OAK RIDGE CITY COUNCIL MEETING
Municipal Building Courtroom
March 9, 2020 - 7:00 p.m.

AGENDA

I. Invocation
Reverend Jason Sharpe, Heritage Fellowship Church

II. Pledge of Allegiance

III. Roll Call

IV. Proclamations and Public Recognitions

Public Recognitions

a. Introduction of new City employees – City Manager Mark Watson

b. Recognition of the City Clerk’s office for achieving Certified Municipal Clerk designation from the International Institute of Municipal Clerks – City Manager Mark Watson

Proclamations

a. A proclamation designating March 13, 2020 as Arbor Day

V. Special Reports

a. FY2019 Audit Report – Conor O’Donoghue and Julie Hayes, Coulter & Justus

b. Transmittal of Capital Improvements Program FY21-26 with recommended priorities – Stephen Whitson, Chair, Oak Ridge Municipal Planning Commission

c. Blueprint Annual Report – Stephen Whitson, Chair, Oak Ridge Municipal Planning Commission

VI. Consent Agenda

a. Approval of February 10, 2020 City Council regular meeting minutes

b. A RESOLUTION AUTHORIZING THE CITY TO APPLY FOR A GRANT FROM THE U.S. DEPARTMENT OF HOMELAND SECURITY FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FOR THE FIRE DEPARTMENT IN THE AMOUNT OF $183,000.00, WITH A LOCAL MATCH REQUIREMENT OF $18,300.00, AND TO ACCEPT THE GRANT SHOULD IT BE AWARDED.

c. A RESOLUTION AUTHORIZING THE CITY TO APPLY FOR A GRANT FROM THE STATE OF TENNESSEE, DEPARTMENT OF MILITARY, TENNESSEE EMERGENCY MANAGEMENT AGENCY (TEMA), IN THE AMOUNT OF $16,000.00 WITH NO LOCAL MATCH REQUIRED FOR THE FIRE DEPARTMENT, AND TO ACCEPT THE GRANT SHOULD IT BE AWARDED.
d. A RESOLUTION AUTHORIZING THE PURCHASE OF SINGLE-PHASE PAD MOUNTED TRANSFORMERS FROM UTILITY SALES AGENCY, LENOIR CITY, TENNESSEE, IN THE AMOUNT OF $230,491.00 FOR USE BY THE ELECTRIC DEPARTMENT.

e. A RESOLUTION AMENDING THE 2017 PILOT REAUTHORIZATION DOCUMENTS WHICH ARE USED BY THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF OAK RIDGE (IDB) AS A GUIDELINE FOR TAX ABATEMENTS AND PAYMENTS IN LIEU OF TAXES FOR QUALIFYING ENTITIES IN OAK RIDGE FOR THE PERIOD OF JANUARY 1, 2018 THROUGH DECEMBER 31, 2020 TO REDUCE THE MAXIMUM CLOSING FEES.

f. A RESOLUTION AWARDING A CONTRACT (FY2020-117) TO BRABSTON TRUCKING, INC., KNOXVILLE, TENNESSEE, FOR REPLACEMENT OF A THREE-WAY WATER VALVE SYSTEM LOCATED NEAR THE WATER TREATMENT PLANT ON BEAR CREEK ROAD IN AN AMOUNT NOT TO EXCEED $33,850.00.

VIII. PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

(NONE)

IX. FINAL ADOPTION OF ORDINANCES

(NONE)

X. RESOLUTIONS


b. A RESOLUTION APPROVING THE PURCHASE OF SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) EQUIPMENT PANELS FOR USE IN SUBSTATIONS 100 AND 200 FROM KEYSTONE ELECTRIC MANUFACTURING CO., DES MOINES, IOWA, IN THE AMOUNT OF $98,343.05.

c. A RESOLUTION AWARDING A CONTRACT (FY2020-128) TO ROGERS GROUP, INC., OAK RIDGE, TENNESSEE, FOR DRAINAGE SYSTEM IMPROVEMENTS AT 181 LOUISIANA AVENUE IN AN AMOUNT NOT TO EXCEED $117,772.00.

d. A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH CANNON & CANNON, INC., KNOXVILLE, TENNESSEE, TO PROVIDE ENGINEERING, DESIGN, AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE OAK RIDGE GATEWAY MONUMENT PROJECT IN AN AMOUNT NOT TO EXCEED $112,370.00.

XI. APPEARANCE OF CITIZENS

XII. ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

a. Elections/Appointments

b. Announcements

c. Scheduling

XIII. COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

XIV. SUMMARY OF CURRENT EVENTS
a. CITY MANAGER’S REPORT

b. CITY ATTORNEY’S REPORT

XV. ADJOURNMENT
PROCLAMATIONS
DATE: February 28, 2020

TO: Honorable Mayor and Members of City Council

FROM: Mary Beth Hickman, City Clerk

SUBJECT: PROCLAMATION FOR THE MARCH 9, 2020 CITY COUNCIL MEETING AGENDA

The following proclamation is presented for the March 9, 2020 City Council meeting for the City Council’s consideration:

A proclamation designating March 13, 2020 as Arbor Day

This request was submitted by the Oak Ridge Recreation and Parks Department to proclaim March 13, 2020 as Arbor Day. As the proclamation states, there will be a public tree planting on that day at 10:00 a.m. at Woodland Elementary School. Recreation and Parks Director Jon Hetrick will be in attendance at the City Council meeting to accept the proclamation.

Mary Beth Hickman

Attachment:
Proclamation designating March 13, 2020 as Arbor Day
PROCLAMATION

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees and this holiday, called "Arbor Day," was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and

WHEREAS, the City of Oak Ridge has been designated a "Tree City USA" by the National Arbor Day Foundation in recognition of the City’s desire to maintain an effective program of tree care and planting that will continue through the years; and

WHEREAS, as part of this program, the City’s Recreation and Parks Department distributes seedlings to fourth graders in all five of the elementary schools each year, and this year’s seedlings will be hornbeam trees; and

WHEREAS, the program also includes the planting of an official tree on Arbor Day of each year, in cooperation with the UT Arboretum, with the planting location being rotated among the elementary schools; and

WHEREAS, this year a Gingko is being planted at Woodland Elementary School in a public ceremony to take place on Friday, March 13, 2020, at 10:00 a.m.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE, that March 13, 2020, be proclaimed

ARBOR DAY

in the City of Oak Ridge, Tennessee, and that all citizens be urged to support efforts to protect our trees and woodlands and to support our city’s urban forestry program.

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 9th day of March in the year 2020.

____________________________________
WARREN L. GOOCH, MAYOR
SPECIAL REPORTS
February 20, 2020

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

Attention: Mark Watson, City Manager

Dear Members of City Council:

The Oak Ridge Municipal Planning Commission voted on February 20, 2020 to approve and transmit to City Council a Capital Improvements Program (CIP) in accordance with the City Charter. The CIP is submitted for City Council’s use in providing guidance to the City Manager on how proposed projects align with adopted City plans as he begins preparation of the annual budget.

The Commission has carefully considered the capital improvements and maintenance projects of the CIP that were drafted by departmental staff. As has been the case for the past several years, the capital projects recommended have been reviewed and prioritized with an emphasis on fiscal restraint. Additionally, the Planning Commission relied heavily on the City Blueprint plan to shape the CIP and help guide their evaluations and rankings. The most highly-ranked projects were the new water treatment plant, roof replacements, and desirable projects funded through approved grants.

The Commission has made a conscientious effort to recommend only the most needed projects, while still proposing key capital investments that move our City forward. The Commission noted the following items for special attention by City Council:

Section III/IX – Board of Education
One of the top two highest ranked priorities this year was the continued replacement of roofs on school and City buildings. This includes an upcoming replacement on portions of the high school roof. Replacement of HVAC units as well as the renovation of Robertsville Middle School also ranked highly.

Section IV – City Clerk
This is the first year that projects from the City Clerk’s office have been included in the CIP. The requested project is aimed at ensuring that the City’s court room facilities are technologically up to date and safe.
Section V – Community Development
Community Development was also featured in the CIP for the first time this year. Two projects were requested: Update of the Historic Overlay District, and renovations to the Community Development offices to improve safety and customer service. Between these, Commissioners gave a slight edge to the office renovations and asked if the historic district work could be part of the operating vs capital budget.

Section VI – Electric Department
Electric Department projects are funded by utility funds and do not directly compete for funding with other capital projects. The Commission has given a top priority to those projects that will help the City maintain a high level of electric service to both new and future customers, with upgrades to substation and distribution system.

Section VII – Fire Department
The Planning Commission was pleased to see that the direct capture vehicle exhaust systems have been installed in our City fire stations as a result of high rankings in recent years. In this year’s plan, the Planning Commission ranked the repair or replacement of the training tower and Fire Station 2 as fairly high priorities. Particular emphasis was placed on the potential of partnering with other fire and emergency services with regard to training facilities.

Section VIII – Library
The Planning Commission was supportive of efforts to renovate the City’s library, which represents an important service for residents. Roof renovation ranked high and future renovations received medium rankings.

Section IX – Public Works
A new water treatment facility was one of two projects to receive the highest priority from the Planning Commission. The other was the replacement of roofs on City and school buildings. These projects ensure that the City is staying on schedule to maintain its existing infrastructure while still planning for growth. Also highly ranked were continuing bicycle and pedestrian improvements, particularly those that are funded heavily by grants.

Section X – Recreation and Parks
The Planning Commission’s highest ranked project for the Parks and Recreation department was greenway implementation, specifically the Rails to Trails project. Additionally, the newly added “Oak Ridge Gateway” project was highly ranked given its importance to the City’s image and the availability of State funding for its design and construction.

Respectfully submitted,

[Signature]

H. Stephen Whitson, Chair
Oak Ridge Municipal Planning Commission
February 20, 2020

Honorable Mayor and
Members of City Council
City of Oak Ridge
Oak Ridge, Tennessee

Re: Transmittal of the Blueprint Annual Report, February 2020

Dear Members of City Council:

When City Blueprint was approved in May 2019, the Planning Commission pledged to review progress related to the plan, assess effectiveness, and determine goals and tasks for the upcoming year. The attached Blueprint Annual Report (February 2020) is the first report prepared by the Commission for this purpose, and is submitted to the Oak Ridge City Council for acceptance.

Planning Commissioners determined that a report including a summary of recent accomplishments and some analysis of progress would be useful to have before the annual review of the Capital Improvements Program (CIP), which prioritizes funding for future public projects. While this year’s report coincides with the transmittal of the CIP FY21-26, the inaugural process has allowed both Commissioners and Staff from multiple departments to identify and communicate relationships between projects and community goals.

The report includes the Planning Commission’s priorities for the upcoming year:

- **Comprehensive Plan Update, Land Use Plan**
  Update of the official long-range strategic plan for physical development and services.
- **Capital Improvements Program (CIP) FY2021-2026**
  Prioritize projects based on City Blueprint and Comprehensive Plan.
- **Update the Zoning Ordinance**
- **Guide Downtown Development**
  Review projects to ensure that they are appropriate for the overall district.
- **Community Outreach**
  Continue to engage residents, workers, and visitors of Oak Ridge.

Respectfully submitted,

H. Stephen Whitson, Chair
Oak Ridge Municipal Planning Commission

C: Mark Watson, City Manager
This report is the first annual review of the City Blueprint Plan, a citizen-supported, visionary plan for future growth and development in Oak Ridge. Approved in May 2019, the plan is part of an on-going, multi-faceted process to guide public projects and private development to complement the spirit and values that are most important to the community.

Leading into the planning process that developed the Blueprint, the Municipal Planning Commission affirmed their mission to connect Oak Ridge’s communities, resources, and capabilities through assessment, planning, and development. This report, to be prepared every year, shall provide a data checkpoint and a basis for identifying strategic annual goals and priorities that carry forward the objectives of the plan.

BLUEPRINT FRAMEWORK

Oak Ridge will become a better city through planned **strategic growth** and by knowing and preserving its most cherished **values**.

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**VALUES**

- Natural Assets
- Science, Tech, Innovation
- Education
- Being Uniquely Oak Ridge

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**GOALS**

- Grow our Population & Economic Sustainability
- Enhance our Image & Quality of Place
- Improve Connectivity & Mobility

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**ELEMENTS**

- Economic Vitality and Sustainable Growth
- Housing and Healthy Neighborhoods
- Recreation and Natural Assets
- Land Use and Infrastructure
- Transportation and Mobility
- Livability and Community Vibrancy

Extensive public input during the Blueprint process produced three over-arching goals for the general development of Oak Ridge. More information can be found in the Plan document. [www.oakridgetn.gov/online/blueprint](http://www.oakridgetn.gov/online/blueprint)

Six categorical elements form the ongoing planning process, including data gathering and analysis, identifying objectives, and policy-making. The elements provide a consistent framework for informed planning and development, while the goals and values enable meaningful assessment of progress.
PROGRESS in 2019

Several accomplishments are highlighted on the following pages to represent a snapshot of actions that have impacted the community in 2019. This overview offers a message of progress by relating these actions to the Blueprint goals and elements. Each page represents one of the City Blueprint elements, and each public or private project includes symbols that relate back to the over-arching goals of the plan.

Each year, public infrastructure and facilities projects are reviewed and prioritized by the Planning Commission in an updated 6-year Capital Improvements Program (CIP). In the FY2020-2025 CIP, projects that were ranked "High" were also supported by the City Council in the Municipal Budget, and many are highlighted in this report as completed or well underway.

PLANNING COMMISSION PRIORITIES for 2020

Comprehensive Plan Update, Land Use Plan
Analysis and work to develop a citywide growth strategy should proceed as soon as possible. The planning framework outlined on the previous page will lead seamlessly to a thorough update of the City's Comprehensive Plan, the official long-range strategic plan for continued physical development and services.

In previous work session discussions, the preferred approach by the Planning Commission is to tackle the Land Use element of the Comprehensive Plan first, followed by a thorough update of each of the other elements.

Capital Improvements Program (CIP) FY2021-2026
Projects span the water system, sewer system, stormwater system, streets, electric utility, police and fire departments, library, parks, and schools. Each project must show that it aligns with the policies of the Comprehensive Plan, and this year's projects will also be prioritized based on City Blueprint.

Update the Zoning Ordinance and Subdivision Regulations
Sweeping changes may be needed after the Comprehensive Plan is fully updated. However, intermediate amendments may also be necessary, such as standards that support downtown development.

Guide Downtown Development
As transformation occurs, the Planning Commission will review projects to ensure that they are appropriate for the overall district, and can advise of further action needed to support connectivity and public uses in the area.

Community Outreach
Continue to engage residents, workers, and visitors of Oak Ridge through the new Blueprint website, public meetings, and opportunities for special events.

Immediately following Planning Commission and City Council approval of City Blueprint, a group of citizens requested that the topic of diversity and inclusion be deliberately woven into the plan. Discussion with the Planning Commission resulted in a commitment to highlight the topic on the Blueprint website and to pursue events that engage the community.

A major event is scheduled on Saturday, May 9, 2020, in connection with the recently approved Vision for Downtown Oak Ridge. "Paint the Town" is a creative idea to build community interest and momentum for future downtown development. For the event, volunteers will literally transform Wilson Street into a walkable city center by painting sidewalks and storefronts on the ground. In addition, there will be pop-up vendors, entertainment, and other creative props that will help give the effect of an active, mixed-use downtown.
Economic Vitality and Sustainable Growth

Core Objective

Create fertile ground for sustainable, healthy population growth by diversifying our economic and employment base and expanding quality housing choices.

What will attract people to live in Oak Ridge? The answer is complex—changes in the local economy, the quality and variety of housing, and the value of historic and natural assets can all impact potential growth. In turn, growing population and tourism will grow the economy and tax base.

The notion of comprehensiveness in urban planning is to maintain a set of policies and decisions over time that reinforce each other and work together toward the achievement of the City’s goals.

Wilson Street Corridor Study – A Vision for ‘Downtown Oak Ridge’

Wilson Street connects Rutgers Avenue and Tulane Avenue, across from the Oak Ridge Municipal Building and next to the Main Street shopping area. The outcome of the study illustrates a walkable, urban place with a distinct Oak Ridge character, including space for gathering and multi-story buildings next to wide sidewalks. The Wilson Street corridor would support a mix of restaurants and shops, offices, and residential apartments and condominiums connected to open space. City Council approved this vision in January 2020, as a guide for “Downtown Oak Ridge.”

Main Street Oak Ridge Progress

The Master Plan for the redevelopment of the Oak Ridge shopping mall was amended in 2019 to replace multifamily uses with more commercial retail, and to close an access road and roundabout. Due to these significant changes, the developer was asked—and agreed—to improve pedestrian circulation throughout the site, add public open space for gathering, and designate future phases of development along Wilson Street as mixed-use, pedestrian-friendly development.

New Businesses and Popular Events

Dairy Queen

TS17 Modern CoWorking

Summer concert in AK Bissell Park
columbiaheralddaily.com
Housing and Healthy Neighborhoods

Residential Development Snapshot

There is a clear upturn in new home building, in new projects and in restarted projects that were suspended a decade ago. These homes address the City's need for new starter and move-up housing.

Core Objective

Improve our housing stock to broaden choices, increase ownership opportunities, and enhance our regional market position, which will increase housing values and tax base.

Crossroads at Wolf Creek
15 new homes in 2018-2019
~75% built out

Groves Park Commons
New developer, Goodall Homes
19 new homes in 2018-2019
~60 lots approved
Room for future phases

The Preserve at Clinch River
85 new homes in 2019
100 new homes expected in 2020
Long-term capacity: 2,500 homes

Waddell Place
City Land Bank acquired 4 lots
Resubdivided to create 7 lots
New homes to be built by housing authority (ORHADC) and private developers

Main Street Lofts
South Tulane Ave (old AMSE site)
226 apartments
to be completed in 2021

Harbour Pointe
New developer in 2019
225 lots approved
Recreation and Natural Assets

Core Objective
Maintain and expand a beautiful and healthy natural environment and recreational assets that are accessible to everyone.

Key Components
Connectivity
Accessibility
Safety
Environmental Quality
Aesthetics/Beauty
Preservation

Rails to Trails Greenway Progress
In the FY2020-2023 Transportation Improvement Program (TIP), the Tennessee Department of Transportation (TDOT) and the Knoxville Regional Transportation Planning Organization (TPO) have approved the use of federal transportation funds for 80% of the full construction cost of the 4.8-mile greenway along abandoned rails in Oak Ridge. A 20% local funding match is required. At this time the project consultant has completed preliminary design, and the next phase involves railway acquisition and final design.

The Greenway system brings parkland nearer to all Oak Ridge citizens. It provides opportunity for motorless commuting, enjoyable physical exercise, learning experiences about wildlife, and connects to parks, schools, and shopping areas.

Woodland Park Construction
During an early meeting of the City Blueprint process, citizens suggested improving the greenspace between Purdue and Quincy in the Woodland neighborhood. The Community Development Department committed to help turn this space into a neighborhood pocket park, and initial clearing and creek restoration work was done shortly thereafter.

In the FY2019 Annual Action Plan, federal Community Development Block Grant (CDBG) funds are allocated for Woodland Park as neighborhood improvement in one of the City's target areas. The first phase of the park will be completed in 2020, including a pedestrian walking trail around the greenspace, new crosswalks to adjacent streets, picnic table and bench installation, and screening and signage at the basketball court.

Senior Center Completed
After many years in the process, construction on a new Senior Center for Oak Ridge was completed in September of 2019 with a Grand Opening following in October. The new center houses a recreation room, a lounge area, an exercise room as well as meeting rooms for classes and programs for citizens age 50 and older. This new facility allows opportunities for recreation, information, volunteerism, education, health screening, and physical fitness to help keep our older citizens active and engaged in the community.

"Greatest place to hang out with friends and to make new friends."
(Facebook post)
Land Use and Infrastructure

Water Treatment Plant (WTP) funding

The Oak Ridge Water Treatment Plant (WTP) was originally constructed in 1943 to provide potable and process water to the Manhattan Project’s Clinton Engineer Works. A study in 2016 concluded that, although parts of the existing WTP were in good condition, the high cost of updating the aging facility and stabilizing the site’s geotechnical issues made new construction of a water treatment plant the most economical alternative. The project will exceed $40M and completion is estimated to be in 2023. A big hurdle was cleared in 2019, when funding was secured under two low-interest loan programs, including one made possible by the federal Water Infrastructure Finance and Innovation Act (WIFIA). This project was ranked the highest priority in the CIP FY2020-2025.

Core Objective

Promote development patterns that encourage a mix of land uses, efficient infrastructure, and preservation of open space in order to support a range of housing, employment, and transportation options.

A key fact is that the water and sewer system was built at one time to serve as much as 75,000 people, and currently serves 30,000. It is in need of major replacements and upgrades.

The Blueprint Plan states that, rather than growing in a sprawling pattern, new housing, services, and work places should be located within already urbanized areas that can be redeveloped to use services more efficiently, share proximity to other uses, and generally increase property values.

Fire Station #4

Fire Station #4 at Heritage Center was completed in 2019. It includes an Oak Ridge Fire History Center and is adjacent to the upcoming Department of Energy History Center for K-25.

Tennessee Avenue Reconstruction

The Public Works Department managed a major infrastructure project in 2018 to reconstruct a portion of Tennessee Avenue, between New York and Michigan Avenues. The road required reconstruction due to large portions of substandard subgrade. The project included curb, gutter, and sidewalk repairs, and was coordinated with replacement of the 1940s-era water main along the road. However, the completion of the project was delayed until early 2019 due to weather and the unexpected discovery of a partially collapsed drainage culvert under Michigan Avenue.
Transportation and Mobility

**Core Objective**

Provide a safe, attractive, and accessible network of mobility by improving vehicular, pedestrian and bicycle facilities.

The focus of the transportation element in the Blueprint Plan is on safety and connectivity. The approach involves both immediate concerns (roadway and sidewalk repair) and opportunities to implement Complete Street design for multiple modes of safe travel on city streets.

**Pedestrian Safety Improvements**

In FY2017, TDOT awarded the City $927,021 in Multimodal Access Funds. This is 95% of a $975,811 project to construct approximately 43 ADA accessible ramps, 30 crosswalks and over one mile of new sidewalk to fill gaps between existing sidewalk sections along the south side of the Oak Ridge Tumpike. This project was recently completed.

In FY2019, the City also received a 100% funded Signalization Improvement Grant totaling $2,855,440, which includes 11 new controls, fiber links to 14 intersections, LED signal head and radar detectors.

State transportation funds can be used to improve traffic capacity and safety, school crossings, and bicycle/pedestrian safety within the City, as identified by transportation projects and the Oak Ridge Bicycle and Pedestrian Plan. The intended result is traffic calming and improved safety for all modes of travel.

**Melton Lake Drive Street Lighting**

The Electric Department performs general street lighting improvements at critical need locations throughout the City. Interest in past years has led to consideration of “high-efficiency” and dark sky compliant lighting. Street lighting improvements along Melton Lake Drive were included in the Capital Improvements Program and completed in 2019.

As part of the process, five or six LED lights with different colors and brightness were tested to find the most effective, with the least glare. The new lighting is beneficial for road safety, reduces glare, and protects the nighttime waterfront environment.

**MyRide, Senior Transportation**

MyRide Oak Ridge is a new volunteer assisted, senior-friendly transportation program for individuals age 60 and older who need transportation to essential trips within the city of Oak Ridge.

"The MyRide program has had a very positive impact on my life! I can now rest assured that I will have prompt, safe and pleasant rides to my doctor appointments. The drivers have been so friendly and helpful!" (Recent survey response)
Livability and Community Vibrancy

New Preschool

A modern new facility for the Oak Ridge School District's preschool program has just been completed, and is located across from the Scarboro Community Center. The facility's design is specific to safety and learning requirements for early education, and current students are scheduled to begin using the building at the end of March 2020.

Gateway Project

The Oak Ridge Gateway is a project to construct a city entrance monument on South Illinois Avenue, in the vicinity of the Bethel Valley Road split. The project is made possible by a grant from the Tennessee Department of Transportation, awarded in 2019, and the selection process for a design team is underway. The project will present a new image for the city and help increase community and corporate pride.

Oak Ridge History Museum

Scarboro Memorabilia Wall

As counterpart to the American Museum of Science and Energy (AMSE), the new Oak Ridge History Museum focuses on history and people's day-to-day lives during World War II. The museum opened in late 2018, in the Midtown Community Center (Wildcat Den). It contains the largest collection of original Ed Westcott photographs.

The Scarboro Memorabilia Wall is located in the Scarboro Community Center. In 2008, a member of the community suggested the Memorabilia Wall as a means to capture the African American involvement and participation in the growth and development of the history of the community. Phase I was completed and dedicated in 2011, and Phase II was completed in April 2019. Photos, newspaper articles and other related documents show how the community has changed while retaining its rich heritage.

Core Objective

Foster characteristics and outcomes that create an attractive, safe, creative, welcoming community with a strong sense of being uniquely Oak Ridge!

During the Blueprint process, citizens said that they want a future city that is true to our unique past, but ratchets up on the things that are held dear—science and innovation, education, and development of the arts.
CONSENT
AGENDA
OAK RIDGE CITY COUNCIL MEETING  
Municipal Building Courtroom  
February 10, 2020  
Minutes

The regular meeting of the City Council of the City of Oak Ridge, Tennessee convened at 7:00 p.m. on February 10, 2020 in the Courtroom of the Municipal Building with Mayor Warren L. Gooch presiding.

INVOCATION

The invocation was given by Pastor Rafael Morales, Oak Ridge Seventh-day Adventist Church.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Jim Dodson.

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 D. Smith.

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

ELECTIONS/APPOINTMENTS

*Elect one (1) applicant to the Anderson County Community Action Commission*

Susan Asbury was elected on the first ballot.

*Elect three (3) applicants to the Oak Ridge Beer Permit Board*

Mark Cantrell, Tribby Kelly, and Rodney Nelson were elected on the first ballot.

Mark Cantrell was elected to serve the unexpired term ending on December 31, 2020 on the second ballot.

*Elect two (2) applicants to the Board of Building and Housing Code Appeals*

Dr. Bruce LeForce and John McMillan were elected on the first ballot.

*Elect one (1) applicant to the Board of Zoning Appeals*

Roger Petrie was elected on the first ballot.

*Elect five (5) applicants to the Convention and Visitors Bureau/Explore Oak Ridge*

Mayor Gooch moved that Robin Berrier, Heather Brown, and Alex Cruze be elected by acclamation as hotel representatives on the Convention and Visitors Bureau/Explore Oak Ridge, and Councilmember Hope 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.”

Emily Jernigan was elected on the first ballot, and Terry Domm was elected on the second ballot.
Elect three (3) applicants to the Environmental Quality Advisory Board

Councilmember Callison moved that Brittany Cramer and Darcie Holcomb be elected by acclamation for the two non-student positions, 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."

Abigail Hausladen was elected on the second ballot as the student representative.

Elect three (3) applicants to the Health and Educational Facilities Board.

Jeffrey Gebhart, Janice Harris, and David Wilson were elected on the first ballot.

Elect one (1) applicant to the Oak Ridge Heritage Railroad Authority

Gordon Fee was elected on the first ballot.

Elect one (1) applicant to the Oak Ridge Housing Authority

Jean Lantrip was elected on the first ballot.

Elect two (2) applicants to the Oak Ridge Land Bank Board of Directors.

Melinda Hillman and Kristin Robertucci were elected on the first ballot.

Elect two (2) applicants to the Oak Ridge Municipal Planning Commission

Sharon Kohler and Jane Shelton were elected on the first ballot.

Elect one (1) applicant to the Personnel Advisory Board

Councilmember Dodson moved to elect Lynette Waite by acclamation, and Councilmember Smith 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."

Elect five (5) applicants to the Recreation and Parks Advisory Board

Mark Cantrell, Jake Greear, Bradley Spears and Michele Thornton were elected on the first ballot. Christopher Melhorn was elected on the second ballot.

Christopher Melhorn was elected to serve the unexpired term ending on December 31, 2021 on the first ballot.

Elect five (5) applicants to the Senior Advisory Board

Dr. Elaine Bunick, Gene Dunaway, Jackie Nichols, and Lisa Plante were elected on the first ballot. Lynda Rose was elected on the second ballot.

Lynda Rose was elected to serve the balance of an unexpired term ending December 31, 2020.

Elect four (4) applicants to the Trade Licensing Board

Councilmember Callison moved to elect Mark Maddux, Joe McCarty, Jerry Seiber and Danny Scott by acclamation, and Councilmember Smith 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.”

Elect three (3) applicants to the Traffic Safety Advisory Board

Andrew Howe, Ronald Linkins, and William Polfus were elected on the first ballot.

Election of Council Representatives/Confirmation of Mayoral Appointments

Election of three (3) Council members to the City Judge Salary Review Committee

Councilmember Smith moved to accept staff’s recommendation and elect Mayor Pro Tem Chinn and Councilmembers Callison and Smith to the City Judge Salary Review Committee, and Mayor Pro Tem Chinn seconded. The motion passed unanimously by voice vote with Councilmembers Callison, Dodson, Hammond, Hope, Smith, Mayor Gooch and Mayor Pro Tem Chinn voting “Aye.”

Election of City Council representative to the Anderson County Economic Development Association Board of Directors

Mayor Gooch moved that Rick Chinn be re-appointed as the City Council representative on the Anderson County Economic Development Association Board of Directors, and Councilmember Dodson seconded. The motion passed unanimously by voice vote with Councilmembers Callison, Dodson, Hammond, Hope, Smith, Mayor Gooch and Mayor Pro Tem Chinn voting “Aye.”

Election of City Council representative to serve on the City/Schools committee to develop a solution on the School Administration Building

Councilmember Kelly Callison was elected on the first ballot.

Confirmation of Mayor’s reappointment of Shira McWaters to the Anderson County Regional Solid Waste Planning Board

Councilmember Hope moved for confirmation, and Councilmember Callison 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.”

Confirmation of appointment of Mark Wats, City Manager, to represent Oak Ridge on the Knoxville Regional Transportation Planning Organization (TPO) Board and the Anderson County Economic Development Association

Councilmember Hammond moved for confirmation, and Mayor Pro Tem Chinn 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.”

PROCLAMATIONS AND PUBLIC RECOGNITIONS

A proclamation designating February, 2020 as Influenza Prevention Month

Councilmember Callison moved for approval of the proclamation, 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.”

SPECIAL REPORTS

Approval of letter to TVA from City of Oak Ridge to provide for an Oak Ridge public hearing/meeting on Bull Run Power Plant plans

City Manager Mark Watson asked Council to affirm the submittal of a letter making the request. It was agreed to by unanimous consent.
Minutes – February 10, 2020
OAK RIDGE CITY COUNCIL MEETING

Report of City Manager Mark Watson and Councilmember Chuck Hope on status of Oak Ridge Rowing Association lease and NCAA Rowing Championship and any necessary discussion and Council directive

City Manager Mark Watson and Councilmember Hope provided an update regarding the Oak Ridge Rowing Association lease. Councilmember Hope stated that it was essential to be a good steward of the City’s assets at the lake while at the same time improving communication between the City and the Rowing Association and coordinating event schedules.

Mayor Pro Tem Chinn stated that the lease rate is low, but the City gets a great deal of benefit from the agreement. He said he hated to see an impasse between the City and the Rowing Association and would really like to support rowing in Oak Ridge.

Councilmember Hammond asked if there was something unique about these particular negotiations. Councilmember Hope stated that the main issue seems to be the length of the term of the lease.

Councilmember Dodson stated that it is important to note what rowing brings to the table in Oak Ridge and that it was too bad attorneys had to get involved.

Mayor Gooch stated that it is essential to protect the interests of the City on Melton Lake Drive and the hoteliers.

Jim Rogers, 107 Dover Lane, Oak Ridge, President of the Oak Ridge Rowing Association, addressed Council about the difficulties the group has encountered in negotiating a new contract with the City.

CONSENT AGENDA

Mayor Gooch requested that the following item be removed from the Consent Agenda for discussion:

A RESOLUTION AUTHORIZING ACCEPTANCE OF A "TENNESSEE COUNTS" GRANT FROM THE TENNESSEE OFFICE OF CRIMINAL JUSTICE PROGRAMS IN AN AMOUNT UP TO $10,000.00 TO BE USED IN THE CITY’S EFFORTS TO PROMOTE THE IMPORTANCE OF THE 2020 CENSUS.

Councilmember Dodson moved for approval of the Consent Agenda as amended, and Councilmember Hammond seconded.

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

Approval of the January 13, 2020 City Council regular meeting minutes

Resolution No. 2-8-2020
A RESOLUTION AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT WITH THE TENNESSEE VALLEY AUTHORITY (TVA) TO CONTINUE PARTICIPATION IN THE ENERGYRIGHT® PROGRAM.

Resolution No. 2-9-2020
A RESOLUTION REQUESTING THE GENERAL ASSEMBLY TO SUPPORT THE TENNESSEE EMERGENCY COMMUNICATIONS BOARD’S DECISION TO INCREASE THE STATEWIDE 911 SURCHARGE RATE FROM TO $1.50.

Resolution No. 2-10-2020
A RESOLUTION TO RECOGNIZE A CITIZEN COMMITTEE TO COMMEMORATE THE 65TH ANNIVERSARY OF SCHOOL DESEGREGATION IN OAK RIDGE AND TO AUTHORIZE THE TRANSMITTAL OF A LETTER TO CONGRESSMAN CHUCK FLEISCHMANN TO SUPPORT THE COMMITTEE’S EFFORTS IN OBTAINING PARTICIPATION IN THE COMMEMORATION OF THIS LANDMARK EVENT BY THE NATIONAL NUCLEAR SECURITY ADMINISTRATION.
After approval of the Consent Agenda as amended, the item which was removed was brought up for discussion:

**Resolution No. 2-11-2020**

A RESOLUTION AUTHORIZING ACCEPTANCE OF A “TENNESSEE COUNTS” GRANT FROM THE TENNESSEE OFFICE OF CRIMINAL JUSTICE PROGRAMS IN AN AMOUNT UP TO $10,000.00 TO BE USED IN THE CITY’S EFFORTS TO PROMOTE THE IMPORTANCE OF THE 2020 CENSUS.

Mayor Gooch moved for approval of the resolution, and Councilmember Hope seconded. City Manager Mark Watson 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.”

**PUBLIC HEARINGS AND FIRST READING OF ORDINANCES**

(NONE)

**FINAL ADOPTION OF ORDINANCES**

(NONE)

**RESOLUTIONS**

**Resolution No. 2-12-2020**

A RESOLUTION AWARDING A CONTRACT (FY2020-093) TO HENLEY ROOFING, CO., HEISKELL, TENNESSEE, FOR ROOF REPLACEMENT AT THE CENTRAL SERVICES COMPLEX IN AN AMOUNT NOT TO EXCEED $978,500.00.

Councilmember Dodson moved for approval of the resolution, and Councilmember Hammond 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.”

**Resolution No. 2-13-2020**

A RESOLUTION EXPRESSING SUPPORT AND INTEREST IN THE FURTHER DEVELOPMENT OF THE HORIZON CENTER ON LOTS 5, 6, AND 7, CONTAINING APPROXIMATELY 327 ACRES, FOR A TEST TRACK AND RESEARCH FACILITY.

Mayor Pro Tem Chinn moved for approval of the resolution, and Councilmember Callison seconded. Industrial Development Consultant Steve Jones answered questions from Council about the proposed development.

Councilmember Dodson stated that there needed to be a balance between economic impact and environmental concerns. He said that he would like more information about the project before he made a decision.

Mayor Pro Tem Chinn stated that this proposal would be an ideal use for the property with the undulation of the land. He said he favored a claw back provision which would include a timeframe for developing the property.

Councilmember Hope stated that this proposal could be marketed to a number of different groups for potential events and that when the project goes before the Industrial Development Board an emphasis needs to be placed on a timeline for developing different events.

Councilmember Smith stated that a spectator sport would not fit the definition of a use for this property, but
that she might be supportive of the proposal if a clear concept could be presented. She also stated that City Council should have additional opportunities to weigh in on the project moving forward.

Councilmember Hammond stated that he had researched this industry, and it has a very good track record of working with residents and addressing environmental concerns.

Doug Colclasure, 103 Monticello Road, Oak Ridge, asked Council to keep in mind the environmental concerns a project like this could cause.

Alfred Denny, 238 N. Tulane Avenue, Oak Ridge, asked Council to consider the unintended consequences of the noise of the development and the impact of the racing noise that might make the city unattractive to some.

Jeff Cox, Regional Executive for Sports Car Club of America in Knoxville, spoke in favor of the resolution and pointed out that the proposed airport would override any noise this project would generate.

Robert Kennedy, 209 Whippoorwill Drive, Oak Ridge, and Chairman of the Environmental Quality Advisory Board, voiced his opposition to the resolution.

Eric Wracker, Loudon, stated that motorsports has a big following in this area, and he supports the resolution.

John Snook, Knoxville, stated that most of the cars that would be utilizing this park have mufflers, and sound levels are monitored constantly.

Martin McBride, 954 W. Outer Drive, Oak Ridge, stated that having such a development could continue to encourage the Department of Energy to refer their employees to Farragut realtors if the natural beauty of the area is jeopardized.

Wende Doolittle, 108 Locust Drive, Oak Ridge, stated that there is a great deal to consider and many complicated issues with this project.

Ken Cowin, 145 Whippoorwill Drive, Oak Ridge, spoke in favor of the resolution and stated that most motorsports parks such as this one are equipped with noise meters that monitor the noise.

David Wilson, 1079 W. Outer Drive, Oak Ridge, and Chairman of the Industrial Development Board, stated that property values are not certain to deteriorate as a result of this project, and that the IDB and the developer will take into account the best interests of the citizens of Oak Ridge.

Linda Adams, 102 Fallberry Street, Oak Ridge, stated that the airport would cause more problems than this proposed project, but she is concerned about the proper zoning for this area.

Joe Hensley, Knoxville, stated that he has a passion for motorsports and that the IDB should to proper studies on noise control before moving the project forward.

Diane Cowin, 145 Whippoorwill Drive, Oak Ridge, spoke in favor of the resolution and stated that the proposed project would result in very little change to the existing land around it.

Mayor Gooch proposed an amendment to the first “Resolved” clause to read: “that the recommendation of the City Manager is approved and City Council hereby expresses its support and interest in the further development of the Horizon Center on Lots 5, 6, and 7 containing approximately 327 acres for a test track and research facility. Mayor Pro Tem Chinn 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.”
The resolution was approved unanimously as amended by board vote with Councilmembers Callison, Dodson, Hammond, Hope, Smith, Mayor Gooch and Mayor Pro Tem Chinn voting "Aye."

**APPEARANCE OF CITIZENS.**

(NONE)

**ANNOUNCEMENTS AND SCHEDULING**

**Announcements**

Councilmember Hope stated that the new lights on Melton Lake Drive make the road much safer.

Councilmember Dodson announced the Paint the Town Event on May 9th on Wilson Street. More details will follow.

Mayor Gooch congratulated the Oak Ridge Dance Team Training Program for winning multiple championships at Walt Disney World.

Council member Hammond announced a musical event called Musical Journeys through American Race Relations on Saturday, February 29th at High Places Church from 4-6 p.m.

**Scheduling**

City Manager Mark Watson announced that the February 18th City Council work session would have a Recreation and Parks focus.

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

**SUMMARY OF CURRENT EVENTS**

**CITY MANAGER'S REPORT**

**CITY ATTORNEY'S REPORT**

**ADJOURNMENT:** 10:48 p.m.
FIRE DEPARTMENT MEMORANDUM
HQ-20-06

DATE: February 19, 2020
TO: Mark S. Watson, City Manager
FROM: R. Darryl Kerley, Fire Chief
SUBJECT: ASSISTANCE TO FIREFIGHTER GRANT PROGRAM

Introduction
An item for City Council’s consideration is an accompanying resolution authorizing the City to apply for and accept if awarded the Federal Emergency Management Agency’s (FEMA) Assistance to Firefighter Grant (AFG) in the amount of $183,000.00 for the Oak Ridge Fire Department.

Funding
The grant requires a matching amount of $18,300 that is available within the Fire Department Budget and will be charged to the Fire Department’s personal protective equipment accounts (923 and 28199).

Review
In 2007, the Fire Department purchased all firefighter new Personal Protective Equipment (PPE) which we refer to as Bunker Gear. This equipment is the protective equipment worn by the firefighters during fire suppression operations and must be replace at least every 10 years, if not sooner. A part of our cancer mitigation plan and national recommendations is to maintain two sets of PPE for each firefighter to minimize exposure to cancer causing products created during a structure fire. The second set of gear allows the firefighter to return to the station an immediately wash the contaminated PPE while on duty by utilizing the second set of gear for emergency response.

The AFG grant is a 90/10 matching fund grant where the City will be responsible for ten percent of the cost ($18,300) and FEMA will provide to the City $164,700 for a total expenditure of $183,000.00. Applications are due by March 13, 2020. Awards will be announced approximately nine months later.

Recommendation
Staff recommends approval of the attached resolution to allow a grant request to be sent to the Federal Emergency Management Agency – Assistance to Firefighter Grant program for consideration.

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 3/5/2020
RESOLUTION

A RESOLUTION AUTHORIZING THE CITY TO APPLY FOR A GRANT FROM THE U.S. DEPARTMENT OF HOMELAND SECURITY FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FOR THE FIRE DEPARTMENT IN THE AMOUNT OF $183,000.00, WITH A LOCAL MATCH REQUIREMENT OF $18,300.00, AND TO ACCEPT THE GRANT SHOULD IT BE AWARDED.

WHEREAS, grant funds are available from the U.S. Department of Homeland Security Federal Emergency Management Agency (FEMA) under the Assistance to Firefighters Grant Program to enhance the safety of the public and firefighters with respect to fire-related hazards by providing direct financial assistance to eligible fire departments and other emergency organizations for critically needed resources that equip and train emergency personnel; and

WHEREAS, the City of Oak Ridge would like to apply for a grant under this program in the amount of $183,000.00, which grant requires a $18,300.00 local match for a total project cost of $201,300.00; and

WHEREAS, funds are available in the Fire Department's budget for the required local match; and

WHEREAS, applications are due to FEMA by March 9, 2020 with an expected response from FEMA of the awarding of the grant within nine (9) months; and

WHEREAS, the City Manager recommends the City submit the grant application to FEMA to be used to supply the Oak Ridge Fire Department with new Personal Protective Equipment.

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 apply for, and accept if awarded, an Assistance to Firefighter grant from the U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA), in the amount of $183,000.00; said grant requiring a local match of $18,300.00 for a total project cost of $201,300.00 to be used by the Oak Ridge Fire Department in accordance with the terms of the grant agreement for the purchase of personal protective equipment.

BE IT FURTHER RESOLVED that the Mayor and City Manager are hereby authorized to enter into the appropriate legal instruments to accomplish the same.

This the 9th day of March 2020.

APPROVED AS TO FORM AND LEGALITY:

[Signature]
Kenneth R. Krushenski, City Attorney

[Signature]
Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk
FIRE DEPARTMENT MEMORANDUM
HQ-20-07

DATE: February 19, 2020

TO: Mark S. Watson, City Manager

FROM: R. Darryl Kerley, Fire Chief

SUBJECT: Tennessee Emergency Management Agency/ Military Department Grant

Introduction
An item for City Council’s consideration is an accompanying resolution authorizing the City to apply for and accept if awarded the Tennessee Emergency Management Agency (TEMA) / Military Department grant in the amount of $16,000.00 for the Oak Ridge Fire Department.

Funding
The grant requires no matching funds.

Review
Each year the Tennessee Emergency Management Agency administers a local grant program for the Tennessee Department of Military to provide equipment to agencies which support Department of Energy emergency response. The grant is for $16,000.00 and all items purchased must be approved by TEMA before the purchases can be made. Oak Ridge Fire Department has been using this grant for several years to support our hazardous materials emergency response capabilities.

Recommendation
Staff recommends approval of the attached resolution to allow a grant request to be sent to the Tennessee Emergency Management Agency – Military Department Grant program for consideration.

City Manager’s Comments:
I have reviewed the above issue and recommend Council action as outlined in this document.

Mark S. Watson
3/5/2020 Date
NUMBER __________________

RESOLUTION

A RESOLUTION AUTHORIZING THE CITY TO APPLY FOR A GRANT FROM THE STATE OF TENNESSEE, DEPARTMENT OF MILITARY, TENNESSEE EMERGENCY MANAGEMENT AGENCY (TEMA), IN THE AMOUNT OF $16,000.00 WITH NO LOCAL MATCH REQUIRED FOR THE FIRE DEPARTMENT, AND TO ACCEPT THE GRANT SHOULD IT BE AWARDED.

WHEREAS, the Tennessee Emergency Management Agency (TEMA) administers a local grant program for the Tennessee Department of Military to provide equipment to agencies which support the United States Department of Energy emergency response; and

WHEREAS, the City is eligible to receive $16,000.00 in grant funds from TEMA and has been a recipient of this grant for several years to support the City’s hazardous materials emergency response capabilities; and

WHEREAS, said grant requires no local matching funds; and

WHEREAS, the City Manager recommends the City submit the grant application to TEMA to be used for authorized purchases under the grant.

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 apply for, and accept if awarded, a grant from the State of Tennessee, Department of Military, Tennessee Emergency Management Agency (TEMA), in the amount of $16,000.00 to be used for authorized purchases under the grant by the Fire Department.

BE IT FURTHER RESOLVED that the Mayor and City Manager are hereby authorized to execute the appropriate legal documents to accomplish the same.

This the 9th day of March 2020.

APPROVED AS TO FORM AND LEGALITY:

______________________________
Kenneth R. Krushenski, City Attorney

______________________________
Warren L. Gooch, Mayor

______________________________
Mary Beth Hickman, City Clerk
ELECTRIC DEPARTMENT MEMORANDUM

20-06

DATE: February 24, 2020
TO: Mark S. Watson, City Manager
FROM: Jack L. Suggs, Electric Director
SUBJECT: PURCHASE OF PAD MOUNTED TRANSFORMERS

Introduction

An item for City Council’s consideration is a resolution approving the purchase of pad mounted, single-phase transformers from United Sales Agency, Lenoir City, Tennessee in the amount of $230,491.00.

Funding

Funding for this purchase is through the Electric fund.

Consideration

The electric system uses distribution transformers of various sizes to provide power to customers at the appropriate voltage. Single-phase pad mounted transformers are primarily used to serve residential customers and small commercial loads. They can also be combined into banks of three for larger commercial customers served by overhead power lines. The units being ordered will be placed in stock to serve new loads or will be used as replacement units required during maintenance and emergencies.

We believe the units covered by this purchase will meet the system’s needs for the next 12 to 18 months.

Transformer bids are not evaluated on the basis of initial price but rather on the Total Life Cycle Cost. Total Life Cycle Cost includes the initial purchase price of the unit along with the cost of energy used by the unit over its lifetime (termed losses). Typically, higher efficiency transformers have a higher purchase price, as they cost more to manufacture than units with a poor efficiency. As a side benefit, more efficient transformers are generally quieter and more resistant to mechanical failure. Total Life Cycle Cost is a standard industry practice. All bidders are advised in the specifications that Total Life Cycle Cost is included in the evaluation.

The attached resolution indicates the bids received, the initial cost of the units proposed and the Total Life Cycle Cost.

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

Recommendation

Staff recommends approval of the attached resolution.
Attachment(s)

Abstract of bids

cc: Margaret A. Elgin, P.E., Electric Engineering Manager

City Manager's Comments:

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

Mark S. Watson

3/5/2020

Date
# CITY OF OAK RIDGE, TENNESSEE

## Abstract of Bids

**FOR:**
SINGLE PHASE PAD MOUNTED TRANSFORMERS

**MANUFACTURER:**

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<th>ITEM #</th>
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<th>LIFE CYCLE UNIT COST</th>
<th>TOTAL / TOTAL</th>
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**BIDDER:**
Utility Sales Agency
1209 East Broadway
Lenoir City, TN 37771

**BIDDER:**
Wesco Distribution Inc.
427 Park Village Drive
Knoxville, TN 37923

**BIDDER:**
Power Supply Company, LLC
1007 Daisy Street
Chattanooga, TN 37406

**BIDDER:**
Utility Electrical Distributor
1264 Hell Quitter Boulevard
La Vergne, TN 37086

**TOTAL PURCHASE ORDER PRICE:** $230,491.00

**TOTAL EVALUATED LIFE CYCLE COST:** $282,909.80

**TERMS:**
- DELIVERY: NET 80 DAYS
- F.O.B.: BEST WAY
- VIA: OAK RIDGE, TN

**RECOMMEND AWARD, BASED ON TOTAL LIFE CYCLE COST:**

- ONLY BID RECEIVED: X
- LOW PRICE: X
- BETTER OR REQUIRED DESIGN: X
- EARLY DELIVERY: X
- LOWEST TOTAL COST: X
- LOWEST EVALUATED LIFE COST: X

**BIDS OPENED AND RECORDED BY:**

**BIDS REVIEWED BY:**

Lydia Majeski
Purchasing Manager

Dana Dyce
Accounting Manager
RESOLUTION

A RESOLUTION AUTHORIZING THE PURCHASE OF SINGLE-PHASE PAD MOUNTED TRANSFORMERS FROM UTILITY SALES AGENCY, LENIOR CITY, TENNESSEE, IN THE AMOUNT OF $230,491.00 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 February 19, 2020, with Utility Sales Agency, Lenoir City, Tennessee, submitting the lowest and best bid based upon lowest total 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 Utility Sales Agency, 1209 East Broadway Street, Lenoir City, Tennessee 37771, for the furnishing of one hundred twenty six (126) single-phase pad mounted transformers; said award in strict accordance with Request No. 166327, the required specifications, and the bid as received and publicly opened on February 19, 2020, and in the amount of $230,491.00.

This the 9th day of March 2020.

APPROVED AS TO FORM AND LEGALITY:

[Signature]
Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk
DATE: February 24, 2020

TO: Honorable Mayor and Members of Council

FROM: Kenneth R. Krushenski, City Attorney

SUBJECT: A RESOLUTION OF CITY COUNCIL APPROVING THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF OAK RIDGE AMENDMENT TO ITS 2018 PILOT POLICY AND PROCEDURES CHANGING THE CLOSING FEE OF $300,000.00 MAXIMUM TO $50,000.00

Introduction

An item for City Council’s consideration at its March 9, 2020, meeting is a resolution approving the Industrial Development Board’s request for a modification of the maximum closing fee for PILOT Projects.

Funding

Funding for this project has not changed from Resolution 11-120-2017, a copy of which is attached to this memo.

Background

At a special called meeting of the Industrial Development Board on February 19, 2020, the Board voted to amend its PILOT Policy and Procedures by reducing the closing fee maximum from $300,000.00 to $50,000.00. The original City Council Resolution extending the IDB PILOT Program was passed by Council on November 13, 2017 Resolution #11-120-2017. A copy of the IDB Resolution is attached for Council’s information. The IDB is requesting that Council adopt the attached Resolution approving the IDB’s amendment to Section VI.2 of the 2018 PILOT Resolution reducing the closing fee from $300,000.00 to $50,000.00 maximum.

Recommendation

Approval of the attached resolution is recommended.

Kenneth R. Krushenski

Attachments: Resolution 11-120-2017
Letter from IDB Chairman
Proposed Resolution

City Manager’s Comments:

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

Mark S. Watson

Date
RESOLUTION


WHEREAS, in an effort to generate economic growth within Oak Ridge, the City developed economic incentives for use by the Industrial Development Board of the City of Oak Ridge (IDB) as a guideline for tax abatements for qualifying entities; and

WHEREAS, by Resolution 11-107-2013, City Council approved the 2013 PILOT (Payment in Lieu of Tax) Reauthorization documents for use by the IDB as a guideline for tax abatements and payments in lieu of taxes for qualifying entities in Oak Ridge for the period of January 1, 2014 through December 31, 2016; and

WHEREAS, by Resolution 12-89-2016, City Council approved a one-year extension to the 2013 PILOT Reauthorization documents, which document is set to expire on December 31, 2017; and

WHEREAS, on November 6, 2017, the IDB unanimously approved the 2017 PILOT Reauthorization documents to allow for the continued use of economic incentives, which documents the City Manager recommends be approved as a guideline for the IDB.

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

That the recommendation of the City Manager is approved and the attached 2017 PILOT Reauthorization documents are hereby approved for use by the Industrial Development Board of the City of Oak Ridge (IDB) as a guideline for tax abatements and payments in lieu of taxes for qualifying entities in Oak Ridge for the period of January 1, 2018 through December 31, 2020.

This the 13th day of November 2017.

APPROVED AS TO FORM AND LEGALITY:

Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE INDUSTRIAL DEVELOPMENT BOARD
OF THE CITY OF OAK RIDGE, TENNESSEE
TO AMEND THE 2018 PILOT REAUTHORIZATION POLICY

A Motion was made and passed at the February 19, 2020 special called meeting of the Industrial Development Board recommending to the City Manager for further recommendation to City Council that Section VI.2. of the 2018 PILOT Reauthorization Policy (Oak Ridge City Council Resolution 11-120-2017 approved November 13, 2017) be amended to change the PILOT closing fee from a maximum of $300,000 to a maximum fee of not more than $50,000.

Section VI. Fees

2. Closing Fees
A closing fee computed by City Staff as described in this paragraph will be paid to the respective Board prior to or at the execution of the Lease Agreement. Closing fees for PILOT incentives are based on the benefits that an Applicant will receive (i.e. value of the tax savings over the applicable PILOT Term) rather than on the total Project investment. The closing fee for a PILOT incentive transaction with the Board will be 5% of the expected tax savings for the Applicant, as estimated by City Staff, with a minimum closing fee of $1,500 and a maximum fee of $300,000 not more than $50,000. The Applicant receiving the PILOT incentive will also be responsible for paying expenses of the Board relating to the transaction (i.e. attorney’s fees, copies, postage, long distance telephone calls, etc.).

David Wilson, Chairman
RESOLUTION

A RESOLUTION AMENDING THE 2017 PILOT REAUTHORIZATION DOCUMENTS WHICH ARE USED BY THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF OAK RIDGE (IDB) AS A GUIDELINE FOR TAX ABATEMENTS AND PAYMENTS IN LIEU OF TAXES FOR QUALIFYING ENTITIES IN OAK RIDGE FOR THE PERIOD OF JANUARY 1, 2018 THROUGH DECEMBER 31, 2020 TO REDUCE THE MAXIMUM CLOSING FEES.

WHEREAS, in an effort to generate economic growth within Oak Ridge, the City developed economic incentives for use by the Industrial Development Board of the City of Oak Ridge (IDB) as a guideline for tax abatements for qualifying entities; and

WHEREAS, by Resolution 11-120-2017, City Council approved the 2017 PILOT (Payment in Lieu of Tax) Reauthorization documents for use by the IDB as a guideline for tax abatements and payments in lieu of taxes for qualifying entities in Oak Ridge for the period of January 1, 2018 through December 31, 2020; and

WHEREAS, on February 19, 2020, the IDB voted to amend the 2017 PILOT Reauthorization documents to reduce the maximum closing fee from $300,000.00 to $50,000.00, which change the City Manager recommends be approved.

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

That the recommendations of the Industrial Development Board of the City of Oak Ridge and the City Manager are approved, and the 2017 PILOT Reauthorization documents are hereby amended to reduce the maximum closing fee from $300,000.00 to $50,000.00.

This the 9th day of March 2020.

APPROVED AS TO FORM AND LEGALITY:

______________
Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

______________
Mary Beth Hickman, City Clerk
DATE: March 9, 2020
TO: Mark S. Watson, City Manager
FROM: Roger J. Flynn, P.E., City Engineer
THROUGH: Shira A. McWaters, P.E., Public Works Director
SUBJECT: Water Valve Replacement—16” Water Plant Distribution Line

Introduction

An item for City Council’s consideration is the approval of a resolution authorizing a contract in the amount of $33,850.00 with Brabston Trucking, Inc. of Knoxville, Tennessee, to replace a three (3) way valve system located near the Water Treatment Plant on Bear Creek Road.

Funding

Funding is available from the waterworks fund.

Background

When the City took over water production from DOE in 2000, it took over a circa 1940 Water Treatment Plant located on Bear Creek Road inside the Y-12 National Security Complex and the plant’s associated distribution system. Under normal operating conditions, most of the City receives its water through three (3) large diameter distribution lines that leave the Water Treatment Plant in either a northwesterly direction or a northeasterly direction.

These water distribution lines are metered so Public Works can monitor how much water is leaving the Water Treatment Plant through each line. Last year while testing one of the meters located in a sixteen (16) inch distribution line, one of the valves broke in the closed position. The loss of use of the water line associated with the broken valve reduces redundancy in the distribution system by one third and means Public Works cannot use one of the distribution meters.

This valve system is located in a poured-in-place concrete valve vault. Since the valve vault is in the patrol road around the north perimeter of Y-12, it is traffic bearing. There are three (3) small access hatches in the concrete top but the valves have lead joints and cannot be disassembled. Public Works does not believe it is possible to replace the valves using only the hatch openings. The best method for repairing the broken valve is to remove the top of the vault but flanged valves produced now are not compatible with the 1940s valves. Therefore, the recommended repair is to replace the entire assembly.

Recommendation

Sealed bids were solicited from three (3) local contractors that Public Works is familiar with and the project was also publicly advertised. Public Works is satisfied with the results of the bid process and recommends award of the contract.

Public Works believes the valve system can be replaced within the valve vault. The base bid for this project consists of items one (1) through seven (7) of the bid form with the assumption the piping outside the valve vault is not disturbed. The cost for these items is $25,500. Although not expected to be needed, items eight (8) and nine (9) have been included at an additional cost of $8,350 in the event it is necessary to replace portions of the three (3) lines entering or exiting the valve vault.
Public Works asks for a $5,000 contingency for unforeseen circumstances bringing the total amount to be approved by the accompanying resolution to $38,850.

Roger J. Flynn

Attachments: Site location map
Distribution system drawing
Bid form

City Manager's Comments:

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

Mark S. Watson

Date

Feb 28, 2020
Publishing Source for aerial photos are from Google Map.
## Schedule of Prices

<table>
<thead>
<tr>
<th>Item No</th>
<th>Description</th>
<th>Unit</th>
<th>Quantity</th>
<th>X</th>
<th>Column A Unit Price</th>
<th>=</th>
<th>Column B Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Top (Slab) Removal</td>
<td>LS</td>
<td>1</td>
<td>X</td>
<td>5,000.00</td>
<td>=</td>
<td>5,000.00</td>
</tr>
<tr>
<td>2.</td>
<td>Removal of existing 3-Way Valve System</td>
<td>LS</td>
<td>1</td>
<td>X</td>
<td>6,250.00</td>
<td>=</td>
<td>6,250.00</td>
</tr>
<tr>
<td>3.</td>
<td>Install New 3-Way Valve System</td>
<td>LS</td>
<td>1</td>
<td>X</td>
<td>6,250.00</td>
<td>=</td>
<td>6,250.00</td>
</tr>
<tr>
<td>4.</td>
<td>Install Valve Pit Drain</td>
<td>LS</td>
<td>1</td>
<td>X</td>
<td>1,500.00</td>
<td>=</td>
<td>1,500.00</td>
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<tr>
<td>5.</td>
<td>Pit Backfill and Form and Pour Pad</td>
<td>LS</td>
<td>1</td>
<td>X</td>
<td>3,750.00</td>
<td>=</td>
<td>3,750.00</td>
</tr>
<tr>
<td>6.</td>
<td>Remove 2&quot; Tap and Structure</td>
<td>LS</td>
<td>1</td>
<td>X</td>
<td>1,000.00</td>
<td>=</td>
<td>1,000.00</td>
</tr>
<tr>
<td>7.</td>
<td>Dress and Restore</td>
<td>LS</td>
<td>1</td>
<td>X</td>
<td>1,750.00</td>
<td>=</td>
<td>1,750.00</td>
</tr>
<tr>
<td>8.</td>
<td>Replace Flange and up to 5' of Pipe</td>
<td>LS</td>
<td>3</td>
<td>X</td>
<td>2,500.00</td>
<td>=</td>
<td>7,500.00</td>
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<tr>
<td>9.</td>
<td>Install 16&quot; DIP</td>
<td>LF</td>
<td>60</td>
<td>X</td>
<td>97.50</td>
<td>=</td>
<td>5,850.00</td>
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<tr>
<td><strong>TOTAL BID AMOUNT</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$33,850.00</td>
</tr>
</tbody>
</table>

*Bid prices shall be effective for at least ninety (90) days after the bid opening date.
## CITY OF OAK RIDGE, TENNESSEE

### Abstract of Bids

**FOR ---**

**Water Valve Replacement - 16" Water Plant Distribution Line**

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>ITEMS</th>
<th>UNIT COST</th>
<th>TOTAL</th>
<th>UNIT COST</th>
<th>TOTAL</th>
<th>UNIT COST</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>THE FURNISHING OF ALL LABOR, SUPPLIES, TOOLS, AND EQUIPMENT NECESSARY TO PERFORM ALL WORK AND SERVICES NECESSARY FOR THE WATER VALVE REPLACEMENT - 16&quot; WATER PLANT DISTRIBUTION LINE PER THE SPECIFICATIONS PROVIDED BY THE CITY OF OAK RIDGE, PUBLIC WORKS DEPARTMENT</td>
<td>1 - 7</td>
<td>$25,500.00</td>
<td>$61,400.00</td>
<td>$75,000.00</td>
<td>8 - 9</td>
<td>$8,350.00</td>
<td>$18,600.00</td>
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<tr>
<td>ALLOWANCE NOT TO EXCEED</td>
<td></td>
<td>$5,000.00</td>
<td>$5,000.00</td>
<td>$5,000.00</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL PRICE**

- **$38,850.00**
- **$65,000.00**
- **$92,000.00**

**TERMS**
- Net 30

**DELIVERY**
- Per Contract

**F.O.B.**
- Oak Ridge
- Oak Ridge
- Oak Ridge

**VIA**
- Vendor
- Vendor
- Vendor

**OTHER BIDDERS CONTACTED:**
- Eco-Tech, Inc. – Canton, GA

**REASONS FOR AWARD:**
- ONLY BID RECEIVED
- LOW PRICE
- BETTER OR REQUIRED DESIGN
- EARLY DELIVERY
- LOWEST TOTAL COST

**RECOMMEND AWARD BE MADE TO:**

- **Brabston Trucking, Inc.**
  - 3214 Tazewell Pike #5
  - Knoxville, TN 37918

**BIDS OPENED AND RECORDED BY ---**

- Lyn Majeski
  - Purchasing Manager

**BIDS REVIEWED BY ---**

- Dallas Dyce
  - Accounting Manager
RESOLUTION

A RESOLUTION AWARDING A CONTRACT (FY2020-117) TO BRABSTON TRUCKING, INC., KNOXVILLE, TENNESSEE, FOR REPLACEMENT OF A THREE-WAY WATER VALVE SYSTEM LOCATED NEAR THE WATER TREATMENT PLANT ON BEAR CREEK ROAD IN AN AMOUNT NOT TO EXCEED $33,850.00.

WHEREAS, the City of Oak Ridge has issued an invitation to bid for the furnishing of all labor, tools, materials, equipment and supplies necessary for the replacement of a three-way water valve system located near the Water Treatment Plant on Bear Creek Road; and

WHEREAS, bids were received and publicly opened on February 25, 2020, with Brabston Trucking, 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 Brabston Trucking, Inc., 3214 Tazewell Pike #5, Knoxville, Tennessee 37918, for the furnishing of all labor, tools, materials, equipment and supplies necessary for the replacement of a three-way water valve system located near the Water Treatment Plant on Bear Creek Road; said award in strict accordance with contract number FY2020-117, the required specifications, and the bid as publicly opened on February 25, 2020, and in an amount not to exceed $38,850.00.

BE IT FURTHER RESOLVED that the above compensation amount includes $8,350.00 for the cost of replacement of piping outside the valve vault should it be necessary and includes a $5,000.00 contingency for unforeseen circumstances.

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

This the 9th day of March 2020.

APPROVED AS TO FORM AND LEGALITY:

[Signature]
Kenneth R. Krushenski, City Attorney

[Signature]
Warren L. Gooch, Mayor

[Signature]
Mary Beth Hickman, City Clerk
RESOLUTIONS
DATE: March 3, 2020

TO: Honorable Mayor and Members of City Council

FROM: Mark S. Watson, City Manager

SUBJECT: LEASE AGREEMENT WITH THE OAK RIDGE ROWING ASSOCIATION

Introduction

An item for the agenda is a resolution approving a lease agreement with the Oak Ridge Rowing Association (ORRA) for a City-owned building located at the Oak Ridge Marina / Melton Lake Park containing approximately 5,000 square feet of space plus additional ground space.

Funding

No City funds are required for this item. The City will receive monthly rent payments from ORRA in the amount of $1,000.00, which amount will progressively increase each July 1 starting July 1, 2022.

Analysis

ORRA has leased space from the City at the Oak Ridge Marina / Melton Lake Park for numerous years. The current lease agreement, approved by City Council through Resolution 3-25-08 and extended by Resolution 2-6-2018, expired on December 31, 2019. The City Manager's Office gave approval to extend the lease on a month-by-month basis for a short term while the City and ORRA continued lease negotiations for a new lease agreement. The City and ORRA were able to reach mutually agreeable terms for a new lease agreement, which is now presented to City Council for approval.

The negotiated lease agreement is attached for review, but a few highlights are noted below.

- Term: March 2, 2020 through June 30, 2027, with no renewals but requests for extensions by ORRA are possible with supported documentation showing commitments for future rowing events.

- Rent: $1,000.00/month with graduated rent increases as follows: $1,125.00/month starting July 1, 2022; $1,200/month starting July 1, 2023; $1,300/month starting July 1, 2024; $1,400.00/month starting July 1, 2025; and $1,500.00/month starting July 1, 2026.

- Communications: Built-in meetings with City Council, the Budget and Finance Committee, and the City Manager each year.

- Promotion: Direct and primary promotion of Oak Ridge hotels/motels and businesses for rowing events, with Anderson County being secondary for promotion.

Recommendation

Approval of the attached resolution is recommended.

Mark S. Watson

Attachments: Negotiated Lease
Resolution
RESOLUTION

A RESOLUTION APPROVING A LEASE AGREEMENT BETWEEN THE CITY AND THE OAK RIDGE ROWING ASSOCIATION FOR USE OF SPACE LOCATED AT THE OAK RIDGE MARINA (MELTON LAKE PARK).

WHEREAS, by Resolution 3-25-08, the City entered into a ten-year lease agreement with the Oak Ridge Rowing Association for approximately 5,000 square feet of space and associated grounds located at the Oak Ridge Marina (Melton Lake Park) for the purpose of conducting a rowing program and aquatic activities; and

WHEREAS, by Resolution 2-6-2018, the City extended said lease agreement through December 31, 2019 to allow additional time to negotiate a new lease; and

WHEREAS, the parties have negotiated a new lease agreement for the premises; and

WHEREAS, the City Manager recommends approval of the new lease agreement.

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

That the recommendation of the City Manager is approved and the attached lease agreement between the City and the Oak Ridge Rowing Association is hereby approved.

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

This the 9th day of March 2020.

APPROVED AS TO FORM AND LEGALITY:

Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk
LEASE AGREEMENT

This Lease Agreement made and entered into the 9th day of March 2020, by and between the City of Oak Ridge, Tennessee, a municipal corporation, hereinafter the "Lessor," and the Oak Ridge Rowing Association, a not-for-profit corporation organized and existing under the laws of the State of Tennessee, hereinafter the "Lessee."

WHEREAS, the Lessee is a private rowing club established for the promotion of rowing activities, training, and services; and

WHEREAS, the Lessee performs community service and promotion of the Oak Ridge community and Melton Hill Lake through nationally recognized regattas, sports training facilities, and community rowing venue; and

WHEREAS, the Lessor recognizes the contribution of the Lessee for its efforts to promote recreation services within the Oak Ridge community.

THEREFORE, in consideration of Ten Dollars in hand paid, the receipt of which is hereby acknowledged and other good and valuable considerations the parties agree as follows:

I. LEASED PREMISES, PURPOSE, TERM

1. The Lessor hereby leases to the Lessee, upon the terms and conditions set forth hereinafter, that part of the property designated as part of the Oak Ridge Marina, consisting of an approximately 5,000 square foot building (designated as “the Boat House”), and the adjacent grounds from the rear of the building (south side) to the basin, from the west side of the building to the driveway, and from the front of the building (north side) to the parking lot, all collectively referred to as the “Premises.” The Premises includes the Finish Tower and six (6) loading docks adjacent to the leased space.

(Premises property description on attached Exhibit A)

2. The purposes for which the Premises is leased to the Lessee is to:

   A. Provide a community service in conducting and continuing a rowing program and aquatic activities that have been nationally recognized and acclaimed.

   B. Direct promotion of the Oak Ridge community and its’ amenities as a national rowing destination.

   C. Direct and primary promotion of Oak Ridge hotel/motel and business support services for rowing events and training, with Anderson County hotel/motel and businesses as secondary promotion.

3. The term of this Lease Agreement shall commence on March 1, 2020 and shall continue until June 30, 2027. Any renewal must be negotiated between the parties. The Lessee is not prohibited from requesting an extension prior to the end of the leased term if such request is supported by signed contracts or legal commitments with rowing organizers for rowing events that go beyond June 30, 2027.

4. The Lessee has no right to holdover at the end of the leased term and must vacate the Premises. If the Lessee refuses to vacate and holds over, the Lease Agreement does not become month-to-month. If the Lessee refuses to vacate and holds over, the Lessee shall pay double the rent rate in effect at the time of lease expiration.
II. **RENT**

1. Beginning March 1, 2020, the Lessee shall pay rent to the Lessor in the amount of One Thousand Dollars ($1,000.00) per month. Rent payments are due and payable in advance on or before the 1st of each month without need of an invoice.

2. Beginning July 1, 2022, the monthly rent amount shall increase to the amounts set forth below:

   - July 1, 2022 $1,125/month
   - July 1, 2023 $1,200/month
   - July 1, 2024 $1,300/month
   - July 1, 2025 $1,400/month
   - July 1, 2026 $1,500/month

III. **FACILITIES, OPERATIONS**

1. Any addition and/or improvement to the Premises by the Lessee shall be approved in advance and in writing by the Lessor including siting, docks, building plans, and parking areas. Title to any additions to the site or expanded site shall vest in the Lessor upon completion of construction by the Lessee and acceptance by the Lessor. The City Manager has the authority to approve requested additions and/or improvements to the Premises by the Lessee and is authorized to negotiate a short-term rent reduction in exchange for the capital improvement.

2. The Lessee shall keep the Premises in good condition, normal wear and tear excepted. The Lessor shall maintain and repair the roof, roof structure, gutters, down spouts, exterior walls (excluding glass), and the foundation of the building. Repairs resulting from wrongful use, neglect, or intentional acts by the Lessee or its agents, employees, guests, or invitees shall be repaired at the Lessee's expense. All other repairs to the Premises of any kind including but not limited to repairs of plumbing fixtures, lighting, glass, signs, floors, heating and air conditioning equipment, and all electrical installation shall be made within a reasonable time by the Lessee at its expense in order to maintain the Premises in good order and condition. The Lessor's staff will conduct periodic inspections of the Premises to check for any repairs or maintenance required by the Lessee. If the Lessor notifies the Lessee of any necessary repairs to be made by the Lessee, such repairs shall be made no later than thirty (30) days from the date of said notification.

   The Lessor shall conduct an initial inspection prior to leasing the Premises to determine the current status of materials not covered by the Lessor's maintenance responsibilities and ensure they are in proper operable condition. The Lessor may inspect as desired during any reasonable time.

3. No equipment shall be stored or left outside of the Boat House without the advanced written consent of the Lessor. The Lessee may store fuel immediately adjacent to the Boat House provided such storage is in compliance with all applicable federal, state, and local laws; however, other storage (ex. utility trailer and boat trailer) is not permitted outside of event dates. It is not permissible to store any equipment items in the parking lot. The Lessee shall be responsible for removing debris and litter due to the Lessee's operations. Breezeway shall be shared with adjacent leased space.

4. The Lessee is responsible for janitorial services for the public restrooms located near the Premises during event dates and training dates. The Lessee shall monitor the restrooms throughout the event/training dates and clean and re-stock as needed. The Lessor will stock the supply closet with supplies (ex. toilet paper, paper towels, soap) prior to known event/training dates for the Lessee's use; however, the Lessee is responsible for re-stocking the supply closet should the supplies run out during approved special event/training dates.
IV. GENERAL PROVISIONS

1. The Lessee shall not sublease the Premises or operation without the prior written consent of the Lessor. This does not apply to the rental of interior space only for boat storage. The Lessee shall not sell or assign this Lease Agreement or allow the Premises to be occupied by anyone contrary to the terms of this Lease Agreement without prior written consent of the Lessor.

2. The Lessee is responsible for establishing utility services for the Premises and shall promptly pay all utility bills incident to its use and operation of the Premises during the term of the Lease. Prompt payment requires payment on or before the due date.

3. The Lessee agrees that the Premises will be used only for lawful purposes and under no circumstances will there be violations of the laws of the United States, the State of Tennessee, the City of Oak Ridge, or any other applicable governmental authority. The Lessee shall comply with all City, County, State and Federal laws, regulations, codes, and ordinances.

4. The Lessee shall obtain all required permits for the use of the rowing venue located between mile 49.5 and 51.2 on the Clinch River in Anderson County for the Lessee’s events and shall abide by all permit requirements. The Lessee shall be responsible for providing to the Lessor the following:

A. Documentation of any and all required permitting including, but not limited to, Army Corps of Engineering, the Tennessee Valley Authority, Tennessee Wilderness Resources Agency, and Coast Guard permits. The Lessee shall submit a copy of the permit and the permit’s requirements to the Director of Recreation and Parks within five (5) calendar days of obtaining of the permit.

B. An emergency contact and emergency response plan for the rapid break down of the Oak Ridge Rowing Course to comply with the Rivers and Harbors Act of 1899 (33 U.S.C. 403). The Lessee shall submit a copy of the emergency response plan, along with emergency contact information, to the Lessor upon execution of this Lease Agreement. Any changes to the plan or contact information shall be submitted by the Lessee to the Lessor within five (5) calendar days of the change.

5. The Lessee’s event dates and training dates for rowing activities conducted at the Lessor’s public waterfront are scheduled annually under a separate special events agreement with the Lessor. In order to reserve those dates, the Lessee shall notify the Lessor of the event dates no later than December 31st for the subsequent calendar year. The Lessee is encouraged to submit event dates as soon as possible rather than wait for the December 31st deadline.

The waterfront property is available for public recreational use as required by deed restriction and is scheduled on an “as available” basis. The Lessor receives requests from the community and other entities for events at Melton Lake Park and, to accommodate said requests, the Lessor has implemented a scheduling system to reserve event dates to avoid any scheduling conflicts while still maximizing usage of the Lessor’s public waterfront assets. The Lessee is not given priority in the event of a scheduling conflict, therefore, to avoid the Lessee having to reschedule or cancel planned events due to scheduling conflicts, the Lessee is encouraged to submit event dates prior to entering into contractual agreements with third parties for events. In order to keep the Lessee’s planned regatta schedule and other events from becoming public knowledge prior to the Lessee’s release of said schedule to the public, it is acceptable for the Lessee to request reservation of dates without giving specific details as to the event.

6. The Lessee shall participate in the following communications requirements:

A. Two (2) meetings with City Council per fiscal year with one being a meeting with the Finance and Budget Committee and a briefing to the full Council at a work session. Said
meetings are scheduled in advance according to City Council’s schedule and the Lessee will be given advance notice of said meetings. If the Lessee is unavailable to meet at the originally scheduled meeting time(s), the Lessor and the Lessee shall work together to find a mutually agreeable time within the following thirty (30) days. Incorporated into one of said meetings, the Lessee shall present an annual report on regattas and spring training and levels of activities seen through the venue (and Explore Oak Ridge can assist with data on room nights and local economics).

B. Attend two meetings a year with the City Manager. The meetings will be scheduled at mutually agreeable times and will address topics including, but not limited to, event recruitment, promotion of events, scheduling, infrastructure management, event hotel usage, and any additional needs of event stakeholders. Representatives of Explore Oak Ridge, Oak Ridge Hotels, City Council, and City of Oak Ridge staff may be included in the meetings as well.

V. **TERMINATION**

1. If the Lessee or its representatives neglect or fail to perform or observe any of the requirements of this Lease Agreement, such failure shall operate as a default under the terms of this Lease Agreement. The Lessor shall contact the Lessee of a default by email. If the event said communication does not resolve the default, the Lessor shall give the Lessee written notice of a default. The Lessee shall have the following timeframes in which to cure a default: (a) five (5) calendar days for any default pertaining to payment of utilities, unapproved outside storage, commission of waste, or failure to satisfactorily perform restroom janitorial services; and (b) fifteen (15) calendar days for any default pertaining to payment of rent. The following events of default do not contain a cure period and may result in the Lessor immediately terminating this Lease Agreement: (a) any default pertaining to violation of applicable laws, or (b) any default pertaining to obtaining the required permit(s) for events, submittal of the permits to the Lessor, or (c) non-compliance with the terms of the permit(s). All other defaults not listed above shall have a twenty-one (21) calendar day cure period; however, in the event a particular event of default occurs more than twice during the term of this Lease Agreement, such event shall result in the Lessor having the option to immediately terminate the Lease Agreement upon written notice to the Lessee. In the event of a termination of this Lease Agreement, the Lessor shall be entitled to take immediate possession of the Premises.

2. In the event the Lessor chooses to terminate this Lease Agreement out of convenience, the Lessee will be provided a minimum of twelve (12) months’ notice so the Lessee can notify event hosts. Any decision to terminate this Lease Agreement for convenience shall require approval by City Council.

3. In the event this Lease Agreement is terminated, except as otherwise provided for hereafter, all improvements, additions, alterations and repairs made to the Premises by the Lessor or the Lessee, shall become the property of the Lessor without cost. It is agreed that all trade fixtures installed by the Lessee shall be returned to the Lessee at the expiration or termination of this Lease Agreement provided that substantial damage to the Lessor’s property will not occur by the removal of such items. All personal property owned by the Lessee remains the property of the Lessee and the Lessee shall remove such property within thirty (30) days.

4. The Lessee shall have the ability to terminate this Lease Agreement upon twelve (12) months’ written notice to the City.
VI. WASTE

The Lessee covenants to neither commit nor permit to be committed any waste to the Premises whatsoever.

VII. NUISANCE

The Lessee covenants not to create or allow any nuisance to exist in, from or on the Premises, and the Lessee covenants to immediately abate any nuisance that may arise when requested by the Lessor to do so and free of any expenses to the Lessor. The Lessee further agrees not to permit garbage, trash, refuse and rubbish to accumulate and will cause the same to be regularly removed and disposed of at the Lessee’s expense, and none shall be burned in or about the Premises.

VIII. INSURANCE

1. The Lessee covenants and agrees to carry, during the term of this Lease Agreement, at the Lessee’s expense:

   A. Workers’ Compensation Insurance for all of the Lessee’s employees.

   B. Public Liability and Property Damage Insurance coverage with minimum coverage limits for public liability insurance of $1,000,000.00 for one person with respect to one accident and $2,000,000.00 for more than one person with respect to any one accident, and for property damage insurance in a single limit of not less than $2,000,000.00, such insurance coverage to be for the joint benefit of and to protect the interest of both the Lessor and the Lessee.

2. The Lessee agrees and covenants not to do or permit anything to be done on the Premises that would invalidate any policy of insurance that the Lessor/Lessee may now or hereinafter have on the Premises, the improvements thereon, or the common areas adjacent thereto.

3. The Lessee may, if the Lessee so desires, carry for the Lessee’s own benefit and protection and at the Lessee’s expense, insurance coverage on the Lessee’s property, inventory and trade fixtures located in the Premises, insuring same against fire or other peril (it being understood that the Lessor does not carry and shall not be obligated to carry any such coverage for the benefit of the Lessee).

4. The Lessee agrees to deliver to the Lessor on the inception date and on the renewal date of each such policy of insurance the Lessee is required to carry by the terms of this Lease Agreement, the usual certificates or proof of insurance issued by the insurance carriers certifying that such insurance is in full force and that all such policies shall not be cancelled without ten days written notice to Lessor.

5. The City of Oak Ridge, Tennessee, shall be named as an additional insured on all insurance policies carried by the Lessee. The Lessee shall furnish the Lessor certificates evidencing such insurance is in effect continuously during the term of this Lease Agreement and all such policies shall provide that they may not be canceled or changed on less than ten (10) days’ notice to the Lessor.

IX. CHANGES AND ALTERATIONS

The Lessee covenants to not make any changes, alterations, or additions in, on, to, or about the Premises, without first obtaining the written consent of the Lessor. The City Manager may give consent
for the Lessor. The Lessee shall not, in any event do anything that lessens the value of or weakens the building erected on the Premises.

In the event the Lessor makes significant improvements to the Premises at the Lessee's request that are beyond ordinary landlord obligations and/or the Lessor allows the Lessee to lease additional adjacent space, the Lessor and Lessee shall agree to an increased rent amount in advance of commencement of the improvements or in advance of the Lessee occupying any additional leased space.

**X. DAMAGES, ACCIDENTS, ETC.**

Irrespective of any insurance coverage required by Section VIII, INSURANCE, hereof, the Lessee shall hold and save the Lessor free and harmless from any and all claims, actions, damages, expenses, including attorney fees, and liability whatsoever for injury (including death) to any person or persons, or for the resultant effects of any injury (including death) to any person or persons, and for the damage to the property of any person or persons, firm or corporation, including the Lessor, arising directly or indirectly from the use or occupancy of the Premises and adjacent area previously identified or any part thereof by the Lessee, its agents, contractors, employees, invitees and others on or about such Premises by reason of the Lessee's occupancy thereof.

**XI. INSOLVENCY, ETC. OF LESSEE**

In the event of the insolvency or bankruptcy of the Lessee, or the filing of any petition under any provision of the Bankruptcy Act or State insolvency laws against the Lessee, the Lessor shall have the right and privilege to immediately terminate this Lease Agreement and declare the then-remaining unpaid balance of the rental due for the remainder of the term as if same were not terminated, immediately due and payable. The Lessor shall have the right with or without legal process to immediately take possession of the Premises.

**XII. INDEMNIFICATION**

The Lessee shall indemnify and keep indemnified and hold the Lessor harmless from and against any and all liability, liens, claims, damages, expenses (including attorney's fees), fees, costs, fines, penalties, suits, proceedings, actions, and causes of action of any and every kind and nature arising or growing out of or in any way connected with the Lessee's use, occupancy, management or control of the Premises or the Lessee's operations, conduct, or activities on or about the Premises. The Lessee hereby agrees to hold the Lessor harmless and the Lessor shall not be held responsible for and is hereby expressly relieved from any and all liability by reason of injury, loss or damage to any person (including death) or property on or about the Premises, arising directly or indirectly from the use or occupancy of the Premises and adjacent area previously identified or any part thereof by the Lessee, its agents, contractors, employees, invitees and other on or about such Premises by reason of the Lessee's occupancy thereof.

**XIII. LIENS INCURRED BY LESSEE**

The Lessee shall not permit any mechanic's lien, materialmen's liens, or other liens to be placed upon the Premises during the term hereof caused by or resulting from any work performed, materials furnished or obligations incurred by or at the request of the Lessee. If the Lessee shall fail to discharge any such liens within fifteen (15) days after demand from the Lessor, then, in addition to any other right or remedy of the Lessor, the Lessor may, but shall not be obligated to, procure a discharge of the same in any manner permitted by law. Any amount paid or incurred by the Lessor for such purpose and all legal and other expenses of Lessor, including attorney's fees, incurred in procuring the discharge of such lien shall become due and payable forthwith by the Lessee.
XIV. SURRENDER

At the expiration of the lease term, the Lessee shall surrender the Premises in the same or better condition as that which existed at the effective date of this Lease Agreement, reasonable wear and tear excepted.

XV. NOTICE

Whenever notice is given or made under this Lease Agreement, it shall be in writing and delivered in person or sent by mail with postage prepaid. The City shall be provided notice to both the City Manager, and Director of Recreation and Parks. Notices shall be addressed as follows:

To the Lessor
Director of Recreation and Parks
City of Oak Ridge
P. O. Box 1
Oak Ridge, Tennessee 37831-0001
(865) 425-3447
jhetrick@oakridgetn.gov

To the Lessee
Attn: President
Oak Ridge Rowing Association
697 Melton Lake Drive
Oak Ridge, Tennessee 37830
(865) 482-6538
board@orra.org

City Manager
City of Oak Ridge
P.O. Box 1
Oak Ridge, Tennessee 37831-0001
(865) 425-3550
mwatson@oakridgetn.gov

Written notice of default pursuant to Section V, Termination, shall be sent to the Lessee's email address in order to give notification to the Lessee's board as a whole.

XVI. NO WAIVER OF BREACH

Any failure or neglect by the Lessor to assert or enforce any rights or remedies because of any breach or default by the Lessee under this Lease Agreement shall not prejudice the Lessor's rights or remedies with respect to any existing or subsequent breaches or defaults. Acceptance of any partial payment from the Lessee will not waive the Lessor's right to pursue the Lessee for any remaining balance due nor shall any endorsement or statement on any check or letter which acknowledges a check or payment as rent be deemed an accord and satisfaction.

XVII. NO PARTNERSHIP

The Lessor does not in any way or for any purpose become a partner, employer, principal, master, agent or joint venture of or with Lessee.

XVIII. SEVERABILITY

If any provision of this Lease Agreement is deemed invalid, the remainder of this Lease Agreement shall not be affected thereby and shall remain in full force and effect.

XIX. ANTI-DISCRIMINATION

In the use of the Premises, the Lessee shall not discriminate against any person because of race, creed, color, national origin, religion, age, sex, sexual orientation, disability or other legally protected status.
XX. **GOVERNING LAW**

The Lease Agreement shall be construed according to the laws of the State of Tennessee.

XXI. **ENTIRE AGREEMENT**

This Lease Agreement contains all the agreements and understandings made between the parties and may only be modified in writing.

IN WITNESS WHEREOF, this Lease Agreement has been executed by the parties hereto:

**APPROVED AS TO FORM AND LEGALITY:**

City Attorney

Mayor

**CITY OF OAK RIDGE, TENNESSEE**

OAK RIDGE ROWING ASSOCIATION

James H. Rogers, President

Attachment: Exhibit A (Property Description)

Approved by Resolution ____________________
DATE: February 24, 2020

TO: Mark S. Watson, City Manager

FROM: Jack L. Suggs, Electric Director

SUBJECT: PURCHASE OF SCADA EQUIPMENT FOR SUBSTATIONS 100 AND 200

Introduction

An item for City Council’s consideration is a resolution awarding a contract in the amount of $98,343.05 to Keystone Electrical Manufacturing Company, Des Moines, Iowa for the supply of SCADA components and equipment panels for use in City of Oak Ridge electric substations.

Funding

This purchase is part of the Capital Improvements Program for implementing the Electric Department Technology Roadmap. Funding is through the Electric Fund.

Consideration

As you are aware, staff in the Electric Department is in the process of implementing the recommendations of the Technology Roadmap, a plan to implement a spectrum of technology including Supervisory Control and Data Acquisition (SCADA) systems. SCADA systems allow for better demand response, outage restoration and have other benefits.

The items bid are the panels and equipment which interface between a substation’s equipment and the central communication and control portions of the system. They are required for each substation, with two currently being installed. This purchase expands the SCADA capability to two more substations. We hope to have these panels installed over the next eight months, at which time we will be purchasing two more. The City has a total of nine substations.

Four companies bid on the specified panels. Patterson and Dewar have reviewed the bid and recommend award to the low bidder. Staff concurs with this recommendation.

Recommendation

Staff recommends approval of the attached resolution.

cc: Chris A. Harris, Electric Operations Technology Specialist

City Manager’s Comments:

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

Mark S. Watson

3/5/2020 Date
CITY OF OAK RIDGE, TENNESSEE
Abstract of Bids

FOR —
SUBSTATIONS 100 AND 200
SCADA EQUIPMENT PANELS

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>ITEM</th>
<th>UNIT COST</th>
<th>TOTAL</th>
<th>UNIT COST</th>
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<td>THE FURNISHING OF A SCADA EQUIPMENT PANELS FOR SUBSTATIONS 100 AND 200 PER THE SPECIFICATIONS PROVIDED BY THE CITY OF OAK RIDGE ELECTRIC DEPARTMENT</td>
<td></td>
<td>$98,343.05</td>
<td>$100,837.00</td>
<td>$100,839.00</td>
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<td>12-13 WEEKS ARO</td>
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<td>VIA</td>
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</table>

TOTAL PRICE

$98,343.05
$100,837.00
$100,839.00
$104,510.00

REASON FOR AWARD
ONLY BID RECEIVED
LOW PRICE
BETTER OR REQUIRED DESIGN
EARLY DELIVERY
LOWEST TOTAL COST

RECOMMEND AWARD BE MADE TO:
2511 Bell Avenue
Des Moines, IA 50321

BIDS OPENED AND RECORDED BY:
Lyn Mojerski
Purchasing Manager

BIDS REVIEWED BY:
Dallas Dyce
Accounting Manager
RESOLUTION

A RESOLUTION APPROVING THE PURCHASE OF SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) EQUIPMENT PANELS FOR USE IN SUBSTATIONS 100 AND 200 FROM KEYSTONE ELECTRIC MANUFACTURING CO., DES MOINES, IOWA, IN THE AMOUNT OF $98,343.05.

WHEREAS, in recent years, the City developed a Technology Roadmap which includes implementation of a spectrum of technology including Supervisory Control and Data Acquisition (SCADA) systems; and

WHEREAS, the City of Oak Ridge has issued invitations to bid for the purchase of SCADA equipment panels for Substations 100 and 200; and

WHEREAS, the SCADA equipment will interface between a substation’s equipment and the central communication and control portions of the system; and

WHEREAS, bids were received and publicly opened on February 12, 2020, with Keystone Electrical Manufacturing Co., Des Moines, Iowa, 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 Keystone Electrical Manufacturing Co., 2511 Bell Avenue, Des Moines, Iowa 50321, for the purchase of Supervisory Control and Data Acquisition (SCADA) equipment panels for Substations 100 and 200; said award in the amount of $98,343.05.

BE IT FURTHER RESOLVED that the Mayor and City Manager are hereby authorized to execute the appropriate legal documents to accomplish the same.

This the 9th day of March 2020.

APPROVED AS TO FORM AND LEGALITY:

______________________________
Kenneth R. Krushenski, City Attorney

______________________________
Warren L. Gooch, Mayor

______________________________
Mary Beth Hickman, City Clerk
DATE: March 9, 2020

TO: Mark S. Watson, City Manager

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

THROUGH: Shira A. McWaters, P.E., Public Works Director

SUBJECT: Louisiana Avenue Drainage System Improvements

Introduction

An item for City Council’s consideration is the approval of a resolution authorizing a contract in the amount of $110,272.00 with Rogers Group, Inc., of Knoxville, Tennessee, for the replacement of approximately 90 linear feet of storm drainage pipe located at 181 Louisiana Avenue.

Funding

Funding is available from the stormwater program for this contract.

Background/Analysis/Review/Consideration

On February 6, 2020, Public Works received a call regarding a hole that had opened in the ground in the City right-of-way at the west edge of Louisiana Avenue. Public Works removed a small amount of cover and was able to see that a portion of the top of a large diameter corrugated metal drainage culvert had collapsed. The open portion of pipe is approximately two (2) feet under the edge of the road and the fill and sub-base supporting the roadway have fallen away leaving a void under the west side of the road. In the interest of safety, Public Works has closed the south bound lane of Louisiana Avenue.

Public Works explored three (3) possible repair methods including installing a liner. During the planning process it was learned the pipe had been repaired two times previously. The pipe section installed during one of the repairs was smaller in diameter and had settled creating an offset that eliminated the possibility of using a liner and the general condition of the pipe prevented an internal repair.

After considering alternatives, Public Works feels the repair is beyond in-house capability and recommends open cutting the road surface and replacing the entire culvert with high density polyethylene.

Recommendation

Sealed bids were solicited from 18 local contractors that the City is already familiar with. The bid specification explained that time is of the essence and only two contractors responded. Both contractors have visited the site. Public Works is satisfied with the results of the bid process and recommends award of the contract.

Public Works asks for a $7,500.00 contingency for unforeseen circumstances bringing the total amount to be approved by the accompanying resolution to $117,772.00.

Roger J. Flynn

Attachment: Site Plan/Site Profile
City Manager's Comments:

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

Mark S. Watson

Date

3/5/2020
PLAN VIEW

NOTES
1. CONTRACTOR WILL BE RESPONSIBLE FOR PLACING IN ONE CALL TO MARK EXISTING UTILITIES. EXISTING UTILITIES ON PLAN VIEW ARE APPROXIMATE LOCATION.
2. ALL DISTURBED AREAS OUTSIDE OF PAVING TO HAVE SEED AND STRAIN APPLIED.

STORM DRAIN PROFILE
SCALE 1'-0" = 20'-0" (H/V)

CITY OF OAK RIDGE
PUBLIC WORKS ENGINEERING

DRAINAGE SYSTEM IMPROVEMENTS
181 LOUISIANA AVENUE
SITE PLAN, PROFILE & DETAILS

02/19/20
01/20/2020
**CITY OF OAK RIDGE, TENNESSEE**

**Abstract of Bids**

**FOR:**
Drainage System Improvements
(181 Louisiana Avenue)

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<tr>
<th>DESCRIPTION</th>
<th>ITEMS</th>
<th>UNIT COST</th>
<th>TOTAL</th>
<th>UNIT COST</th>
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<tr>
<td>THE FURNISHING OF ALL LABOR, MATERIALS (LESS STONE), SUPPLIES, TOOLS, AND EQUIPMENT NECESSARY TO PERFORM ALL WORK AND SERVICES NECESSARY FOR THE DRAINAGE SYSTEM IMPROVEMENTS (181 LOUISIANA AVENUE) PER THE SPECIFICATIONS PROVIDED BY THE CITY OF OAK RIDGE, PUBLIC WORKS DEPARTMENT</td>
<td>1 - 7</td>
<td>$110,272.00</td>
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**ALLOWANCE NOT-TO EXCEED**

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**TOTAL PRICE**

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**DELIVERY**

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**F.O.B.**

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**OTHER BIDDERS CONTACTED:**

- Morgan Contracting, Inc. - Cleveland, TN
- Southern Constructors, Inc. - Knoxville, TN
- Blount Excavating, Inc. - Maryville, TN
- Design & Construction Services, Inc. - Knoxville, TN
- Merit Construction, Inc. - Knoxville, TN
- Holston Construction Services, LLC - Knoxville, TN
- K & F Construction, Inc. - Knoxville, TN
- Tillman Construction - Knoxville, TN
- Chrisopoulus & Kennedy Construction, Inc. - Knoxville, TN
- Blaine Construction Corporation - Knoxville, TN

**REASON FOR AWARD:**

- ONLY BID RECEIVED
- LOW PRICE
- BETTER OR REQUIRED DESIGN
- EARLY DELIVERY
- LOWEST TOTAL COST

**RECOMMEND AWARD BE MADE TO:**

Rogers Group, Inc.
250 Union Valley Road
Oak Ridge, TN 37830

**BIDS OPENED AND RECORDED BY:**

Lyn Majeski
Purchasing Manager

**BIDS REVIEWED BY:**

Janice McGinnis
Finance Director
RESOLUTION

A RESOLUTION AWARDING A CONTRACT (FY2020-128) TO ROGERS GROUP, INC., OAK RIDGE, TENNESSEE, FOR DRAINAGE SYSTEM IMPROVEMENTS AT 181 LOUISIANA AVENUE IN AN AMOUNT NOT TO EXCEED $117,772.00.

WHEREAS, the City issued an invitation to bid for the furnishing of all labor, tools, materials (less stone), equipment, and supplies necessary for drainage system improvements at 181 Louisiana Avenue; and

WHEREAS, bids were received and publicly opened on March 4, 2020, with Rogers Group, Inc., Oak Ridge, Tennessee, submitted the lowest and bid best, 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 Rogers Group, Inc., 250 Union Valley Road, Oak Ridge, Tennessee 37830, for the furnishing of all labor, tools, materials (less stone), equipment and supplies necessary for drainage system improvements at 181 Louisiana Avenue; said award in strict accordance with Contract FY2020-128, the required specifications, and the bid as publicly opened on March 4, 2020, and in an amount not to exceed $117,772.00.

BE IT FURTHER RESOLVED that the above compensation amount include a $7,500.00 contingency for unforeseen circumstances.

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

This the 9th day of March 2020.

APPROVED AS TO FORM AND LEGALITY:

Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk
RECREATION & PARKS DEPARTMENT MEMORANDUM
20-08

DATE: March 2, 2020
TO: Mark S. Watson, City Manager
FROM: Jonathan W. Hetrick, Recreation & Parks Director
SUBJECT: OAK RIDGE GATEWAY MONUMENT PROJECT - PROFESSIONAL CONSULTANT AGREEMENT – CANNON & CANNON, INC.

Introduction

An item for the agenda is a professional services agreement with Cannon & Cannon, Inc. for engineering, design and construction administration services for the Oak Ridge Gateway Monument Project in an amount not to exceed $112,370.00.

Funding

Funding for this agreement is provided through a $500,000.00 allocation from the State of Tennessee, administered through the Tennessee Department of Transportation Local Programs Development Office.

Consideration

In 2016, the Noon Rotary Club of Oak Ridge collaborated with City staff and the East Tennessee Community Design Center to develop an Oak Ridge Gateway concept. The intent of the gateway is to improve community perception and increase community and corporate pride.

Recent studies, including the Oak Ridge Blueprint Plan and the Oak Ridge Natural Asset Guidebook, strongly support the need for Oak Ridge to develop an identity as both an internationally recognized hub for scientific research and a place of tremendous natural beauty.

The first phase of the proposed Gateway is a Gateway Monument located in the median between S. Illinois Ave/TN-62 and Bethel Valley Rd. This main entry point to the city lacks a strong visual indication of arrival. The monument will welcome visitors to Oak Ridge and the Oak Ridge National Laboratory, incorporating the integration of nature and technology as the overarching theme of the project.

Recommendation

Approval of the attached resolution is recommended.

Attachments: Resolution

City Manager's Comments:

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

Mark S. Watson 3/5/2020
RESOLUTION

A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH CANNON & CANNON, INC., KNOXVILLE, TENNESSEE, TO PROVIDE ENGINEERING, DESIGN, AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE OAK RIDGE GATEWAY MONUMENT PROJECT IN AN AMOUNT NOT TO EXCEED $112,370.00.

WHEREAS, the City desires to improve community perception and increase community and corporate pride by creating a strong visual indication of arrival into the City of Oak Ridge by building a Gateway Monument; and

WHEREAS, toward this effort, the City desires to contract with Cannon & Cannon, Inc., Knoxville, Tennessee, to provide engineering, design, and construction administration for the Gateway Monument Project; and

WHEREAS, funding for this agreement is provided through a $500,000.00 allocation from the State of Tennessee, administered through the Tennessee Department of Transportation (TDOT) Local Programs Development Office, as approved by Resolution 2-12-2019; and

WHEREAS, Cannon & Cannon, Inc., was selected in accordance with TDOT’s Consultant Selection Policy as approved by Resolution 5-47-2019; and

WHEREAS, the City Manager recommends approval of a contract with Cannon & Cannon, Inc., for these professional services.

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

That the recommendation of the City Manager is approved and the City is hereby authorized to enter into a contract with Cannon & Cannon, Inc., for professional engineering, design, and construction administration services related to the Oak Ridge Gateway Monument Project, in an amount not to exceed $112,370.00.

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

This the 9th day of March 2020.

APPROVED AS TO FORM AND LEGALITY:

[Signature]
Kenneth R. Krushenski, City Attorney

[Signature]
Warren L. Gooch, Mayor

[Signature]
Mary Beth Hickman, City Clerk