

## OAK RIDGE CITY COUNCIL MEETING

Municipal Building Courtroom

September 10, 2018 - 7:00 p.m.

### AGENDA

I. INVOCATION

Pastor Rafael Morales, Oak Ridge Church

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. PROCLAMATIONS AND PUBLIC RECOGNITIONS

Public Recognitions

Anderson County Chamber of Commerce Government Relations Committee presentation

Proclamations

- a. A proclamation recognizing September 29, 2018 as Historically Black Colleges and Universities Expo Day
- b. A proclamation recognizing Keys Filauer for receipt of the 2018 CAREacter Star East Tennessee Service Award for Coaching
- c. A proclamation honoring Oak Ridge Community Band Conductor Dale Pendley on the occasion of his retirement

V. SPECIAL REPORTS

Presentation from Robert Kennedy, Chair of the Environmental Quality Advisory Board – Update on activities regarding proposed waste disposal site in Oak Ridge

VI. CONSENT AGENDA

- a. Approval of August 13, 2018 City Council regular meeting minutes
- b. 2018-2019 Youth Advisory Board Goals and Objectives
- c. Report on Debt Obligation – State Form CT-0523 on \$3,000,000 Energy Efficient Schools Initiative Loan and Update on Draw Loan Expenditures as of 6/30/2018
- d. A RESOLUTION AUTHORIZING THE EXPENDITURE OF UP TO \$30,668.00 FROM THE EQUIPMENT REPLACEMENT FUND FOR THE PURCHASE OF ONE (1) FORD F-250 FOR THE FIRE DEPARTMENT UTILIZING STATE CONTRACT PRICING.

VII. PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

Public Hearing

- a. AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE ZONING MAP WHICH IS

MADE A PART OF THE ORDINANCE BY CHANGING THE ZONING DISTRICT OF PARCEL 005.01, ANDERSON COUNTY TAX MAP 106A, GROUP C, FROM IND-2, INDUSTRIAL DISTRICT TO R-2, LOW-DENSITY RESIDENTIAL DISTRICT, WITH SAID PARCEL BEING BOUNDED BY MITCHELL ROAD, CENTRIFUGE WAY, SOUTH ILLINOIS AVENUE, AND MIDWAY LANE CONTAINING APPROXIMATELY 32.32 ACRES; AND AMENDING THE COMPREHENSIVE PLAN'S LAND USE PLAN MAP BY CHANGING THE DESIGNATION OF SAID PARCEL FROM B-P, BUSINESS PARK, TO M, MEDIUM DENSITY RESIDENTIAL.

First Reading

- a. AN ORDINANCE TO AMEND ORDINANCE NO. 27-85, TITLED "A PERSONNEL PLAN FOR EMPLOYEES OF THE CITY OF OAK RIDGE, TENNESSEE," AS AMENDED, BY DELETING SUBSECTIONS 5.3(B) AND 5.3(C)(1) REGARDING TRANSFERS AND DEMOTIONS WHERE THE ACTION IS NOT FOR CAUSE, AND BY UPDATING SUBSECTION 7.3(C), TITLED "TRANSFERS," ALL FOR THE PURPOSE OF UPDATING THE PERSONNEL PLAN AS SET FORTH BELOW.
- b. AN ORDINANCE TO AMEND TITLE 1, TITLED "GENERAL ADMINISTRATION," CHAPTER 2, TITLED "MISCELLANEOUS," OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE, BY DELETING SECTION 1-201, TITLED "ADMINISTRATIVE ORGANIZATION OF THE CITY," IN ITS ENTIRETY AND SUBSTITUTING THEREFOR A NEW SECTION 1-201, TITLED "ADMINISTRATIVE ORGANIZATION OF THE CITY," TO UPDATE THE ORGANIZATION AND DEPARTMENTAL LIST.

VIII. FINAL ADOPTION OF ORDINANCES

(NONE)

IX. RESOLUTIONS

- a. A RESOLUTION AWARDED A CONTRACT (FY2019-030) TO DURACAP ASPHALT PAVING CO, INC., KNOXVILLE, TENNESSEE, FOR DRAINAGE IMPROVEMENTS AT 117 UNION VALLEY ROAD IN AN AMOUNT NOT TO EXCEED \$92,605.00.
- b. A RESOLUTION AWARDED A CONTRACT (FY2019-028) TO BROGDON ROOFING, INC., OAK RIDGE, TENNESSEE, FOR ROOF REPLACEMENT AT TENNESSEE CENTENNIAL GOLF COURSE CLUBHOUSE IN AN AMOUNT NOT TO EXCEED \$49,277.00.
- c. A RESOLUTION AUTHORIZING THE PURCHASE OF THREE-PHASE PAD MOUNTED TRANSFORMERS FROM TO ERMCO, DYERSBURG, TENNESSEE, IN AN AMOUNT NOT TO EXCEED \$385,546.00 FOR USE BY THE ELECTRIC DEPARTMENT.
- d. A RESOLUTION AUTHORIZING THE PURCHASE OF SINGLE-PHASE PAD MOUNTED TRANSFORMERS FROM ERMCO C/O UTILITY SALES AGENCY, LENOIR CITY, TENNESSEE, IN AN AMOUNT NOT TO EXCEED \$82,351.00 FOR USE BY THE ELECTRIC DEPARTMENT.
- e. INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED SIXTEEN MILLION FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$16,500,000) GENERAL OBLIGATION BONDS OF THE CITY OF OAK RIDGE, TENNESSEE

- f. A RESOLUTION APPROVING A RATE CHANGE AMENDMENT WITH TVA WHICH IMPLEMENTS NEW RETAIL RATE SCHEDULES AND ACCEPTING AN ADJUSTMENT ADDENDUM TO SCHEDULE OF RATES AND CHARGES FOR OAK RIDGE, TENNESSEE, WHICH ADJUSTS RATES AS REQUIRED TO PASS THROUGH A TVA RATE INCREASE FOR ELECTRICAL SERVICE, BOTH EFFECTIVE OCTOBER 2018.

X. APPEARANCE OF CITIZENS

XI. ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

a. Elections/Appointments

b. Announcements

c. Scheduling

XII. COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

XIII. SUMMARY OF CURRENT EVENTS

a. CITY MANAGER'S REPORT

b. CITY ATTORNEY'S REPORT

XIV. ADJOURNMENT

PROCLAMATIONS  
AND  
PUBLIC RECOGNITIONS

**CITY CLERK MEMORANDUM**  
**18-24**

DATE: September 4, 2018  
TO: Honorable Mayor and Members of City Council  
FROM: Mary Beth Hickman, City Clerk  
SUBJECT: PROCLAMATIONS FOR THE SEPTEMBER 10, 2018 CITY COUNCIL MEETING  
AGENDA

The following proclamations are presented for the September 10, 2018 City Council meeting for the City Council's consideration:

A proclamation designating September 29, 2018 as Historically Black Colleges and Universities Expo Day

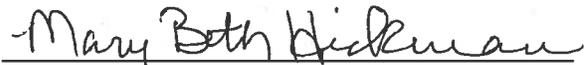
This request was submitted by Yolanda Childs, President of Deltas of Oak Ridge, Inc. (DOOR) and member of the Oak Ridge Alumnae Chapter of Delta Sigma Theta Sorority, Inc., to designate September 29, 2018 as Historically Black Colleges and Universities Expo Day, in recognition of the 29<sup>th</sup> annual Expo being held at Roane State Community College in Oak Ridge. The HBCU Expo was started by the Oak Ridge Alumnae Chapter of Delta Sigma Theta Sorority in 1988 to expose local students to the unique opportunities that HBCU's offer and increase the number of students attending HBCU's.

A proclamation recognizing Keys Fillauer for receiving the 2018 CAREacter Star East Tennessee Service Award for Coaching

This request was submitted by Mayor Warren Gooch to recognize Oak Ridge Board of Education Chairman Keys Fillauer for his receipt of the 2018 CAREacter Star East Tennessee Service Award for Coaching. Mr. Fillauer will be presented with the award on October 19, 2018 at half-time of the Oak Ridge Wildcats football game.

A proclamation honoring Oak Ridge Community Band Conductor Dale Pendley

This request was submitted by Councilmember Jim Dodson to recognize Oak Ridge Community Band Conductor Dale Pendley on the occasion of his retirement. Mr. Pendley retired at the close of the 2018 concert season after the Oak Ridge Community Band Labor Day Concert on September 3, 2018.

  
Mary Beth Hickman

Attachment:

Proclamation designating September 29, 2018 as Historically Black Colleges and Universities Expo Day  
Proclamation recognizing Keys Fillauer for receiving the 2018 CAREacter Star East Tennessee Service Award for Coaching  
Proclamation honoring Oak Ridge Community Band Conductor Dale Pendley

# PROCLAMATION

**WHEREAS**, the Oak Ridge Alumnae Chapter of Delta Sigma Theta Sorority, Inc. and Deltas of Oak Ridge, Inc. (DOOR) will host the 29<sup>th</sup> Historically Black Colleges and Universities (HBCU) Exposition (HBCU Expo) on Saturday, September 29, 2018 at Roane State Community College in the City of Oak Ridge, Tennessee; and

**WHEREAS**, the purpose of the HBCU Expo is to increase awareness among students of the unique educational opportunities at HBCU's and to provide institutions with an opportunity to recruit students and to network with other recruiters; and

**WHEREAS**, the 2018 HBCU Expo will also promote Science, Engineering, Technology, and Mathematics (STEM) majors in an effort to decrease the widening gap between the number of STEM jobs available and the number of qualified workers to fill them; and

**WHEREAS**, in an area with a limited minority population, counselors are often not exposed to the benefits offered by HBCU's; consequently, recruiters, students, counselors and parents look forward to the Expo; and

**WHEREAS**, this is the only avenue in the East Tennessee area specifically designed to allow recruiters access to this essentially untapped market of new students; and

**WHEREAS**, as a result of attending the Expo, many of the students have gone on to attend Historically Black Colleges and Universities.

**NOW, THEREFORE, BE IT PROCLAIMED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE** that September 29, 2018 be designated as

## **HISTORICALLY BLACK COLLEGES AND UNIVERSITIES EXPO DAY**

in the City of Oak Ridge, Tennessee, in recognition of the expanded educational opportunities offered by this worthwhile event..

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Great Seal of the City of Oak Ridge to be affixed, this the 10<sup>th</sup> day of September in the year 2018.

---

**WARREN L. GOOCH  
MAYOR**

# PROCLAMATION

**WHEREAS**, Keys Fillauer was born in Cleveland, Tennessee and graduated from the University of Tennessee at Chattanooga, with additional course work at The University of Tennessee at Knoxville and Cumberland University; and

**WHEREAS**, Mr. Fillauer's coaching career spans over twenty-nine years with Oak Ridge schools and began in 1968 at Robertsville Junior High School, where he served as the Head Boys Basketball Coach from 1968 to 1995, the Assistant Football Coach and Assistant Track Coach from 1968 to 1974, the Golf Coach from 1973 to 1993, assisted in forming the first Girls Basketball team in 1974 and served as the Oak Ridge High School 9<sup>th</sup> Grade Boys Head Basketball Coach from 1995 to 1997; and

**WHEREAS**, Mr. Fillauer has served on the Oak Ridge Board of Education since 2001, and is currently serving as Chairman, as well as a member of the Tennessee School Boards Association Board of Directors; and

**WHEREAS**, Mr. Fillauer has received many honors and awards during his illustrious career, including the Governor's Outstanding Tennessean Award (1981), the Freedom Foundation Education Award (1988), the Boys Club President's Award (2001), the Service Above Self Award from the Oak Ridge Breakfast Rotary Club (2006), and has been inducted into the Oak Ridge Sports Hall of Fame and the Anderson County Hall of Fame; and

**WHEREAS**, Mr. Fillauer possesses a rich history of community service, having served on the Oak Ridge Boys Club Board of Directors from 2000 to 2007 and as Vice-President from 2003 to 2007, member of the Board of Directors for the Knoxville Ronald McDonald House, and as Foreman of the Anderson County Grand Jury; and

**WHEREAS**, Mr. Fillauer and his wife Melanie live in Oak Ridge and are both very active in supporting Oak Ridge athletic programs and numerous community organizations; and

**WHEREAS**, Mr. Fillauer is being awarded the 2018 CAREacter Star East Tennessee Service Award for Coaching, which is being given to honor the outstanding character he has shown throughout his coaching career.

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

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

## KEYS FILLAUER

as we celebrate his receipt of the CAREacter Star East Tennessee Service Award and his years of service to the Oak Ridge community.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Great Seal of the City of Oak Ridge to be affixed, this the 10<sup>th</sup> day of September in the year 2018.

---

**WARREN L. GOOCH, MAYOR**

# PROCLAMATION

**WHEREAS**, Dale Pendley has served as conductor of the Oak Ridge Community Band since 2001; and

**WHEREAS**, Mr. Pendley has served as a member of the Oak Ridge Community Band since 1996, first as a member of the trombone section before becoming assistant conductor in 1998; and

**WHEREAS**, Mr. Pendley graduated from Tyner High School in Chattanooga, Tennessee and received his Bachelor's and Master's degrees from the University of Tennessee at Knoxville; and

**WHEREAS**, Mr. Pendley taught in the Knoxville City Schools and started the band program in the Grainger County schools; and

**WHEREAS**, from 1980 to 2012, Mr. Pendley taught band in the Oak Ridge Schools at both Jefferson Middle School and Oak Ridge High School; and

**WHEREAS**, Mr. Pendley has performed with the University of Tennessee Trombone Choir, the Babahatchie Community Band, the Oak Ridge and Knoxville Symphony Orchestras, and numerous jazz and dance bands; and

**WHEREAS**, Mr. Pendley retired at the end of the 2018 concert season, which came to a close with the Oak Ridge Community Band Labor Day Concert on September 3, 2018.

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

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

## DALE PENDLEY

and wishes him the best on his retirement and all of his future endeavors.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Great Seal of the City of Oak Ridge to be affixed, this the 10<sup>th</sup> day of September in the year 2018.

---

**WARREN L. GOOCH**  
**MAYOR**

# CONSENT AGENDA

**OAK RIDGE CITY COUNCIL MEETING**  
Municipal Building Courtroom

August 13, 2018

Minutes

The regular meeting of the City Council of the City of Oak Ridge, Tennessee convened at 7:00 p.m. on August 13, 2018 in the Courtroom of the Municipal Building with Mayor Warren L. Gooch presiding.

**INVOCATION**

The invocation was given by Pastor Dan Taylor, Kern United Methodist Church.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Ava Mittelstat and Rori Emery, students at Linden Elementary School.

**ROLL CALL**

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

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

Mayor Gooch extended condolences to former Oak Ridge Mayor Walt Brown on the passing of his wife, Linda.

Mayor Gooch recognized members of Encounter Oak Ridge who were in the audience.

City Manager Mark Watson recognized his brother, Phil Watson, who was visiting from Kansas City, Missouri.

Proclamations

*A proclamation recognizing the publication of Celebrating 75 Years: Excellence in Education Oak Ridge Schools 1944-2018.*

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

**SPECIAL REPORTS**

(NONE)

**CONSENT AGENDA**

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

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

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

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF OF THE CITY OF OAK RIDGE A CERTIFICATE OF GOOD MORAL CHARACTER FOR WILLIAM A. CROSS, III, B.P.O.E. ELKS LODGE NO. 1684, 684 EMORY VALLEY ROAD, OAK RIDGE.

A RESOLUTION MAKING AN AWARD TO MUNICIPAL EMERGENCY SERVICES, INC., CHARLOTTE, NORTH CAROLINA, FOR FURNISHING PERSONAL PROTECTIVE EQUIPMENT AND UNIFORMS FOR FIRE DEPARTMENT STATION-BASED EMPLOYEES IN AN AMOUNT NOT TO EXCEED \$60,000.00. A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO ARAMARK UNIFORM SERVICE, INC., FOR FURNISHING EMPLOYEE UNIFORMS AND FLOOR MAT SERVICES FOR FISCAL YEARS 2019 THROUGH 2023 IN AN AMOUNT NOT TO EXCEED \$50,300.00 PER FISCAL YEAR.

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO ARAMARK UNIFORM SERVICE, INC., FOR FURNISHING EMPLOYEE UNIFORMS AND FLOOR MAT SERVICES FOR FISCAL YEARS 2019 THROUGH 2023 IN AN AMOUNT NOT TO EXCEED \$50,300.00 PER FISCAL YEAR.

#### **PUBLIC HEARINGS AND FIRST READING OF ORDINANCES**

(NONE)

#### **FINAL ADOPTION OF ORDINANCES**

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.

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

The ordinance was approved unanimously by board vote with Councilmembers Callison, Dodson, Hammond, Hope, Smith, 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, 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.

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

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

## **RESOLUTIONS**

A RESOLUTION AUTHORIZING THE PURCHASE OF FIVE (5) REPLACEMENT VEHICLES FOR THE ELECTRIC DEPARTMENT IN THE TOTAL AMOUNT OF \$307,270.61.

Councilmember Callison moved for approval of the resolution, and Councilmember Hammond seconded. Electric Department Director Jack Suggs provided an overview of the resolution and answered questions from Council.

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

A RESOLUTION AUTHORIZING THE PURCHASE OF SCADA SYSTEM CONTROLLERS FOR TWO SUBSTATIONS FROM NOVATECH, LLC, LENEXA, KANSAS IN THE AMOUNT OF \$94,410.00.

Councilmember Smith moved for approval of the resolution, and Councilmember Callison seconded. Electric Department Director Jack Suggs provided an overview of the resolution and answered questions from Council.

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

A RESOLUTION AUTHORIZING AN ADDITIONAL \$12,500.00 IN COMPENSATION FOR JAMES A. SPENCER, KNOXVILLE, TENNESSEE, TO PROVIDE AS-NEEDED PLANNING SERVICES FOR THE COMMUNITY DEVELOPMENT DEPARTMENT FOR A TOTAL NOT TO EXCEED AMOUNT OF \$37,500.00.

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

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

A RESOLUTION APPROVING A FY2019 GRANT AGREEMENT WITH PREVENT CHILD ABUSE TENNESSEE FOR USE IN THE HEALTHY START OF ANDERSON COUNTY PROGRAM AND AUTHORIZING THE DISBURSEMENT OF BUDGETED FUNDS IN THE AMOUNT OF \$26,850.00 FOR THIS PURPOSE.

Councilmember Smith moved for approval of the resolution, and Councilmember Hammond seconded. City Manager Mark Watson provided an overview of the resolution and answered questions from Council.

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

A RESOLUTION APPROVING AN AGREEMENT WITH COMMUNITY DEVELOPMENT PARTNERS, LLC, TO ADMINISTER THE CITY'S TENNESSEE HOUSING DEVELOPMENT AGENCY (THDA) HOME GRANT PROGRAM IN AN AMOUNT NOT TO EXCEED \$30,000.00.

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

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

A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A LETTER OF LOCAL GOVERNMENT SUPPORT FOR THE YWCA KNOXVILLE AND THE TENNESSEE VALLEY'S APPLICATION TO THE TRINITY HEALTH FOUNDATION FOR A PHASE II GRANT FOR *HEALTHY GIRLS TODAY, STRONG FAMILIES TOMORROW*.

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

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

### **APPEARANCE OF CITIZENS**

Wende Doolittle, 108 Locust Lane, Oak Ridge, spoke on behalf of the Environmental Quality Advisory Board and thanked Councilmembers for their seriousness in dealing with the proposed landfill issue.

Manshi Patel, 216 S. Rutgers Avenue, Oak Ridge, addressed Council regarding the issue of vaping among Oak Ridge Youth and encouraged the devotion of more resources toward this issue.

Merritt Philpot, 137 Danbury Drive, Oak Ridge, requested that City Council provide a liaison to work with organizations such as Allies for Substance Abuse Prevention and the Youth Advisory Board to address this issue. Councilmember Dodson stated that he had previously brought a resolution to Council opposing the pre-emption of local control over smoking in public places, and he would be glad to assist with this issue.

Linda Braden, 317 Pennsylvania Avenue, Oak Ridge, addressed Council regarding the work on Oak Ridge Turnpike at Martin Funeral Home. She stated she is glad the work is being done, but it is taking awhile. She also stated her concerns about Waste Connections skipping garbage pickup at some homes.

### **ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING**

#### **Elections/Appointments**

*Confirmation of Mayor's appointment of Budget and Finance Committee*

Councilmember Hope moved to confirm the appointment of Kelly Callison, Mayor Pro Tem Rick Chinn and Ellen Smith to the Budget and Finance Committee, and Councilmember Hammond seconded. The motion was approved unanimously by voice vote with Councilmembers Callison, Dodson, Hammond, Hope, Smith, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

#### **Announcements**

City Manager Mark Watson recognized Electric Department Director Jack Suggs to announce that the City of Oak Ridge has received a \$2.57 million grant to improve the signal system on Oak Ridge Turnpike.

Mr. Watson also informed Council also announced that that there will be a community meeting on Thursday, August 30<sup>th</sup> from 5:30 to 6:30 at the Scarboro Community Center to discuss the Pre-K and park project. He also stated that the City will be proceeding with bids for the Pre-K and the Senior Center projects in September with approval of bids to be in October.

Councilmember Hope stated he will be traveling to the Energy Communities Alliance and National Cleanup Workshop meeting in Alexandria, Virginia in September.

#### **Scheduling**

**COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS**

Councilmember Ellen Smith inquired as to a timeline for an updated codification or city ordinances. City Clerk Mary Beth Hickman stated that MTAS is in the process of updating the ordinances and should be finished very soon after a nine-month waiting list period and a nine-month codification process.

**SUMMARY OF CURRENT EVENTS**

**CITY MANAGER'S REPORT**

**CITY ATTORNEY'S REPORT**

**ADJOURNMENT:** 7:37 p.m.



YOUTH ADVISORY BOARD MEMORANDUM

DATE: August 20, 2018  
TO: Beth Hickman, City Clerk  
THROUGH: Matt Reedy, Advisor to the YAB  
FROM: Audrey Bufton, YAB Chairwoman  
SUBJECT: Youth Advisory Board Approval of Annual Goals

At the August 15, 2018 meeting of the Oak Ridge Youth Advisory Board, YAB members discussed goals and events for the upcoming year. Board members voted unanimously to approve the attached set of goals for the 2018-2019 term of office.

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

Thank you,

Audrey Bufton  
YAB Chairwoman

---

## *2018-2019 YAB Goals and Objectives*

---

### Sponsor recreational activities for students

1. Graduation Celebration – May 30, 2019
2. Provide support for a new teen space at the Oak Ridge Public Library
3. Breakfast with Santa – December 1, 2018
4. City Halloween Party – October 25, 2018
5. Dodgeball Tournaments for Teens
6. YAB Field Night/Teen Night
7. Movie in the Park

### Sponsor educational events or programs

1. Create a new Jobs Fair for Teens
2. Water Awareness for Kids
3. YAB Leadership Trip to Nashville with Youth Leadership

### Offer community volunteer services

1. Provide support to the Holiday Bureau or similar agency
2. Support the City Easter Egg Hunt

### Increase communication within Oak Ridge Schools

1. Communicate regularly with Student Affairs and Guidance
2. Promote Graduation Celebration
3. Partner on events with ORHS Student Council, ORHS Senior Steering, ASAP, and ORHS Robotics
4. Make regular announcements via Channel 15, school bulletin

### Increase public's awareness of YAB programs

1. City website updates
2. Facebook/Instagram/Twitter/Group Me for YAB Events – updated weekly
3. News Releases to local news, school bulletins, and ORHS Twitter

### Increase communication and participation within the Board and with City Council

1. Focus on attendance at meetings and events
2. Take action on the 2017-2018 Survey of Students
3. State of the Youth Address - Summer 2019
4. Implement YAB Icebreaker Events to increase board communication

INTER-DEPARTMENTAL MEMORANDUM  
FIRE DEPARTMENT HEADQUARTERS  
HQ-18-0012

DATE: August 1, 2018  
TO: Mark S. Watson, City Manager  
FROM: Darryl Kerley, Fire Chief  
SUBJECT: ASSISTANT CHIEF VEHICLE REPLACEMENT PURCHASE

Introduction

Attached for City Council's consideration is a resolution authorizing the City to purchase one (1) new Ford pickup truck to replace Vehicle 262, a 2007, Ford pickup truck for the Fire Department. The vehicle will be purchased through the approved State bid process.

Funding

We are proposing a purchase of a standard W2B-603A, Ford pickup, F-250, 4WD, from the State bid contract number 56446 at an approximate cost of \$ 30,668.00. The supplier for these vehicles on the state contract is Ford of Murfreesboro located in Murfreesboro, Tennessee.

The vehicle will be funded through the vehicle replacement plan (VRP) using funds paid into the VRP by the Department of Energy for fire station 4 operations, and will serve both the general fund fire operations and the West End Fire Fund operations.

Background

In 2007, the Ford pickup was purchased to serve as a chief officer vehicle. In addition to serving as a staff vehicle, the vehicle is also used to tow the fire department equipment trailers and a travel vehicle for training. The vehicle being replaced is now 11-years old and has 116,894 miles. It will be placed in service at headquarters for the fire inspector and smoke alarm program. The fire department will surplus a 1999 Jeep Cherokee, shop # 181.

Recommendation

City staff recommends replacement of the 2007 Ford Pickup assigned to the Assistant Chief of Operations, West End Fire Fund. If approved the vehicle will be ordered as quickly as possible with an expected eight-week delivery time. Fleet Management has completed the Equipment Evaluation Form and recommends replacement of the Ford pickup truck.

Funds for this purchase are available in the Equipment Replacement Account paid by the Department of Energy for operations of Fire Station 4 (West End Fire Fund).

Staff recommends approval of the 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 EXPENDITURE OF UP TO \$30,668.00 FROM THE EQUIPMENT REPLACEMENT FUND FOR THE PURCHASE OF ONE (1) FORD F-250 FOR THE FIRE DEPARTMENT UTILIZING STATE CONTRACT PRICING.

WHEREAS, the Fire Department desires to purchase a new Ford F-250 for the Assistant Chief of Operations utilizing state contract pricing; and

WHEREAS, the current vehicle assigned to this office, a 2007 Ford pickup, will be re-assigned to headquarters for use in the fire inspector and smoke alarm program; and

WHEREAS, the 1999 Jeep Cherokee (Vehicle #181) assigned to the Fire Department will be designated as surplus upon purchase of the replacement vehicle for the Assistant Chief of Operations; and

WHEREAS, funds are available in the Equipment Replacement Fund; and

WHEREAS, the current state contract price for the Ford F-250 vehicle is \$30,668.00 through Ford of Murfreesboro located in Murfreesboro, Tennessee; and

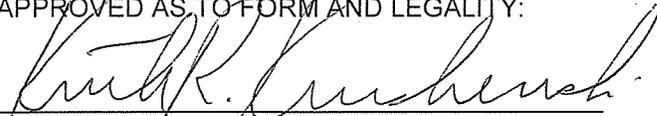
WHEREAS, the City Manager requests approval to spend up to \$30,668.00 from the Equipment Replacement Fund for the purchase of a Ford F-250 for the Assistant Chief of Operations using state contract pricing.

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

That the recommendation of the City Manager is approved and the City is hereby authorized to spend up to \$30,668.00 from the Equipment Replacement Fund for the purchase of a Ford F-250 for the Assistant Chief of Operations using state contract pricing.

This the 10th day of September 2018.

APPROVED AS TO FORM AND LEGALITY:

  
\_\_\_\_\_  
Kenneth R. Krushenski, City Attorney

\_\_\_\_\_  
Warren L. Gooch, Mayor

\_\_\_\_\_  
Mary Beth Hickman, City Clerk

**FINANCE DEPARTMENT MEMORANDUM**  
**18-10**

DATE: September 4, 2018  
TO: Mark S. Watson, City Manager *M. Watson*  
FROM: Janice E. McGinnis, Finance Director  
SUBJECT: Report on Debt Obligation – State Form CT-0253 on \$3,000,000 Energy Efficient Schools Initiative Loan and Update on Draw Loan Expenditures as of 6/30/2018

Attached is State Form CT-0253 Report on Debt Obligation for transmittal to City Council for the City's \$3,000,000 Energy Efficient Schools Initiative (EESI) Loan. On August 14, 2017, City Council adopted resolution 8-92-2017 which approved the \$3,000,000 EESI loan as partial funding for the \$8,788,149 in energy savings projects to be conducted by Energy Savings Group (ESG), LLC. The State approved the \$3,000,000 draw loan at a 1% interest rate with monthly principal and interest payments to begin 60 days after the project is completed over a 12 year amortization period. The estimated principal payments are included in the CT-0253 report. The attached debt service amortization for the loan from the fiscal 2019 budget contains the estimated annual principal and interest payments. Expenditures covered under the EESI loan as of June 30, 2018 totaled \$2,550,529. The CT-0253 form was not part of the EESI loan application packet, as is the case with the State Revolving Fund Loan Packets, and was not filed with the State at the time the loan was executed. To ensure compliance with all State Comptroller requirements regarding debt, the attached CT-0253 is being transmitted to the Comptroller's Office at this time.

The City currently has two other loans, both State Revolving Fund (SRF) Loans, whereby loan proceeds are drawn as expenditures are incurred. On February 13, 2017, City Council approved a \$2,000,000 SRF loan for wastewater capital improvements to the Turtle Park Sewer Shed. The loan included a \$140,000 principal forgiveness by the State. Expenditures for this project totaled \$1,684,691 as of June 30, 2018. Factoring the loan principal forgiveness, loan principal repayment for the \$1,684,691 in expenditures would equate to \$1,566,763. The project is still ongoing and it is anticipated that most all loan proceeds will be drawn.

On May 30, 2017, City Council approved a \$3,100,000 SRF loan for capital improvements to the Turtle Park wastewater pumping station. The project is still ongoing with expenditures totaling \$1,545,570 for this project as of June 30, 2018. It is anticipated that the full amount of this loan will not be drawn. Based on current contractual commitments the amount to be drawn from this loan is estimated at \$2,334,000. The attached debt service amortization contains the estimated annual principal and interest payments for these two loans as included the fiscal 2019 budget.

This report is for transparency regarding debt transactions; no action is required by City Council.

Attachments

CT-0253 Report of Debt Obligation  
Budgeted Annual Debt Service for Draw Loans

*Janice McGinnis*  
Janice McGinnis

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

**1. Public Entity:**  
 Name: City of Oak Ridge  
 Address: P.O. Box 1  
Oak Ridge, TN 37831-0001  
 Debt Issue Name: Energy Efficient Schools Initiative Loan  
 If disclosing initially for a program, attach the form specified for updates, indicating the frequency required.

**2. Face Amount:** \$ 3,000,000.00  
 Premium/Discount: \$ \_\_\_\_\_

**3. Interest Cost:** 1.0000 %  Tax-exempt  Taxable  
 TIC  NIC  
 Variable: Index \_\_\_\_\_ plus \_\_\_\_\_ basis points; or  
 Variable: Remarketing Agent \_\_\_\_\_  
 Other: \_\_\_\_\_

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

**5. Ratings:**  
 Unrated  
 Moody's \_\_\_\_\_ Standard & Poor's \_\_\_\_\_ Fitch \_\_\_\_\_

**6. Purpose:**

		BRIEF DESCRIPTION
<input type="checkbox"/> General Government	_____ %	_____
<input checked="" type="checkbox"/> Education	<u>100.00</u> %	<u>Energy Efficiency Improvements</u>
<input type="checkbox"/> Utilities	_____ %	_____
<input type="checkbox"/> Other	_____ %	_____
<input type="checkbox"/> Refunding/Renewal	_____ %	_____

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

**8. Type of Sale:**  
 Competitive Public Sale  Interfund Loan \_\_\_\_\_  
 Negotiated Sale  Loan Program Energy Efficient Schools Initiative Loan  
 Informal Bid

**9. Date:**  
 Dated Date: 10/04/2017 Issue/Closing Date: 10/04/2017

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

**10. Maturity Dates, Amounts and Interest Rates \*:**

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2019	\$ 117,947.00	1.0000 %	2030	\$ 262,656.00	1.0000 %
2020	\$ 237,671.00	1.0000 %	2031	\$ 132,315.00	1.0000 %
2021	\$ 240,059.00	1.0000 %		\$	%
2022	\$ 242,470.00	1.0000 %		\$	%
2023	\$ 244,906.00	1.0000 %		\$	%
2024	\$ 247,366.00	1.0000 %		\$	%
2025	\$ 249,851.00	1.0000 %		\$	%
2026	\$ 252,361.00	1.0000 %		\$	%
2027	\$ 254,897.00	1.0000 %		\$	%
2028	\$ 257,457.00	1.0000 %		\$	%
2029	\$ 260,044.00	1.0000 %		\$	%

If more space is needed, attach an additional sheet.

If (1) the debt has a final maturity of 31 or more years from the date of issuance, (2) principal repayment is delayed for two or more years, or (3) debt service payments are not level throughout the retirement period, then a cumulative repayment schedule (grouped in 5 year increments out to 30 years) including this and all other entity debt secured by the same source **MUST BE PREPARED AND ATTACHED**. For purposes of this form, debt secured by an ad valorem tax pledge and debt secured by a dual ad valorem tax and revenue pledge are secured by the same source. Also, debt secured by the same revenue stream, no matter what lien level, is considered secured by the same source.

\* This section is not applicable to the Initial Report for a Borrowing Program.

**11. Cost of Issuance and Professionals:**

No costs or professionals

	<b>AMOUNT</b> <small>(Round to nearest \$)</small>	<b>FIRM NAME</b>
Financial Advisor Fees	\$ 0	
Legal Fees	\$ 0	
Bond Counsel	\$ 0	
Issuer's Counsel	\$ 0	
Trustee's Counsel	\$ 0	
Bank Counsel	\$ 0	
Disclosure Counsel	\$ 0	
_____	\$ 0	
Paying Agent Fees	\$ 0	
Registrar Fees	\$ 0	
Trustee Fees	\$ 0	
Remarketing Agent Fees	\$ 0	
Liquidity Fees	\$ 0	
Rating Agency Fees	\$ 0	
Credit Enhancement Fees	\$ 0	
Bank Closing Costs	\$ 0	
Underwriter's Discount _____%		
Take Down	\$ 0	
Management Fee	\$ 0	
Risk Premium	\$ 0	
Underwriter's Counsel	\$ 0	
Other expenses	\$ 0	
Printing and Advertising Fees	\$ 0	
Issuer/Administrator Program Fees	\$ 0	
Real Estate Fees	\$ 0	
Sponsorship/Referral Fee	\$ 0	
Other Costs _____	\$ 0	
<b>TOTAL COSTS</b>	<b>\$ 0</b>	

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

**12. Recurring Costs:**

No Recurring Costs

	AMOUNT (Basis points/\$)	FIRM NAME (If different from #11)
Remarketing Agent	_____	_____
Paying Agent / Registrar	_____	_____
Trustee	_____	_____
Liquidity / Credit Enhancement	_____	_____
Escrow Agent	_____	_____
Sponsorship / Program / Admin	_____	_____
Other _____	_____	_____

**13. Disclosure Document / Official Statement:**

None Prepared

EMMA link \_\_\_\_\_ or

Copy attached

**14. Continuing Disclosure Obligations:**

Is there an existing continuing disclosure obligation related to the security for this debt?  Yes  No

Is there a continuing disclosure obligation agreement related to this debt?  Yes  No

If yes to either question, date that disclosure is due \_\_\_\_\_

Name and title of person responsible for compliance \_\_\_\_\_

**15. Written Debt Management Policy:**

Governing Body's approval date of the current version of the written debt management policy 11/14/2011

Is the debt obligation in compliance with and clearly authorized under the policy?  Yes  No

**16. Written Derivative Management Policy:**

No derivative

Governing Body's approval date of the current version of the written derivative management policy \_\_\_\_\_

Date of Letter of Compliance for derivative \_\_\_\_\_

Is the derivative in compliance with and clearly authorized under the policy?  Yes  No

**17. Submission of Report:**

To the Governing Body: on 09/06/2018 and presented at public meeting held on 09/10/2018

Copy to Director to OSLF: on 09/11/2018 either by:

Mail to: \_\_\_\_\_ OR  Email to: [StateAndLocalFinance.PublicDebtForm@cot.tn.gov](mailto:StateAndLocalFinance.PublicDebtForm@cot.tn.gov)

Cordell Hull Building  
425 Fifth Avenue North, 4th Floor  
Nashville, TN 37243-3400

**18. Signatures:**

	AUTHORIZED REPRESENTATIVE	PREPARER
Name	<u>Warren L. Gooch</u>	<u>Janice McGinnis</u>
Title	<u>Mayor</u>	<u>Finance Director</u>
Firm	<u>City of Oak Ridge</u>	<u>City of Oak Ridge</u>
Email	<u>wgooch@oakridgetn.gov</u>	<u>jmccinnis@oakridgetn.gov</u>
Date	<u>09/10/2018</u>	<u>09/04/2018</u>

**Budgeted Annual Debt Service for Draw Loans  
As Estimated in the Fiscal 2019 City Budget**

Fiscal Year	Debt Service Fund		Waterworks Fund			
	Energy Efficient School Initiative Loan Interest Rate at 1%		2017-356 State Revolving Fund Loan Interest/Fee at 1.97%		2017-396 State Revolving Fund Loan Interest/Fee at 1.77%	
	Principal	Interest	Principal	Interest/Fees	Principal	Interest/Fees
2019	\$ 117,947	\$ 25,205	\$ 77,268	\$ 35,952	\$ 98,139	\$ 40,518
2020	237,671	27,733	78,744	34,404	99,890	38,767
2021	240,059	25,346	80,244	32,844	101,673	36,985
2022	242,470	22,934	81,768	31,260	103,487	35,170
2023	244,906	20,498	83,328	29,628	105,334	33,324
2024	247,366	18,038	84,924	27,972	107,213	31,444
2025	249,851	15,553	86,544	26,280	109,126	29,531
2026	252,361	13,043	88,188	24,564	111,074	27,584
2027	254,897	10,508	89,868	22,812	113,056	25,601
2028	257,457	7,947	91,584	21,024	115,073	23,584
2029	260,044	5,360	93,336	19,200	117,127	21,531
2030	262,656	2,748	95,112	17,352	119,217	19,441
2031	132,315	386	96,924	15,456	121,344	17,313
2032	-	-	98,772	13,536	123,509	15,148
2033	-	-	100,656	11,568	125,713	12,944
2034	-	-	102,576	9,564	127,956	10,701
2035	-	-	104,532	7,524	130,240	8,418
2036	-	-	106,524	5,448	132,564	6,093
2037	-	-	108,552	3,336	134,929	3,728
2038	-	-	110,556	1,182	137,336	1,320
<b>Total</b>	<b>\$ 3,000,000</b>	<b>\$ 195,297</b>	<b>\$ 1,860,000</b>	<b>\$ 390,906</b>	<b>\$ 2,334,000</b>	<b>\$ 439,145</b>

PUBLIC HEARINGS  
AND  
FIRST READING OF  
ORDINANCES

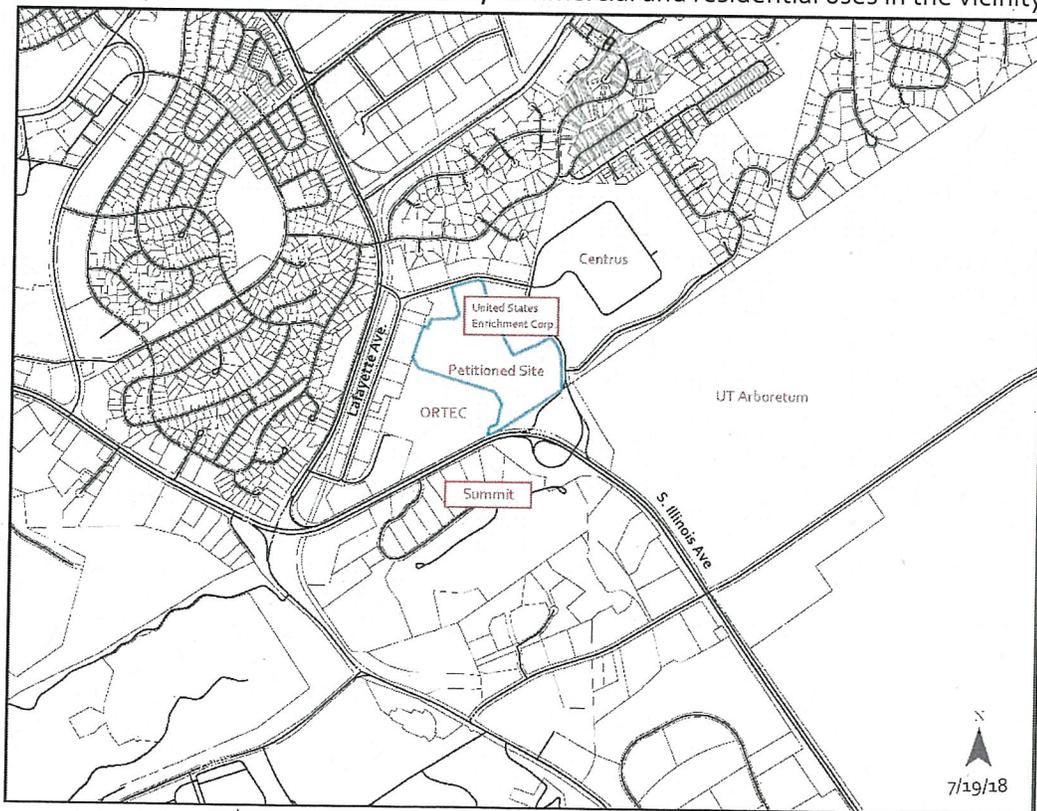
**COMMUNITY DEVELOPMENT MEMORANDUM  
PLANNING DIVISION  
18-37**

**DATE:** 7/23/18  
**TO:** Mark Watson, City Manager  
**FROM:** Kelly Duggan, Senior Planner   
**THROUGH:** Wayne Blasius, Community Development Director   
**SUBJECT:** Anderson County Tax Map 106A, Group C, Parcel 005.01, bounded by Mitchell Rd, Centrifuge Way, S. Illinois Ave and Midway Ln (AKA "Enclave property")

- **Zoning Change:** from IND-2 Industrial District to R-2 Low-Density Residential District.
- **Land Use Plan Map Amendment:** from B-P Business Park to M Medium Density Residential.

Introduction:

The petitioned site is bounded by Mitchell Rd, Centrifuge Way, S. Illinois Ave and Midway Ln. It is currently vacant land, with a mixture of industrial, commercial and residential uses in the vicinity.



The applicant states that the prospective developer for the property plans to develop the site with approximately 150-175 single-family detached units. The site is 32.32 acres, which would only allow for 176 single-family units, based on the minimum lot area of 8,000 square feet. This does not account for area dedicated to sidewalks, rights-of-way, road, and the required landscape buffer, which would be roughly 25% of the 32 acres. Considering this, only approximately 130 single-family units would be permitted by right with the R-2 zoning designation. Variances from these requirements would require a Planned Unit Development overlay, which would have to come back to the Planning Commission and then to City Council for 2 readings.

It should be noted that duplexes and single-family attached dwellings are also permitted uses in the District. This has the potential to increase the density permitted by right in the R-2 District from 130 to 260 units.

Funding:

No funding is necessary to approve this request.

Analysis:

**Land Use Plan Map Amendment**

---

The Land Use Plan designates this area B-P Business Park. The requested zoning change will require a Land Use Plan Amendment to M Medium-Density Residential. The staff believes that this land use designation is appropriate for the site for a number of reasons. First, it would facilitate more residential development near the city's center, which would centralize activity in and around downtown. This results in a more vibrant central core, enhancing its identity, image and sense of place. It would also reduce vehicular miles traveled in the city and conserve open space and the natural environment in other parts of the city.

Second, it would preclude the area from being used for commercial/retail purposes, which in turn would help to concentrate those uses in the Main Street development. Increasing density in Main Street would allow for more compact development with a diversity of business uses. This would activate the space and create more opportunities for social interaction.

Finally, it would also preclude the area from being used for industrial purposes, which would presumably aid in encouraging those uses in the Heritage Center - a developing industrial park that is currently undergoing rapid privatization. The staff believes that the City has a duty to consolidate such industrial activities in a thoughtful, cohesive manner.

Applicable Land Use Plan Policies:

POLICY L-2: The City will encourage more centralized growth while allowing development to occur elsewhere when services can be made available in a cost-effective manner and when traffic can be properly managed.

POLICY L-11: The City will locate new industrial and office areas and enforce site design standards to ensure that residential neighborhoods are protected from the adverse effects of those activities.

POLICY L-4: While retaining planned open space, the City will guide and promote the development of major vacant land parcels in the vicinity of the city center, along major thoroughfares, in industrial parks, and in residential areas through business-like financial leveraging, regulatory incentives, and/or detailed planning and design coordination, as appropriate.

## Zoning Change

---

The following criteria were used to evaluate the rezoning request:

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

As noted above, the Land Use Plan designates the site as Business Park, so an amendment would be required. However, the staff believes that the proposal is consistent with a number of policies in the Comprehensive Plan and therefore believes it is not in conflict. Further, the Comprehensive Plan states:

*The users of this plan should not use only the Land Use Plan map as the guide to consistency with the Oak Ridge Comprehensive Plan. They should rely primarily on the Land Use Plan policies. The map, after all, is only a generalized reflection of the intent of the policies.*

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

Yes. As noted above, with the Main Street development well underway, the need and desire for commercial activity at the site has shifted. Further, residential development within the City limits is rapidly growing and available land is limited.

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

Yes. The area is a vibrant mix of commercial, industrial and residential development, and the proposed district will enhance its diversity of uses. The required landscape buffer along the site's perimeter will ensure that the residents are protected from any adverse impacts associated with the adjacent industrial uses.

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

No. The district will be 32 acres, and therefore expansive enough to warrant a zoning designation that differs from adjacent districts. As noted previously, other residential developments are

nearby, and serve as successful examples of how such a district synthesizes with more intense districts.

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

Road access and utility services, though not currently extended to the site itself, are available. Access to and from the adjacent arterial, S. Illinois Avenue, is readily available via Centrifuge Way. Residents headed out of town would take the bridge and ramp to head south. Those headed into town would merge onto Illinois headed north via the ramp that connects to Centrifuge Way. Access into the development would also be well-served by the existing roadways. The infrastructure is more than adequate to support the density that the requested district would produce.



**6) Would the requested rezoning have environmental impacts?**

Environmental impacts will be thoroughly studied during the preliminary plat phase of the project. The development would be required to comply with the City's Stormwater Ordinance, and of course all requirements of the Tennessee Department of Environment and Conservation.

Recommendation:

1. The staff believes that the Land Use Plan map amendment is consistent with the policies of the Land Use Plan. Further, the staff believes that it would facilitate more residential activity near the city's center, concentrate more retail uses in the Main Street development, and consolidate industry into Heritage Center.

**The staff recommends approval of the Land Use Plan map amendment from B-P Business Park to M Medium Density Residential.**

2. The staff believes that the requested zoning change is in character with the diversity of development in the site's vicinity and compatible with the zoning in the surrounding districts.

**The staff recommends approval of the zoning change from IND-2 Industrial to R-2 Low-Density Residential.**

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

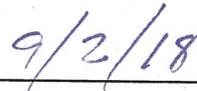
Attachments:           Aerial map  
                              Surrounding Zoning  
                              Land Use Plan map  
                              Buffer F Requirements  
                              Email from Roger Flynn, City Engineer

**City Manager's Comments:**

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



Mark S. Watson



Date

# Enclave Zoning Change - Aerial

Anderson County Tax Map 106A, Group C, Parcel 005.01, bounded by Mitchell Rd, Centrifuge Way, S. Illinois Ave and Midway Ln

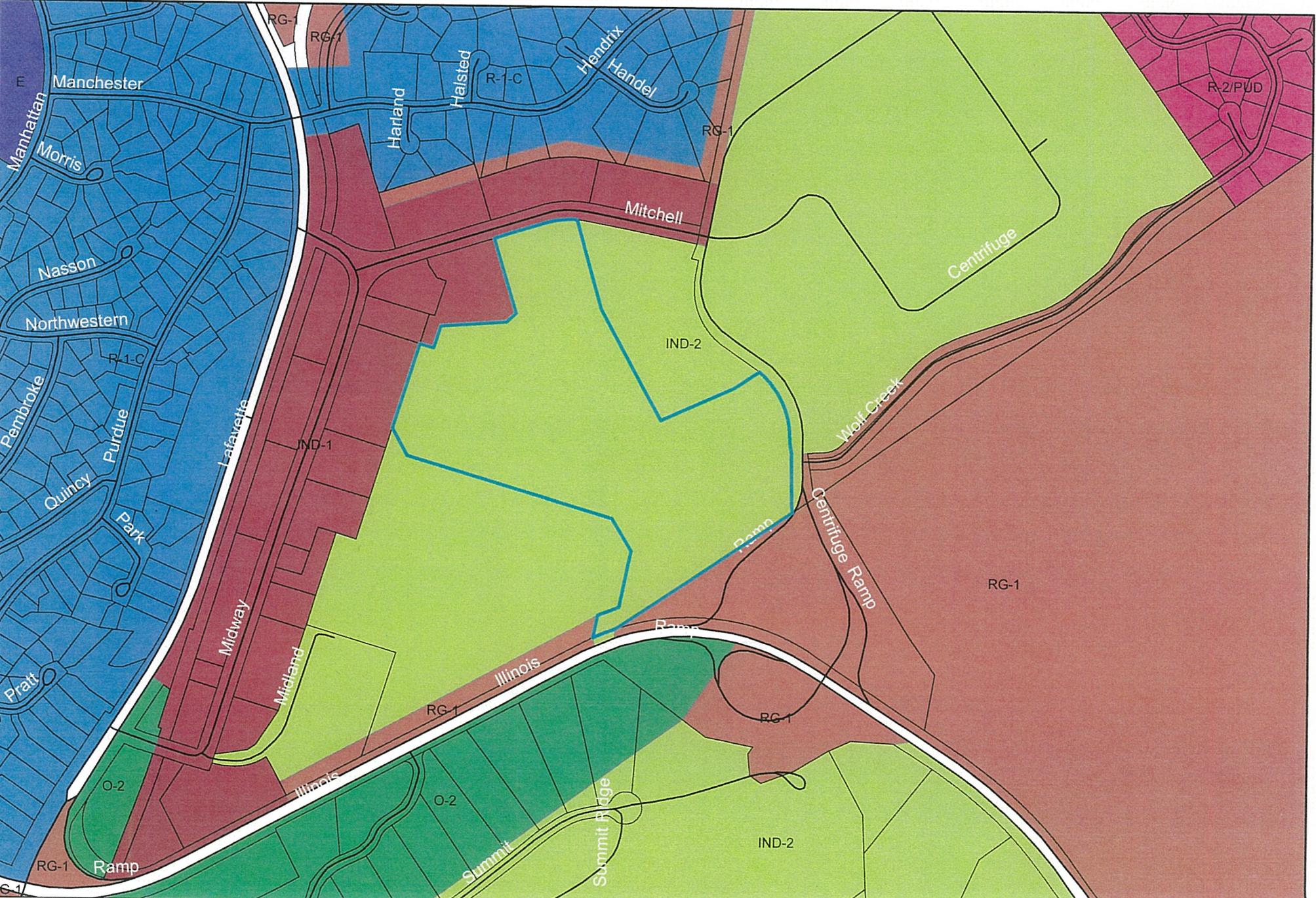
7/19/18

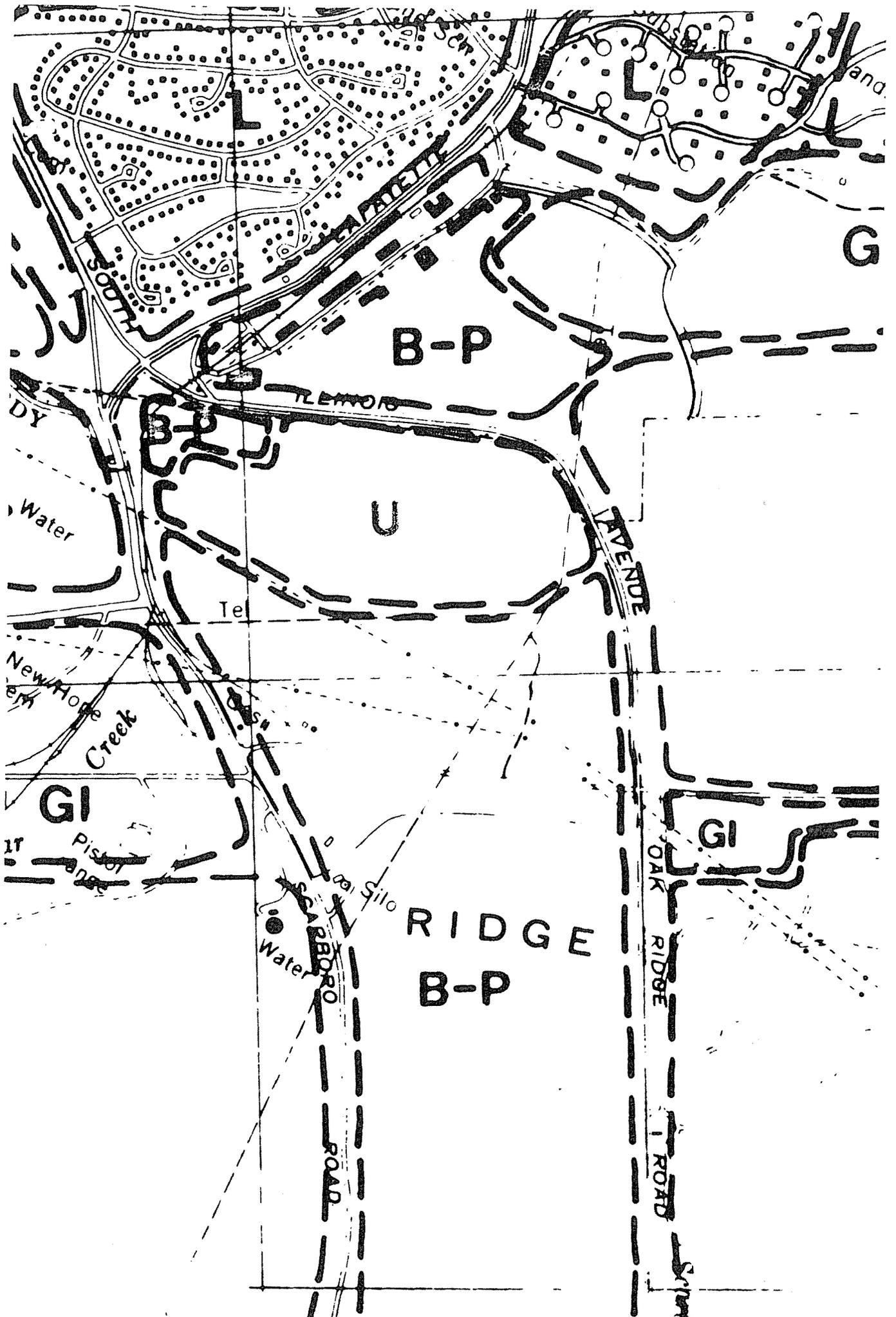


# Enclave Zoning Change - Surrounding Zoning

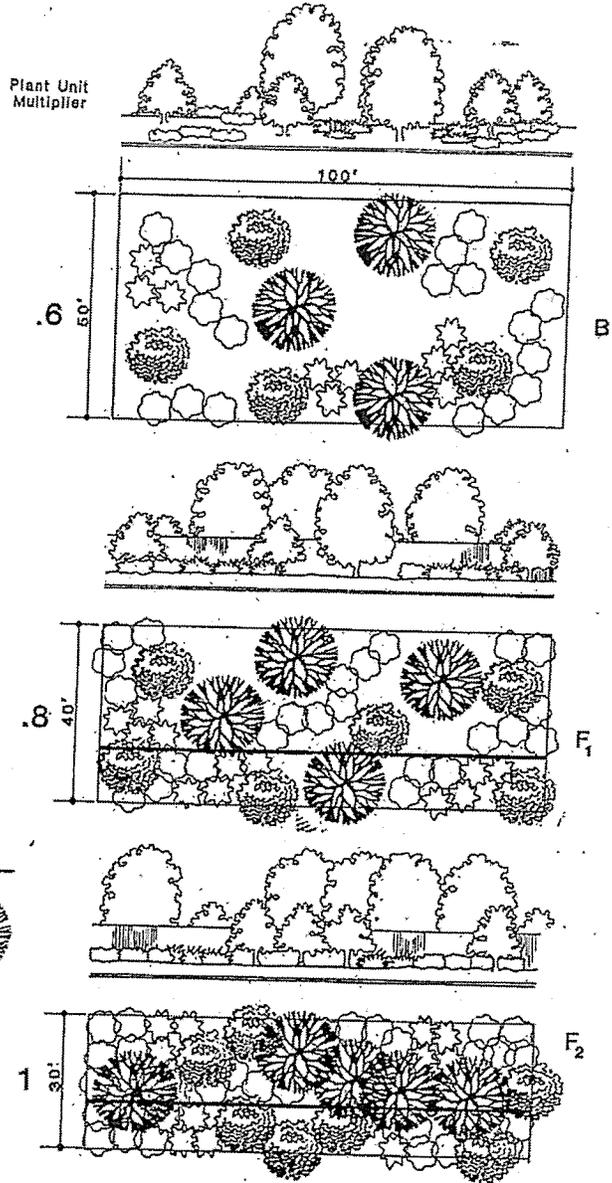
Anderson County Tax Map 106A, Group C, Parcel 005.01, bounded by Mitchell Rd, Centrifuge Way, S. Illinois Ave and Midway Ln

7/19/18





# BUFFER F



**From:** [Flynn, Roger](#)  
**To:** [Duggan, Kelly](#)  
**Cc:** [Blasius, Wayne](#); [Mills, Brvan](#); [McWaters, Shira](#)  
**Subject:** Parcel 106A  
**Date:** Thursday, July 19, 2018 8:51:59 AM

---

I have been learned the subject parcel will be considered for re zoning from an Ind-2 designation to an R-2 during the July 19, 2018 meeting of the Oak Ridge Planning Commission. Normally approval for re zoning a parcel is based on whether the parcel is suitable for the use allowed by the new zoning designation. At the time of a re zoning a specific use is not presented. This does not occur until a site plan is submitted. It is my understanding the re zoning is being requested for the purpose of constructing approximately 200 new signal family homes.

The owner/developer should be aware that he/she will be responsible for construction all on site improvement including construction of roadway, drainage, water, sewer and electric systems however a development this large will place significant new and additional demands on existing off site infrastructure. Additional traffic may require upgrades to surrounding intersections and/or roadways. This should be anticipated by the owner/developer as it is common to most large developments however the owner/developer may not know that the existing capacity the sanitary sewer collection system is marginal and this additional demand will likely exceed the capacity of existing sanitary sewer collection system. As part of any planning document or site plan the owner/developer will be required to submit traffic impact and sanitary sewer capacity analysis studies and improvement(s) recommended will be the responsible of the owner/developer.

Roger Flynn, P.E.  
City Engineer  
City of Oak Ridge  
PO Box 1  
Oak Ridge, TN 37831  
865-425-1816

**TITLE**

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE ZONING MAP WHICH IS MADE A PART OF THE ORDINANCE BY CHANGING THE ZONING DISTRICT OF PARCEL 005.01, ANDERSON COUNTY TAX MAP 106A, GROUP C, FROM IND-2, INDUSTRIAL DISTRICT TO R-2, LOW-DENSITY RESIDENTIAL DISTRICT, WITH SAID PARCEL BEING BOUNDED BY MITCHELL ROAD, CENTRIFUGE WAY, SOUTH ILLINOIS AVENUE, AND MIDWAY LANE CONTAINING APPROXIMATELY 32.32 ACRES; AND AMENDING THE COMPREHENSIVE PLAN'S LAND USE PLAN MAP BY CHANGING THE DESIGNATION OF SAID PARCEL FROM B-P, BUSINESS PARK, TO M, MEDIUM DENSITY RESIDENTIAL.

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

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

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

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

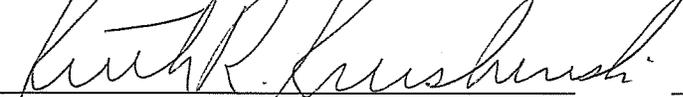
<u>Property Description</u>	<u>Location</u>	<u>Present Zoning District</u>	<u>New Zoning District</u>
Parcel 005.01 Map 106A, Group C (± 32.32 Acres)	Bounded by Mitchell Rd, Centrifuge Way, South Illinois Ave, and Midway Ln	IND-2, Industrial	R-2, Low Density Residential

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

Section 3. The Comprehensive Plan's Land Use Plan Map is hereby amended, as a major amendment, by changing the designation of Parcel 005.01, Map 106A, Group C, totaling approximately 32.32 acres from B-P, Business Park, to M, Medium Density Residential.

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

APPROVED AS TO FORM AND LEGALITY:

  
Kenneth R. Krushenski, City Attorney

\_\_\_\_\_  
Warren L. Gooch, Mayor

\_\_\_\_\_  
Mary Beth Hickman, City Clerk

Publication Date: 08/06/2018  
Public Hearing: \_\_\_\_\_  
First Reading: \_\_\_\_\_

Publication Date: \_\_\_\_\_  
Second Reading: \_\_\_\_\_  
Publication Date: \_\_\_\_\_  
Effective Date: \_\_\_\_\_

**PERSONNEL DEPARTMENT MEMORANDUM**  
**18-190**

**DATE:** August 24, 2018  
**TO:** Mark S. Watson, City Manager  
**FROM:** Bruce M. Applegate, Director of Administrative Services  
**SUBJECT:** AMENDMENTS TO THE PERSONNEL PLAN/ORDINANCE

Introduction

An item for City Council's consideration is an ordinance to amend provisions of the Personnel Plan Ordinance (Ordinance No. 27-85): Entry Level Salary Rates (§5.3), and Appointments (§7.3).

Funding

No funding is necessary for this item.

Background

Personnel Department staff routinely review the Personnel Ordinance for inconsistencies in the application of the City's compensation philosophy. Unique position changes over the last 6 months have revealed an issue with the current language concerning demotion-not for cause, and voluntary transfer.

On August 20, 2018, staff met with the Personnel Advisory Board (PAB) to provide an overview of the recommended ordinance changes and to answer any questions. At this meeting PAB reviewed and voted unanimously to recommend amendments of Personnel Ordinances pursuant to staff suggestions and forward those suggestions to City Council.

A bold strike-through of the proposed changes to the Personnel Plan/Ordinance is attached and includes changes to the Entry Level Salary Rate section, and Appointments section.

Analysis

Personnel Ordinance subsections 5.3(b), 5.3(c)(1), and 7.3(c) comprise the total language concerning the placement philosophy for individuals who are demoted-not for cause, or request a voluntary transfer. Current ordinance language places an individual who meets the demotion-not for cause or voluntary transfer criteria at their current salary rate or the top of the new pay range(whichever is greater), without consideration of experience or qualification.

Due to the difference in responsibilities among City positions, Personnel Department staff recommend removal of the predetermined placement methodology. Removal of the section will provide Directors the ability to review the qualifications and experience of the individual when making a salary recommendation for a change to the new position.

Changes to the above Ordinance sections are elaborated on below:

**5.3 Entry Level Salary Rates**

Section 5.3 has been amended through the removal of subsection 5.3(b), and 5.3(c)(1).

**7.3 Appointments**

Section 7.3(c) language has been amended to remove reference to a positions salary range, ensuring a voluntary transfer does not predetermine placement in the same pay grade.

Recommendation

Approval of the proposed ordinance changes is recommended.

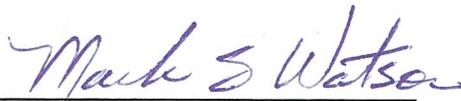
Attachments: Bold-Strikethrough of Proposed Ordinance Changes  
Proposed Ordinance



Bruce M. Applegate Jr.  
Director of Administrative Services

**City Manager's Comments:**

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



Mark S. Watson



Date

**BOLD-STRIKETHROUGH  
PERSONNEL ORDINANCE CHANGES  
UPDATED THROUGH 6/1/18**

ARTICLE 5 – PAY PLAN

5.3 ENTRY LEVEL SALARY RATES

- a. The entry-level rate of pay for a class shall normally be offered on initial employment or reemployment. Any exception would require the recommendation of the head of the department, review by the Director of Administrative Services and approval by the City Manager.
- ~~b. When an employee is transferred from a position of one class to a position of another class at the same pay range, the salary shall be the same.~~
- c. When a regular employee is demoted to a position in a lower pay range, the salary shall be set at:
  - ~~(1) If the action is not for cause the same pay rate in the lower range, or the top rate of the lower pay grade if it is less than the current pay rate; or~~
  - (2) If the action is for cause – the employee will be placed at a step which ensures at least five percent (5%) less than the existing salary or to the lowest pay rate of the pay grade if a five percent (5%) reduction is not possible.
- d. When an employee is promoted to a classification with a higher pay grade, the employee will be placed at the step which ensures at least five percent (5%) greater than the rate received immediately prior to such promotion, or to the lowest step of the new pay grade whichever is greater.
- e. Any employee who is hired, promoted or demoted will be subject to a probationary period as indicated in Section 7.3B.

ARTICLE 7 – RECRUITMENT, SELECTION AND APPOINTMENT OF EMPLOYEES

7.3 APPOINTMENTS

Vacancies shall be filled by regular appointment, promotion, transfer, demotion, provisional appointment, temporary appointment or seasonal appointment. An appointment to fill a vacancy shall be recommended by the head of the department, reviewed by the Director of Administrative Services and submitted to the City Manager for final approval.

- a. Regular appointment indicates that the employee is to work either full time or part time for the City on a continuing basis.
- b. Promotion is the movement of an employee to a position with a higher classification and a higher salary range. Since the City encourages employees to develop skills, attain greater knowledge of their work and make known their qualifications for

promotion, a qualified employee shall not be denied the right to apply for promotional opportunity in any City office or department. Employees will not be eligible for promotion until they have completed their probationary periods in the current job.

- c. Transfer is the movement of an employee from one position to another ~~without a change in salary range~~. A transfer may occur when the employee meets the qualification requirements, it is in the best interests of the City, and further training and development of an employee in another position would be beneficial to future staffing potential of the City.
- d. Demotion is the movement of an employee to a position with a lower classification. An employee who meets the qualifications may be demoted to a vacant position of a lower salary range for any of the following reasons:
  - 1. The employee would otherwise be laid off because the position is being abolished; there is lack of work or lack of funds; or because of the return to work from authorized leave of another employee;
  - 2. The position is reclassified to a lower salary range;
  - 3. An employee's performance in the position held is not satisfactory; or
  - 4. An employee voluntarily requests such demotion.
- e. Provisional appointment indicates that the employee is to work either full-time or part-time for the City for a period of less than six (6) consecutive months during an approved leave of absence of a regular employee or for a specific work assignment.
- f. Temporary appointment indicates that the employee is to work for the City in a position such as Library Page, Lifeguard, Recreation Leader, Administrative Intern, Security Guard, etc.: These individuals normally work not more than twenty (20) hours per week. In the event that an individual works a continuous period of over three (3) years (seventy-eight (78) consecutive full pay periods) in a temporary appointment, that appointment shall be changed to regular part-time.
- g. Seasonal appointment indicates that the employee is to work either full-time or part-time for a specific seasonal program.

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 27-85, TITLED "A PERSONNEL PLAN FOR EMPLOYEES OF THE CITY OF OAK RIDGE, TENNESSEE," AS AMENDED, BY DELETING SUBSECTIONS 5.3(B) AND 5.3(C)(1) REGARDING TRANSFERS AND DEMOTIONS WHERE THE ACTION IS NOT FOR CAUSE, AND BY UPDATING SUBSECTION 7.3(C), TITLED "TRANSFERS," ALL FOR THE PURPOSE OF UPDATING THE PERSONNEL PLAN AS SET FORTH BELOW.

WHEREAS, City Staff has identified language in the Personnel Plan that may lead to inconsistencies in the application of the City's compensation philosophy; and

WHEREAS, the specific sections at issue are Section 5.3(b), Section 5.3(c)(1), and Section 7.3(c) concerning demotions where the action is not for cause and requests for voluntary transfers; and

WHEREAS, as written, these sections specify an employee who is demoted (not for cause) or voluntarily transferred will remain at their current salary or, if their salary exceeds the new position's pay scale, the employee will move to the maximum salary of the new position without regard to the employee's qualifications or experience level for the new position; and

WHEREAS, this application of the ordinance language would be out of line with the City's compensation philosophy and is not an equitable application of the compensation plan for others in the same position with more qualifications and/or experience; and

WHEREAS, the Personnel Advisory Board at its August 20, 2018 meeting unanimously recommended the proposed amendments to the Personnel Plan for Council's approval; and

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

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

Section 1. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," Article 5, titled "Pay Plan," is hereby amended by deleting Section 5.3, titled "Entry Level Salary Rates," Subsection (b), in its entirety without replacement.

Section 2. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," Article 5, titled "Pay Plan," is hereby amended by deleting Section 5.3, titled "Entry Level Salary Rates," Subsection (c)(1), in its entirety without replacement and the existing Subsection (c)(2) is hereby incorporated into Subsection (c).

Section 3. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," Article 7, titled "Recruitment, Selection and Appointment of Employees," Section 7.3, titled "Appointments," Subsection (c), titled "Transfer," is hereby deleted in its entirety and substituting therefor a new Subsection (c), titled "Transfer," which new subsection shall read as follows:

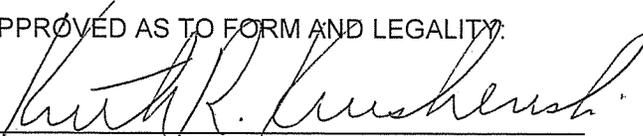
7.3 APPOINTMENTS

- c. Transfer is the movement of an employee from one position to another. A transfer may occur when the employee meets the qualification requirements, it is in the best interests of the City, and further training and development of an employee in another position would be beneficial to future staffing potential of the City.

Section 4. Due to the elimination of Section 5.3(b) in its entirety, the subsections under Section 5.3 are hereby renumbered accordingly.

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

APPROVED AS TO FORM AND LEGALITY:

  
\_\_\_\_\_  
Kenneth R. Krushenski, City Attorney

\_\_\_\_\_  
Warren L. Gooch, Mayor

\_\_\_\_\_  
Mary Beth Hickman, City Clerk

First Reading: \_\_\_\_\_  
Publication Date: \_\_\_\_\_  
Second Reading: \_\_\_\_\_  
Publication Date: \_\_\_\_\_  
Effective Date: \_\_\_\_\_

**CITY COUNCIL MEMORANDUM**  
**18-28**

DATE: September 5, 2018

TO: Honorable Mayor and Members of City Council

FROM: Mark S. Watson, City Manager

SUBJECT: CITY CODE AMENDMENT – ADMINISTRATIVE ORGANIZATION OF THE CITY

Introduction

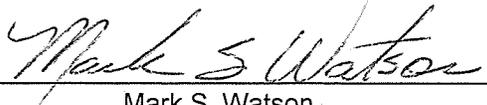
An item for the agenda is an ordinance to amend Title 1, Chapter 2, of the City Code by deleting Section 1-201, Administrative Organization of the City, and substituting therefor a new Section 1-201, Administrative Organization of the City, to update the organization and departmental list.

Background

The City of Oak Ridge has not updated its ordinances reflecting the City organization since 1997. Changes have occurred in name and structure. Because we are required to make these changes by ordinance with the City Council, we are providing this update to reflect the current state of the organization. Although the City can anticipate future changes based on changes to state law and other internal requirements, the reflection of the organization structure becomes important to have flexibility and maximum utilization of our workforce on a consistent basis based on skills without significant pause for changes to occur. Major changes will continue to have City Council approval.

Recommendation

The City Manager recommends approval of the attached ordinance.

  
\_\_\_\_\_  
Mark S. Watson

Attachments: Bold Strikethrough of Proposed Amendment  
Ordinance

CITY CODE  
TITLE 1 – GENERAL ADMINISTRATION  
CHAPTER 2 – MISCELLANEOUS

1-201. Administrative Organization of the City.<sup>i</sup>

An administrative organization is hereby established for the City under the direction of the City Manager and subject to the City Manager's full direction and control providing staff assistance on matters of administrative, judicial, and legislative services, and further consisting of the following departments:

- (1) Community Development Department.<sup>ii</sup>
- (2) Electric Department.
- (3) Fire Department.
- (4) General Government Division to include the Office of the City Manager, the Office of the City Clerk, the Finance Department, the Information Services Department, the Legal Department, and the Personnel Department.
- (5) Library Department.
- (6) Police Department.
- (7) Public Works Department.
- (8) Recreation and Parks Department.
- ~~(9) Economic Development Department.<sup>iii</sup>~~
- ~~(10) Administrative services division to include:<sup>iv</sup>
  - ~~(a) Data services department.<sup>v</sup>~~
  - ~~(b) Finance department.~~
  - ~~(c) Personnel department.~~~~

~~All such divisions and departments shall be operated in accordance with administrative regulations issued by the City Manager.~~ **The City Manager is authorized to establish divisions within departments. The City Manager shall appoint heads of administrative offices, organization units, divisions, and activities as deemed necessary, and may combine such administrative offices. The City Manager may delegate parts of these duties to designated subordinates. The relationships and operations of divisions, offices, agencies, and departments within the administrative organization shall be governed by administrative regulations prepared and issued by the City Manager as authorized by City Charter.**

---

<sup>i</sup> Words were capitalized from the current ordinance to the proposed ordinance and those capitalizations are not noted above as bold/strikethroughs. Words such as "City," "City Manager," "Office," and "Department" were capitalized.

<sup>ii</sup> The list of departments was re-arranged alphabetically. This is not noted above as a bold/strikethrough.

<sup>iii</sup> This department no longer exists.

<sup>iv</sup> Administrative Services Division still exists within General Government, however, the City Manager wants to retain the ability to assign departments under this division as needed.

<sup>v</sup> Entire list has moved to General Government. Data services department is now named Information Services Department.

TITLE

AN ORDINANCE TO AMEND TITLE 1, TITLED "GENERAL ADMINISTRATION," CHAPTER 2, TITLED "MISCELLANEOUS," OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE, BY DELETING SECTION 1-201, TITLED "ADMINISTRATIVE ORGANIZATION OF THE CITY," IN ITS ENTIRETY AND SUBSTITUTING THEREFOR A NEW SECTION 1-201, TITLED "ADMINISTRATIVE ORGANIZATION OF THE CITY," TO UPDATE THE ORGANIZATION AND DEPARTMENTAL LIST.

WHEREAS, City Code §1-201 sets forth the administrative organization of the City, which section has not been updated since 1997; and

WHEREAS, this section is not an accurate reflection of the current department list (ex. Economic Development is no longer a department and Data Services has changed to Information Services); and

WHEREAS, the City desires to update the administrative organization of the City to reflect current departments.

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

Section 1. Title 1, titled "General Administration," Chapter 2, titled "Miscellaneous," of the Code of Ordinances, City of Oak Ridge, Tennessee, is hereby amended by deleting Section 1-201, titled "Administrative Organization of the City," in its entirety and substituting therefor a new Section 1-201, titled "Administrative Organization of the City," which new section shall read as follows:

Sec. 1-201, titled "Administrative Organization of the City.

An administrative organization is hereby established for the City under the direction of the City Manager and subject to the City Manager's full direction and control providing staff assistance on matters of administrative, judicial, and legislative services, and further consisting of the following departments:

- (1) Community Development Department
- (2) Electric Department
- (3) Fire Department
- (4) General Government Division to include the Office of the City Manager, the Office of the City Clerk, the Finance Department, the Information Services Department, the Legal Department, and the Personnel Department.
- (5) Library Department
- (6) Police Department
- (7) Public Works Department
- (8) Recreation and Parks Department

The City Manager is authorized to establish divisions within departments. The City Manager shall appoint heads of administrative offices, organization units, divisions, and activities as deemed necessary, and may combine such administrative offices. The City Manager may delegate parts of these duties to designated subordinates. The

relationships and operations of divisions, offices, agencies, and departments within the administrative organization shall be governed by administrative regulations prepared and issued by the City Manager as authorized by City Charter.

Section 2. This ordinance shall become effective ten (10) days after adoption on second reading, the welfare of the City of Oak Ridge requiring it.

APPROVED AS TO FORM AND LEGALITY:

  
\_\_\_\_\_  
Kenneth R. Krushenski, City Attorney

\_\_\_\_\_  
Warren L. Gooch, Mayor

\_\_\_\_\_  
Mary Beth Hickman, City Clerk

First Reading: \_\_\_\_\_  
Publication Date: \_\_\_\_\_  
Second Reading: \_\_\_\_\_  
Publication Date: \_\_\_\_\_  
Effective Date: \_\_\_\_\_

# RESOLUTIONS

**PUBLIC WORKS DEPARTMENT MEMORANDUM**  
**18-53**

**DATE:** August 25, 2017  
**TO:** Mark S. Watson, City Manager  
**FROM:** Roger Flynn P.E., City Engineer  
**THROUGH:** Shira A. McWaters, P.E., Public Works Director *SAM*  
**SUBJECT:** DRAINAGE SYSTEM IMPROVEMENTS AT 117 UNION VALLEY ROAD

Introduction

An item for City Council's consideration is the recommendation for approval of a resolution authorizing a contract in the estimated amount of \$92,605, with Duracap Asphalt Paving Co. Inc., Knoxville, TN, for the repair or replacement of approximately 105 linear feet of storm drainage pipe located at 117 Union Valley Road.

Funding

Funding is available from the Stormwater Program Fund.

Background

Earlier this summer, Public Works received a call regarding a hole that opened up in the in City right-of-way at the east edge of the driveway to 117 Union Valley Road. Using a camera, Public Works personnel were able to determine that a portion of the drainage system had collapsed. When the pipe was excavated, it was determined that the repair needed was too large to complete in-house. It was not possible to see all the way up or down the pipe in either direction; however, to the extent possible, the visual inspection showed the pipe, which runs from north to south under Union Valley Road, appears to have deteriorated to the point that there is a high probably it will collapse under the roadway if not repaired.

The scope of work for this contract was written to provide the City with the option of repairing the failed portion, if after the collapse is removed and the pipe cleaned, the remaining pipe is in better condition than it is presently believed to be.

Recommendation

Sealed bids were solicited from local contractors that Public Works is already familiar with. Responses were received from two (2). All have visited the site and provided quotes. Public Works is satisfied with the results of the bid process and recommends award of the contract to Duracap Asphalt Paving Co., Inc., Knoxville, TN, in the estimated amount of \$96,605.

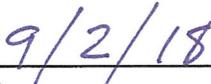
  
\_\_\_\_\_  
Roger Flynn, P.E.

Attachment(s)  
Location map  
Drawing with plan and profile view  
Abstract

**City Manager's Comments:**

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

  
\_\_\_\_\_  
Mark S. Watson

  
\_\_\_\_\_  
Date

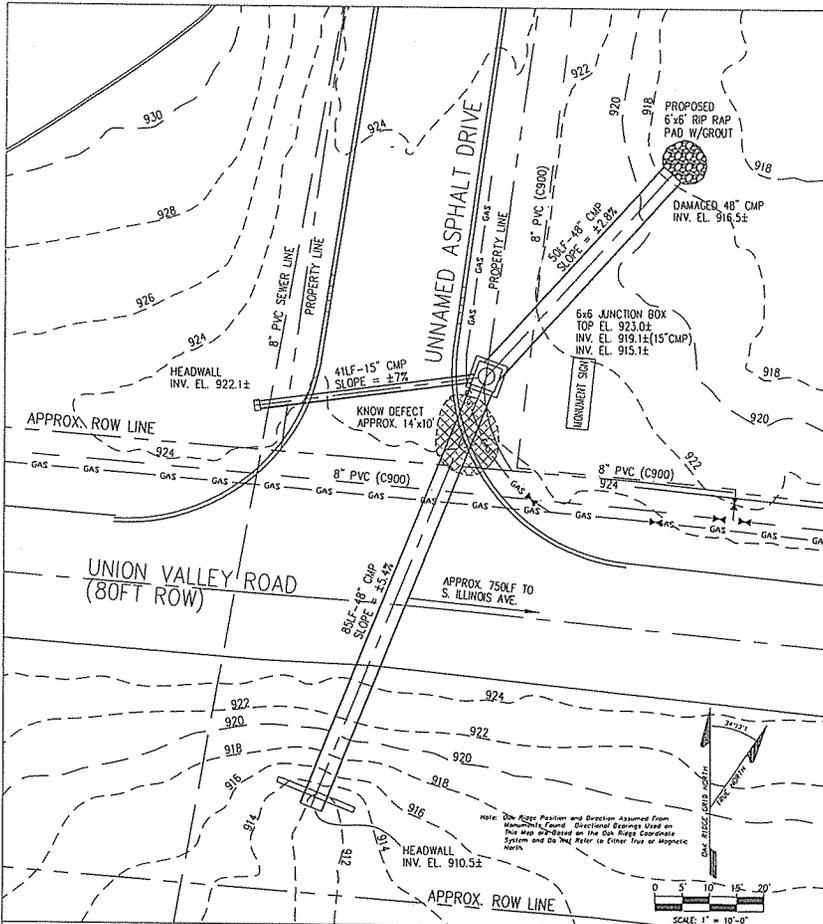
**DRAINAGE SYSTEM IMPROVEMENT  
117 UNION VALLEY ROAD  
LOCATION MAP**

**SITE LOCATION**

**UNION VALLEY ROAD**

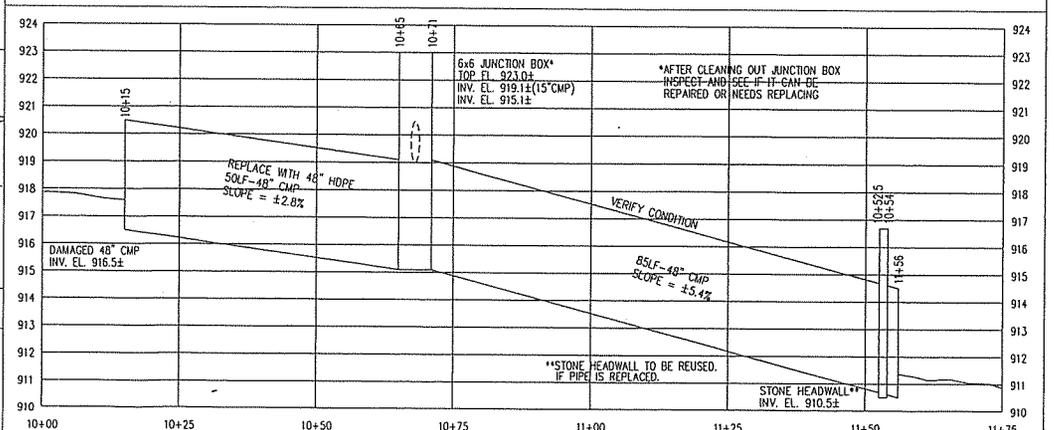
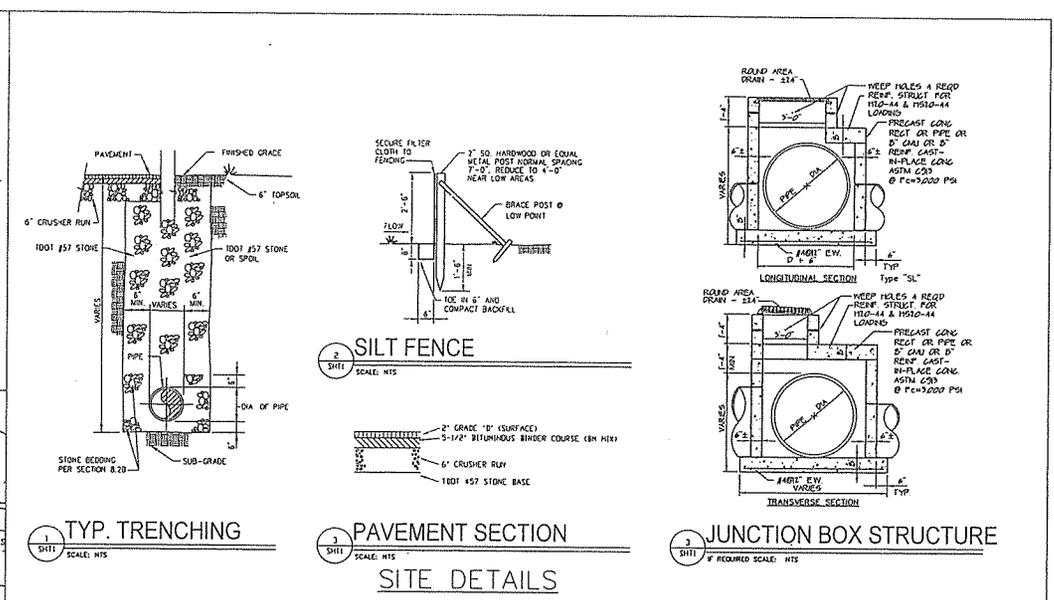
**SOUTH ILLINOIS AVENUE (STRTE. 62)**





PLAN VIEW

- NOTES**
- SCOPE OF WORK SHALL BE TO DIG UP/CLEANOUT EXISTING JUNCTION BOX TO EVALUATE THE EXISTING CONDITION TO DETERMINE WHETHER IT CAN BE REUSED ALONG WITH DETERMINING CONDITION OF PIPE CONNECTIONS.
  - BASE BID TO INCLUDE REPLACING TWO STORM 48" DRAINAGE PIPES, JUNCTION BOX, AND REUSE ONE HEADWALL.
  - ALL DISTURBED AREAS OUTSIDE OF PAVING TO HAVE SEED AND STRAW APPLIED.



STORM DRAIN PROFILE  
SCALE: 1"=10' (HORZ.); 1"=2' (VERT.)

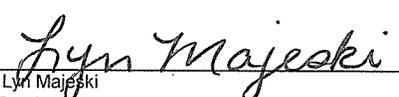
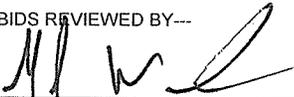
DATE 5/14/18	CITY OF OAK RIDGE PUBLIC WORKS ENGINEERING		
SCALE 1"=10'	PROJECT DRAINAGE SYSTEM IMPROVEMENTS 117 UNION VALLEY ROAD	TITLE SITE PLAN, PROFILE, & DETAILS	JOB NO. 03-2018
DRAWN BY B. MILLS	APPROVED BY R. FLYNN		SHEET 1



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

FY2019-030

OPENING DATE: August 14, 2018 2:30 P.M.

FOR --- Union Valley Drainage System Improvements			BIDDER: Duracap Asphalt Paving Co., Inc. 2535 Asbury Road Knoxville, TN 37914		BIDDER: Adams & Sons, Inc. 140 Whites School Road Sevierville, TN 37876		BIDDER:		BIDDER:		
DESCRIPTION	ITEM	UNIT	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 UNION VALLEY DRAINAGE SYSTEM IMPROVEMENTS PER THE SPECIFICATIONS PROVIDED BY THE CITY OF OAK RIDGE, PUBLIC WORKS DEPARTMENT				\$ 92,605.00		\$ 115,100.00					
<b>TOTAL PRICE</b>				\$ 92,605.00		\$ 115,100.00					
<b>TERMS</b>			Net 30		Net 30						
<b>DELIVERY</b>			Per Contract		Per Contract						
<b>F.O.B.</b>			Oak Ridge		Oak Ridge						
<b>VIA</b>			Vendor		Vendor						
OTHER BIDDERS CONTACTED: See Bid Process Form							BIDS OPENED AND RECORDED BY---  Lynn Majeski Purchasing Manager				
<b>REASON FOR AWARD:</b> 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"/>			<b>RECOMMEND AWARD BE MADE TO:</b>  Duracap Asphalt Paving Co., Inc. 2535 Asbury Road Knoxville, TN 37914				BIDS REVIEWED BY---  Michael Williford Accounting Manager				

# BID PROCESS FORM

**BID NAME** FY2019-030 **DESCRIPTION** Street Milling and Resurfacing Project

**CITY COUNCIL MEETING** September 10, 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	601 Maryville Pike	Knoxville, TN 37920	865-425-1122	gary.seepe@rogersgroupinc.com	[e-mail]
Duracap Asphalt Paving Co., Inc.	Brian Smith	2535 Asbury Road	Knoxville, TN 37914	865-524-3365	hdansonconst@hotmail.com	[e-mail]
J.G. Mullins Construction Co., Inc.	Jay Mullins	10416 Cogdill Road	Knoxville, TN 37932	865-966-4279	jgmullins@aol.com	[e-mail]
First Place Finish, Inc.	Laurel Patrick	1020 Commerce Park Drive Suite G	Oak Ridge, TN 37830	865-482-1959	lpatrick@firstplacefinish.us	[e-mail]
Portland Utilities Construction Co., LLC	Tracy Weaver	P.O. Box 510	Portland, TN 37148	615-325-1435	tracyweaver@pucc.org	[e-mail]
Hurst Excavating, LLC	David Hurst	P. O. Box 5374	Knoxville, TN 37928	865-922-6142	david@hurstexc.com	[e-mail]
Morgan Contracting, Inc.	Shad Hubbard	1943 Ridge Point Drive NW	Cleveland, TN 37311	850-537-5000	shubbard@morgan1.com	[e-mail]
Blount Excavating, Inc.	Jones	3700 Garner Circle	Maryville, TN 37803	865-984-4060	mtjones@blountexcavating.com	[e-mail]
Brabston Trucking, Inc.		1001 Spring Hill Road	Knoxville, TN 37914	865-500-7002	brabstontrucking@gmail.com	[e-mail]
Garney Companies, Inc.	Bloomfield	200 Crutchfield Avenue	Nashville, TN 37210	615-953-2306	zbloomfield@garney.com	[e-mail]
Design & Construction Services, Inc.	Robert	6020 Industrial Heights Drive	Knoxville, TN 37909	865-523-9730	robert@dcsigc.com	[e-mail]
Southern Constructors, Inc.	Todd Butler	P.O. Box 9476	Knoxville, TN 37940	865-579-5351	tbutler@southernconstructorsinc.cc	[e-mail]
Danson Construction, Inc.	Hal Danson	3536 Old Bon Air Road	Sparta, TN 38583	931-935-2005	hdansonconst@hotmail.com	[e-mail]
Adams & Sons, Inc.	Greg Reed	140 Whites School Road	Sevierville, TN 37864	865-216-6418	greed@bellsouth.net	[e-mail]

## BIDDERS WHO CONTACTED THE CITY AFTER ADVERTISED ( CONTACT INFORMATION)

Lightner Excavating, Inc.	George Lightner	P.O. Box 148	Johnson City, TN 37605	423-791-2358	george@lightnerexcavating.com	[e-mail]
---------------------------	-----------------	--------------	------------------------	--------------	-------------------------------	----------

## BIDS RECEIVED

Duracap Asphalt Paving Co., Inc. and Adams & Sons, Inc.

## ADVERTISEMENT

The City of Oak Ridge advertised this bid on the Finance Department's Departmental Webpage for a duration of 16 days.

**RESOLUTION**

A RESOLUTION AWARDING A CONTRACT (FY2019-030) TO DURACAP ASPHALT PAVING CO, INC., KNOXVILLE, TENNESSEE, FOR DRAINAGE IMPROVEMENTS AT 117 UNION VALLEY ROAD IN AN AMOUNT NOT TO EXCEED \$92,605.00.

WHEREAS, a portion of the drainage system near 117 Union Valley Road collapsed and is in need of replacement, which project is too large to be conducted in-house by the Public Works Department; and

WHEREAS, a visual inspection of the remaining pipe that can be viewed shows a risk of collapse under the roadway if not repaired or replaced (if needed); and

WHEREAS, bids were received and publicly opened on August 14, 2018, with Duracap Asphalt Paving Co., Inc. Knoxville, Tennessee, submitting the lowest and best bid, which bid the City Manager recommends be accepted.

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

That the recommendation of the City Manager is approved and award is hereby made to Duracap Asphalt Paving Co., Inc., 2535 Asbury Road, Knoxville, Tennessee 37914, for the furnishing of all labor, tools, materials, equipment and supplies necessary to perform all work and services necessary for drainage improvements at 117 Union Valley Road; said award in strict accordance with contract number FY2019-030, the required specifications, the bid as publicly opened on August 14, 2018, and in an amount not to exceed \$92,605.00.

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

This the 10th day of September 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**  
**18-55**

**DATE:** September 10, 2018  
**TO:** Mark S. Watson, City Manager  
**FROM:** Roger Flynn P.E., City Engineer  
**THROUGH:** Shira A. McWaters, P.E., Public Works Director *SAM*  
**SUBJECT: CENTENNIAL GOLF COURSE CLUBHOUSE – ROOF REPLACEMENT**

Introduction

An item for City Council's consideration is the recommendation for approval of a resolution authorizing a contract in the not to exceed amount of \$49,277 with Brogdon Roofing, Inc., located in Oak Ridge, TN, for the replacement of the Club House roof at Centennial Golf Course.

Funding

Funds are available in the Capital Projects Fund.

Background and Analysis

An evaluation of all the City-owned buildings, conducted by Roof Connect National Roofing Services, dated December 2017, showed multiples defects and missing shingles, and described the roof on the Club House as being in poor condition. Due to a pipe bursting over the winter, damage occurred in the club house which has been repaired. Since taking over the operation of the golf course, improvements have been made to the interior of the club house including painting, new insulation, new ceiling tiles, new carpet and new flooring in the kitchen area. Replacement of this roof is needed to protect this important asset.

The award for this contract is based on a lump sum price for the removal, inspection, and replacement of the existing roof. In addition, the bid proposal asked for unit prices for items, such as the replacement of underlayment and wood trim that may require replacement. Most of these items, needing to be replaced, cannot be seen until the old roof is removed; therefore, the quantities required are not known in advance. An additional allowance (not in base bid of \$43,277) in the amount of \$6,000 has been included to provide compensation for unknown quantities. Payment will only be provided for units actually used.

Recommendation

Sealed bids were solicited and responses were received from three (3) bidders. The lowest qualified bidder is over 50% lower than the remaining two (2) bidders. We confirmed with all bidders that they determined their costs based on re-roofing of the Club House roof only; approximately 10,000 square feet. We do not know why their bids are so high since we based the budget on both cost estimated from the roofing study completed for the City and from prior roofing quotes received for this building, both of which are within the range of Brogdon Roofing's bid for this project. Based on this information, Public Works is satisfied with the results of the bid process and recommends award of the contract to Brogdon Roofing, Inc., located in Oak Ridge, TN, in the not to exceed amount of \$49,277.

*Roger Flynn*

\_\_\_\_\_  
Roger Flynn, P.E.

Attachment(s)

INTRAOFFICE Memo 18-60, from Michael Smith, Operations and Division Manager  
Abstract of bids

**City Manager's Comments:**

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

*Mark S. Watson*  
\_\_\_\_\_  
Mark S. Watson

*9/2/18*  
\_\_\_\_\_  
Date

**PUBLIC WORKS DEPARTMENT  
INTRAOFFICE MEMORANDUM  
18-60**

**DATE:** August 21, 2018

**TO:** Shira A. McWaters, Public Works Director

**FROM:** Michael Smith, Operations and Division Manager 

**SUBJECT:** Centennial Golf Course Roof Replacement

We publicly bid out the roof replacement for the Centennial Golf Course Club House. We received 3 bids, and I am attaching the abstract of bids. There was a large gap between the lowest bid and the other remaining bids. I contacted each bidder to verify that each bidder bid the same size roof and included the same quantity of materials. There was nothing in these findings to account for the large bid swing.

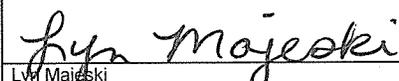
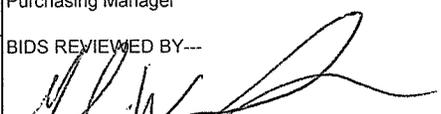
Our staff here, including yourself, the city engineer, and myself, analyzed the price of a roof replacement to quantify both our budget for this item and expectations on what this work should cost based on current material prices after seeing these bids. Prior to setting a budget, we got a quote for roof replacement without any demolition of existing roof elements, and that estimate was approximately \$30,000. The roofing study that was conducted for the city by an outside consultant priced that roof replacement close to our budget bid number. Therefore, there seems to be no logical explanation for the other higher bids. The lowest bidder is standing by their bid, and they understand the bid spread. I can only concur with the other staff members here, and I recommend that we award the contract to replace the Centennial Clubhouse Roof to Brodgon Roofing for a contract value of \$43,277.00. Brodgon was the only local bidder, and they have done work for the City of Oak Ridge in the past with no apparent issues relative to their contract values. This matter was also discussed with Jon Hedrick at the Parks and Recreation Department, and he also concurred with this recommendation.

Attachment(s)  
Abstract of bids

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

FY2019-028

OPENING DATE: August 14, 2018 2:00 P.M.

FOR --- Centennial Golf Course Clubhouse - Roof Replacement			BIDDER: Brogdon Roofing 108 Mecco Lane Oak Ridge, TN 37830		BIDDER: Anderson Lumber Company, Inc. 780 Louisville Road Alcoa, TN 37701		BIDDER: Henley Roofing Co. 514 Gamble Drive Heiskell, TN 37754		BIDDER:		
DESCRIPTION	ITEM	UNIT	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 ROOF REPLACEMENT AT THE CENTENNIAL GOLF COURSE CLUBHOUSE PER THE SPECIFICATIONS PROVIDED BY THE CITY OF OAK RIDGE, PUBLIC WORKS DEPARTMENT				\$ 43,277.00		\$ 101,000.00		\$ 117,000.00			
<b>TOTAL PRICE</b>			\$ 43,277.00		\$ 101,000.00		\$ 117,000.00				
<b>TERMS</b>			Net 30		Net 30		Net 30				
<b>DELIVERY</b>			Per Contract		Per Contract		Per Contract				
<b>F.O.B.</b>			Oak Ridge		Oak Ridge		Oak Ridge				
<b>VIA</b>			Vendor		Vendor		Vendor				
OTHER BIDDERS CONTACTED: See Bid Process Form							BIDS OPENED AND RECORDED BY---				
							 Lynn Majeski Purchasing Manager				
<b>REASON FOR AWARD:</b>			<b>RECOMMEND AWARD BE MADE TO:</b>				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"/>			Brogdon Roofing 108 Mecco Lane Oak Ridge, TN 37830				 Michael Williford Accounting Manager				

# BID PROCESS FORM

**BID NAME** FY2019-028 **DESCRIPTION** Centennial Golf Course Clubhouse - Roof Replacement

**CITY COUNCIL MEETING** September 10, 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>
Brogdon Roofing	David Brogdon	108 Meco Lane	Oak Ridge, TN 37830	865-483-8900	wayne@brogdonroofinginc.com	[e-mail]
Henley Roofing Co.	Luke Grooms	514 Gamble Drive	Heiskell, TN 37754	865-859-9051	henleyroofing@comcast.net	[e-mail]
Anderson Lumber Company, Inc.	Michael Richardson	780 Louisville Road	Alcoa, TN 37701	865-389-7994	mrichardson@andersonlumbercompany.co	[e-mail]
Eskola, LLC	Jon Eskola	2933 NW Park Drive	Knoxville, TN 37921	865-224-3106	jeskola@eskolaroofing.com	[e-mail]
Adams Roofing & Remodeling	Greg Reed	249 Bateman Lane	Loudon, TN 37774	865-986-2946	adamsroofing1@msn.com	[e-mail]
South East Associates	Susan Martin	706 Golf View Dr NW	Cleveland, TN 37312	423-802-0105	sueseassociates@gmail.com	[e-mail]
Tennessee Roofing Corporation	Bradley Hatcher	2511 N Central St	Knoxville, TN 37917	865-525-2119	bhatcher@tnroofcorp.com	[e-mail]
Cleveland Roofing	Terry Wyatt	307 Industrial Way SW	Cleveland, TN 37311	423-472-4581	crac15@yahoo.com	[e-mail]
Zurix Roofing	Brandelyn Smith	9111 Cross Park Dr. Bldg. D, Ste. 284	Knoxville, TN 37923	404-932-7022	bhall@zurixroofing.com	[e-mail]
Tennessee Roofing Corporation	Price	2411 N Central St	Knoxville, TN 37817	865-525-2119	cprice@tnroofcorp.com	[e-mail]
Porter Roofing	Barrett	9057 Manchester Highway	Morrison, TN 37357	931-668-2298	BarrettB@porter-roofing.com	[e-mail]
Henry Company	Gary	300 Commerce Dr.	LaGrange, OH 44050	440-355-4682	gary.hluszti@wdgsilicones.com	[e-mail]

## BIDDERS WHO CONTACTED THE CITY AFTER ADVERTISED ( CONTACT INFORMATION)

Jeff Woods Construction	Tanner Christopher	232 North Side Lane	Crossville, TN 38571	931-200-7056	tanner@jeffwoodsconstruction.com	[e-mail]
-------------------------	--------------------	---------------------	----------------------	--------------	----------------------------------	----------

## BIDS RECEIVED

Brogdon Roofing, Anderson Lumber Company, Inc. and Henley Roofing Co.

## ADVERTISEMENT

The City of Oak Ridge advertised this bid on the Finance Department's Departmental Webpage for a duration of 19 days.

**RESOLUTION**

A RESOLUTION AWARDING A CONTRACT (FY2019-028) TO BROGDON ROOFING, INC., OAK RIDGE, TENNESSEE, FOR ROOF REPLACEMENT AT TENNESSEE CENTENNIAL GOLF COURSE CLUBHOUSE IN AN AMOUNT NOT TO EXCEED \$49,277.00.

WHEREAS, the roof at Tennessee Centennial Golf Course Clubhouse is in poor condition and in need of replacement; and

WHEREAS, bids were received and publicly opened on August 14, 2018, with Brogdon Roofing, Inc. 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 made to Brogdon Roofing, Inc., 108 Mecco Lane, Oak Ridge, Tennessee 37830, for the furnishing of all labor, tools, materials, equipment and supplies necessary to perform all work and services necessary for roof replacement at the Tennessee Centennial Golf Course Clubhouse; said award in strict accordance with contract number FY2019-028, the required specifications, the bid as publicly opened on August 14, 2018, and in an amount not to exceed \$49,277.00, which amount includes a \$6,000.00 contingency for unknown items such as replacement of underlayment and wood trim that will not be known until the old roof is removed.

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

This the 10th day of September 2018.

APPROVED AS TO FORM AND LEGALITY:



\_\_\_\_\_  
Kenneth R. Krushenski, City Attorney

\_\_\_\_\_  
Warren L. Gooch, Mayor

\_\_\_\_\_  
Mary Beth Hickman, City Clerk

**ELECTRIC DEPARTMENT MEMORANDUM**  
**18-36**

**DATE:** August 28, 2018  
**TO:** Mark S. Watson, City Manager  
**FROM:** Jack L. Suggs, Electric Director  
**SUBJECT:** AWARD OF BIDS FOR THREE-PHASE PAD MOUNTED TRANSFORMERS

Introduction

An item for City Council's consideration is a resolution making an award to ERMCO, Dyersburg, Tennessee, in an amount not to exceed \$385,546.00 for the purchase of thirty-one three-phase pad mounted transformers in the sizes and voltages specified.

Funding

Funding is through the Electric Fund.

Background

The electric system uses distribution transformers to provide power at voltages needed by its customers. We purchase three different types of transformers, single-phase pole mounts, single-phase pad mounts and three-phase pad mount units. We strive to maintain a reasonable stock of the various sizes and voltage configurations available in these units both for new customers and for emergency replacements.

Three-phase pad mounted transformers are used primarily to serve larger commercial and industrial loads. Typical loads for these sizes and types of transformers include the businesses at Heritage Center and new businesses around and adjacent to the mall. The units being ordered will be placed in stock for new loads and used for system maintenance and emergency replacement purposes. Demand for the units depends a great deal on the development taking place and the severity of the weather. Based on our experience, we believe the number of units purchased will meet our needs for the next 12 to 18 months. The last similar order was placed in February 2015.

Transformer bids are not evaluated on the basis of low bid but rather based on the Total Life Cycle Cost. Total Life Cycle Cost includes not only the purchase price of the unit, but also the value of the energy used by the unit itself over its lifetime (termed losses). Typically, more efficient transformers cost more to manufacture than those that have poor energy efficiency. Using Total Life Cycle Cost as the award criteria balances the two factors to the economic benefit of the system. As a side benefit, more efficient transformers are generally quieter and may resist mechanical failure better. This technique for transformer award is a standard industry practice of which the bidders are advised before the bid.

You will note in examining the Bid Process Form that bids from Anixter, Inc., Border States Industries, Inc. and Wholesale Supply Group were not considered due to multiple exceptions in the bid. Bid exceptions included charging extra fees for testing, not using an approved

manufacturer of transformer, not being willing to make financial compensation to the City should supplied units not meet the requirements set forth in the contract (if a supplied transformer is less efficient than bid, the unit is either returned or a penalty is exacted), objections to the purchase conditions listed and other problems. Although the Department frequently works with bidders to remove these irregularities, we were unable to reach accommodation with these bidders. These bidders have not been disqualified from future bids, but staff does not consider the current bids responsive to the specifications and therefore has removed them from consideration in fairness to the other bidders.

Failure to approve this resolution will result in the Electric Department either making purchases at higher cost under emergency conditions or not meeting our customer's electric needs.

Recommendation

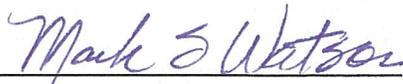
Staff recommends approval of the attached resolution.

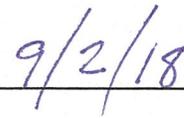
  
\_\_\_\_\_  
Jack L. Suggs *for JLS*

cc: Lyn Majeski, Purchasing Manager  
Margaret Elgin, Electric Engineering Division Manager  
Keith Atkins, Electric Project Manager

**City Manager's Comments:**

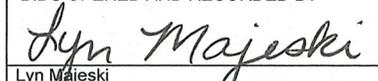
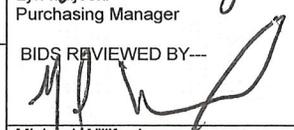
I have reviewed the above issue and recommend Council action as outlined in this document.

  
\_\_\_\_\_  
Mark S. Watson

  
\_\_\_\_\_  
Date

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

RFQ 158456  
OPENING DATE: July 19, 2018 2:00 P.M.

FOR:			BIDDER:		BIDDER:		BIDDER:		BIDDER:		
THREE PHASE PAD MOUNTED TRANSFORMERS			Ermco 2225 Industrial Road Dyersburg, TN 38024		Wesco Distribution Inc. 427 Park Village Road Knoxville, TN 37923		Irby 501 West Mountain View Road Johnson City, TN 37604				
DESCRIPTION	ITEM #	QUANTITY	UNIT COST / LIFE CYCLE UNIT COST	TOTAL TOTAL	UNIT COST / LIFE CYCLE UNIT COST	TOTAL TOTAL	UNIT COST / LIFE CYCLE UNIT COST	TOTAL TOTAL	UNIT COST / LIFE CYCLE UNIT COST	TOTAL TOTAL	
THE FURNISHING OF THREE PHASE PAD MOUNTED TRANSFORMERS FOR FY13 PER THE SPECIFICATIONS PROVIDED BY THE CITY OF OAK RIDGE ELECTRIC DEPARTMENT.											
		MANUFACTURER:	ERMCO		EATON / WESCO		HOWARD INDUSTRIES				
3-PAD-75-208/120 75 kVA <i>Evaluated Life Cost (Memo Only)</i>	1	5	\$ 6,145.00 \$ 8,809.60	\$ 30,725.00 \$ 44,048.00	\$ 7,506.00 \$ 10,058.45	\$ 37,530.00 \$ 50,292.25	\$ 6,716.00 \$ 9,475.05	\$ 33,580.00 \$ 47,375.25			
3-PAD-112.5-208/120 112.5 kVA <i>Evaluated Life Cost (Memo Only)</i>	2	3	\$ 7,094.00 \$ 10,462.90	\$ 21,282.00 \$ 31,388.70	\$ 7,917.00 \$ 11,447.45	\$ 23,751.00 \$ 34,342.35	\$ 7,539.00 \$ 11,314.55	\$ 22,617.00 \$ 33,943.65			
3-PAD-150-208/120 150 kVA <i>Evaluated Life Cost (Memo Only)</i>	3	3	\$ 7,295.00 \$ 11,802.70	\$ 21,885.00 \$ 35,408.10	\$ 8,468.00 \$ 12,951.30	\$ 25,404.00 \$ 38,853.90	\$ 8,334.00 \$ 13,129.85	\$ 25,002.00 \$ 39,389.55			
3-PAD-150-480/277 150 kVA <i>Evaluated Life Cost (Memo Only)</i>	4	1	\$ 7,480.00 \$ 11,579.40	\$ 7,480.00 \$ 11,579.40	\$ 8,093.00 \$ 12,513.80	\$ 8,093.00 \$ 12,513.80	\$ 8,937.00 \$ 13,522.60	\$ 8,937.00 \$ 13,522.60			
3-PAD-225-208/120 225 kVA <i>Evaluated Life Cost (Memo Only)</i>	5	1	\$ 8,643.00 \$ 14,446.80	\$ 8,643.00 \$ 14,446.80	\$ 9,326.00 \$ 15,575.10	\$ 9,326.00 \$ 15,575.10	\$ 10,217.00 \$ 16,751.65	\$ 10,217.00 \$ 16,751.65			
3-PAD-300-208/120 300 kVA <i>Evaluated Life Cost (Memo Only)</i>	6	5	\$ 9,524.00 \$ 17,243.00	\$ 47,620.00 \$ 86,215.00	\$ 9,878.00 \$ 17,689.40	\$ 49,390.00 \$ 88,447.00	\$ 10,152.00 \$ 18,486.35	\$ 50,760.00 \$ 92,431.75			
3-PAD-500-480/277 500 kVA <i>Evaluated Life Cost (Memo Only)</i>	7	5	\$ 11,259.00 \$ 22,189.60	\$ 56,295.00 \$ 110,948.00	\$ 11,374.00 \$ 22,981.30	\$ 56,870.00 \$ 114,906.50	\$ 12,787.00 \$ 24,738.90	\$ 63,935.00 \$ 123,694.50			
3-PAD-500-208/120 500 kVA <i>Evaluated Life Cost (Memo Only)</i>	8	2	\$ 12,372.00 \$ 24,244.10	\$ 24,744.00 \$ 48,488.20	\$ 12,420.00 \$ 24,149.90	\$ 24,840.00 \$ 48,299.80	\$ 15,674.00 \$ 27,575.05	\$ 31,348.00 \$ 55,150.10			
3-PAD-1000-480/277 1000 kVA <i>Evaluated Life Cost (Memo Only)</i>	9	1	\$ 18,869.00 \$ 38,055.05	\$ 18,869.00 \$ 38,055.05	\$ 18,852.00 \$ 39,514.10	\$ 18,852.00 \$ 39,514.10	\$ 23,254.00 \$ 44,794.65	\$ 23,254.00 \$ 44,794.65			
3-PAD-1500-480/277 1500 kVA <i>Evaluated Life Cost (Memo Only)</i>	10	3	\$ 24,895.00 \$ 51,897.50	\$ 74,685.00 \$ 155,692.50	\$ 31,310.00 \$ 60,132.25	\$ 93,930.00 \$ 180,396.75	\$ 31,820.00 \$ 60,724.80	\$ 95,460.00 \$ 182,174.40			
3-PAD-2500-480/277 2500 kVA <i>Evaluated Life Cost (Memo Only)</i>	11	2	\$ 36,659.00 \$ 75,251.05	\$ 73,318.00 \$ 150,502.10	\$ 42,859.00 \$ 85,301.50	\$ 85,718.00 \$ 170,603.00	\$ 53,819.00 \$ 97,640.20	\$ 107,638.00 \$ 195,280.40			
<b>TOTAL PURCHASE ORDER PRICE</b>				\$ 385,546.00		\$ 433,704.00		\$ 472,748.00			
<b>TOTAL EVALUATED LIFE CYCLE COST</b>				\$ 726,771.85		\$ 793,744.55		\$ 844,508.50			
TERMS				NET 30 DAYS		NET 30 DAYS		NET 30 DAYS			
DELIVERY				8-10 WEEKS		6-11 WEEKS		8-12 WEEKS			
F.O.B.				OAK RIDGE, TN		OAK RIDGE, TN		OAK RIDGE, TN			
VIA				BEST WAY		BEST WAY		BEST WAY			
OTHER BIDDERS CONTACTED: See Bid Process Form							BIDS OPENED AND RECORDED BY--  Lyn Majeski Purchasing Manager				
REASON FOR AWARD:				RECOMMEND AWARD, BASED ON LOWEST LIFE CYCLE COST, BE MADE TO:				BIDS REVIEWED BY--  Michael Williford Accounting Manager			
ONLY BID RECEIVED				Ermco							
LOW PRICE				2225 Industrial Road							
BETTER OR REQUIRED DESIGN				Dyersburg, TN 38024							
EARLY DELIVERY											
LOWEST TOTAL COST											
LOWEST EVALUATED LIFE COST											

# BID PROCESS FORM

**BID NAME** RFQ 158456 **DESCRIPTION** THREE PHASE PAD MOUNTED TRANSFORMERS

**CITY COUNCIL MEETING** September 10, 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>
Irby	Jason Stigall	501 West Mountain View Road	Johnson City, TN 37604	423-833-8901	jstigall@irby.com	[e-mail]
	Rebecca Wigton			615-280-3371	rwigton@irby.com	[e-mail]
Power Supply Company, LLC	Rob Jenkins	1907 Daisy Street	Chattanooga, TN 37406	423-624-7330	sales@powersupplycompany.biz	[e-mail]
Border States Industries, Inc.	Dennis Ford	656 Wedgewood Avenue	Nashville, TN 37203	615-255-4161	dford@borderstates.com	[e-mail]
	Jennifer McBeth			615-844-3236	jmcbeth@borderstates.com	[e-mail]
Anixter, Inc.	Tim Owens	4100 Central Avenue Pike	Knoxville, TN 37912	865-584-0101	timothy.owens@anixter.com	[e-mail]
	Linda Moore				linda.moore@anixter.com	[e-mail]
Wesco Distribution Inc.	Nick Coffey	427 Park Village Road	Knoxville, TN 37923	865-560-0422	ncoffey@wescodist.com	[e-mail]
	Sharon Murray				smurray@wescodist.com	[e-mail]
Utility Sales Agency	Gary Arrants	P.O. Box 889	Lenoir City, TN 37772	865-986-5054	gary@utilitysales.com	[e-mail]

## BIDS RECEIVED FROM BIDDERS CONTACTED DIRECTLY BY THE CITY

Ermco, Wesco Distribution Inc., and Irby  
(Anixter, Inc., Border States Industries, Inc., and Wholesale Supply Group submitted bids that were removed from consideration.)

## ADVERTISEMENT

The City of Oak Ridge advertised this bid on the Finance Department's Departmental Webpage for a duration of 30 days.

**RESOLUTION**

A RESOLUTION AUTHORIZING THE PURCHASE OF THREE-PHASE PAD MOUNTED TRANSFORMERS FROM TO ERMCO, DYERSBURG, TENNESSEE, IN AN AMOUNT NOT TO EXCEED \$385,546.00 FOR USE BY THE ELECTRIC DEPARTMENT.

WHEREAS, the City of Oak Ridge operates an electric distribution utility, providing electricity to its citizens, such system requiring transformers for the delivery of electric power at usable voltages; and

WHEREAS, the City of Oak Ridge has issued invitations to bid for the purchase of three-phase pad mounted transformers for use in its electric distribution system; and

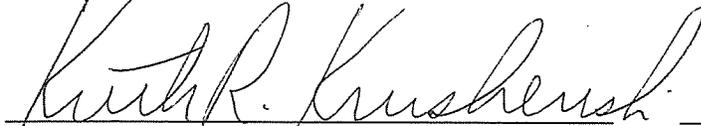
WHEREAS, bids were received and publicly opened on July 19, 2018, with ERMCO, Dyersburg, Tennessee, submitting the lowest and best bid based upon life cycle cost; which bid the City Manager recommends be accepted.

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

That the recommendation of the City Manager is approved and award is hereby made to ERMCO, 2225 Industrial Road, Dyersburg, Tennessee 38024, for the furnishing of thirty-one (31) three-phase pad mounted transformers; said award in strict accordance with Request No. 158456, the required specifications, and the bid as received and publicly opened on July 19, 2018, and in an amount not to exceed \$385,546.00.

This the 10th day of September 2018.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

**ELECTRIC DEPARTMENT MEMORANDUM**  
**18-37**

**DATE:** August 28, 2018  
**TO:** Mark Watson, City Manager  
**FROM:** Jack L. Suggs, Electrical Director  
**SUBJECT:** AWARD OF BIDS FOR SINGLE-PHASE PAD MOUNTED TRANSFORMERS

Introduction

An item for City Council's consideration is a resolution making an award to ERMCO Distribution c/o Utility Sales Agency, Lenoir City, Tennessee, in an amount not to exceed \$82,351.00 for the purchase of fifty-three (53) single-phase pad mounted transformers.

Funding

Funding is through the Electric Fund.

Background

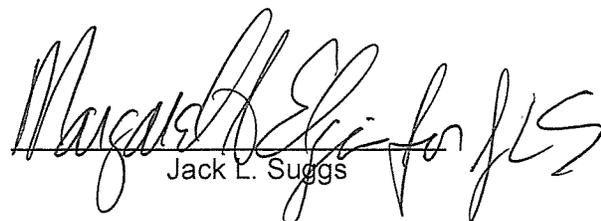
The electric system uses distribution transformers to provide power at voltages needed by its customers. Single-phase pad mounted transformers are used primarily to serve residential customers and small commercial loads. These units will be used to feed new residential developments including The Preserve at Clinch River, as well as some small businesses around the mall. Some will also be kept on hand as stock for maintenance and emergency replacement purposes. We believe the units purchased will meet our needs for the next 12 to 18 months. The last similar order was placed in May, 2010.

Transformer bids are not evaluated on the basis of low bid but rather based on the Total Life Cycle Cost. Total Life Cycle Cost includes not only the purchase price of the unit but also the value of the energy used by the unit itself over its lifetime (termed losses). Typically, more efficient transformers cost more to manufacture than those that have poor energy efficiency. Using Total Life Cycle Cost as the award criteria balances the two factors to the economic benefit of the system. As a side benefit, more efficient transformers are generally quieter and may resist mechanical failure better. This technique for transformer award is a standard industry practice of which the bidders are advised before the bid.

Failure to approve this resolution will result in the Electric Department not meeting customer electric needs.

Recommendation

Staff recommends approval of the attached resolution.

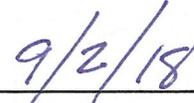
  
Jack L. Suggs

cc: Lyn Majeski, Purchasing Manager  
Margaret Elgin, Electric Engineering Division Manager  
Keith Atkins, Electric Project Manager

**City Manager's Comments:**

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

  
\_\_\_\_\_  
Mark S. Watson

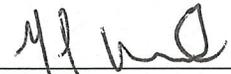
  
\_\_\_\_\_  
Date

CITY OF OAK RIDGE, TENNESSEE

Abstract of Bids

RFQ 158655

OPENING DATE: August 9, 2018 2:00 P.M.

FOR:			BIDDER:		BIDDER:		BIDDER:		BIDDER:		
SINGLE PHASE PAD MOUNTED TRANSFORMERS			ERMCO C/O Utility Sales Agency PO Box 889 Lenoir City, TN 37771		Irby 501 W Mountain View Road Johnson, City, TN 37604		Border States Industries, Inc. 656 Wedgewood Ave Nashville, TN 37202		Anixter, Inc. 4100 Central Avenue Pike Knoxville, TN 37912		
DESCRIPTION	ITEM #	QUANTITY	UNIT COST / LIFE CYCLE UNIT COST	TOTAL / TOTAL	UNIT COST / LIFE CYCLE UNIT COST	TOTAL / TOTAL	UNIT COST / LIFE CYCLE UNIT COST	TOTAL / TOTAL	UNIT COST / LIFE CYCLE UNIT COST	TOTAL / TOTAL	
THE FURNISHING OF SINGLE PHASE POLE MOUNTED TRANSFORMERS FOR FY19 PER THE SPECIFICATIONS PROVIDED BY THE CITY OF OAK RIDGE ELECTRIC DEPARTMENT											
MANUFACTURER:			ERMCO		Howard Industries		GE PROLEC		ABB/ANIXTER		
1-PAD-15-120/240 15 kVA <i>Evaluated Life Cost (Memo Only)</i>	1	5	\$ 1,229.00 \$ 9,265.50	\$ 6,145.00 \$ 9,265.50	\$ 1,243.00 \$ 9,597.50	\$ 6,215.00 \$ 9,597.50	\$ 1,559.00 \$ 10,635.00	\$ 7,795.00 \$ 10,635.00	\$ 1,778.00 \$ 11,994.75	\$ 8,890.00 \$ 11,994.75	
1-PAD-25-120/240 25 kVA <i>Evaluated Life Cost (Memo Only)</i>	2	15	\$ 1,388.00 \$ 34,287.00	\$ 20,820.00 \$ 34,287.00	\$ 3,877.00 \$ 120,822.00	\$ 58,155.00 \$ 120,822.00	\$ 3,197.00 \$ 107,177.25	\$ 47,955.00 \$ 107,177.25	\$ 4,252.00 \$ 122,952.75	\$ 63,780.00 \$ 122,952.75	
1-PAD-37.5-120/240 37.5 kVA <i>Evaluated Life Cost (Memo Only)</i>	3	10	\$ 1,558.00 \$ 27,612.00	\$ 15,580.00 \$ 27,612.00	\$ 1,620.00 \$ 29,789.50	\$ 16,200.00 \$ 29,789.50	\$ 2,294.00 \$ 33,441.50	\$ 22,940.00 \$ 33,441.50	\$ 1,984.00 \$ 32,645.50	\$ 19,840.00 \$ 32,645.50	
1-PAD-50-120/240 50 kVa <i>Evaluated Life Cost (Memo Only)</i>	4	20	\$ 1,693.00 \$ 63,438.00	\$ 33,860.00 \$ 63,438.00	\$ 1,753.00 \$ 68,550.00	\$ 35,060.00 \$ 68,550.00	\$ 2,023.00 \$ 69,494.00	\$ 40,460.00 \$ 69,494.00	\$ 2,165.00 \$ 74,419.00	\$ 43,300.00 \$ 74,419.00	
1-PAD-75-120/240 75 kVa <i>Evaluated Life Cost (Memo Only)</i>	5	3	\$ 1,982.00 \$ 12,393.15	\$ 5,946.00 \$ 12,393.15	\$ 2,446.00 \$ 14,174.25	\$ 7,338.00 \$ 14,174.25	\$ 2,532.00 \$ 14,255.40	\$ 7,596.00 \$ 14,255.40	\$ 2,602.00 \$ 14,256.00	\$ 7,806.00 \$ 14,256.00	
TOTAL PURCHASE ORDER PRICE			\$ 82,351.00		\$ 122,968.00		\$ 126,746.00		\$ 143,616.00		
<b>TOTAL EVALUATED LIFE CYCLE COST</b>			<b>\$ 146,995.65</b>		<b>\$ 242,933.25</b>		<b>\$ 235,003.15</b>		<b>\$ 256,268.00</b>		
TERMS			NET 30 DAYS		NET 30 DAYS		NET 30 DAYS		NET 30 DAYS		
DELIVERY			10-12 WEEKS		6-10 WEEKS		13-14 WEEKS		6-10 WEEKS		
F.O.B.			OAK RIDGE, TN		OAK RIDGE, TN		OAK RIDGE, TN		OAK RIDGE, TN		
VIA			BEST WAY		BEST WAY		BEST WAY		BEST WAY		
OTHER BIDDERS CONTACTED: See Bid Process Form							BIDS OPENED AND RECORDED BY---  Lyn Majeski Purchasing Manager				
REASON FOR AWARD:			RECOMMEND AWARD, BASED ON TOTAL LIFE CYCLE COST								
ONLY BID RECEIVED <input type="checkbox"/>			ERMCO C/O Utility Sales Agency PO Box 889 Lenoir City, TN 37771								
LOW PRICE <input type="checkbox"/>											
BETTER OR REQUIRED DESIGN <input type="checkbox"/>											
EARLY DELIVERY <input type="checkbox"/>											
LOWEST TOTAL COST <input checked="" type="checkbox"/>											
LOWEST EVALUATED LIFE COST <input checked="" type="checkbox"/>			BIDS REVIEWED BY---  Michael Williford Accounting Manager								

# BID PROCESS FORM

**BID NAME** RFQ 158655 **DESCRIPTION** SINGLE PHASE PAD MOUNTED TRANSFORMERS  
**CITY COUNCIL MEETING** September 10, 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>
Irby	Jason Stigall	501 West Mountain View Road	Johnson City, TN 37604	423-833-8901	jstigall@irby.com	[e-mail]
Power Supply Company, LLC	Rebecca Wigton			615-280-3371	rwigton@irby.com	[e-mail]
Border States Industries, Inc.	Rob Jenkins	1907 Daisy Street	Chattanooga, TN 37406	423-624-7330	sales@powersupplycompany.biz	[e-mail]
	Dennis Ford	656 Wedgewood Avenue	Nashville, TN 37203	615-255-4161	dford@borderstates.com	[e-mail]
	Jennifer McBeth			615-844-3236	jmcbeth@borderstates.com	[e-mail]
Anixter, Inc.	Tim Owens	4100 Central Avenue Pike	Knoxville, TN 37912	865-584-0101	timothy.owens@anixter.com	[e-mail]
	Linda Moore				linda.moore@anixter.com	[e-mail]
Wesco Distribution Inc.	Nick Coffey	427 Park Village Road	Knoxville, TN 37923	865-560-0422	ncoffey@wescodist.com	[e-mail]
	Sharon Murray				smurray@wescodist.com	[e-mail]
Utility Sales Agency	Gary Arrants	P.O. Box 889	Lenoir City, TN 37772	865-986-5054	gary@utilitysales.com	[e-mail]

## BIDS RECEIVED FROM BIDDERS CONTACTED DIRECTLY BY THE CITY

Ermco, Irby, Border States Industries, Inc., and Anixter, Inc.

## ADVERTISEMENT

The City of Oak Ridge advertised this bid on the Finance Department's Departmental Webpage for a duration of 38 days.

**RESOLUTION**

A RESOLUTION AUTHORIZING THE PURCHASE OF SINGLE-PHASE PAD MOUNTED TRANSFORMERS FROM ERMCO C/O UTILITY SALES AGENCY, LENOIR CITY, TENNESSEE, IN AN AMOUNT NOT TO EXCEED \$82,351.00 FOR USE BY THE ELECTRIC DEPARTMENT.

WHEREAS, the City of Oak Ridge operates an electric distribution utility, providing electricity to its citizens, such system requiring transformers for the delivery of electric power at usable voltages; and

WHEREAS, the City of Oak Ridge has issued invitations to bid for the purchase of single-phase pad mounted transformers for use in its electric distribution system; and

WHEREAS, bids were received and publicly opened on August 9, 2018, with ERMCO, c/o Utility Sales Agency, Lenoir City, Tennessee, submitting the lowest and best bid based upon life cycle cost; which bid the City Manager recommends be accepted.

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

That the recommendation of the City Manager is approved and award is hereby made to ERMCO, c/o Utility Sales Agency, P.O. Box 889, Lenoir City, Tennessee 37771, for the furnishing of fifty-three (53) single-phase pad mounted transformers; said award in strict accordance with Request No. 158655, the required specifications, and the bid as received and publicly opened on August 9, 2018, and in an amount not to exceed \$82,351.00.

This the 10th day of September 2018.

APPROVED AS TO FORM AND LEGALITY:



\_\_\_\_\_  
Kenneth R. Krushenski, City Attorney

\_\_\_\_\_  
Warren L. Gooch, Mayor

\_\_\_\_\_  
Mary Beth Hickman, City Clerk

**FINANCE DEPARTMENT MEMORANDUM**

18-11

**DATE:** September 4, 2018  
**TO:** Mark S. Watson, City Manager  
**FROM:** Janice E. McGinnis, Finance Director  
**SUBJECT: INITIAL RESOLUTION FOR ISSUANCE OF NOT TO EXCEED \$16,500,000 IN GENERAL OBLIGATION BONDS FOR PRESCHOOL, SENIOR CENTER AND SCARBORO PARK**

Introduction

An item for City Council's consideration is the Initial Resolution authorizing the issuance of not to exceed \$16,500,000 in fixed interest rate General Obligation Bonds. The bond proceeds will be for the construction/equipping and improvements for a new Preschool, new Senior Center and redevelopment of Scarboro Park.

Review

The \$16,500,000 Initial Resolution establishes a not to exceed amount for the bonds and upon adoption and publication starts the 20-day period during which a petition signed by at least 10% of the registered voters in Oak Ridge can be filed with the City Clerk protesting the issuance of the bonds.

The \$16,500,000 resolution amount encompasses the \$15,975,594 estimated project costs, which include bid alternate items and costs to furnish the facilities as outlined below. The remaining \$524,406 is for issuance costs and project contingency.

PreSchool and Scarboro Park

Construction	\$ 11,103,034
Alternate-Building Automated Controls	169,300
Alternate-Drop Off Canopy	150,000
Furniture Allowance	500,000
A/E Costs (Soft Costs)	574,700
Total PreSchool & Scarboro Park	<u>\$ 12,497,034</u>

Senior Center

Construction	\$ 3,097,530
Alternate-Building Automated Controls	56,400
Alternate-Drop Off Canopy	28,000
Furniture Allowance	100,000
A/E Costs (Soft Costs)	196,630
Total Senior Center	<u>\$ 3,478,560</u>

Total Project Costs	<u><u>\$ 15,975,594</u></u>
---------------------	-----------------------------

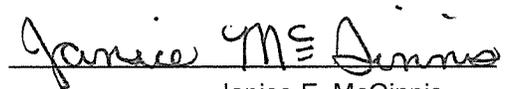
The initial resolution sets a ceiling amount for the debt issuance. Once construction bids have been obtained, a Bond Issuance Resolution will be brought forward for City Council's approval for the actual bond issuance amount.

Recommendation

Staff recommends adoption of the attached resolution. The initial resolution allows for the bond issuance petitioning period to occur prior to City Council's consideration of the bond issuance resolution anticipated to be brought forward at the October 8<sup>th</sup> City Council Meeting. As part of the fiscal 2019 budget process, City Council adopted a two-cent tax rate increase to begin the funding stream for this project. Additional tax increases are projected to be required in fiscals 2020 through 2022 to fund the annual debt service for this project.

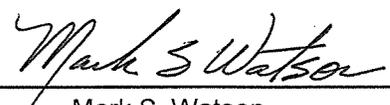
Chris Bessler with Cumberland Securities will be at the meeting on Monday night to answer any questions regarding the resolution.

Attachment

  
Janice E. McGinnis

**City Manager's Comments:**

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

  
Mark S. Watson

  
Date

**RESOLUTION**

**INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED SIXTEEN MILLION FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$16,500,000) GENERAL OBLIGATION BONDS OF THE CITY OF OAK RIDGE, TENNESSEE**

BE IT RESOLVED by the City of Oak Ridge, Tennessee (the "Municipality") that for the purpose of financing, in whole or in part, the acquisition, construction and equipping certain school facilities for use as a pre-kindergarten and the acquisition, renovation and/or improvement of buildings and other improvements to be used for school purposes, public buildings, parks and a senior center, including legal, fiscal, administrative, architectural and engineering costs incident thereto, there shall be issued bonds, in one or more emissions of the Municipality, in the aggregate principal amount of not to exceed \$16,500,000, which bonds shall bear interest at a rate or rates not to exceed six percent (6.00%) per annum. The bonds shall be payable from ad valorem taxes to be levied on all taxable property within the corporate limits of the Municipality.

BE IT FURTHER RESOLVED that the City Clerk be, and is, hereby directed and instructed to cause the foregoing initial resolution relative to the issuance of not to exceed \$16,500,000 general obligation bonds to be published in full in a newspaper having a general circulation in the Municipality, for one issue of said paper followed by the statutory notice:

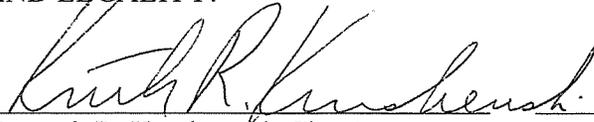
**NOTICE**

The foregoing resolution has been adopted. Unless within twenty (20) days from the date of publication hereof a petition signed by at least ten percent (10%) of the registered voters of the Municipality shall have been filed with the City Clerk of the Municipality protesting the issuance of the bonds, such bonds will be issued as proposed.

Beth Hickman, City Clerk

Adopted and approved this 10th day of September 2018.

APPROVED AS TO FORM  
AND LEGALITY:

  
\_\_\_\_\_  
Kenneth R. Krushenski, City Attorney

\_\_\_\_\_  
Warren L. Gooch, Mayor

\_\_\_\_\_  
Beth Hickman, City Clerk

STATE OF TENNESSEE        )

COUNTY OF ANDERSON        )

I, Beth Hickman, hereby certify that I am the duly qualified and acting City Clerk of the City of Oak Ridge, Tennessee, and as such official I further certify that attached hereto is a copy of excerpts from the minutes of a regular meeting of the Governing Body of that municipality held on September 10, 2018; that these minutes were promptly and fully recorded and are open to public inspection; that I have compared said copy with the original minute record of said meeting in my official custody; and that said copy is a true, correct and complete transcript from said original minute record insofar as said original record relates to a resolution authorizing the issuance of General Obligation Bonds, Series 2018 of the City.

WITNESS my official signature and the seal of the City, this \_\_\_\_\_ day of September, 2018.

\_\_\_\_\_  
City Clerk

(SEAL)

25332084.1

**ELECTRIC DEPARTMENT MEMORANDUM**  
**18-35**

**DATE:** August 22, 2018  
**TO:** Mark S. Watson, City Manager  
**FROM:** Jack L. Suggs, Electric Director  
**SUBJECT:** ADOPTION OF TVA RATE SCHEDULES & RATE INCREASE

Introduction

An item for City Council's consideration is a resolution approving a Rate Change Agreement with TVA and implementation of new retail rate schedules as well as adjusting rates as required to pass through a TVA rate increase for electric service, both effective October 1, 2018. These actions are revenue neutral to Oak Ridge.

Funding

No significant funding impact.

Review

The attached resolution authorizes the adoption of a Rate Change Amendment and passes on the rate increase approved by the TVA Board on August 22, 2018.

The Rate Change Amendment, makes changes in three principal areas. First, the Wholesale Rate Schedule was modified to allow the implementation of a Grid Access Charge (GAC). Even though the GAC is in this amendment, Oak Ridge was given the option of implementing GAC immediately or delaying the implementation for one year. Since implementing the charge increases total power cost slightly for Oak Ridge due to higher risks cost, staff chose to delay implementation until 2019.

The second change is combining the larger industrial customers from three rates into one. Previous rates attempted to tease out the cost of service differences between the very large customers in ways that were financially meaningful. The large customers were divided into classes termed General Service "B", General Service "C" and General Service "D" (GSB, GSC and GSD, respectively).

Although this idea was sound in principal, in practice it introduced significant problems for customers in the "borders" between the rates. For example if a customer's load increased very slightly, that customer might move from GSB to GSC. Depending on the load characteristics of the customer, the cost of power could either jump or fall dramatically for no real reason.

The rate change document, combines these three rates into a new class called "Large General Power Rate Schedule." The new rate simplifies the rate schedule and seeks to distribute the various costs uniformly. Note that as a part of this change, TVA is also lowering the cost of power to this class by approximately 8% to make it more competitive with other utilities in the region. The revenue lost in this adjustment is recovered through a 0.3% increase in power from residential and small commercial customers.

The Rate Change also increase the residential customer service charge by \$2.00 and reduce residential energy cost so that the action is revenue neutral to the City of Oak Ridge. This change is part of a multi-year program to more closely align the cost of providing power to customers with the actual cost of providing that power.

As discussed previously, the cost of providing power is largely fixed while nearly all of the system's revenue comes from a variable cost of units of energy sold. Estimates done in 2012 set the fixed cost at \$22.54 per residential customer per month.

Adding \$2.00 to the customer charge while reducing energy cost addresses this situation to a limited degree and therefore decrease risk for the utility. The change will increase the charge to \$15.43 per month, less Hydro Allocation Credit: \$1.60 for an effective rate of \$13.83 per month. The average electric customer will have \$0.00 impact on their bill. The maximum possible impact – for a theoretical customer that maintains an account but has NO electric use at all is \$2.00 per month.

The Rate Change agreement also extends an existing discount called the General Manufacturing Credit for our manufacturing customers.

Concerning the rate adjustment (increase), at the wholesale level, TVA rates increased by 2.5% through board action on August 22. At our retail level, the rates will increase by about 1.5%. TVA has stated that the additional funds collected will primarily be used to further reduce that organization's debt and to fund other liabilities. It is part of a multi-year financial plan designed to keep the organization on firm financial footing well into the future even in the changing utility environment. TVA points out that, largely because of lower fuel cost, the actual average price paid for electricity has decreased on a kWh basis over the last five years.

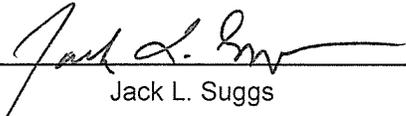
As you will observe, the impacts from these changes will be wide spread, albeit minor in nature. A detailed analysis of impacts on various customer classes is being prepared at this time and should be available for discussion by the time Council considers this action.

In summary, however, the action recommended to Council is a direct pass-through of the TVA rate changes and increases and will result in no additional revenue for the City of Oak Ridge.

The consequences of not approving the rate adjustment will negatively affect the financial security and stability of the Electric Fund and mandate higher rate increases in future years in order for the fund to remain viable and meet accepted and mandated standards for fund performance.

Recommendation

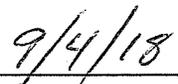
Staff recommends approval of the attached resolution.

  
\_\_\_\_\_  
Jack L. Suggs

**City Manager's Comments:**

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

  
\_\_\_\_\_  
Mark S. Watson

  
\_\_\_\_\_  
Date

cc: Janice McGinnis, Finance Director  
Marlene Bannon, Business Office Manager

**RESOLUTION**

A RESOLUTION APPROVING A RATE CHANGE AMENDMENT WITH TVA WHICH IMPLEMENTS NEW RETAIL RATE SCHEDULES AND ACCEPTING AN ADJUSTMENT ADDENDUM TO SCHEDULE OF RATES AND CHARGES FOR OAK RIDGE, TENNESSEE, WHICH ADJUSTS RATES AS REQUIRED TO PASS THROUGH A TVA RATE INCREASE FOR ELECTRICAL SERVICE, BOTH EFFECTIVE OCTOBER 2018.

WHEREAS, the City of Oak Ridge is a distributor of electric power purchased from the Tennessee Valley Authority (TVA) under an agreement known as the Power Contract (TV-54097A); and

WHEREAS, TVA has designed new wholesale electric rates as described in the Rate Change Amendment which includes new retail rates schedules intended to pass through these changes to City of Oak Ridge electric customers; and

WHEREAS, TVA is additionally increasing wholesale rates by 2.5% through a rate adjustment which will take effect October 1, 2018; and

WHEREAS, approval of the Rate Change Agreement and adoption of the Adjustment Addendum are necessary in order to recover the wholesale rate increase from TVA and to assure the financial integrity of the Electric Fund, which documents are recommended for approval by the City Manager.

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

That the recommendations of the City Manager are hereby approved and the City is hereby authorized to:

- Execute the Rate Change Amendment, which amends the Power Contract (TV-54097A) with the Tennessee Valley Authority (TVA), to incorporate the new wholesale and retail rate structures effective October 2018; and
- Accepts TVA's Adjustment Addendum to Schedule of Rates and Charges for Oak Ridge, Tennessee, which passes through the TVA rate increase to our electric customers, such new electric retail rates being effective October 2018.

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

This the 10th day of September 2018.

APPROVED AS TO FORM AND LEGALITY:

  
\_\_\_\_\_  
Kenneth R. Krushenski, City Attorney

\_\_\_\_\_  
Warren L. Gooch, Mayor

\_\_\_\_\_  
Mary Beth Hickman, City Clerk