognizes the wayfinding function of signage at each street frontage.

With regard to the height of wall signs, the staff believes it is appropriate to establish provisions that limit the height of wall signs for a number of reasons. It ensures that wall signs serve the purpose for which they were intended – to orient people in space and identify a business establishment. Further, the detrimental impacts of wall signs with excessive height would be much greater in an environment such as Oak Ridge, where the majority of buildings are well below three (3) stories in height. And finally, the amendment would establish consistency in the sign regulations by limiting the height of both attached and detached signage.

The Oak Ridge Municipal Planning Commission unanimously approved the recommended revisions regarding height of wall signs at its May 17, 2018 Regular Business meeting.

The proposed amendment to the sign regulations is shown below.

New Language is highlighted, old language is stricken:

Section 14.07, Signs for Residential Districts

b. Multi-family Identification Sign

One (1) Identification Sign, which is a permanent, indirectly illuminated or nonilluminated, wall sign announcing the identification of a multifamily dwelling shall be allowed per multifamily building. Such sign shall not exceed ten (10) square feet in surface display area. **The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less.**

c. Signs for non-residential uses in residential districts

- 2) One (1) indirectly illuminated or non-illuminated wall sign shall also be allowed per principal building provided that the following requirements are met: the area of the wall sign is not to exceed two (2) square feet per linear foot of the front face of the principal building to which it is attached, as per Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities; wall signs shall be placed flat against the principal building; the name and/or logo located on an awning shall be considered part of the wall sign; and ~~wall signs shall not project above~~ **the top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less, except that in the R-4 High Density Residential District, the top of a wall sign shall be no higher than the**

apparent roofline or cornice of the building to which it is attached, or sixty (60) feet above ground level, whichever height is less.

Section 14.09, Signs for Education Districts

b. Wall Signs

- 1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the front face of the building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*.
- 2) Wall signs shall be placed flat against the building.
- 3) The name and/or logo located on an awning shall be considered part of the wall sign.
- 4) ~~Wall signs shall not project above~~ The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less.

Section 14.10, Signs for Office-Institutional Districts

b. Wall Signs

- 1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the front face of the building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. Single story multi-occupancy facilities shall be allowed, one (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of that portion of the front face which the tenant leases.
- 2) Wall signs shall be placed flat against the building.
- 3) In the event the name and/or logo are located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.
- 4) ~~Wall signs shall not project above~~ The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less, except that in the O-2 Office District, the top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or sixty (60) feet above ground level, whichever height is less.

Section 14.11, Signs for Neighborhood Business Districts

b. Wall Signs

- 1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the front face of the building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*.
- 2) Wall signs shall be placed flat against the building.
- 3) In the event the name and/or logo are located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.
- 4) ~~Wall signs shall not project above~~ The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less.

Section 14.12, Signs for Community Business Districts

c. Wall Signs

- 1) One (1) illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the wall to which it is attached as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. In the event the tenant has street frontage on is located on the corner lot of two (2) or more public/private streets, one (1) additional wall sign shall be allowed per street frontage provided that each additional sign the overall signage does not exceed two (2) square feet per linear foot of the leasable front face wall of the primary building frontage. Additional signs shall not count against the maximum overall area of signage allowed.
- 2) Wall signs shall be placed flat against the principal building or parallel to the building on a canopy and may only face public/private streets or parking areas which are part of the development.
- 3) In the event the name and/or logo are located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.
- 4) ~~Wall signs shall not project above~~ The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less, except that in the B-2 General Business District, the top of a wall sign shall be no higher than the apparent roofline or cornice of

the building to which it is attached, or sixty (60) feet above ground level, whichever height is less.

Section 14.13, Signs for Business Park and General Industrial Districts

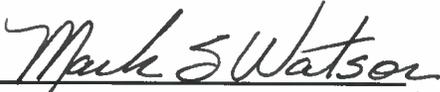
b. Wall Signs

- 1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the front face of the building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*.
- 2) Wall signs shall be placed flat against the principal building or parallel to the building on a canopy and may only face public/private streets or parking areas which are part of the development.
- 3) In the event the name and/or logo are located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.
- 4) ~~Wall signs shall not project above~~ The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less.

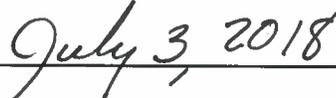
Attachments: Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities

City Manager's Comments:

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



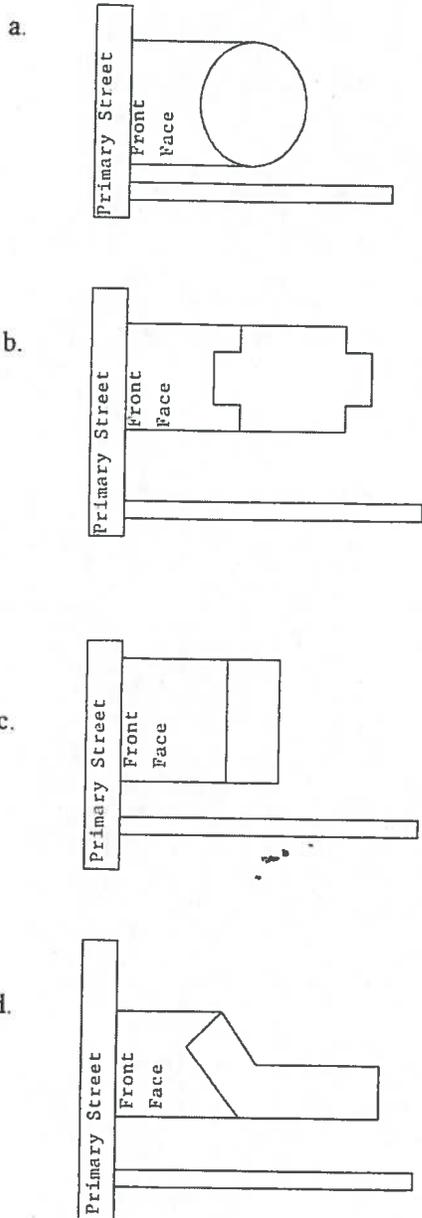
Mark S. Watson



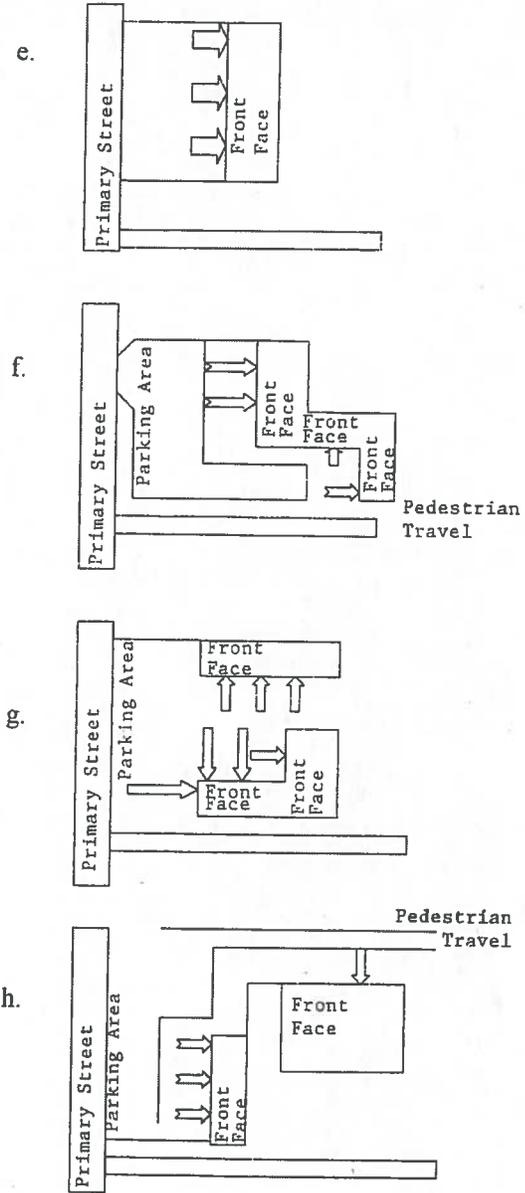
Date

Display 1. Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities.

Single Occupancy Facilities



Multi-Occupancy Buildings and Facilities



TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE, ARTICLE XIV, TITLED "SIGN REGULATIONS," BY AMENDING SECTION 14.07, TITLED "SIGNS FOR RESIDENTIAL DISTRICTS"; SECTION 14.09, TITLED "SIGNS FOR EDUCATION DISTRICTS"; SECTION 14.10, TITLED "SIGNS FOR OFFICE-INDUSTRIAL DISTRICTS"; SECTION 14.11, TITLED "SIGNS FOR NEIGHBORHOOD BUSINESS DISTRICTS"; 14.12, TITLED "SIGNS FOR COMMUNITY BUSINESS DISTRICTS"; AND SECTION 14.13, TITLED "SIGNS FOR BUSINESS PARK AND GENERAL INDUSTRIAL DISTRICTS;" ALL FOR THE PURPOSE OF CORRECTING A CONFLICT REGARDING WALL SIGNS FOR BUILDINGS WITH STREET FRONTAGE ON MORE THAN ONE STREET AND TO LIMIT THE HEIGHT OF WALL SIGNS.

WHEREAS, the City of Oak Ridge is continually reviewing the Zoning Ordinance to update provisions and make it more understandable to the general public; and

WHEREAS, the following amendment will correct a discrepancy in the Zoning Ordinance regarding signage for businesses in the Community Business District with street frontage on more than one street; and

WHEREAS, the discrepancy pertains to whether additional wall signs will count toward the maximum sign area allowed; and

WHEREAS, staff has reviewed and recommended that additional wall signs not be counted toward the maximum sign area allowed, which is consistent with how staff has previously interpreted the conflicting provisions; and

WHEREAS, additionally, staff recommends language to limit the height of wall signs to address City Council concerns that were raised at the April 9, 2018 meeting; and

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 at its May 17, 2018 meeting; 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. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Section 14.07, titled "Signs for Residential Districts," Subsection 1, titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subsection 1.b., titled "Multi-family Identification Sign," and it replacing it with a new Subsection 1.b., titled "Multi-family Identification Sign," which new subsection shall read as follows:

Section 14.07. Signs for Residential Districts.

1. Types, Size and Location of Signs Allowed:

b. Multi-family Identification Sign.

One (1) Identification Sign, which is a permanent, indirectly illuminated or nonilluminated, wall sign announcing the identification of a multifamily dwelling shall be allowed per multifamily building. Such sign shall not exceed ten (10) square feet in surface display area. The top of a wall sign shall be no higher than

the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less.

Section 2. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Section 14.07, titled "Signs for Residential Districts," Subsection 1, titled "Types, Size and Location of Signs Allowed," Subpart d., titled "Signs for non-residential uses in residential districts," is hereby amended by deleting Subsection 1.d.2., and it replacing it with a new Subsection 1.d.2., which new subsection shall read as follows:

Section 14.07. Signs for Residential Districts.

1. Types, Size and Location of Signs Allowed:

d. Signs for non-residential uses in residential districts.

- (2) One (1) indirectly illuminated or non-illuminated wall sign shall also be allowed per principal building provided that the following requirements are met: the area of the wall sign is not to exceed two (2) square feet per linear foot of the front face of the principal building to which it is attached, as per Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities; wall signs shall be placed flat against the principal building; the name and/or logo located on an awning shall be considered part of the wall sign; and the top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less, except that in the R-4 High Density Residential District, the top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or sixty (60) feet above ground level, whichever height is less.

Section 3. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Section 14.09, titled "Signs for Education Districts," Subsection 1, titled "Types, Size and Location of Signs Allowed," Subsection 1.b., titled "Wall Signs," is hereby amended by deleting Subpart (4) and it replacing it with a new Subpart (4) which new subpart shall read as follows:

Section 14.09. Signs for Education Districts.

1. Types, Size and Location of Signs Allowed:

b. Wall Signs.

- (4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less.

Section 4. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Section 14.10, titled "Signs for Office-Institutional Districts," Subsection 1, titled "Types, Size and Location of Signs Allowed," Subsection 1.b., titled "Wall Signs," is hereby amended by deleting Subpart (4) and it replacing it with a new Subpart (4) which new subpart shall read as follows:

Section 14.10. Signs for Office-Institutional Districts.

1. Types, Size and Location of Signs Allowed:

b. Wall Signs.

- (4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less, except that in the O-2 Office District, the top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or sixty (60) feet above ground level, whichever height is less.

Section 5. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Section 14.11, titled "Signs for Neighborhood Business Districts," Subsection 1, titled "Types, Size and Location of Signs Allowed," Subsection 1.b., titled "Wall Signs," is hereby amended by deleting Subpart (4) and it replacing it with a new Subpart (4) which new subpart shall read as follows:

Section 14.11. Signs for Neighborhood Business Districts.

1. Types, Size and Location of Signs Allowed:

b. Wall Signs.

- (4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less.

Section 6. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Section 14.12, titled "Signs for Community Business Districts," Subsection 1, titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subsection 1.c., titled "Wall Signs," and it replacing it with a new Subsection 1.c., titled "Wall Signs," which new subsection shall read as follows:

Section 14.12. Signs for Community Business Districts.

1. Types, Size and Location of Signs Allowed:

c. Wall Signs.

- (1) One (1) illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the wall to which it is attached as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. In the event the tenant has street frontage on two (2) or more public/private streets, one (1) additional wall sign shall be allowed per street frontage provided that each additional sign does not exceed two (2) square feet per linear foot of the leasable front face wall of the primary building frontage. Additional signs shall not count against the maximum overall area of signage allowed.
- (2) Wall signs shall be placed flat against the principal building or parallel to the building on a canopy and may only face public/private streets or parking areas which are part of the development.

- (3) In the event the name and/or logo are located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.
- (4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less, except that in the B-2 General Business District, the top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or sixty (60) feet above ground level, whichever height is less.

Section 7. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Section 14.13, titled "Signs for Business Park and General Industrial Districts," Subsection 1, titled "Types, Size and Location of Signs Allowed," Subsection 1.b., titled "Wall Signs," is hereby amended by deleting Subpart (4) and it replacing it with a new Subpart (4) which new subpart shall read as follows:

Section 14.13. Signs for Business Park and General Industrial Districts.

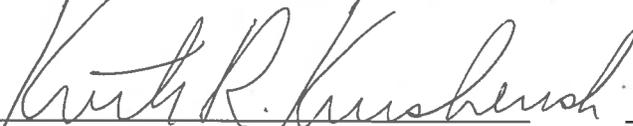
1. Types, Size and Location of Signs Allowed:

b. Wall Signs.

- (4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or thirty-five (35) feet above ground level, whichever height is less.

Section 8. 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
18-31**

DATE: 5/22/18
TO: Mark Watson, City Manager
FROM: Kelly Duggan, Senior Planner 
THROUGH: Wayne Blasius, Community Development Director 
SUBJECT: Zoning Ordinance Text Amendment – Sponsored Scoreboards

Introduction

The staff was presented with a sign proposal from the Oak Ridge Sports Boosters for improvements to a scoreboard at Bobby Hopkins Park. It involves the addition of sponsored panels at the bottom and a curved structure at the top to identify the park and team. The scoreboard itself (with no sponsorship) was selected and purchased by the City at a size deemed appropriate for functionality (160 square feet). Sponsored scoreboards in the subject District have a total maximum permissible area of 80 square feet - half the size of the scoreboard selected by the City. The review of this proposal has made it apparent that the existing regulations are too restrictive in terms of size limitations, and the staff proposes a text amendment to resolve this issue.

Funding

No funding is necessary to approve this request.

Analysis

Sponsored scoreboards are currently permitted in two (2) Districts: E – Education and RG-1 Residential, Open Space and Reserved Districts. This allows for signage in athletic fields – whether they are part of a school campus or one of the City’s public parks. The current regulations are shown below.

Section 14.07. Signs For Residential Districts

- c. Signs for Athletic Facilities/Fields

- 2) Sponsored scoreboards shall be allowed in athletic fields provided that the scoreboard(s) shall not exceed eighty (80) square feet in area and the advertising area is not to exceed thirty percent (30%) of the front face of the scoreboard. Outdoor athletic fields with permanent seating for more than 5,000 persons shall be allowed up to two (2) scoreboards of any size; however, in no event shall the advertising area on such scoreboard exceed fifty percent (50%) of the front face of the scoreboard. All sponsored scoreboards shall be permanently oriented toward the athletic field for visibility by attendees.

Section 14.07. Signs For Education Districts

e. Signs for Athletic Facilities/Fields

Sponsored scoreboards shall be allowed for outdoor athletic facilities/fields with permanent seating for more than three hundred (300) persons provided the scoreboard does not exceed two hundred twenty-five (225) square feet in surface display area with the advertising area not to exceed thirty percent (30%) of the surface display area of the scoreboard.

The current regulations fail to account for the distance of the scoreboard from the farthest seating area, and therefore, do not consider readability, i.e. functionality. The staff acknowledges the importance of sponsorship in maintaining and improving the city's athletic facilities. Sponsorship is needed to support the amenities and fans who may travel some distance to attend and want to know what is going on. A readable scoreboard is one part of knowing what is going on.

Recommendation

The staff recommends that the size of sponsored scoreboards be determined by the distance of the scoreboard from the most distant seating location. The recommendation is to allow 1 square foot of signage per foot of distance between the scoreboard and farthest grandstand. The staff believes that the proposed standard is appropriate in that it focuses on functionality rather than an arbitrary number. The Oak Ridge Municipal Planning Commission unanimously approved the recommended text amendment at its May 17, 2018 Regular Business meeting.

The proposed amendment to the sign regulations is shown on the next page.

New Language is highlighted, old language is stricken:

Section 14.07. Signs For Residential Districts

d. Signs for Athletic Facilities/Fields

- 2) Sponsored scoreboards shall be allowed in athletic fields provided that the scoreboard(s) shall not exceed ~~eighty (80) square feet in area~~ **one (1) square foot per linear foot of distance between the scoreboard and the most distant grandstand/seating area** and the advertising area is not to exceed thirty percent (30%) of the front face of the scoreboard. Outdoor athletic fields with permanent seating for more than 5,000 persons shall be allowed up to two (2) scoreboards of any size; however, in no event shall the advertising area on such scoreboard exceed fifty percent (50%) of the front face of the scoreboard. All sponsored scoreboards shall be permanently oriented toward the athletic field for visibility by attendees.

Section 14.07. Signs For Education Districts

f. Signs for Athletic Facilities/Fields

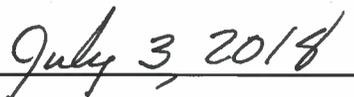
Sponsored scoreboards shall be allowed for outdoor athletic facilities/fields with permanent seating for more than three hundred (300) persons provided the scoreboard does not exceed ~~two hundred twenty five (225) square feet in surface display area~~ **one (1) square foot per linear foot of distance between the scoreboard and the most distant grandstand/seating area** with the advertising area not to exceed thirty percent (30%) of the surface display area of the scoreboard.

Attachments: Sign Proposal for Bobby Hopkins Park

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. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE, ARTICLE XIV, TITLED "SIGN REGULATIONS," BY AMENDING SECTION 14.07, TITLED "SIGNS FOR RESIDENTIAL DISTRICTS," AND SECTION 14.09, TITLED "SIGNS FOR EDUCATION DISTRICTS," TO ESTABLISH A NEW METHOD FOR CALCULATING THE SIZE OF SPONSORED SCOREBOARDS TO ADDRESS FUNCTIONALITY AND READABILITY.

WHEREAS, the City of Oak Ridge is continually reviewing the Zoning Ordinance to update provisions and make it more understandable to the general public; and

WHEREAS, the following amendment addresses sponsored scoreboards to establish a size limit based upon the distance of the scoreboard from the furthest grandstand, thereby addressing functionality and readability rather than establishing an arbitrary number; and

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 at its May 17, 2018 meeting; 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. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Section 14.07, titled "Signs for Residential Districts," Subsection 1, titled "Types, Size and Location of Signs Allowed," Subsection 1.c., titled "Signs for Athletic Facilities/Fields," is hereby amended by deleting Subpart (2) and it replacing it with a new Subpart (2), which new subpart shall read as follows:

Section 14.07. Signs for Residential Districts.

1. Types, Size and Location of Signs Allowed:

c. Signs for Athletic Facilities/Fields.

- (2) Sponsored scoreboards shall be allowed in athletic fields provided that the scoreboard(s) shall not exceed one (1) square foot per linear foot of distance between the scoreboard and the most distant grandstand/seating area and the advertising area is not to exceed thirty percent (30%) of the front face of the scoreboard. Outdoor athletic fields with permanent seating for more than 5,000 persons shall be allowed up to two (2) scoreboards of any size; however, in no event shall the advertising area on such scoreboard exceed fifty percent (50%) of the front face of the scoreboard. All sponsored scoreboards shall be permanently oriented toward the athletic field for visibility by attendees.

Section 2. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Section 14.09, titled "Signs for Education Districts," Subsection 1, titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subsection 1.e., titled "Signs for Athletic Facilities/Fields," and it replacing it with a new Subsection 1.e., titled "Signs for Athletic Facilities/Fields," which new subsection shall read as follows:

Section 14.09. Signs for Education Districts.

1. Types, Size and Location of Signs Allowed:

e. Signs for Athletic Facilities/Fields.

Sponsored scoreboards shall be allowed for outdoor athletic facilities/fields with permanent seating for more than three hundred (300) persons provided the scoreboard does not exceed one (1) square foot per linear foot of distance between the scoreboard and the most distant grandstand/seating area with the advertising area not to exceed thirty percent (30%) of the surface display area of the scoreboard.

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: _____

RESOLUTIONS

OAK RIDGE POLICE DEPARTMENT MEMORANDUM

18-09

DATE: June 21, 2018
TO: Mark S. Watson, City Manager
FROM: James T. Akagi, Chief of Police
SUBJECT: CONTRACT FOR VETERINARY SERVICES AT THE ANIMAL SHELTER

Introduction

An item for City Council's consideration is a resolution authorizing approval of a one-year contract between the City and Doctor of Veterinarian Medicine (DVM) Matt Jinks, to perform veterinary services at the Oak Ridge Animal Shelter in an amount not to exceed \$78,000.00.

Funding

Funding is made possible through associated fees and shelter donations already received.

Background

The Oak Ridge Police Department (ORPD), through the animal control division (ACD), manages the domestic and natural animal population within the City through the enforcement of animal control ordinances, animal registration, city patrol, apprehension of animals running at large, quarantine of biting animals, response to citizen complaints, follow-up on suspect rabies cases and collection of dead animals. The ACD operates the Animal Shelter, which provides services including an adoption unit to temporarily house and care for stray, unwanted and apprehended animals, euthanasia services and carcass disposal of euthanized animals.

To assist in these efforts, the ACD has contracted with Dr. Jinks (DVM) to provide veterinarian care and other related services at the Animal Shelter in the past. The veterinarian works alongside other ACD staff and volunteers, and is an integral element in the safe care and protection of animals housed at the shelter. The veterinarian is also an essential component in the adoption process, from the initial examination of the animal, through spaying, neutering, vaccinating and issuance of health certification for adoption and or transportation to certified adoption centers. Dr. Jinks has performed at an outstanding level and demonstrated a high degree of professionalism and motivation in carrying out his duties, which is why the City desires to renew his contract to June 30, 2019. A base compensation of \$5,000.00 per month and supplemental compensation of \$45 per adopted animal spayed or neutered, averaging forty-five (45) animals each month; said agreement is retroactive from July 1, 2018 through June 30, 2019. Under the proposed contract, Dr. Jinks would be on site at the Animal Shelter from 7:00 am to 3 pm Tuesday through Friday performing services which include, but are not limited to the following:

- Examine all animals as admitted or requested, and screen animals for health problems.
- Perform spays/neuter surgical procedures on all adoptable animals, prior to the animals departure from the Animal Shelter, with a maximum of (7) surgeries per day. Animals whose medical condition, age or body weight creates a significant and inordinate surgical risk may be released for adoption temporarily and returned to the Animal Shelter for spaying/neutering at a special time after treatment or resolution of the medical condition.

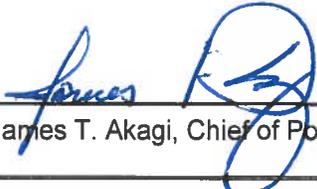
- Administer rabies vaccinations to all adopted animals estimated to be (3) months of age or older, prior to the animals leaving the shelter. Animals too immature at the time of adoption will receive rabies vaccinations when returned to the Animal Shelter at an appropriate maturity to receive vaccination.
- Exam and issue "Health Certification" for all animals, including animals transported to other adoption centers.
- Train Animal Control employees to detect health problems and offer advice for improved care.
- Order all necessary medical supplies for the Animal Shelter, and assist with planning and purchasing of equipment for the Animal Shelter.
- Provide a Drug Enforcement Administration number and provide on-site accountability for drugs purchased and used, maintaining and inventory of all drugs and medical supplies.
- Attend special events such as Rabies Clinics on Saturday as deemed necessary and appropriate by the Animal Control Supervisor.
- Assist the City in obtaining a clinic license for the animal shelter.

Recommendation

Adoption of the attached resolution is recommended to provide for the City to enter into a contract with Dr. Jinks to perform the aforementioned services.

Attachment(s)

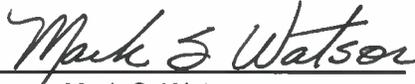
Resolution



 James T. Akagi, Chief of Police

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 APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH DR. MATT JINKS, MARYVILLE, TENNESSEE, TO PROVIDE VETERINARY SERVICES AT THE OAK RIDGE ANIMAL SHELTER FOR FISCAL YEAR 2019 IN AN AMOUNT NOT TO EXCEED \$78,000.00.

WHEREAS, the City owns and operates the Oak Ridge Animal Shelter; and

WHEREAS, the Animal Shelter is in need of a full-time veterinarian to provide spay and neuter services and rabies vaccinations for adopted animals and to provide other services such as animal examinations, maintaining an inventory of medical supplies and drugs, and assisting the City in obtaining a clinic license for the Animal Shelter; and

WHEREAS, by Resolution 12-98-2012, City Council authorized a professional services agreement with Dr. Matt Jinks to provide veterinary services at the Oak Ridge Animal Shelter for the remainder of Fiscal Year 2013 with up to five one-year renewal options; and

WHEREAS, the fifth and final renewal term expired June 30, 2018; and

WHEREAS, Dr. Jinks is willing to continue to provide veterinary services for the Oak Ridge Animal Shelter which include health examinations, spay/neuter surgical services, rabies vaccinations, and ordering medical supplies for the shelter; and

WHEREAS, the City Manager recommends approval of a professional services agreement with Dr. Jinks to provide such services.

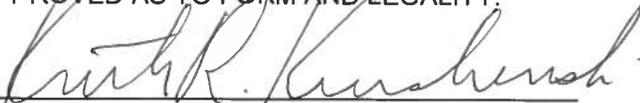
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager is approved and the City is hereby authorized to enter into a professional services agreement with Dr. Matt Jinks, Maryville, Tennessee, to provide veterinary and other related services at the Oak Ridge Animal Shelter for a base compensation of \$5,000.00 per month and supplemental compensation of \$45.00 per adopted animal spayed or neutered; said agreement for Fiscal Year 2019 (July 1, 2018 through June 30, 2019) with no renewal options and in an amount not to exceed \$78,000.00.

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

This the 9th day of July 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

CITY COUNCIL MEMORANDUM
18-23

DATE: July 2, 2018
TO: Honorable Mayor and Members of City Council
FROM: Mark S. Watson, City Manager
SUBJECT: CONVENTION AND VISITORS BUREAU - FY 2019 CONTRACT

Introduction:

An item for the agenda is a resolution approving a contract between the City and the Oak Ridge Convention and Visitors Bureau for the provision of services and materials to promote tourism in Oak Ridge for the period July 1, 2018 through June 30, 2019 (Fiscal Year 2019) in an amount not to exceed \$365,000.00.

Funding:

As adopted by the City Council in its annual city budget, the same amount from the prior year was included within the allocation for FY 2019 in the amount of \$365,000.00.

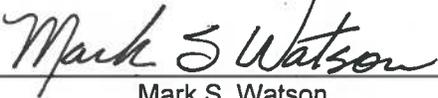
Background:

The Oak Ridge Convention and Visitors Bureau (CVB) has served as the promotional branch of the City of Oak Ridge for the past decade. Under its director, it coordinates the active promotion of our community for special events, general marketing, coordination with meeting and lodging plans for various target groups and specialty projects, such as the coordinating and marketing efforts for the Manhattan Project National Historical Park. The CVB also coordinates our efforts with those of Anderson County.

In the coming year, CVB/Explore Oak Ridge will be required to continue its efforts on previous goals and objectives, as well as some new initiatives that will coordinate the marketing of the new Marriott Townplace Suites with our community. New marketing promotions that incorporate the new American Museum of Science and Energy (AMSE) within our brochures will be more important this year. Additionally, preparation for expanded regatta and spring training continues to be vital to the hotel industry with Oak Ridge.

Recommendation:

The City Manager recommends continuation of the current funding for the upcoming year as prescribed by contract. Approval of the attached resolution is recommended.



Mark S. Watson

Attachment

RESOLUTION

A RESOLUTION APPROVING A CONTRACT BETWEEN THE CITY AND THE OAK RIDGE CONVENTION AND VISITORS BUREAU (CVB) FOR THE PROVISION OF SERVICES AND MATERIALS TO PROMOTE TOURISM IN OAK RIDGE FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019 (FISCAL YEAR 2019) IN AN AMOUNT NOT TO EXCEED \$365,000.00.

WHEREAS, the City of Oak Ridge has appropriated funds for Fiscal Year 2019 in the amount of \$365,000.00 for a contract with the Oak Ridge Convention and Visitors Bureau to promote tourism in Oak Ridge; and

WHEREAS, the City and the Oak Ridge Convention and Visitors Bureau desire to enter into a contract to set forth the responsibilities and obligations of the parties and to provide measures of performance and accountability for the funds so appropriated; and

WHEREAS, the City Manager recommends approval of a contract with the Oak Ridge Convention and Visitors Bureau for tourism promotion for FY2019.

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 contract with the Oak Ridge Convention and Visitors Bureau for the promotion of tourism in Oak Ridge for the period July 1, 2018 through June 30, 2019; said contract in an amount not to exceed \$365,000.00.

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

This the 9th day of July 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

**CITY COUNCIL MEMORANDUM
18-24**

DATE: July 2, 2018
TO: Honorable Mayor and Members of City Council
FROM: Mark S. Watson, City Manager
SUBJECT: STUDIO FOUR DESIGN, INC., PROFESSIONAL SERVICES AGREEMENT

Introduction:

An item for the agenda is a resolution approving a professional services agreement with Studio Four Design, Inc., Knoxville, Tennessee, to perform as-needed architectural services for various upcoming projects in an amount not to exceed \$100,000.00.

Funding:

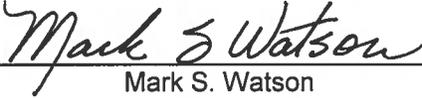
Funding is provided in the Capital Projects Fund.

Background:

On September 12, 2016, City Council approved a Professional Services Agreement with Studio Four Design, Inc., for as-needed architectural services for various upcoming projects. This agreement expired on June 30, 2018. Throughout the course of a fiscal year, architectural services are needed to address improvements to City buildings and facilities. Possible projects may include conceptual designs and schematic drawings for security improvements at the Utility Billing Office, historical records room at the Oak Ridge Public Library and accessibility renovations to the restrooms at the Library, remodeling of the Recording for the Blind Building on Badger Avenue (future home of Recreation and Parks Administration), and conceptual design for replacement of Fire Station #2. Of course, final approval of any major construction will require approval by the City Council.

Recommendation:

Approval of the attached resolution is recommended.



Mark S. Watson

Attachment

RESOLUTION

A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH STUDIO FOUR DESIGN, INC., KNOXVILLE, TENNESSEE, TO PERFORM AS-NEEDED ARCHITECTURAL SERVICES FOR VARIOUS UPCOMING PROJECTS IN AN AMOUNT NOT TO EXCEED \$100,000.00.

WHEREAS, by Resolution 9-67-2016, City Council approved a Professional Services Agreement with Studio Four Design, Inc., for as-needed architectural services for various upcoming projects; and

WHEREAS, said agreement expired June 30, 2018; and

WHEREAS, throughout the course of the fiscal year, architectural services are needed to address improvements to city buildings and facilities; and

WHEREAS, possible projects may include conceptual designs and schematic drawings for security improvements at the Utility Business Office, accessibility renovations to the restrooms at the Oak Ridge Public Library, remodeling of the building on Badger Avenue for the Recreation and Parks Department's administration, and replacement of Fire Station #2; and

WHEREAS, the City Manager recommends approval of an agreement with Studio Four for as-needed architectural services for this fiscal year.

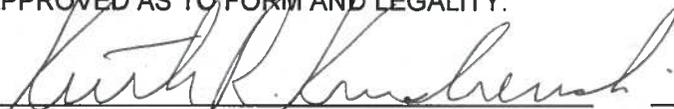
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager is approved and the City is hereby authorized to enter into a Professional Services Agreement with Studio Four Design, Inc., Knoxville, Tennessee, for as-needed architectural services related to various upcoming projects; said agreement in an amount not to exceed \$100,000.00.

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

This the 9th day of July 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

INFORMATION SERVICES MEMORANDUM

18-03

TO: Mark S. Watson
City Manager

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

DATE: July 2, 2018

SUBJECT: A RESOLUTION TO THE U.S. NUCLEAR REGULATORY COMMISSION (NRC) IN SUPPORT OF THE DRAFT ENVIRONMENTAL IMPACT STATEMENT (DEIS) FOR AN EARLY SITE PERMIT FOR THE TENNESSEE VALLEY AUTHORITY'S CLINCH RIVER NUCLEAR SITE

Introduction

An item for the July 9th City Council agenda is consideration of the attached resolution for transmittal to the U.S. Nuclear Regulatory Commission in support of the NRC's Draft Environmental Impact Statement (DEIS) for the Tennessee Valley Authority's Early Site Permit for two or more Small Modular Reactors at the Clinch River Site. The proposed site is located within the Oak Ridge city limits in Roane County.

Background

In April 2018, the U.S. Nuclear Regulatory Commission (NRC) and the U.S. Army Corps of Engineers (USACE), Nashville District, issued for public comment NUREG-2226, "Environmental Impact Statement for the Early Site Permit for the Clinch River Nuclear Site: Draft Report for Comment." The NRC staff issued the DEIS as part of the review of the application for the ESP and to provide the public with an opportunity to comment on the DEIS process as defined in NRC's regulations. The NRC held two public meetings on the DEIS in Kingston on June 5th, 2018. Several City Council members and City staff were in attendance at the meetings.

According to the NRC, The Tennessee Valley Authority (TVA) submitted an application for an early site permit (ESP) for two or more small modular reactor (SMR) modules (up to 800 MWe, 2420 MWt) at the Clinch River Nuclear (CRN) site on May 12, 2016. The NRC accepted the application for docketing and detailed technical review on December 30, 2016. Scoping meetings were held on May 15, 2017, in Oak Ridge at the Pollard Technology Conference Center Auditorium.

The TVA used the "Plant Parameter Envelope (PPE)" approach in its application for its analysis of the site, which means that a specific reactor design has not been selected. Although a reactor design is not specified, TVA has identified bounding parameters for a proposed nuclear plant, which the NRC will use to evaluate the suitability of the site for the building and operation of a new nuclear plant falling within those parameters. If the NRC determines that the site is suitable for the building and operation of a new nuclear plant, prior to building and operation of a plant at the site, the NRC would need to review and approve an additional application from TVA (either a combined license or a construction permit) that includes a specific reactor design.

The NRC anticipates issuing the final Environmental Impact Statement for the Early Site Permit in June 2019. Additional information about the NRC's process and the DEIS can be found on the websites:

<https://www.nrc.gov/reading-rm/doc-collections/nuregs/staff/sr2226/>
<https://www.nrc.gov/docs/ML1809/ML18092A515.pdf>

Information Services Memorandum 18-03
July 2, 2018
Page Two

Comments should be submitted by COB July 10th to the NRC:

Electronic comments may be sent by email to the NRC at: ClinchRiverESPEIS@nrc.gov.

U.S. Mail comments should be sent to:
May Ma, Office of Administration, Mail Stop: TWFN- 07-A60, U.S. Nuclear Regulatory
Commission, Washington, DC 20555-0001.

Recommendation

Staff recommends approval of the attached resolution.



Amy S. Fitzgerald

Attachment

City Manager's Comments:

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



Mark S. Watson 7/3/18
Date

RESOLUTION

A RESOLUTION TO THE U.S. NUCLEAR REGULATORY COMMISSION (NRC) IN SUPPORT OF THE DRAFT ENVIRONMENTAL IMPACT STATEMENT (DEIS) FOR AN EARLY SITE PERMIT FOR THE TENNESSEE VALLEY AUTHORITY'S CLINCH RIVER NUCLEAR SITE.

WHEREAS, the Tennessee Valley Authority (TVA) submitted an application to the U.S. Nuclear Regulatory Commission (NRC) on May 12, 2016, for an early site permit (ESP) for the Clinch River Nuclear Site in Oak Ridge, Roane County, Tennessee, for new nuclear power units demonstrating small modular reactor technology; and

WHEREAS, the ESP application and review process makes it possible to evaluate and resolve safety and environmental issues related to siting before the applicant makes a large commitment of resources. If the ESP is approved, the TVA can take up to 20 years for future reactor siting and can conduct certain site preparation and preliminary construction activities as authorized by the NRC; and

WHEREAS, the NRC has reviewed the application submitted by TVA and prepared a draft environmental impact statement (DEIS) for an ESP for the Clinch River Nuclear Site. The DEIS summarizes the impacts that could result from building and operating two or more small modular reactors at the Clinch River Nuclear Site as presented in the draft environmental impact statement. It also summarizes the cumulative impacts and alternatives evaluated; and

WHEREAS, the NRC is seeking public comment on the DEIS, and should be commended for extraordinary educational and outreach efforts to state and local officials and the public; and

WHEREAS, the TVA Clinch River Site is located in the City of Oak Ridge and the City desires to comment; and

WHEREAS, Small Modular Reactors (SMRs) have the potential to provide the United States with clean, safe, cost-effective energy and create jobs and spur economic development; and

WHEREAS, the City of Oak Ridge encourages and supports TVA's efforts to provide low carbon electricity to the U.S. Department of Energy's (DOE), Oak Ridge facilities through electricity generated by one or more SMRs; and

WHEREAS, the City of Oak Ridge desires to serve as an "energy" community, in partnership with TVA and DOE, to potentially demonstrate the safe use of advanced energy technologies; and

WHEREAS, in the NRC's evaluation as described in the DEIS, the proposed project would not be incompatible with existing land uses; TVA would minimize the footprint of disturbance and implement appropriate best construction management practices to minimize sedimentation, erosion, and other disturbances to the reservoir, ponds, and streams; and

WHEREAS, potential impacts of operations activities on the quality of surface water in the area would be limited, and would be subject to National Pollutant Discharge Elimination System permit requirements; and

WHEREAS, the DEIS concluded that risks to the public are well below the NRC safety goals.

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

That the City of Oak Ridge supports the Nuclear Regulatory Commission's Draft Environmental Impact Statement for the Tennessee Valley Authority's early site permit for the Clinch River Nuclear Site in Oak Ridge, for the safe development of a new generation of small modular reactor that could eventually serve as potential power source for City of Oak Ridge.

BE IT FURTHER RESOLVED, that the City of Oak Ridge urges the NRC and the TVA to work closely with the City of Oak Ridge, Roane County and other nearby communities early on to assess and mitigate potential impacts associated the construction, deployment, and public safety of the Clinch River SMR project, including possible economic, environmental, and transportation impacts, and management and disposition of spent fuel and associated waste.

BE IT FURTHER RESOLVED that this resolution be transmitted to the NRC and the TVA as the official comments of the City of Oak Ridge.

This the 9th day of July 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk