

OAK RIDGE CITY COUNCIL MEETING
Municipal Building Courtroom

July 13, 2015—7:00 p.m.

AGENDA

I. INVOCATION

Reverend Sharon Youngs, First Presbyterian Church

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPEARANCE OF CITIZENS

V. PROCLAMATIONS AND PUBLIC RECOGNITIONS

A proclamation designating July 13 through July 18, 2015 as "*Anderson County Fair Week.*"

VI. SPECIAL REPORTS

2014-2015 State of the Youth Address presented by Ms. Shane Harris, Chair of the Youth Advisory Board (YAB).

VII. CONSENT AGENDA

- a. Approval of the June 8, 2015 City Council meeting minutes.
- b. Approval of the June 15, 2015 City Council meeting minutes.
- c. Approval of a proclamation designating August 1, 2015 as "*Atomic City Sportsmen Club Day.*"
- d. Confirmation of sixteen (16) members to the Youth Advisory Board (YAB), as selected by the YAB Screening Panel, for one year terms of office commencing on August 1, 2015.
- e. Adoption of a resolution making an award to CPAT Distribution, Inc., California, for the furnishing of a Candidate Physical Ability Test (CPAT) testing package for the Fire Department an amount not to exceed \$70,000.00.
- f. Adoption of a resolution approving the 7th Judicial District Crime Task Force Inter-Local Agreement between the State of Tennessee, Anderson County, and the cities of Oak Ridge, Clinton, Oliver Springs, and Rocky Top.
- g. Adoption of a resolution waiving competitive bids and making an award to Aramark Uniform Service, Inc., for furnishing employee uniforms and various other services associated with employee uniforms for Fiscal Year 2016 in the estimated amount of \$55,000.00.
- h. Adoption of a resolution making awards to Alternate Staffing, Inc.; Express Employment Professionals; Robert Half International (Accountemps and Office Team); Staffing Solutions; Temp Systems, Inc.; and Qualified Technical Firms for furnishing as needed temporary employment services for Fiscal Year 2016 in the estimated amount of \$175,000.00.
- i. Adoption of a resolution waiving competitive bids and making an award to Mansfield Oil

Company for furnishing unleaded and diesel fuel for Fiscal Year 2016 in the estimated amount of \$608,000.00.

- j. Adoption of a resolution waiving competitive bids and making an award to HD Supply Power Solutions for furnishing ABB brand cutouts for the Electric Department for Fiscal Year 2016 in the estimated amount of \$35,000.00.
- k. Adoption of a resolution a resolution awarding bids in the grand total estimated amount of \$1,245,400.00 for the furnishing of various materials as required by the City during Fiscal Year 2016.

VIII. RESOLUTIONS

- a. A RESOLUTION APPROVING AN AGREEMENT WITH THE ANDERSON COUNTY WATER AUTHORITY FOR THE CITY OF OAK RIDGE TO PROVIDE WASTEWATER TREATMENT AND DISPOSAL SERVICES IN THE VICINITY OF ELZA GATE.
- b. A RESOLUTION AMENDING THE CITY'S SOCIAL SERVICES POLICY TO INCREASE THE AMOUNT OF INDIVIDUAL ASSISTANCE FROM \$400.00 TO \$500.00.
- c. A RESOLUTION APPROVING AN AGREEMENT WITH AID TO DISTRESSED FAMILIES OF APPALACHIAN COUNTIES, INC., FOR THE ADMINISTRATION OF THE CITY'S SOCIAL SERVICES POLICY.
- d. A RESOLUTION APPROVING ACCESS TO RUTGERS AVENUE FROM ANDERSON COUNTY TAX MAP 099L, GROUP A, PARCEL 022.00.
- e. A RESOLUTION IN SUPPORT OF ESTABLISHING OAK RIDGE, TENNESSEE, AS THE HEADQUARTERS FOR THE PROPOSED MULTI-SITE MANHATTAN PROJECT NATIONAL HISTORICAL PARK.

IX. PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

First Reading of Ordinances

(NONE)

X. FINAL ADOPTION OF ORDINANCES

(NONE)

XI. ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

a. Elections/Appointments

Elect one representative to the Environmental Quality Advisory Board for a balance of an unexpired term ending on December 31, 2015.

Elect one high school representative to the Environmental Quality Advisory Board for a two-year term of office ending on May 31, 2017.

Elect one high school representative to the Traffic Safety Advisory Board for a one-year term of office ending on May 31, 2016.

Appoint City Manager Mark S. Watson to The Roane Alliance Board of Directors.

b. Announcements

c. Scheduling

XII. COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

XIII. SUMMARY OF CURRENT EVENTS

a. CITY MANAGER'S REPORT

b. CITY ATTORNEY'S REPORT

XIV. ADJOURNMENT

**PROCLAMATIONS
AND
PUBLIC RECOGNITIONS**

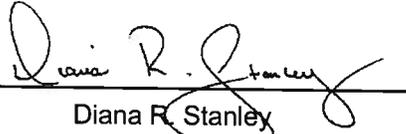
CITY CLERK MEMORANDUM
15-34

DATE: July 1, 2014
TO: Honorable Mayor and Members of City Council
FROM: Diana R. Stanley, City Clerk
SUBJECT: PROCLAMATIONS FOR JULY CITY COUNCIL AGENDA

The following proclamation is presented for the June 13, 2014 City Council meeting for City Council's consideration:

Anderson County Fair Week, July 13 – July 18

This request was submitted by Robin Biloski, Anderson County Commissioner, in support of this year's Anderson County Fair.



Diana R. Stanley

Attachments:
Anderson County Fair Week Proclamation

PROCLAMATION

WHEREAS, the Anderson County Fair was established in its present form in 1889; and

WHEREAS, the Anderson County Fair was designated as a "Century Fair" by the Tennessee Department of Agriculture in 2003, in recognition of 100+ years of continuous operation within the State of Tennessee; and

WHEREAS, the Anderson County Fair is an annual educational and entertainment opportunity that is enjoyed by thousands of people of all ages; and

WHEREAS, it is a true partnership of hundreds of volunteers working together with local agencies, businesses and industries to provide an opportunity to showcase the Anderson County area, and to effectively highlight Tennessee agriculture and products; and

WHEREAS, the Anderson County Fair Association, which is the Fair's governing agency, is completely a volunteer organization and its members serve the community; and

WHEREAS, the Fair was awarded "2nd Runner Up Champion of Fairs AAA Division" in 2011, and will continue to increase its rich tradition by getting bigger and better with each passing year; and

WHEREAS, Oak Ridgers are proud to be a part of Anderson County and, like all Anderson County citizens, take great pride in the outstanding Anderson County Fair.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE, that the week of July 13-18, 2015 be proclaimed

ANDERSON COUNTY FAIR WEEK

in the City of Oak Ridge, Tennessee, and that all Oak Ridgers be encouraged to support the Anderson County Fair Association as it endeavors to produce the best fair in Tennessee, and to honor the Anderson County Fair slogan – *The Best Six Days of Summer* – by attending and enjoying the 2015 fair during the week of July 13-18.

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 13th day of July in the year 2015.

WARREN L. GOOCH
MAYOR

SPECIAL REPORTS

City of Oak Ridge Youth Advisory Board: 2014-2015 State of the Youth Address

Hello, my name is Shane Harris, Chairwoman of the Youth Advisory Board of Oak Ridge for the 2014-2015 year. I am proud to report that we had a successful year in accomplishing many goals and events, as well as contributing to new innovations in the city of Oak Ridge. We hosted a disc golf tournament in November and hosted activities at the City Halloween Party, such as providing a Stay Safe: Glow room. We also hosted a dodge ball tournament in the Fall and Spring, of which over 200 youth participated. In December, we held a holiday trip for teens where we went to Chattanooga for some holiday shopping and fun with friends. This year in the 2nd year of the Water Awareness program, we trained 20 children. This program was created, in cooperation with the civic center aquatics department, to help children with no prior experience in water learn what to do when they are in a water environment. We took a trip to Nashville with the Youth Leadership of Oak Ridge and participated in a mock Senate session debate conducted by Rep. John Ragan and Sen. Randy McNally. Furthermore, we donated a new ping-pong table and supplies to the Scarboro Center, donated gifts to the Girls Inc Teen Room, \$1600 worth of gifts to Mission Hope, and pledged \$8000 towards the replacement of the main basketball goals at the Civic Center. We sponsored the RMS end of year pool party. We also co-sponsored the 18th annual Graduation Celebration and donated \$1500 in scholarships. We had another great year for our 11th annual Battle of the Teen Bands. We offered \$125, \$300, and 10 hrs of studio time as prizes for the winners. The Youth Advisory Board also conducted a youth survey, which responses increased 120% from last year, and found that: 85% of youth have heard of YAB, 53% have participated in YAB sports related event. 62% have participated other events, and the youth even offered ideas for YAB to consider in the coming years. Some of the suggestions and desires

of the youth in Oak Ridge is that Oak Ridge would invite more chain stores, a wig shop, more variety in food places, a music store, an arcade w/ laser tag, expand the movie theatre and bowling center. Based on surveys and discussions among the board, we would like to meet with the school board and city council to discuss some issues among the youth.

The board wishes to improve on publicity for next year, host more recreational events for teens and address issues in the city. We would ask that the City Council become more active in the board's meeting and activities as well as take the board more seriously and place more responsibility on the board. YAB serves as a voice for the youth of Oak Ridge and it would be a shame if their voice isn't heard.

Thank you for your time.

CONSENT AGENDA

**MINUTES OF THE
OAK RIDGE CITY COUNCIL**

June 8, 2015

The regular meeting of the City Council of the City of Oak Ridge convened at 7:00 p.m. on June 8, 2015, in the Courtroom of the Municipal Building with Mayor Warren L. Gooch presiding.

INVOCATION

The Invocation was delivered by Joseph Westfall, Itinerate Minister with Christian Church Disciples of Christ.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by Councilmember Charles J. Hope, Jr.

ROLL CALL

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

Also present were Mark S. Watson, City Manager; Janice E. McGinnis, Finance Director; and Diana R. Stanley, City Clerk.

City Attorney Kenneth R. Krushenski was absent.

APPEARANCE OF CITIZENS

Ms. Gail Walker, 105 Bennett Lane, commented that the Scarboro Neighborhood was petitioning the Department of Energy (DOE) to not allow a landfill of nuclear waste to be located near the Scarboro Neighborhood and adjacent sites, and that she was also requesting the assistance of the City Council to not allow the landfill to be located in the neighborhood.

Mr. Andrew Hayes, 110 Tabor Road, expressed his opposition to a nuclear waste landfill being located in proximity to the Scarboro Neighborhood.

Mr. Kenneth Crane, 227 Wadsworth Place, requested consideration of a traffic light for a turn lane on Georgia Avenue.

Mr. Randy Stevens, 103 Columbia Drive, inquired about learning of an environmental assessment study regarding the potential location of a nuclear waste site and whether monitoring devices existed in the City to detect any, possible, current waste.

PROCLAMATIONS AND PUBLIC RECOGNITIONS

(NONE)

SPECIAL REPORTS

(NONE)

CONSENT AGENDA

Councilmember Chinn moved, seconded by Councilmember Hope to approve the Consent Agenda. Following the motion, Mayor Pro Tem Smith requested to remove "a resolution waiving competitive bids

and making an award to Waste Management for the disposal of biosolids at the Chestnut Ridge Landfill for the Public Works Department for Fiscal Year 2016 in the estimated amount of \$125,000.00,” and Mayor Gooch requested to remove the following resolutions from the Consent Agenda:

A resolution waiving competitive bids and making awards to Rogers Group, Inc., J.G. Mullins Construction Company, APAC Tennessee, and other suitable companies as needed for emergency street resurfacing for the Public Works Department for Fiscal Year 2016 in the estimated amount of \$175,000.00.

A resolution waiving competitive bids and making awards to Poore's Tree Service, Blank's Tree Service, Wolf Tree Experts, Inc., and other suitable companies as needed for tree removal and trimming services for the Public Works Department for Fiscal Year 2016 in the estimated amount of \$30,000.00.

A resolution waiving competitive bids and making an award to Spillman Technologies, Inc., Salt Lake City, Utah, for furnishing maintenance services for the public safety computer system software for Fiscal Year 2016 in the estimated amount of \$45,000.00.

A resolution waiving competitive bids and making an award to Motorola Communications and Electronics, Inc., for furnishing of maintenance of the 800 MHz trunked communications system for Fiscal Year 2016 in the estimated amount of \$84,000.00.

The remainder of the Consent Agenda was approved by unanimous voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting “Aye;” thereby, approving the May 21, 2015 City Council Special Meeting Minutes.

Items Removed from the Consent Agenda

Resolution No. 06-51-2015

A resolution waiving competitive bids and making an award to Waste Management for the disposal of biosolids at the Chestnut Ridge Landfill for the Public Works Department for Fiscal Year 2016 in the estimated amount of \$125,000.00.

Mayor Pro Tem Smith moved, seconded by Councilmember Hensley that the resolution be approved.

Following discussions with Public Works Director Gary Cinder and City Council, the resolution was approved by unanimous voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting “Aye.”

Resolution No. 06-52-2015

Adoption of a resolution waiving competitive bids and making awards to Rogers Group, Inc., J.G. Mullins Construction Company, APAC Tennessee, and other suitable companies as needed for emergency street resurfacing for the Public Works Department for Fiscal Year 2016 in the estimated amount of \$175,000.00.

Councilmember Hope moved, seconded by Mayor Pro Tem Smith that the resolution be approved.

Following responses from Public Works Director Gary Cinder to inquiries of City Council, the resolution was approved by unanimous voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting “Aye.”

Resolution No. 06-53-2015

Adoption of a resolution waiving competitive bids and making awards to Poore's Tree Service, Blank's Tree Service, Wolf Tree Experts, Inc., and other suitable companies as needed for tree removal and trimming services for the Public Works

Department for Fiscal Year 2016 in the estimated amount of \$30,000.00.

Councilmember Hensley moved, seconded by Councilmember Callison that the resolution be approved.

Following responses from Public Works Director Gary Cinder to inquiries of City Council, the resolution was approved by unanimous voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

Resolution No. 06-54-2015

A resolution waiving competitive bids and making an award to Spillman Technologies, Inc., Salt Lake City, Utah, for furnishing maintenance services for the public safety computer system software for Fiscal Year 2016 in the estimated amount of \$45,000.00.

Councilmember Baughn moved, seconded by Councilmember Hope that the resolution be approved.

Oak Ridge Police Chief James Akagi responded to questions and comments of City Council.

Following discussions, the resolution was approved by unanimous voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

Resolution No. 06-55-2015

Adoption of a resolution waiving competitive bids and making an award to Motorola Communications and Electronics, Inc., for furnishing of maintenance of the 800 MHz trunked communications system for Fiscal Year 2016 in the estimated amount of \$84,000.00.

Mayor Pro Tem Smith moved, seconded by Councilmember Callison that the resolution be approved.

Following discussions with Oak Ridge Police Chief James Akagi and City Council, the resolution was approved by unanimous voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

RESOLUTIONS

Resolution No. 06-56-2015

A RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) TRACK LOADER, ONE (1) MINI EXCAVATOR, ONE (1) PORTABLE CCTV INSPECTION SYSTEM AND ONE (1) DUMP TRUCK FOR THE PUBLIC WORKS DEPARTMENT IN THE ESTIMATED TOTAL AMOUNT OF \$270,293.44.

Councilmember Hope moved, seconded by Councilmember Hensley that the resolution be approved.

Public Works Department Director Gary Cinder provided an overview of the necessity and utilization of the requested equipment.

Following additional discussions with City Council, the resolution was approved by board vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

Resolution No. 06-57-2015

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AWARDS TO STOWERS, BOBCAT, CONTRACTORS MACHINERY, UNITED RENTALS, NORTRAX, AND OTHER SUITABLE COMPANIES AS NEEDED FOR THE RENTAL OF HEAVY EQUIPMENT FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2016 IN THE ESTIMATED AMOUNT OF \$50,000.00.

Councilmember Hensley moved, seconded by Mayor Pro Tem Smith that the resolution be approved.

Following an overview by Public Works Director Gary Cinder, Councilmember Chinn moved, seconded by Mayor Gooch, to reduce the estimated amount from \$70,000.00 to \$50,000.00 as a result of action on the previous resolution which allows for the purchasing of equipment that was also to be rented as part of this resolution.

The amendment was approved by unanimous voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

The resolution, as amended, was approved by board vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

Resolution No. 06-58-2015

A RESOLUTION AWARDED A BID IN THE ESTIMATED AMOUNT OF \$169,221.00 TO SWIFT INDUSTRIES, INC. OF KNOXVILLE, TENNESSEE FOR BATTERY SYSTEM REPLACEMENT AT ELECTRIC SUBSTATIONS IN OAK RIDGE.

Mayor Pro Tem Smith moved, seconded by Councilmember Callison that the resolution be approved.

Following an overview by Electric Department Director Jack Suggs and discussions with City Council, the resolution was unanimously approved by board vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

Resolution No. 06-59-2014

A RESOLUTION AWARDED BIDS IN THE ESTIMATED AMOUNT OF \$155,848.00 TO WESCO DISTRIBUTION, INC., CHATTANOOGA, TENNESSEE, AND IN THE ESTIMATED AMOUNT OF \$24,084.00 TO ERMCO DISTRIBUTION TRANSFORMERS, DYERSBURG, TENNESSEE, FOR THE FURNISHING OF SINGLE-PHASE POLE MOUNTED TRANSFORMERS FOR USE BY THE ELECTRIC DEPARTMENT.

Mayor Pro Tem Smith moved, seconded by Councilmember Hope that the resolution be approved.

Following an overview by Electric Department Director Jack Suggs, the resolution was unanimously approved by board vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

Resolution No. 06-60-2015

A RESOLUTION AWARDED A BID IN THE ESTIMATED AMOUNT OF \$55,000.00 TO BAKER AND TAYLOR BOOKS, CHARLOTTE, NORTH CAROLINA FOR THE FURNISHING OF BOOKS FOR THE OAK RIDGE PUBLIC LIBRARY.

Councilmember Baughn moved, seconded by Mayor Pro Tem Smith that the resolution be approved.

Oak Ridge Library Director Kathy McNeily provided explanations as to staff's selection to Baker and Taylor Books which was due in part to the vendor's alternative bid and their services and discounts.

Following additional discussions, the resolution was unanimously approved by board vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

Public Hearing and First Reading of an Ordinance

AN ORDINANCE TO CARRY-OVER A TEMPORARY TAX RATE FOR MUNICIPAL PURPOSES FOR THE FISCAL YEAR BEGINNING JULY 1, 2015, BY IMPOSING A TEMPORARY TAX RATE ON ALL

PROPERTY WITHIN THE CITY, AND ADOPTING APPROPRIATIONS.

Councilmember Hensley moved, seconded by Councilmember Hope that the ordinance be approved on first reading.

City Manager Mark Watson explained that City Staff had submitted a budget that included a \$0.01 property tax increase that also included the Oak Ridge Schools request of a \$0.07 increase. Mr. Watson noted that the City was experiencing complexities in determining a certified tax rate at the present time due to the delay in Roane County's appraisals.

Mayor Gooch opened the floor to receive comments as part of the scheduled public hearing:

Mr. David Kitzmiller, 144 Wellington Circle, remarked about costing savings that could be experienced if unplanned spending does not occur so as to avoid a property tax increase. Additionally, Mr. Kitzmiller commented about capital projects being a spending priority for the City.

Ms. Myra Mansfield, 103 Hendrix Drive, commended efforts for employee raises and inquired about mechanisms for maintaining the tax rate or possibly decreasing the rate.

Ms. Anne Garcia Garland, 120 Outer Drive, expressed her concern about the reason for \$0.01 tax increase and the City following a spending plan.

Ms. Melinda Hillman 832 West Outer Drive, speaking as the Chair of the Oak Ridge Chamber of Commerce (ORCC), indicated that the Board of Directors of the ORCC had developed a prioritized list as it relates to the upcoming budget: (1) development and funding of prioritized capital improvement plan for infrastructure that includes City of Oak Ridge and Oak Ridge City Schools; pay increases for Oak Ridge City Schools—teachers and staff—and City of Oak Ridge staff; and waterfront improvements that have been proposed. Additionally, Ms. Hillman spoke as a resident that amenities needed to be funded as an attraction for the City.

Mr. Bob Eby, Vice Chair of the Board of Education, recited a communication from Oak Ridge National Laboratory (ORNL) Director Dr. Thomas Mason in which Dr. Mason remarked that the community is now in a position to do less with less. Mr. Eby commented about ensuring that the City is properly funded for services and amenities as it relates to the community and marketing.

Following comments from the public, Mayor Gooch closed the scheduled public hearing.

City Council held discussions regarding an internal billing mechanism of city departments and city projects; analysis of sales tax and property taxes, particularly in Roane County; development of the Capital Improvement Project (CIP); salary raises; and an adequate tax rate for city services and amenities. During these discussions, the City Manager noted that the City Charter included a clause that the appropriations of the current fiscal year would be carried forward to the new fiscal year until such time that a budget could be adopted.

As part of the budget discussions, City Council expressed their interest in scheduling a Work Session between the June 8 and the June 15 City Council meetings to discuss the proposed Fiscal Year 2016 Budget, eventually scheduling the Work Session for Monday, June 15, 2015 from 5:00 p.m. to 7:00 p.m.

Ms. Anne Garcia Garland, 120 Outer Drive, remarked about efficiencies in the City budget, utilizing a volunteer program to complete work of the City, and determining a means to track spending funds.

In order to have an opportunity to have a better understanding of the City's revenues given the delay of re-appraisals of Roane County properties, Mayor Gooch moved to defer first reading of the presented ordinance to the June 15, 2015 City Council and schedule a June 15 Work Session prior to the voting

meeting. The motion was seconded by Councilmember Hensley.

The motion was approved by unanimous voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting Aye.”

First Reading of an Ordinance

AN ORDINANCE TO AMEND TITLE 5, TITLED “MUNICIPAL FINANCE AND TAXATION,” CHAPTER 1, TITLED “MISCELLANEOUS,” OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE,” BY DELETING SECTION 5-102, TITLED “WHEN DUE, DELINQUENT,” AND SUBSTITUTING THEREFOR A NEW SECTION 5-102, WITH THE SAME TITLE, TO ALLOW COUNCIL, AT THE REQUEST OF THE CITY MANAGER AND FINANCE DIRECTOR, TO MODIFY, BY RESOLUTION, THE DUE DATE AND DELINQUENT DATE OF CITY TAXES WHEN THE STATE OR COUNTY RE-APPRAISAL TIMETABLE FOR ANY FISCAL YEAR FALLS BEHIND THE CITY’S DUE DATE AND DELINQUENT DATE.

The City Manager explained that this code change would allow for better logistical scheduling in the event that the City experiences any future budget issue that impact the collection of taxes.

Councilmember Hensley moved, seconded by Mayor Pro Tem Smith to approve the ordinance on first reading.

The ordinance was approved on first reading by unanimous board vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting “Aye.”

FINAL ADOPTION OF ORDINANCES

Ordinance No. 09-2015

AN ORDINANCE TO REPEAL ORDINANCE NO. 05-11 WHICH ADOPTED THE RULES AND REGULATIONS GOVERNING DISTRIBUTION OF ELECTRIC POWER, AND TO ADOPT NEW RULES AND REGULATIONS GOVERNING DISTRIBUTION OF ELECTRIC POWER WITHIN THE CITY OF OAK RIDGE, TENNESSEE.

Mayor Pro Tem Smith moved, seconded by Councilmember Hensley to approve the ordinance during second reading. The ordinance was approved by unanimous show of hands with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Beehan indicating “Aye.”

ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

Elections/Appointments

Announcements

Councilmember Hensley announced that the June 11, 2015 Oak Ridge Municipal Planning Commission Meeting was canceled.

Scheduling

COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

SUMMARY OF CURRENT EVENTS

CITY MANAGER’S REPORT

City Manager Mark Watson requested that City Council provide direction and/or inquiries to either himself

or the Finance Director in preparation for the June 15, 2015 City Council Work Session. Additionally, he announced that he received a second place finish for the International City Management Association Board President and expressed his appreciation to the City Council for their support.

CITY ATTORNEY'S REPORT

ADJOURNMENT

The meeting adjourned at 10:00 p.m.

Diana R. Stanley, City Clerk
CITY OF OAK RIDGE, TENNESSEE

**MINUTES OF THE
OAK RIDGE CITY COUNCIL**

June 15, 2015

The regular meeting of the City Council of the City of Oak Ridge convened at 7:00 p.m. on June 15, 2015, in the Courtroom of the Municipal Building with Mayor Warren L. Gooch presiding.

INVOCATION

The Invocation was delivered by Ms. Myra Mansfield, Living Water Christian Fellowship.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by Councilmember L. Charles Hensley

ROLL CALL

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

Also present were Mark S. Watson, City Manager; Kenneth R. Krushenski, City Attorney; Janice E. McGinnis, Finance Director; and Diana R. Stanley, City Clerk.

APPEARANCE OF CITIZENS

No citizens participated during "Appearance of Citizens."

PROCLAMATIONS AND PUBLIC RECOGNITIONS

Mayor Gooch noted that he had received a request to proclaim June 2015 as "Dairy Month" and that if City Council had no objections, the proclamation would be properly formatted and issued. Following his remarks, Mayor Gooch moved to request that June 2015 be proclaimed "Dairy Month" and to allow the provided template proclamation to be formatted accordingly and signed. The motion was seconded by Councilmember Hensley and approved by unanimous voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

SPECIAL REPORTS

(NONE)

PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

AN ORDINANCE TO CARRY-OVER A TEMPORARY TAX RATE FOR MUNICIPAL PURPOSES FOR THE FISCAL YEAR BEGINNING JULY 1, 2015, BY IMPOSING A TEMPORARY TAX RATE ON ALL PROPERTY WITHIN THE CITY, AND ADOPTING APPROPRIATIONS.

The City Manager explained that the appropriation was being submitted for City Council's consideration during first reading and a final reading would occur at a later date which would allow for final amendments, specifically a certified tax rate. Additionally, Mr. Watson noted that in accordance with State Statute, the City Council must approve a continuing resolution that informs the State of Tennessee that the City of Oak Ridge is continuing appropriations until such time that a final determination on the tax rate can be made. Mr. Watson further explained that he would be sending the same continuing resolution to the Tennessee State Board of Education for their information.

Mayor Gooch opened the floor to receive comments as part of the scheduled public hearing:

Mr. Bob Eby, 101 Winston Lane, Vice Chair of the Board of Education, remarked about City Council considering a property tax increase for the needs of the community.

Mr. Tracy Larabee, 103 Chester Lane, commented that City Council consider a property tax rate in correlation with the needs and growth of the community.

Mr. Matt Bailey, 17 Riverside Drive, remarked about “big” thinking and investment for the community.

Ms. Myra Mansfield, 103 Hendrix Drive, spoke in favor of a temporary tax rate being approved at this point in the budget process.

Mr. Joe Lee, 99 East Pasadena Road, encouraged long-term investing and thinking for the future of the community.

Following comments of the public, Mayor Gooch closed the scheduled public hearing.

Councilmember Hope moved, seconded by Councilmember Chinn that the ordinance be approved on first reading.

Councilmember Hensley moved to amend the ordinance to set a new, temporary property tax rate of \$2.47 in anticipation of the property tax increase that was included in the proposed FY2016 Budget. The motion failed for lack of a second.

Mayor Pro Tem Smith moved to amend Section 2 of the ordinance by deleting the references to a temporary tax rate and including language that the City would impose a tax levy at a certified rate, to be determined by the State of Tennessee, plus an additional \$0.08 so as to commit the City Council to a tax rate that is equivalent to City’s presented spending plan. The motion was seconded by Councilmember Hensley.

Following discussions regarding a means to approve the presented appropriation ordinance on first reading given the lack of a certified tax rate, the motion failed by board vote with Councilmembers Baughn, Callison, Chinn, Hope, and Mayor Gooch voting “Nay,” and Councilmember Hensley and Mayor Pro Tem Smith voting “Aye.”

The ordinance was approved on first reading with Councilmembers Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting “Aye,” and Councilmember Baughn voting “Nay.”

Resolution Associated with the FY2016 Budget

Resolution No. 06-61-2015

A RESOLUTION TO ADOPT A CONTINUING APPROPRIATION AND BUDGET FOR FISCAL YEAR 2016 (JULY 1, 2015 THROUGH JUNE 30, 2016) UNTIL SUCH TIME AS A NEW APPROPRIATION AND BUDGET ORDINANCE IS ADOPTED.

Mayor Pro Tem Smith moved, seconded by Councilmember Hensley to approve the resolution as presented by city staff.

The City Manager explained that the City would be transmitting a certified copy of the presented resolution to the State of Tennessee Office of the Comptroller and Tennessee State Board of Education informing them of the budget challenges that the City of Oak Ridge was currently facing.

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

RESOLUTIONS

Resolution No. 06-62-2015

A RESOLUTION APPROVING THE FY2015-2016 ANNUAL ACTION PLAN AND PROPOSED ALLOCATIONS OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT FUNDS FOR FY2016 ESTIMATED AT \$210.796.00.

Councilmember Hensley moved, seconded by Councilmember Callison that the resolution be approved.

Mayor Gooch opened the floor to receive comments as part of the scheduled public hearing:

No citizens participated during the scheduled public hearing.

Mayor Gooch closed the scheduled public hearing.

Community Development Director Kathryn Baldwin and City Contractor Sherith Colverson responded to questions and comments of City Council.

Mayor Pro Tem Smith disclosed that she is a member of the Trinity Out-Reach Center of Hope (TORCH) Board which is mentioned in the Annual Action Plan, but the organization is not receiving funding. She further indicated that she would be participating in the vote of the resolution.

The resolution was approved by unanimous voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

Resolution No. 06-63-2015

A RESOLUTION TO CERTIFY THAT THE CITY WILL AFFIRMATIVELY FURTHER FAIR HOUSING AND WILL TAKE APPROPRIATE ACTION AS IDENTIFIED IN THE ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CONDUCTED BY THE CITY IN 2015.

Councilmember Hensley moved, seconded by Mayor Pro Tem Smith that the resolution be adopted.

The resolution was approved by unanimous voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

Resolution No. 06-64-2015

A RESOLUTION TO APPROVE AN AGREEMENT WITH RAY EVANS FOR ECONOMIC DEVELOPMENT SERVICES FOR FISCAL YEAR 2016 IN THE AMOUNT OF \$54,000.00.

Councilmember Hope moved, seconded by Councilmember Chinn that the resolution be approved.

During consideration of the resolution, the following residents expressed their support for the agreement with Mr. Evans:

Mr. David Kitzmiller, 144 Wellington Circle
Mr. Joe Lee, 99 East Pasadena Road
Mr. Tracy Larabee, 103 Chester Lane

Ms. Myra Mansfield, 103 Hendrix Drive, commented about being able to examine data on economic development that occurs in the City.

Following discussions and comments of City Council, the resolution was approved by board vote with Councilmembers Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye," and Councilmember Baughn voting "Nay."

Resolution No. 06-65-2015

A RESOLUTION TO APPROVE AN AGREEMENT WITH STEVE JONES FOR ECONOMIC DEVELOPMENT SERVICES FOR FISCAL YEAR 2016 IN THE AMOUNT OF \$54,000.00.

Councilmember Hensley moved, seconded by Councilmember Hope that the resolution be approved.

Mr. Joe Lee, 99 East Pasadena Road, expressed his support for the agreement with Mr. Jones.

Ms. Myra Mansfield, 103 Hendrix Drive, commented that the City should review sources of the pay increases for economic development services.

Following discussions and comments of City Council, the resolution was approved by board vote with Councilmembers Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye," and Councilmember Baughn.

Resolution No. 06-66-2015

A RESOLUTION APPROVING A CONTRACT BETWEEN THE CITY AND THE OAK RIDGE CONVENTION AND VISITORS BUREAU (CVB) FOR THE PROVISION OF SERVICES AND MATERIALS TO PROMOTE TOURISM IN OAK RIDGE FOR THE PERIOD JULY 1, 2015 THROUGH JUNE 30, 2016 (FISCAL YEAR 2016) IN AN AMOUNT NOT TO EXCEED \$325,000.00.

Councilmember Hope moved, seconded by Mayor Pro Tem Smith that the resolution be approved.

Mayor Pro Tem Smith moved to amend Section 5.1 of the Contract by providing for equal monetary installments of \$325,000.00 on the same quarterly schedule provided. The amendment was seconded Councilmember Chinn.

Following discussions amongst City Council and Mr. Marc DeRose, Oak Ridge Convention and Visitors Bureau Executive Director, regarding marketing support by the CVB to help with occupancy tax collections and marketing strategies for the City's economics, the amendment was approved unanimously by board vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

The resolution, as amended, was approved by board vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye."

CONSENT AGENDA

Mayor Pro Tem Smith moved, seconded by Councilmember Hensley that the Consent Agenda be approved as presented. The motion was approved by unanimous voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting "Aye," thereby:

- Approving the June 1, 2015 City Council Minutes.
- Adopting **Resolution No. 06-67-2015** to accept a \$16,000.00 Emergency Management Grant from the State of Tennessee, Department of Military, Tennessee Emergency Management Agency (TEMA) for off-site emergency planning and response.
- Adopting **Resolution No. 06-68-2015** waiving competitive bids and making an award to Oracle America, Inc., Dallas, TX, for furnishing of annual maintenance services for the financial software system utilized by the City of Oak Ridge for Fiscal Year 2016 in the estimated amount of \$25,685.00.

FINAL ADOPTION OF ORDINANCES

Ordinance No. 10-2015

AN ORDINANCE TO AMEND TITLE 5, TITLED “MUNICIPAL FINANCE AND TAXATION,” CHAPTER 1, TITLED “MISCELLANEOUS,” OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE,” BY DELETING SECTION 5-102, TITLED “WHEN DUE, DELINQUENT,” AND SUBSTITUTING THEREFOR A NEW SECTION 5-102, WITH THE SAME TITLE, TO ALLOW COUNCIL, AT THE REQUEST OF THE CITY MANAGER AND FINANCE DIRECTOR, TO MODIFY, BY RESOLUTION, THE DUE DATE AND DELINQUENT DATE OF CITY TAXES WHEN THE STATE OR COUNTY RE-APPRAISAL TIMETABLE FOR ANY FISCAL YEAR FALLS BEHIND THE CITY’S DUE DATE AND DELINQUENT DATE.

Councilmember Hensley moved, seconded by Mayor Pro Tem Smith that the ordinance be approved on second reading.

The ordinance was approved by unanimous board vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Pro Tem Smith, and Mayor Gooch voting “Aye.”

ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

Elections/Appointments

The City Attorney noted that the City Charter included a provision that would require a Charter review by a Charter Committee beginning in July. During this notation by the City Attorney, City Council discussed a mechanism to appoint residents to said Charter Committee to be further discussed at a future Work Session.

Announcements

Councilmember Hope announced that the Youth Advisory Board (YAB) Screening Panel would soon be meeting to select applicants for said board and would bring forward recommendations for the high school representatives for the Environmental Quality Advisory Board (EQAB) and Traffic Safety Advisory Board (TSAB)

Scheduling

The City Manager announced that a traditional, City Council Work Session was scheduled for June 16, 2015 at 6:00 p.m. in the Multipurpose Room of the Central Services Complex for on-going discussions of the budget.

COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

Mayor Gooch requested a joint City Council Work Session with the members of the Oak Ridge Rowing Association (ORRA) and director and members of the Convention and Visitors Bureau (CVB). Additionally, Mayor Pro Tem Smith requested that City Council receive a presentation regarding a certified local government process related to historical preservation.

SUMMARY OF CURRENT EVENTS

CITY MANAGER’S REPORT

The City Manager noted that an examination of City Council’s current Rules and Procedures may be warranted in the near future.

CITY ATTORNEY’S REPORT

ADJOURNMENT

The meeting adjourned at 9:15 p.m.

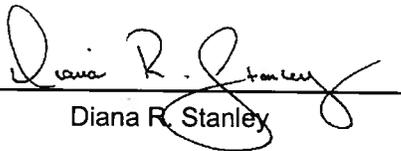
Diana R. Stanley, City Clerk
CITY OF OAK RIDGE, TENNESSEE

CITY CLERK MEMORANDUM
15-35

DATE: July 1, 2014
TO: Honorable Mayor and Members of City Council
FROM: Diana R. Stanley, City Clerk
SUBJECT: PROCLAMATION FOR CONSENT AGENDA

An item for City Council's consideration is a proclamation requested by Mr. David Mosby, member of the Atomic City Sportsmen Club (ACSC), in honor of the Sportsmen Club's 46th anniversary which will be celebrated on August 1, 2015.

Mr. Mosby will accept a signed copy of this proclamation at the City Clerk's Office following the July 13, 2015 City Council meeting.



Diana R. Stanley

Attachments:
Atomic City Sportsmen Club Day Proclamation

PROCLAMATION

WHEREAS, the Atomic City Sportsmen Club (ACSC) was founded in 1969 to provide an opportunity for underrepresented youth in the community to thrive and excel in sporting and academic environments; and

WHEREAS, the ACSC has grown over the years to become an independent and respected non-profit organization that has initiated significant cultural events such as the Martin Luther King Fellowship Breakfast, ACSC Diversity Luncheon, and the ACSC Coming Home Blues Festival for residents in Anderson and surrounding counties; and

WHEREAS, through these events, the ACSC has brought to Oak Ridge local, regional, and national speakers, such as Mayor Roland Dykes and Daniel Brown, as well as Congressmen Zach Wamp, Andrew Young, and Jim Clyburn; and local leaders Joe LaGrone, Eddy Ellis, Wil Minter, and Reverend Harold Middlebrook; and

WHEREAS, the ACSC has also co-sponsored with the City of Oak Ridge on community wide events including the Fun-In-the-Sun Day, ACSC Christmas Party, and the Scarboro Community Clean Up Day; and

WHEREAS, the ACSC continues its important service in the community by providing thousands of dollars in college scholarships to economically disadvantaged youth through funds raised by the ACSC Golf Tournament and other fundraising activities; and

WHEREAS, the ACSC acknowledges the support of hundreds of local individuals, businesses, and churches who provide monetary contributions, volunteer time, and in-kind donations; and

WHEREAS, on August 1, 2015, the ACSC will celebrate its 46th year of existence with a celebration featuring current and former Sportsmen, their families, and the community.

NOW, THEREFORE, BE IT PROCLAIMED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE that August 1, 2015 be designated as

ATOMIC CITY SPORTSMEN CLUB DAY

in the City of Oak Ridge, Tennessee, and that all citizens are encouraged to join in celebrating 46 years of special events, accomplishments, and service to the community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Oak Ridge to be affixed, this the 13th day of July in the year 2015.

WARREN L. GOOCH
MAYOR



YAB Screening Panel

DATE: 6-16-15

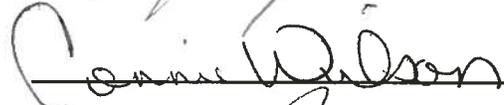
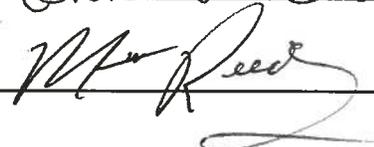
- | | |
|-------------------------|--------------------------|
| 1 <u>Lauren Collier</u> | 9 <u>Curtis Rookard</u> |
| 2 <u>Peter Magill</u> | 10 <u>Lewis Wang</u> |
| 3 <u>Riley Mosby</u> | 11 <u>Shichen Zhang</u> |
| 4 <u>Hannah Oran</u> | 12 <u>Audrey Bufton</u> |
| 5 <u>Candace Pang</u> | 13 <u>Ruth Hammond</u> |
| 6 <u>Stella Powell</u> | 14 <u>Alexis Palau</u> |
| 7 <u>Ashley Riedy</u> | 15 <u>Lucas Dunning</u> |
| 8 <u>Brent Robinson</u> | 16 <u>Shreyank Patel</u> |

We, the YAB Screening Panel, recommend the 16 students
above to serve on the City Youth Advisory Board
for the 2015-2016 term of office.

Councilman Chuck Hope

ORHS Staff Connie Wilson

City Staff Matt Reedy

CITY OF OAK RIDGE



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

June 16, 2015

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

Dear Council Members:

The City Youth Advisory Board Screening Panel for the 2015-2016 term of office consisted of City Council member Chuck Hope, ORHS staff member Connie Wilson, and Recreation and Parks Department staff member Matt Reedy. The YAB Screening Panel has selected the following sixteen students to recommend to City Council for appointment to the 2015-2016 Youth Advisory Board. The applications are attached to be included in the agenda for the July 8, 2015, meeting of the Oak Ridge City Council.

<u>NAME</u>	<u>GRADE LEVEL</u>
Lauren Collier	12
Peter Magill	12
Riley Mosby	12
Ashley Riedy	12
Curtis Rookard	12
Lewis Wang	12
Shichen Zhang	12
Lucas Dunning	11
Shreyank Patel	11
Stella Powell	11
Brent Robinson	11
Ruth Hammond	10
Hannah Oran	10
Candace Pang	10
Audrey Bufton	9
Alexis Palau	9

Sincerely,

Matt Reedy
Manager of Athletics and YAB

Youth Advisory Board

Election Date: 7/13/2015

Number of Vacancies: 16

Term Valid Through: One-year terms beginning
August 1, 2015

Number of Members: 16

Qualifications:

Applicants are required to be residents of the City of Oak Ridge with the goal to have two (2) members from each grade level (8th - 12th).

Applicants

FirstName	LastName	Submission Date
Audrey	Bufton	5/10/2015
Lauren	Collier	5/15/2015
Lucas	Dunning	5/19/2015
Ruth	Hammond	4/14/2015
Peter	Magill	5/14/2015
Riley	Mosby	5/22/2015
Hannah	Oran	5/15/2015
Alexis	Palau	5/21/2015
Candace	Pang	5/17/2015
Shreyank	Patel	4/28/2015
Stella	Powell	5/16/2015
Ashley	Riedy	5/19/2015
Brent	Robinson	5/20/2015
Curtis	Rookard	4/22/2015
Lewis	Wang	5/12/2015
Shichen	Zhang	5/10/2015

Total Applicants: 16

Current Members

FirstName	LastName	Term Expires
Caroline	Bradshaw	7/31/2015
Lauren	Collier	7/31/2015
Koren	Fogelsanger	7/31/2015
Shane	Harris	7/31/2015
Ovi	Kabir	7/31/2015
Peter	Magill	7/31/2015

Riley	Mosby	7/31/2015
Hannah	Oran	7/31/2015
Candace	Pang	7/31/2015
Stella	Powell	7/31/2015
Ashley	Riedy	7/31/2015
Wesley	Robinson	7/31/2015
Brent	Robinson	7/31/2015
Curtis	Rookard	7/31/2015
Lewis	Wang	7/31/2015
Shichen	Zhang	7/31/2015

Youth Advisory Board Applicants

Application Submission Date: 5/10/2015

Prefix	FirstName	LastName	Race (Optional):
Ms.	Audrey	Buhton	Caucasian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/10/2015	No		1
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
9th		3.9 English	
Extra Curricular Activities			
Technology Student Association, Junior Clinics, Student Council, Art Club			
Volunteer Work Experience (1)			
EXCEL Summer Program			
Dates			
June of 2013 and 2014			
Description			
I helped teach and supervise students in kindergarten through third grade. I performed activities such as serving, clean up, grading papers, and leading them to classes. Over the two summers I worked, I performed over 300 volunteer hours. I have learned many lessons while helping with the program. I have learned to lead others and work better in group settings. The other volunteers and I had lots of fun. EXCEL was a rewarding volunteer experience I will not soon forget.			
Volunteer Work Experience (2)			
Oak Ridge Children's Museum Summer Program			
Dates			
July 14-25, 2014			
Description			
During the summer camp programs, teen volunteers cleaned, supervised camps, and helped coordinate group activities. It helped me work as a team, and be a leader in group situations. It was rewarding and I met many new friends.			
Why do you want to serve on the YAB?			
The Youth Advisory Board would help me be a leader in our community. I would also like to have a voice in decisions that affect Oak Ridge's youth. The board would help me gain knowledge of how our local government works. I would like to meet new people to broaden my horizons.			

End of Application for Audrey Buhton

Youth Advisory Board Applicants

Application Submission Date: 5/15/2015

Prefix	FirstName	LastName	Race (Optional):
Ms.	Lauren	Collier	Vietnamese / Caucasi
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/15/2015	Yes		33
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th		4 French	
Extra Curricular Activities			
This past year I served on the Youth Advisory Board. Additionally, I am a member of the National Honors Society, Junior Committee, Prom Board, French Honors Society, and the Technology Students Association.			
Volunteer Work Experience (1)			
Oak Ridge Rowing Association			
Dates			
SIRA regatta			
Description			
I was a stake boat holder and was responsible for making sure boats were in line, on time, and ready to race.			
Volunteer Work Experience (2)			
prom board			
Dates			
4/24/15			
Description			
I helped plan and set up for prom. It gave me experience in party planning.			
Why do you want to serve on the YAB?			
I have served on the board for the last three years and have become familiar with the ways through which youth can influence the community. Additionally, over the last few years I have become increasingly vocal in meetings and have suggested new ideas.			

End of Application for Lauren Collier

Youth Advisory Board Applicants

Application Submission Date: 5/19/2015

Prefix	FirstName	LastName	Race (Optional):
Mr.	Lucas	Dunning	white
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/19/2015	No		00
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
11th		3.4 Science	
Extra Curricular Activities			
I play high school and club soccer. I love to fish, hike, and kayak. Love the outdoors! I spend time with family and friends.			
Volunteer Work Experience (1)			
Children's Museum-Advisory Board			
Dates			
4th and 5th grade			
Description			
I volunteered after school to help students with science projects. On this board we did community work and work on experiments. I found this type of work rewarding and come to love the science field based on the work done at the children's museum.			
Volunteer Work Experience (2)			
First United Methodist Church			
Dates			
every summer			
Description			
Every summer I volunteered to lead a class during VBS. This experience has been both rewarding and insightful. I lead the class through crafts, games, bible study, and projects. I was responsible for 5-6 children. I felt this helped me gain an understanding of responsibility.			
Why do you want to serve on the YAB?			
I would like the opportunity to work with others youths in an area that both supports the students and the community. I feel I could benefit from what YAB offer in growth in the areas such as, social, cultural, etc. I also feel the experiences I've gained over the years could benefit the board. I do have a great rapport with my peers and been told that I make a great leader and provide a positive influence on others. I like to be involved in the community and have the energy to give this board 100%.			

End of Application for Lucas Dunning

Youth Advisory Board Applicants

Application Submission Date: 4/14/2015

Prefix	FirstName	LastName	Race (Optional):
Ms.	Ruth	Hammond	African-American
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
4/14/2015	No		00
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
10th		4 Honors Chemistry	
Extra Curricular Activities			
MUSIC ARTS			
Oak Ridge High School Orchestra (1st Violin Section)			
Violin Lessons (private)			
Piano Recitals and Lessons (private)			
Oak Valley Baptist Church, Youth Choir			
GENERAL SCHOOL ACTIVITIES			
Masquers (Props Team)			
International Relations Club			
Math Club			
Allies for Substance Abuse Prevention of Anderson County (ASAP)			
COMMUNITY ACTIVITIES			
Youth Advisory Board, Active Participant in 2014-2015 Meetings and Events			
Oak Valley Baptist Church, Youth Group Participant and Volunteer			

Youth Advisory Board Applicants

Volunteer Work Experience (1)

Fredericksburg Area Food Bank

Dates

Jan 2014 – July 2014

Description

I sorted food and non-food items from corporate donors I prepared donation bags for the Food4Kidz Program which provides weekend meals for disadvantaged children.

Volunteer Work Experience (2)

Oak Ridge Youth Advisory Board

Dates

2014-2015 Academic Year

Description

Volunteer at various YAB events, such as the Easter Egg Hunt, etc.

Why do you want to serve on the YAB?

I want to serve on the YAB because I enjoy giving back to the community. I have enjoyed being active with YAB this year, and I want the opportunity to be a formal member of the Board so that I can contribute more to the scheduled events and meetings. I am proud to live in a community where training youth leaders is valued and important. I want to benefit from this program by improving my leadership skills, and I want to give back to it. When I moved to Oak Ridge from Virginia in August 2014, I did not know anyone and felt alone. Becoming active with YAB helped me to meet new people and understand more about the Oak Ridge community. I want to be able to provide that same sense of community and fun to

Please see additional attachments.

Ruth Hammond

112 Tiffany Place, Oak Ridge, Tennessee 37830; 865-399-2760; djmhammond@gmail.com

EDUCATION

2011 – 2014

Oak Ridge High School, Oak Ridge, Tennessee (current 9th Grade student)

Advanced Classes: Math: Honors Chemistry, Honors Biology
Science: Honors Algebra II/Trigonometry
Other: Honors Freshman English, Honors Spanish 2, Honors Orchestra

School Activities: Masquers (Props Team), International Relations Club, Math Club
Oak Ridge High School, 9th Grade Orchestra
Allies for Substance Abuse Prevention of Anderson County (ASAP)

2011 – 2014

H.H. Poole Middle School, Stafford, Virginia

Advanced Classes: Math: Honors Algebra I (7th Grade), Honors Geometry (8th Grade)
Other: Honors English (8th Grade), Spanish I (8th Grade)

School Activities: Member of WEEE News (School Announcements Team)
Café Book Club and Accelerated Reading (A.R.) Competition

EXPERIENCE

Summer 2014

BLAST (Building Leaders for Advancing Science and Technology) Camp

Host Site: Virginia Polytechnic Institute and State University
- Four-day residential camp to develop engineering and professional skills.

Summer 2013

Virginia Demonstration Project Summer Academy

Host Site: Naval Surface Warfare Center – Dahlgren Division; Dahlgren, Virginia
- One-week camp to expose middle school students to engineering career fields.

Summer 2013

Rappahannock Strings Summer Camp

Host Site: Fredericksburg Academy, Fredericksburg, Virginia
- One-week camp to develop music and performance skills on stringed instruments.

ACHIEVEMENTS AND AWARDS

- 1st Place Award, 2014 EngineerGirl National Essay Contest; Title: Engineering Our Nutrition
- Member, National Junior Honor Society (inducted in 7th grade)
- All A/B Honor Roll, H.H. Poole Middle School (6th, 7th, 8th grades) •
- Highest Academic Performance in 8th Grade Spanish (H.H. Poole Middle School)
- Highest Academic Performance in 8th Grade Language Arts (H.H. Poole Middle School)
- First Violinist, 2015 East Tennessee All-District Orchestra
- First Violinist, 2013 and 2014 Stafford All-County Orchestras

VOLUNTEER EXPERIENCE

Jan 2014 – July 2014

Oak Valley Baptist Church, Oak Ridge, Tennessee

- Serve on the Hospitality, Youth usher, and Youth Group ministries
- Participate in youth volunteering activities at the homeless and women's shelters

Jan 2014 – July 2014

Fredericksburg Area Food Bank, Fredericksburg, Virginia

- Sort food and non-food items from corporate donors
- Prepare donation bags for Food4Kidz Program (weekend meals for disadvantaged children)

July 2011 – July 2014

First Mount Zion Baptist Church, Dumfries, Virginia

- Serve as a youth usher in the adult and children worship services
- Participated in "Feed My Starving Children" Program to prepare meals for children in Haiti

EXTRACURRICULAR ACTIVITIES

- Youth Advisory Board, Active Participant in 2014-2015 Meetings and Events
- National Society of Black Engineers (NSBE), Junior Chapter
- Tutor, National Junior Honors Society, H.H. Poole Middle School

End of Application for **Hammond, Ruth**

For Board: **Youth Advisory Board**

Youth Advisory Board Applicants

Application Submission Date: 5/14/2015

Prefix	FirstName	LastName	Race (Optional):
Mr.	Peter	Magill	WHITE
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/14/2015	Yes		33
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th		3.8 History	
Extra Curricular Activities			
International Relations Club			
Oak Ridge golf Team			
Life Guard			
Boys State			
Volunteer Work Experience (1)			
Special Olympics			
Dates			
3 times during the school year			
Description			
It was an event for the special needs classes to come participate and compete against other kids with the same disabilities all over East Tennessee in track, basketball and volleyball			
Volunteer Work Experience (2)			
Dates			
Description			
Why do you want to serve on the YAB?			
YAB will help me to further my understanding of local government and give me experience in the public field. I also find it to be a lot of fun, and I enjoy doing it.			

End of Application for Peter Magill

Youth Advisory Board Applicants

Application Submission Date: 5/22/2015

Prefix	FirstName	LastName	Race (Optional):
Ms.	Riley	Mosby	African American
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/22/2015	Yes		22
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th		4.1 History	
Extra Curricular Activities			
YAB			
Allies for Substance Abuse Prevention			
National Honor Society			
National Achievers Society			
National Spanish Honor Society			
SECME			
Key Club			
French Club			
Volunteer Work Experience (1)			
Boo at the Zoo			
Dates			
October 25, 2014			
Description			
I volunteered at Boo at the Zoo with other members from Key Club. I helped direct traffic on the parking lot. I valued this experience because it helped my leadership skills because some drivers had questions about parking or special needs that I had to address.			
Volunteer Work Experience (2)			
Battle of the Bands			
Dates			
April 24, 2015			
Description			
I was a judge of the competition. I collaborated with about YAB member to give Adair, objective score. I had a lot of fun and thought the event was a success.			
Why do you want to serve on the YAB?			
I have previously served on the board and I believe I act as a positive voice with good ideas on the board. I actively participate in all events and routinely accept additional responsibilities. I would like to continue my involvement and ensure the success of all future events.			

End of Application for Riley Mosby

Youth Advisory Board Applicants

Application Submission Date: 5/15/2015

Prefix	FirstName	LastName		Race (Optional):
Ms.	Hannah	Oran		Caucasian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB	
5/15/2015	Yes		11	
School Name				
Oak Ridge High School				
School Grade	GPA	Favorite Class		
11th		3 Orchestra and any Social Studies class		
Extra Curricular Activities				
Served on 2014-2015 Youth Advisory Board				
Served on 2014-2015 Superintendent's Student Council				
Became a member of Inter-National Relations club and competed at NAIMUN.				
Served on 2014-2015 A.S.A.P (Allies for Substance Abuse Prevention) Anderson County, Oak Ridge Branch				
Long term member of Youth For Christ				
Volunteer Work Experience (1)				
Glenwood Elementary				
Dates				
June of 7th and 8th grade and other occasions				
Description				
<p>I have worked over 258.5 hours at Glenwood Elementary School because I love working with children. It has made me very responsible as a young adult, and was the basis of my interest in volunteer work. During June of 2014, I received an award for "Best Teen", and was described as being "very hard working and responsible" by Gwen Harrell, Director of the EXCEL Program. My work started daily at 8 am and ended with after care at 6 pm. My responsibilities included teaching and supervising children, hands-on participation with their events, as well as running errands and printing papers for the teachers. References: Amelia Bell, Allyshia Wensell, and Gwen Harrell.</p>				

Youth Advisory Board Applicants

Volunteer Work Experience (2)

High Places Community Church and New Midway Baptist Church

Dates

Thanksgiving as well as other dates

Description

High Places Church: Volunteered Thanksgiving day 2014 for "Feed the Need". I worked 8 hours, and my responsibilities included set up, delivering food, and clean up. I also help teach the preschool class on Sunday mornings. New Midway: I helped during 7th and 8th grade on the annual Grundy County Mission Trip. The first year my job included carrying the donation items in, setting up, organizing things, and holding a sign on the road to advertise the event to the community in

Why do you want to serve on the YAB?

I am a young activist. I firmly believe in making a change in the world, especially by doing good in the community. I have lived in Oak Ridge most of my life, and I believe that we live in the best place in the world! Seriously. It's beautiful here, and there are so many things to do in the community, and we have a fantastic school system. I am interested in giving the youth of Oak Ridge things to do, opportunities to grow themselves, and a place to have fun with no drugs or alcohol. I love to organize events, and be a part of things that go on in the community. I also have an interest in pursuing government or economics as a career. Being on the Youth Advisory Board gives me the opportunity to grow the skills required for such a career path. I

End of Application for Hannah Oran

Youth Advisory Board Applicants

Application Submission Date: 5/21/2015

Prefix	FirstName	LastName	Race (Optional):
Mr.	Alexis	Palau	Caucasian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/21/2015	No		00
School Name			
Jefferson Middle School			
School Grade	GPA	Favorite Class	
9th		STEM	

Extra Curricular Activities

RMS Technology Student Association (TSA) for three years, including meeting two to three times each week and competing at regional and state level

RMS Ski Club - three years

RMS Band - four years, including two years as first chair clarinet

Sound Company Children's Choir - auditioned, professionally led show choir - six years

Guitar lessons - half-year

RMS Cross Country and Track - 2012 - 2014

AYSO volunteer soccer referee - fall 2014

Counselor in Training (CIT) for RMS Camp Invention STEM Summer Camp - June 2014

Counselor for RMS Invention Project STEM Summer Camp June 2015 (planned)

Children's Museum of Oak Ridge Student Advisory Board - 2011/2012

ORS Superintendent's Student Advisory Board - 2013/2014

Youth Advisory Board Applicants

Volunteer Work Experience (1)

Camp Invention (STEM Camp at RMS)

Dates

June 20 - 27, 2014

Description

I was a Counselor in Training (CIT) for this camp during the summer of 2014. I had a lot of fun working with the campers. I feel that this experience improved my communication skills and helped me work well with many kinds of people. It required that I be responsible and dependable to help the kids.

Volunteer Work Experience (2)

American Youth Soccer Organization (AYSO)

Dates

Various Saturdays in fall 2014

Description

I took a detailed, day-long course to become a certified referee for AYSO youth soccer. I refereed a number of soccer games during the fall season for kids under 12 years old, including serving as a center ref, which is the position of greatest authority. I enjoyed being able to help kids keep their soccer games fun and safe. The work required a lot of patience, leadership, confidence, and collaboration to successfully referee each game.

Why do you want to serve on the YAB?

I want to serve on this board because I would like to be part of decisions made for our city. I also want to be able to share any ideas I have that could improve events and life in Oak Ridge. I really enjoyed serving on the Oak Ridge School Superintendent's Student Advisory Board last year and feel that the YAB would have similar impact and also be very fun.

Please see additional attachments.

ALEXIS K PALAU



104 Whippoorwill Drive
Oak Ridge, TN 37830

(865) 481-3282
alexiskpalau@gmail.com

Objective	To serve on the City of Oak Ridge Youth Advisory Board.	
Education	Robertsville Middle School (RMS), entering Oak Ridge HS fall 2015	
Honors/Awards	RMS Honor Roll (straight A's, GPA 4.0) 2011 – 2015 Delegate to Math Competition at PSTCC 2014, 2015 RMS Band, First Chair Clarinet 2013 - present Various awards for Technology Student Association 2012 – present <i>Regional 2015: 1st place Communication, 1st place Structural;</i> <i>State 2015: 3rd place Communication, 2nd place Medical</i>	
Extracurricular	Sound Company Children's Show Choir 2009 – 2015 Technology Student Association 2012 – 2015 RMS Ski Club 2012 – 2015 RMS Band 2011 – 2015 RMS Cross Country and Track 2012 – 2014 Guitar lessons 2015 - present	
Relevant Volunteer Experience	Camp Invention (STEM) Counselor in Training, RMS June 2014 Invention Project (STEM) Counselor, RMS June 2015 (plan) Rainbow Camp Counselor, ORUUC June 2015 (plan) AYSO Volunteer Youth Referee Fall 2014 Church Childcare Assistant – ORUUC 2014 to present School Superintendent's Student Advisory Board 2013 – 2014 Children's Museum of Oak Ridge Student Advisory Board 2011 - 2012	
Other Skills	Proficiency using Word, Powerpoint, Prezi. Experience with graphic/engineering design using Autodesk Inventor, Revit, Illustrator. Strong public speaker/presenter Detail oriented	
Interests	Guitar, skiing, hiking and backpacking, reading, building and design	

May 19, 2015

Honorable Council Members of the City of Oak Ridge:

I really appreciate what the Oak Ridge Youth Advisory Board does as a group, and for this reason I would like to have the opportunity to serve as a member next year. I have heard from many people that various events that the YAB helps plan, like Battle of the Bands and Graduation Celebration, are very fun and worthwhile experiences. I would like to be able to help to make these events successful and fun for everyone. I have volunteered for many organizations before, including helping with the 2013 Graduation Celebration decorations set up, and I enjoy helping my community become a better place.

I feel like I would make a good addition to this board because I am hardworking and responsible. I also have a lot experience with a variety of computer applications including Microsoft Word, PowerPoint, and Excel as well as many design programs, which may be useful skills for the Board.

Thank you for considering my application.

Sincerely,

Alexis K Palau

End of Application for Palau, Alexis

For Board: Youth Advisory Board

Youth Advisory Board Applicants

Application Submission Date: 5/17/2015

Prefix	FirstName	LastName		Race (Optional):
Ms.	Candace	Pang		Asian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB	
5/17/2015	Yes		22	
School Name				
Oak Ridge High School				
School Grade	GPA	Favorite Class		
10th		4.5 Chemistry		
Extra Curricular Activities				
Student Council of Oak Ridge High School - Sophomore Class President (2015-)				
Masquers of Oak Ridge High School (2014-)				
Scholars' Bowl of Oak Ridge High School (2014-)				
History Bowl of Oak Ridge High School (2014-)				
Science Bowl of Oak Ridge High School (2014-)				
Science Olympiads of Oak Ridge High School (2014-)				
Mu Alpha Theta of Oak Ridge High School (2014-)				
Youth Advisory Board of Oak Ridge (2013-)				
Sister Cities Organization of Oak Ridge (2013-)				
Knoxville Symphony Youth Orchestra (2012-)				
Private Study of Violin (2009-)				
Chinese School (2005-)				
Volunteer Work Experience (1)				
Children's Museum of Oak Ridge				
Dates				
June 9- July 25, 2014				
Description				
<p>For a whole summer I worked teaching children social and educational skills as part of the Camp Imagination of the Children's Museum. I felt the responsibility of 10+ kids at a time for the first and each week I had a bond with each of them. Never throughout the two months did I think an activity was for educational purposes because they were so fun and exciting. The focus of learning was taken away from traditional methods and instead replaced with interesting, interactive lessons. Letting those kids experience something they had never done before and seeing them fall in love with a new hobby gave me a fulfilling feeling. I felt that I helped make lasting memories for those kids; many times I heard "I can't wait to come back next summer!"</p>				

Youth Advisory Board Applicants

Volunteer Work Experience (2)

Oak Ridge Aquatics- Water Awareness

Dates

January 7, 14, 21, 2015

Description

Despite jumping into a pool where it was 40 degrees outside, I was still happy to teach kids an essential life skill. Each week they improved little by little and every time they reached a new milestone, whether getting the courage to just enter the pool or something more advanced, both of us were ecstatic. With this program, those kids have gained something they will carry them for life and possibly pass on to others. Knowing that each minute I was giving help to one student or another, I

Why do you want to serve on the YAB?

I have had a lot of fun these past two years on the board and would be looking forward to more in the years to come. With the experience I have gained and as I gain more, I will be more active and use what I have learned to be the best benefit I can to Oak Ridge. YAB has taught me leadership, critical thinking skills, and good personal lessons for the future. Being surrounded by young leaders all trying to improve the city has made me strive to bring out my personal best. Each meeting I learn something new, and also get a good laugh from multiple jokes. Though we may not have accomplished something substantial every meeting, I know that whatever we did, it left an impact on Oak Ridge. I'm excited to see what YAB can do

End of Application for Candace Pang

Youth Advisory Board Applicants

Application Submission Date: 4/28/2015

Prefix	FirstName	LastName	Race (Optional):
Mr.	Shreyank	Patel	Indian American
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
4/28/2015	No		00
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
11th		3.6 Chemistry/Algebra	
Extra Curricular Activities			
1. Philosophy Club			
2. IRC			
3. Computer Club			
Volunteer Work Experience (1)			
BAPS			
Dates			
Sundays			
Description			
BAPS is like a temple for prayer, but the kids provide serve to the adult, perform dances/plays, and teach toddlers about their religion. It is great place to build your leadership skills. It meets every Sundays. This is an international organization.			
Volunteer Work Experience (2)			
Dates			
Description			
Why do you want to serve on the YAB?			
I would like to serve on the YAB because i want to get more involved in my society. I also feel like this is a great opportunity for me to improve my leadership skill which will come in handy in the future. Lastly I am also interested in becoming a politician so i feel like this will help me become a politician in the future.			

End of Application for Shreyank Patel

Youth Advisory Board Applicants

Application Submission Date: 5/16/2015

Prefix	FirstName	LastName	Race (Optional):
Ms.	Stella	Powell	Caucasian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/16/2015	Yes		11
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
11th		4.23 Sophomore English Honors	
Extra Curricular Activities			
Health Occupation Students of America (HOSA), International Relations Club (IRC), Oak Ridge High School Volleyball, K2 Club Volleyball, Youth Advisory Board (2014-15 year)			
Volunteer Work Experience (1)			
Rainbow Camp			
Dates			
July 2011-July 2014			
Description			
Rainbow Camp is an annual summer camp that celebrates diversity and culture. Every year, I am able to counsel and watch over a group of children of all different races and backgrounds. It is a fascinating experience to watch the children develop friendships and relationships with those of different lifestyles.			
Volunteer Work Experience (2)			
Oak Ridge City Egg Hunt			
Dates			
March 28, 2015			
Description			
The egg hunt was certainly one of my favorite volunteering opportunities. After setting up the eggs, my group and I waited anxiously for the children to come. All at once, the kids were released and the excitement on their faces was priceless. It become clear to me how simple events could change the attitudes of children completely. The entire event was exciting as well as rewarding.			
Why do you want to serve on the YAB?			
After first hearing about Youth Advisory Board Freshman year, I became eager to join. I often hear fellow students in the hallway discussing potential activities Oak Ridge could host, but these ideas often are not translated into action. The idea that Youth Advisory Board can draw ideas from the youth of Oak Ridge and turn them into activities and events is certainly an ingenious idea. I want to serve on YAB because I believe I can help give the youth a voice in Oak Ridge and make a change for the better.			

End of Application for Stella Powell

Youth Advisory Board Applicants

Application Submission Date: 5/19/2015

Prefix	FirstName	LastName		Race (Optional):
Ms.	Ashley	Riedy		
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB	
5/19/2015	Yes		22	
School Name				
Oak Ridge High School				
School Grade	GPA	Favorite Class		
12th		4.4 AP Psychology		
Extra Curricular Activities				
National Honor Society				
Spanish Honor Society				
Youth Advisory Council of OR Children's Museum				
Orchestra, violin				
Recycling Committee				
Wildcat Pride Club				
Volunteer Work Experience (1)				
Children's Museum of Oak Ridge				
Dates				
Summer 2014 and '14-'15 school year				
Description				
During the summer I work as a volunteer at the summer camps held at the children's museum of Oak Ridge. As a volunteer, I help set up and clean up the camps, aid teachers, organize classrooms, and clean various exhibits. Volunteering at the Children's Museum has been an exciting experience whether I am helping behind the scenes or hands-on in the camps with the kids. During the school year, I help with the after school program and the preschoolers. We provide different activities and educational opportunities throughout the year.				
Volunteer Work Experience (2)				
ORHS Spanish Honor Society				
Dates				
'14-'15 school year				
Description				
In Spanish Honor Society, one of our main goals during the fall/winter semester is to provide gifts for a local Hispanic family in need. We all pitch in to help purchase toys, clothing, and other basic necessities as presents for the holiday season. Throughout the rest of the year, we work to help support the local Hispanic community in whatever ways we can.				
Why do you want to serve on the YAB?				
I want to serve on YAB because I have found my previous two years serving on the board to be incredibly rewarding. I have made new friends and thoroughly enjoyed working with others toward the common goal of providing for the youth of Oak Ridge. I am excited by new ideas for this upcoming board and hope to continue some previous traditions. Serving on YAB has taught me great leadership and social skills, as well as how to cooperate well with others even in stressful situations.				

End of Application for Ashley Riedy

Youth Advisory Board Applicants

Application Submission Date: 5/20/2015

Prefix	FirstName	LastName	Race (Optional):
Mr.	Brent	Robinson	White
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/20/2015	Yes		11
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
11th		4 Accounting	
Extra Curricular Activities			
High School Soccer			
Soccer Club of Oak Ridge			
Piano lessons			
Disc golf			
Civic center basketball			
Ski and Snowboard club			
Backpacking and Hiking			
Volunteer Work Experience (1)			
Briarcliff Pool			
Dates			
May 2014-August 2014, May 2015-Present			
Description			
I work at my neighborhood pool. Most of the time I am playing around with little kids and handing out popsicles. This isn't really a pool where a lot of accidents happen, but if they do occur I am trained to handle them. My job is mostly enforcing the rules and keeping the members happy.			
Volunteer Work Experience (2)			
Dates			
Description			
Why do you want to serve on the YAB?			
Last year I applied for YAB as a resume builder and because my brother loved it. Serving on YAB this past year has been a blast and I wish we could put on events year round. I want to keep the teens in our city busy and give them fun things to do on the weekends around town.			

End of Application for Brent Robinson

Youth Advisory Board Applicants

Application Submission Date: 4/22/2015

Prefix	FirstName	LastName	Race (Optional):
Mr.	Curtis	Rookard	Asian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
4/22/2015	Yes		11
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th		4.26 AP World History	
Extra Curricular Activities			
Tennessee Army National Guard			
United States Civil Air Patrol - US Air Force Civilian Auxiliary			
Oak Ridge High School International Relations Club (Secretary)			
Oak Ridge High School Military Club (Vice President)			
Oak Ridge High School National Honors Society			
Oak Ridge High School Science Olympiad			
Oak Ridge High School Cross Country			
Oak Ridge High School Track and Field			
Oak Ridge High School Ski and Snowboarding Club			
Volunteer Work Experience (1)			
Tennessee Army National Guard			
Dates			
12/30/2014 to Present			
Description			
<p>During the course of my enlistment in the Army, my unit and I have assisted in many local events, including serving as security for the NASCAR race held in Bristol on April 19. My training and job in the National Guard right now serves to prepare me for my entrance into Basic Training this summer (also known as boot camp). However, my experience and training to this point as a soldier in the National Guard has not only taught me important skills of discipline and integrity, but has also taught me the importance of leadership, teamwork, and also selfless service to my community, state, and nation. I will be attending Army Basic Training for the months of June and July, and will be continuing my training after graduating high school next year to become an aviation mechanic. Appropriate documentation concerning my enlistment in the National Guard can be furnished, if necessary.</p>			

Youth Advisory Board Applicants

Volunteer Work Experience (2)

Oak Ridge Rowing Association

Dates

March 2014 to July 2015

Description

As a volunteer helping out with the Oak Ridge Rowing Association, my volunteer experience included various activities around the boathouse. During regattas, I assisted at the start docks, ensuring boats and crews were directed to the proper location, and also supervised the crews until they were sent off to race. During the summer of 2014, I also helped out with the Atomic Rowing Summer Camp for new rowers. I would steer and guide the novice rowers on the water, emphasizing

Why do you want to serve on the YAB?

I believe that through my service on the Youth Advisory Board, I will be able to become a beneficial citizen of Oak Ridge. I also believe that through the board, I will be able to become a better leader in hopes of furthering Oak Ridge. I also wish for a fun and fulfilling experience through the board, in making and strengthening the bonds between those I serve with.

Please see additional attachments.

Curtis Rookard
114 West Pasadena Lane, Oak Ridge TN 37830
(865) 216-6937
curtrook@gmail.com

Objective

To gain a fulfilling and awarding experience in Oak Ridge's Youth Advisory Board, emphasizing teamwork and community service

EDUCATION

Oak Ridge High School, junior, 4.267 GPA

Coursework includes various AP and honors classes, such as Algebra 2, Trigonometry, Pre-Calculus, Calculus, Chemistry, Word processing, World History, US History, French, and Engineering.

Roane State Community College, 48 credits, 4.0 GPA

Coursework includes Spanish, Psychology, College Algebra, Natural Sciences, and Humanities courses. Set to Graduate with an Associates in Arts in May 2016

WORK EXPERIENCE

Tennessee Army National Guard, [December 2014 to Present]

Enlisted member of the Tennessee National Guard as an E-3 (Private First Class). Will be attending Basic Combat Training the summer of 2015 and will also be attending Advanced Individual Training to become an avionics mechanic the summer of 2016. Serves currently completing one weekend-a-month drill in the Recruit Sustainment Program. Assisted the community in the Bristol NASCAR race in April.

Works as a member of a team, which emphasizes the creation of positive interpersonal bonds, proper military respect and discipline, and physical fitness.

Oak Ridge National Lab, Summer Internship [June 2013 to July 2013] (part-time, 15 hours per week)

Completed various reports based upon soil carbon cycling and related processes, assisted mentor with preparing for international travel.

Worked independently, with no supervision at jobsite.

Completed safety training centered upon the reduction of radiation intake in body, along with security of information training.

Atomic Rowing Summer Camp [March 2014 to June 2015] (volunteer)

Trained new rowers the fundamentals of rowing, instilled the importance of cardiovascular training.

Worked with new rowers in the supervision of coaches.

Completed water safety for rowers, and qualified to navigate and orient crews on water in potentially hazardous conditions.

SKILLS AND TALENTS

Student Pilot [June 2014-current] (around 1 hour flight time per week)

Performed flight training under the supervision of a Civil Air Patrol Flight Instructor at a regional airport with the usage of a CAP Cessna 172.

Completed 25 flight hours (total) with a solo flight, with intent to become a Private Pilot

Ability to speak moderate Spanish

Ability to speak moderate French

Ability to use word processing and other Microsoft Office programs

Physically Fit and Athletically Conditioned

EXTRA-CURRICULARS

Civil Air Patrol, Cadet Captain (top 5% cadets nationwide)

Successfully completed National Flight Academy training in Nacogdoches Texas with Solo wings.

Serves as Cadet Commander in Oak Ridge Composite Squadron (TN-170), promoting the welfare of a small flight of cadets and encouraging successful leadership characteristics.

Serves as Cadet Advisory Council Primary for Oak Ridge Squadron

Participated in 4 orientation flights in a Cessna 172.

Oak Ridge Youth Advisory Board, Member

Advise the city council on multiple ideas of improvement in the city, along with fostering the growth of the youth population in Oak Ridge through the usage of various activities and fundraisers.

Supported the confidence of children in water situations in the board's water survival course

Volunteered in various activities that promoted the growth of youth in Oak Ridge

Oak Ridge High School International Relations Club, Model United Nations Delegate, Secretary

Debated upon various issues concerning the international community at large, including numerous controversial issues such as Russia-Ukraine Conflict, Terrorism, and others.

Will be attending the North American Invitational Model United Nations (NAIMUN) in Washington D.C. as a delegate to the country of Venezuela in a simulation.

Oak Ridge High School Military Club, Vice President

Discussed the various branches of the United States Military, with regards to uniform and general duties, along with promoting a patriotic attitude in the High School. Encourages the School Board to grant a JROTC to the High School in Oak Ridge.

Oak Ridge High School Science Olympiad, Member

Assists the team as a member with various building events, especially with concern to the creation of aviation models and also with airfoil reproductions

Oak Ridge High School Track and Field, Distance Runner

Participated in various track meets, running long distance events such as 2 mile, mile, and 800 meters

Oak Ridge High School Ski and Snowboarding Club, Skier

Attended and skied in multiple locations, commonly at Gatlinburg, Tennessee

AWARDS AND HONORS

National Honors Society, Oak Ridge High School

Outstanding Achievement for Physical Fitness, February 2015, Tennessee Army National Guard

Outstanding Achievement for Physical Fitness, March 2015, Tennessee Army National Guard

Warrior of the Month, March 2015, Tennessee Army National Guard

Amelia Earhart Award, Civil Air Patrol

Solo Wings, Civil Air Patrol National Flight Academy

Distinguished Cadet, Civil Air Patrol Tennessee Wing Encampment

First Place Green Generation, Science Olympiad

REFERENCES

Doctor Melanie Mayes, Mentor, Oak Ridge National Lab, mayesma@ornl.gov

Evelyn Radford, Head Coach, Atomic Rowing, eradford@orra.org

Allen Etheridge, Head Coach, Oak Ridge High School Track, aetheridge@ortn.edu

Matt Reedy, Youth Advisory Board Director, mreedy@oakridgetn.gov

Major Tim Waddell, Civil Air Patrol Squadron Commander TN-170, timothy.waddell@tncap.us

Major Bob Dilk, Civil Air Patrol Flight Instructor, bob.dilk@trw.com

Staff Sergeant Mark Goodman, Tennessee National Guard Recruiter, mark.a.goodman32.mil@mail.mil

End of Application for Rookard, Curtis

For Board: Youth Advisory Board

Youth Advisory Board Applicants

Application Submission Date: 5/12/2015

Prefix	FirstName	LastName	Race (Optional):
Mr.	Lewis	Wang	Asian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/12/2015	Yes		22
School Name			

Oak Ridge High School

School Grade	GPA	Favorite Class
12th	4.33	History

Extra Curricular Activities

Youth Advisory Board
 IRC president
 Oak Ridge High School Varsity Soccer
 Scholars Bowl
 Spanish Club Treasurer
 Spanish Honors Society
 National Honors Society

Volunteer Work Experience (1)

Oak Ridge Children's museum

Dates

2012-2015

Description

Gala Server Camp Counselor Background Set Up Crew Clean up

Volunteer Work Experience (2)

Oak Ridge Civic Center Summer Camp

Dates

Summer 2014

Description

Rec-Lit (assistant counselor) Helped with managing the children, cleaning up, and setting up the activities

Why do you want to serve on the YAB?

YAB provides me with one of the best opportunities to directly use leadership skills I have attained to improve our city. I would like to continue to serve on the board to input my opinions and hopefully leave a lasting and positive legacy behind that will best benefit the community as a whole.

End of Application for Lewis Wang

Youth Advisory Board Applicants

Application Submission Date: 5/10/2015

Prefix	FirstName	LastName	Race (Optional):
Ms.	Shichen	Zhang	Asian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/10/2015	Yes		43
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th		4.5 Math	
Extra Curricular Activities			
Student Council, swim team, Technology Student Association, Children's Museum volunteer, and Concessions committee chair			
Volunteer Work Experience (1)			
Children's Museum of Oak Ridge			
Dates			
June 2011 to present			
Description			
Volunteering at the Children's Museum allowed me to work with not only children of all ages, but with adults who have ushered me into the realities of an actual job. While I sometimes played with children and led activities, other times I had to do busy work, like stamp letters or make copies. Regardless of the task, the Children's Museum has allowed me to experience interactions with people of all ages.			
Volunteer Work Experience (2)			
Dates			
Description			
Why do you want to serve on the YAB?			
As an young adult in Oak Ridge, I feel that it is my duty to assist in minimizing community problems relating to youth, and to encourage positive growth and development of youth by involving them in healthy and recreational activities. YAB is the perfect opportunity for me to achieve that goal and to help elevate Oak Ridge into a city in which youths can actively enjoy themselves in a safe manner.			

End of Application for Shichen Zhang

FIRE DEPARTMENT MEMORANDUM
HQ-15-09

DATE: June 9, 2015
TO: Mark S. Watson, City Manager
FROM: Darryl Kerley, Fire Chief
SUBJECT: **Candidate Physical Ability Test (CPAT) Equipment Purchase**

Introduction

An item for City Council's consideration is an accompanying resolution authorizing the Fire Department to purchase from CPAT Distribution, Inc, one (1) complete set of Candidate testing equipment with mobile transportation trailer and training in an amount not to exceed \$70,000.00

Funding

The funds to accomplish this purchase come in part (90%) from of the Assistant to Firefighter Grant (AFG) program. The ten (10) percent matching funds are allocated to this project through the fire department training budget.

Review

In April of 2015 the fire department was awarded AFG funds in the amount of \$ 158,452.00. This request to purchase CPAT equipment is a part of the AFG award. The CPAT equipment and testing program is a national approved program and because of the specialty of this equipment and program, there is only one vendor in the United States who can sell all of the equipment and provide the training and certification for the firefighters who will administer the test.

The purchase is all inclusive covering 4 categories for deliverables:

1. Testing equipment and supplies
2. Training and certification of ORFD staff
3. Mobile equipment trailer
4. Packaging and Delivery fees

Recommendation

Staff recommends approval of the attached resolution.



Darryl Kerley, Fire Chief

City Manager's Comments:

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



Mark S. Watson



Date

RESOLUTION

A RESOLUTION MAKING AN AWARD TO CPAT DISTRIBUTION, INC., CALIFORNIA, FOR THE FURNISHING OF A CANDIDATE PHYSICAL ABILITY TEST (CPAT) TESTING PACKAGE FOR THE FIRE DEPARTMENT AN AMOUNT NOT TO EXCEED \$70,000.00.

WHEREAS, the City is establishing a new firefighter candidate testing process based upon a national standard test developed through the International Association of Firefighters (IAFF) in conjunction with the International Association of Fire Chiefs (IAFC) in order to better replicate what firefighters actually do on the job; and

WHEREAS, in furtherance of this new process, the City desires to obtain a Candidate Physical Ability Test (CPAT) testing package, which includes equipment, training, associated certifications, and a mobile transportation trailer for the Fire Department; and

WHEREAS, due to the specialty of the equipment and program, CPAT Distribution, Inc., is the sole distributor that can provide the entire testing package; and

WHEREAS, grant monies received from a Federal Emergency Management Agency Assistance to Firefighter Grant award, as approved by Resolution 5-46-2015, will be used to fund ninety percent (90%) of this purchase; and

WHEREAS, the City Manager recommends an award be made to CPAT Distribution, Inc.

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 CPAT Distribution, Inc., 23905 Clinton Keith Road Suite 114-122, Wildomar, California 92595, for the furnishing of Candidate Physical Ability Test (CPAT) testing package, which includes equipment, training, associated certifications, and a mobile equipment trailer, in an amount not to exceed \$70,000.00.

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

This the 13th day of July 2015.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Diana R. Stanley, City Clerk

OAK RIDGE POLICE DEPARTMENT MEMORANDUM

15-3

DATE: June 23, 2015
TO: Mark S. Watson, City Manager
FROM: James T. Akagi, Chief of Police
SUBJECT: RESOLUTION FOR ADOPTION – 7TH JUDICIAL DISTRICT CRIME TASK FORCE INTERLOCAL AGREEMENT

Introduction

An item for City Council's consideration is a resolution for adoption for the 7th Judicial District Crime Task Force Inter-local Agreement.

Funding

The Task Force is funded by the State of Tennessee Office of Criminal Justice Programs.

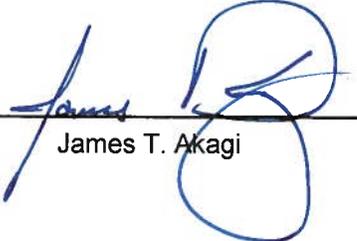
Background

The Seventh Judicial District Crime Task Force (CTF) was formed in April 2011 and consists of personnel from the Oak Ridge and Clinton Police Departments, the Anderson County Sheriff's Office, as well as technical support from the Oliver Springs and Rocky Top Police Departments. The State of Tennessee provides grant funding for cooperative policing between multiple law enforcement agencies, combating narcotics trafficking and other serious crime, responding to complex crime scenes with additional equipment and manpower and conveying state-wide law enforcement powers on officers credentialed by the CTF. The Seventh Judicial CTF has been successful since its formation and continues to receive grant funding for law enforcement operations that benefit Anderson County. This year, the State of Tennessee Office of Criminal Justice Programs, which administers the grant, requires CTFs to modify their inter-local agreements to reflect approval by governing bodies which oversee participating agencies to allow for continuance of operations and reception of further funding.

Recommendation

A resolution approving the modified inter-local agreement between the City of Oak Ridge and Anderson County, Clinton, Oliver Springs and Rocky Top and the State of Tennessee, whose personnel and cooperation forms the Seventh Judicial District CTF.

Attachment(s)

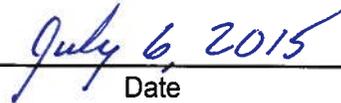

James T. Akagi

City Manager's Comments:

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



Mark S. Watson



Date

RESOLUTION

A RESOLUTION APPROVING THE 7TH JUDICIAL DISTRICT CRIME TASK FORCE INTER-LOCAL AGREEMENT BETWEEN THE STATE OF TENNESSEE, ANDERSON COUNTY, AND THE CITIES OF OAK RIDGE, CLINTON, OLIVER SPRINGS, AND ROCKY TOP.

WHEREAS, the State of Tennessee, Anderson County, and the Cities of Oak Ridge, Clinton, Oliver Springs, and Rocky Top previously entered in a Memorandum of Understanding (MOU) on April 7, 2011 to form and operate the 7th Judicial District Drug and Violent Crime Task Force, which was formed in April 2011; and

WHEREAS, the State of Tennessee Office of Criminal Justice Programs is requiring new inter-local agreements to be signed by task force participants;

WHEREAS, said agreements are authorized by Tennessee Code Annotated and require approval by resolution of the governing bodies; and

WHEREAS, the District Attorney General for the 7th Judicial District of the State of Tennessee has submitted a new 7th Judicial District Crime Task Force Inter-Local Agreement for the parties to sign, which agreement is substantially similar to the terms of the prior MOU; and

WHEREAS, the City Manager recommends approval of the agreement as presented.

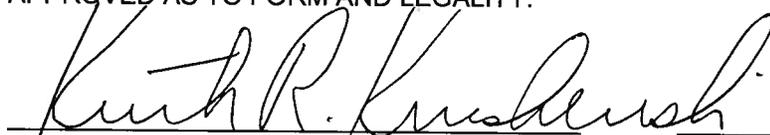
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager is approved and the City is hereby authorized to enter into the 7th Judicial District Crime Task Force Inter-Local Agreement between the State of Tennessee, Anderson County, and the Cities of Oak Ridge, Clinton, Oliver Springs, and Rocky Top.

BE IT FURTHER RESOLVED that said agreement requires the signatures of the local law enforcement agencies and the Chief of Police is hereby authorized to sign the agreement on behalf of the City of Oak Ridge Police Department.

This the 13th day of July 2015.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Diana R. Stanley, City Clerk

**FINANCE DEPARTMENT MEMORANDUM
15-11**

DATE: June 24, 2015
TO: Mark S. Watson, City Manager
THROUGH: Janice E. McGinnis, Finance Director 
FROM: Lyn Majeski, Accounting Division Manager
SUBJECT: ANNUAL ORDER – EMPLOYEE UNIFORMS

Introduction

An item for City Council's consideration is a resolution authorizing the renewal of an existing contract with Aramark Uniform Service, Inc. in the estimated amount of \$55,000.

Funding

Funds are budgeted FY 2016.

Background

Aramark Uniform Service, Inc. has provided the City's uniform service contract since 1994. This contract provides work uniforms for approximately seventy-five (75) City employees located in various departments.

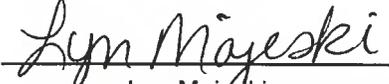
The uniform service contract consists of picking up dirty uniforms, laundering the uniforms and delivering clean uniforms for a weekly fee. The contractor also charges for the replacement of worn or damaged uniforms on an as-needed basis.

City staff estimates that the start-up cost to supply all new uniforms from a different supplier to these employees would exceed \$40,000. The current uniforms have a useful life of three to four years, which enables the City to pay for replacements on an "as needed" basis and thereby spread the cost over multiple years.

In 2013 the supplier agreed to continue their contract for FY14 and FY15 by reducing their price by 15% from original contract pricing. The supplier has again agreed to continue the contract at the same 15% reduction level for the next three fiscal years (FY 2016, FY 2017, and FY 2018).

Recommendation

Staff recommends approval of the attached resolution as submitted. Funds are budgeted in fiscal year 2016. As the recommendation is that competitive bids be waived, council is reminded that a unanimous vote is required for approval.


Lyn Majeski

City Manager's Comments:

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


Mark S. Watson


Date

RESOLUTION

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO ARAMARK UNIFORM SERVICE, INC., FOR FURNISHING EMPLOYEE UNIFORMS AND VARIOUS OTHER SERVICES ASSOCIATED WITH EMPLOYEE UNIFORMS FOR FISCAL YEAR 2016 IN THE ESTIMATED AMOUNT OF \$55,000.00.

WHEREAS, the City of Oak Ridge has need for certain routine materials, equipment and services during Fiscal Year 2016 (July 1, 2015 through June 30, 2016) that do not lend themselves to the normal competitive bidding procedure; and

WHEREAS, Aramark Uniform Service, Inc., has provided the City's uniform service contract since 1994 for approximately seventy-five city employees located in various departments; and

WHEREAS, this service consists of picking up dirty uniforms, laundering uniforms, and delivering clean uniforms for a weekly fee, as well as replacement of worn or damaged uniforms as needed; and

WHEREAS, in 2013, Aramark Uniform Service, Inc., offered to continue their contract for two fiscal years with a fifteen percent price reduction, which was accepted by City Council; and

WHEREAS, Aramark Uniform Service, Inc., has offered to continue the contract for the next three fiscal years at no cost increase; and

WHEREAS, the City Manager recommends that competitive bids be waived and award be made to Aramark Uniform Service, Inc., for furnishing employee uniforms and various other services associated with employee uniforms.

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

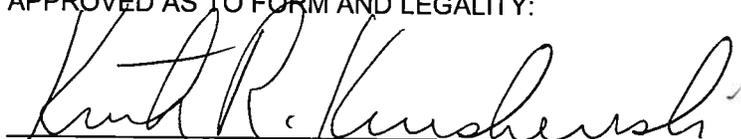
That the recommendation of the City Manager that competitive bids be waived is approved and award is hereby made to Aramark Uniform Service, Inc., for furnishing employee uniforms and various other services associated with employee uniforms for FY2016 (July 1, 2015 through June 30, 2016) in the estimated amount of \$55,000.00.

BE IT FURTHER RESOLVED that the City is hereby authorized to continue the contractual arrangement for FY2017 and FY2018 should services continue to be satisfactory.

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

This the 13th day of July 2015.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Diana R. Stanley, City Clerk

FINANCE DEPARTMENT MEMORANDUM
15-10

DATE: June 24, 2015
TO: Mark S. Watson, City Manager
THROUGH: Janice E. McGinnis, Finance Director 
FROM: Lyn Majeski, Accounting Division Manager

SUBJECT: ANNUAL ORDER – TEMPORARY EMPLOYMENT SERVICES

Introduction

An item for City Council's consideration is a resolution authorizing the utilization of temporary employees in the estimated amount of \$175,000.

Background

Over the last twenty years, the City has utilized temporary employees in clerical, technical and field crew positions. Temporary employees are used to perform duties in place of sick or injured employees, vacancies, seasonal duties and special projects. A Request for Proposal (RFP) was issued by the Finance Department with five (5) companies submitting proposals for review and evaluation.

Of the five proposals received, only one (1) met the requirements, (i.e., CDL drivers) for the supply of general labor temporary workers. Staff recommends utilizing the services of Alternate Staffing, Inc., Knoxville, TN.

All five proposals received for the supply of clerical/office temporary workers met the identified requirements. Department personnel can request specific certifications, resumes, and cost information from the Accounting Division Manager and review them prior to hiring a temporary employee. Staff recommends utilizing the services of Alternate Staffing, Inc., Knoxville, TN; Staffing Solutions, Oak Ridge, TN; Temp Systems, Inc., Knoxville, TN; Robert Half International (Accountemps and Office Team), Knoxville, TN; and Express Employment Professionals, Knoxville, TN.

The above firms will generally meet the requirements of the City, however, other firms may be considered for hiring temporary workers when a specific or more technical skill set is needed.

From year to year the amount needed for temporary labor will vary depending on the needs of the city. If a department has a vacancy the funding for a temporary employee comes from the salary line. If a department has a project that is being funded and there is a need for a temporary employee(s) on the project the funding is covered in the cost of the project. If a temporary employee is needed for a City employee that is on extended leave then the cost of that temporary employee comes from the budget for that department. Each department monitors their budget and makes adjustment(s) in spending as needed.

Below is a table of the amounts for temporary services for the previous three fiscal years.

	FY2013	FY2014	Est. FY2015
Public Works	\$ 160,000.00	\$ 78,000.00	\$ 96,000.00
All other departments	\$ 5,000.00	\$ 28,000.00	\$ 45,000.00
TOTAL	\$ 165,000.00	\$ 106,000.00	\$ 141,000.00

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Page 2 of 2

Based on historical data over the last three years, staff recommends the same amount as last year for temporary services.

The Public Works Department has more semi-skilled workers than any other department, so this department utilizes temporary workers more than other departments. The Public Works Department uses temporary workers to fill vacancies as turnover occurs, seasonal projects and building maintenance projects. By utilizing temporary workers, the Public Works Department is able to complete required work tasks without hiring permanent staff that would then have to be laid off during the winter months. Over the years, employees that began as temporary workers have been hired and promoted within the Public Works Department as vacancies arise.

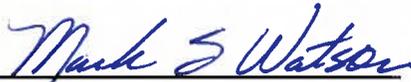
Recommendation

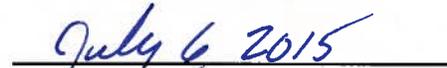
Staff recommends approval of the attached resolution as submitted.


Lyn Majeski

City Manager's Comments:

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


Mark S. Watson


Date

RESOLUTION

A RESOLUTION MAKING AWARDS TO ALTERNATE STAFFING, INC.; EXPRESS EMPLOYMENT PROFESSIONALS; ROBERT HALF INTERNATIONAL (ACCOUNTEMPS AND OFFICE TEAM); STAFFING SOLUTIONS; TEMP SYSTEMS, INC.; AND QUALIFIED TECHNICAL FIRMS FOR FURNISHING AS NEEDED TEMPORARY EMPLOYMENT SERVICES FOR FISCAL YEAR 2016 IN THE ESTIMATED AMOUNT OF \$175,000.00.

WHEREAS, the City issued a Request for Proposals (RFP) for as needed temporary employment services for clerical/office and general labor positions during Fiscal Year 2016; and

WHEREAS, five (5) proposals were received from Alternate Staffing, Inc.; Express Employment Professionals; Robert Half International (Accountemps and Office Team); Staffing Solutions; and Temp Systems, Inc.; and

WHEREAS, one (1) of the five (5) proposals (Alternate Staffing, Inc.) was responsive to the RFP for general labor temporary workers and all five (5) proposals were responsive to the RFP for clerical/office temporary workers; and

WHEREAS, the City Manager recommends awards be made to the five (5) responsive companies for as needed temporary employment services, and to allow awards to qualified firms when more technical skill sets are needed for temporary workers.

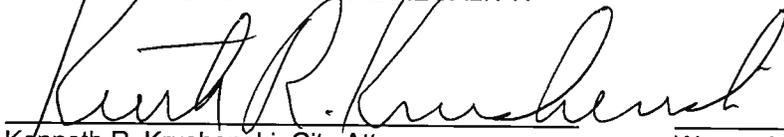
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendations of the City Manager are approved and awards are hereby made to Alternate Staffing, Inc., Knoxville, for furnishing as needed general labor temporary workers; to Alternate Staffing, Inc., Express Employment Professionals; Robert Half International (Accountemps and Office Team), Staffing Solutions, and Temp Systems, Inc., for furnishing as needed clerical/office temporary workers; and to qualified firms for furnishing as needed temporary workers when more technical skill sets are needed; said services for Fiscal Year 2016 and in the estimated amount of \$175,000.00.

BE IT FURTHER RESOLVED that, since the employment of temporary workers is sometimes needed on an urgent rather than pre-planned basis, the City Manager is hereby authorized to execute the appropriate legal instruments to accomplish the same.

This the 13th day of July 2015.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Diana R. Stanley, City Clerk

FINANCE DEPARTMENT MEMORANDUM
15-08

DATE: June 24, 2015
TO: Mark S. Watson, City Manager
THROUGH: Janice E. McGinnis, Finance Director 
FROM: Lyn Majeski, Accounting Division Manager
SUBJECT: BEST PROVIDER COMMODITY REQUIREMENTS FOR FISCAL YEAR 2016

Introduction

An item for City Council's consideration is a recommendation for two resolutions authorizing the approval of the City's routine commodity requirements in the total estimated amount of **\$643,000**.

Funding

Funds are budgeted in FY 2016.

Background

The following two items are warehouse stock. These providers are determined to be the best source of the services or products based on the provider's expertise, service record or contractual agreement. It is recommended that competitive bids be waived and awards made to a Best Provider based upon written quotations and agreements with the perspective suppliers. The following information is provided to further explain the evaluation and recommendation process.

UNLEADED AND DIESEL FUEL

Fuel located at the Central Service Complex and at East Tennessee Technology Park is considered warehouse stock. The City of Oak Ridge has had an excellent long-term relationship with the vendor, Mansfield Oil Company. The City continues to receive the lowest rack price available from Mansfield. The pricing structure the City receives from Mansfield is no longer available with new contracts. Mansfield continues to honor our pricing due to our long-term relationship with them. Maintaining this relationship has been very beneficial to the City through the years and has ensured fuel to be available for our fleet even during fuel shortages, as was the not the case for other area entities during the 2008 fuel shortage. A contract customer receives priority treatment versus a spot customer. Mansfield has many options to provide fuel, not just one provider, their network includes access to most major refiners, terminals and transportation companies. Mansfield has a large network of haulers which enables them more availability to get us a haul when we need it. During extreme working conditions, i.e. running trucks continuously after a bad storm, fuel has always been available for our fleet. This vendor saves several staff hours each month by monitoring and shipping fuel as needed. Costs for fuel have historically fluctuated on an annual basis, with an overall increasing trend, as is the case nationwide. Fuel costs increased 33% from FY10 (\$486,901) to FY11 (\$648,481), increased 6% from FY11 to FY12 (\$688,033), less than 1% decrease for FY13 (\$683,520) and FY14 (\$666,414). Estimated fuel cost for FY15 (\$475,000) is a decrease of 40%. Due to this steep decline, staff has averaged the last six years for FY16 projected cost for this commodity. The total estimated amount is **\$608,000**.

ELECTRICAL CUTOUTS

Cutouts are included in warehouse stock for the Electric Department. The Electric Department has authorized only the ABB brand for cutouts and HD Supply Power Solutions is the sole East Tennessee distributor. The estimated amount is **\$35,000**.

Recommendation

Staff recommends approval of the attached resolutions as submitted. As the recommendation is that competitive bids be waived, council is reminded that a unanimous vote is required for approval for each resolution.

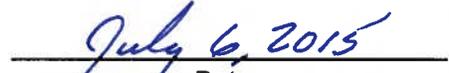


Lyn Majeski

City Manager's Comments:

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


Mark S. Watson


Date

RESOLUTION

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO MANSFIELD OIL COMPANY FOR FURNISHING UNLEADED AND DIESEL FUEL FOR FISCAL YEAR 2016 IN THE ESTIMATED AMOUNT OF \$608,000.00.

WHEREAS, the City of Oak Ridge has need for certain routine materials, equipment and services during Fiscal Year 2016 (July 1, 2015 through June 30, 2016) that do not lend themselves to the normal competitive bidding procedure; and

WHEREAS, the City has a long-term relationship with Mansfield Oil Company for furnishing unleaded and diesel fuel and continues to receive a rack price competitive or below the State contract; and

WHEREAS, maintaining this relationship has been beneficial to the City, especially during the recent fuel shortages when the City's fuel supply was never low; and

WHEREAS, the City Manager recommends that competitive bids be waived and award be made to Mansfield Oil Company for furnishing unleaded and diesel fuel.

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

That the recommendation of the City Manager that competitive bids be waived is approved and award is hereby made to Mansfield Oil Company for the furnishing of unleaded and diesel fuel for FY2016 (July 1, 2015 through June 30, 2016), in the estimated amount of \$608,000.00.

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

This the 13th day of July 2015.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Diana R. Stanley, City Clerk

RESOLUTION

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO HD SUPPLY POWER SOLUTIONS FOR FURNISHING ABB BRAND CUTOUTS FOR THE ELECTRIC DEPARTMENT FOR FISCAL YEAR 2016 IN THE ESTIMATED AMOUNT OF \$35,000.00.

WHEREAS, the City of Oak Ridge has need for certain routine materials, equipment and services during Fiscal Year 2016 (July 1, 2015 through June 30, 2016) that do not lend themselves to the normal competitive bidding procedure; and

WHEREAS, the Electric Department has a need for replacement cutout stock items which are isolation and protective devices used in a the electric distribution network; and

WHEREAS, the City utilizes ABB brand cutouts due to superior performance over competitor brands due to climatic conditions which increases reliability of the system and reduces risk to electric system personnel; and

WHEREAS, HD Power Supply Solutions is the sole East Tennessee distributor of the ABB brand cutout; and

WHEREAS, the City Manager recommends that competitive bids be waived and awards be made to the HD Power Supply Solutions for said product.

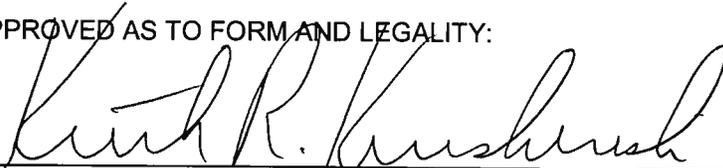
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager that competitive bids be waived is approved and award is hereby made to HD Supply Powers Solutions for the furnishing of ABB brand cutouts for the Electric Department for FY2016 (July 1, 2015 through June 30, 2016), in the estimated amount of \$35,000.00.

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

This the 13th day of July 2015.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Diana R. Stanley, City Clerk

FINANCE DEPARTMENT MEMORANDUM
15-07

DATE: June 24, 2015
TO: Mark S. Watson, City Manager
THROUGH: Janice E. McGinnis, Finance Director 
FROM: Lyn Majeski, Accounting Division Manager
SUBJECT: COMPETITIVELY BID COMMODITY REQUIREMENTS FOR FISCAL YEAR 2016

Introduction

An item for City Council's consideration is a resolution authorizing the approval of the City's routine commodity requirements in the total estimated amount of **\$1,245,400**.

Funding

Funds are budgeted in FY 2016.

Background

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

WAREHOUSE STOCK STONE – REQUEST #143978

The recommended supplier for base stone is Claiborne Hauling, LLC which provided the lowest bid received. This product is delivered to the stockpile located at the Central Service Complex. The FY16 estimated cost for this product is **\$166,200**.

STONE PRODUCTS – REQUEST #143979

The recommended supplier for these items is Rogers Group, Inc. for items the City of Oak Ridge would need to pick-up and Claiborne Hauling, LLC for items that would warrant being delivered. The FY16 estimated cost for these products total **\$160,000**.

HOT MIX ASPHALT – REQUEST #143980

The recommended supplier for this product is Rogers Group, Inc., which provided the only bid. Staff believes this to be a fair bid for the City's annual requirement after a review of current State pricing received for construction contracts this year. When Rogers Group, Inc. cannot meet the City's requirement on any given day, staff will utilize secondary suppliers such as Duracap Asphalt Materials, LLC or APAC, Inc. to fill those immediate needs. The FY16 estimated cost for this product is **\$300,900**.

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

FIRE HYDRANTS

Hydrants are included in warehouse stock. The value of hydrants has increased due to manufacturing costs. The Public Works Department purchases each year approximately 54 four foot bury hydrants for the City's hydrant replacement program and emergency use. The delivery for this item can be 4-6 weeks. The City staff has standardized hydrants used throughout the City, which are purchased directly from the manufacturer through G & C Supply Company, Piping Supply, Consolidated Pipe & Supply Co., and HD Water Supply. These items will be competitively bid as needed. The estimated amount is **\$80,500**.

Finance Department Memorandum 15-07

Page 2 of 2

POLES

Poles are warehouse stock and include all sizes of wood and metal poles for use by the Electric Department. This item varies by the size and quantity required for certain jobs. Staff will attempt to order by the full truckload so that freight charges will be less than with partial loads. The poles will be procured through competitive bids from companies such as Thomasson Company, Baldwin Pole Company and Cox Industries, Inc. The estimated amount is **\$150,000**.

CABLES

This item includes OH (overhead) and URD (underground) cables in warehouse stock for use by the Electric Department. The increasing cost of metals has directly influenced the price of these items. These items will be procured through competitive bids from suppliers such as Stuart C. Irby Company, Wesco Distribution, Inc. and Power Supply Company. The estimated amount is **\$150,000**.

FAULT INDICATORS

This item includes OH (overhead) and URD (underground) fault indicators in warehouse stock for use by the Electric Department. These items will be procured through competitive bids from suppliers such as Wesco Distribution, Inc. and Power Supply Company. The estimated amount is **\$150,000**.

The partnership contract with the State of Tennessee is the result of a competitive bid process by the State in which it has developed specifications, solicited bids, reviewed the bids and made an award. In general, the State has increased bargaining power with suppliers and receives a larger discount on their contracts than local governments.

SALT

Salt is a warehouse stock item. The storage area located at the Central Services Complex can hold approximately 2,400 tons of highway salt in two separate bins. During FY15 the City used approximately 1,700 tons of highway salt and plans to replace 1,000 tons of it in FY16. This commodity will be purchased using the State of Tennessee Contract from the awarded vendor(s), Compass Minerals America, Inc. as needed. The total estimated amount is **\$87,800**.

Recommendation

Staff recommends approval of the attached resolution as submitted.


Lyn Majeski

City Manager's Comments:

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


Mark S. Watson


Date

CITY OF OAK RIDGE, TENNESSEE

Abstract of Bids

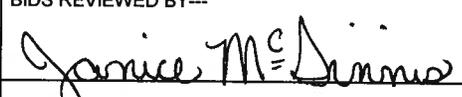
REQUEST NUMBER: 143978

OPENING DATE: JUNE 18, 2015 2:00 P.M.

FOR --- WAREHOUSE STOCK STONE			BIDDER: Claiborne Hauling Contractors, LLC 6210 Rutledge Pike Knoxville, TN 37924		BIDDER: Rogers Group, Inc. 250 Union Valley Rd Oak Ridge, TN 37830		BIDDER: Aurora Starco LLC 113 Barksdale Professional Center Newark, DE 19711		BIDDER: Aggregates USA LLC P.O. 15005 Knoxville, TN 37901	
DESCRIPTION	ITEM	UNIT	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
ANNUAL CONTRACT ORDER FOR THE PERIOD JULY 1, 2015 THROUGH JUNE 30, 2016 FOR WAREHOUSE STOCK STONE FOR USE BY VARIOUS CITY OF OAK RIDGE DEPARTMENTS.	1	12,000 TONS	\$ 13.85	\$ 166,200.00	\$ 17.00	\$ 204,000.00	\$ 18.92	\$ 227,040.00	\$ 19.15	\$ 229,800.00
TOTAL PRICE			\$ 166,200.00	\$ 204,000.00	\$ 227,040.00	\$ 229,800.00				
TERMS			NET 30 DAYS	NET 30 DAYS	NET 30 DAYS	15th OF THE FOLLOWING MONTH				
DELIVERY			AS NEEDED 24 HR NOTICE	AS REQUESTED	1 DAY FROM ORDER	AS SCHEDULED				
F.O.B.			CLAIBORNE	OAK RIDGE CENTRAL SERVICES	100 WOODBURY LANE, OR	CITY OF OAK RIDGE				
VIA			CLAIBORNE TRUCKS	TRUCK	TANDEM TRUCK					
OTHER BIDDERS CONTACTED: Vulcan Materials Company - Knoxville, TN						BIDS OPENED AND RECORDED BY--- <i>Lyn Majeski</i> Lyn Majeski Accounting Division Manager				
REASON FOR AWARD: ONLY AVAILABLE SOURCE <input type="checkbox"/> LOW PRICE <input type="checkbox"/> BETTER OR REQUIRED DESIGN <input type="checkbox"/> EARLY DELIVERY <input type="checkbox"/> LOWEST TOTAL COST <input checked="" type="checkbox"/>			RECOMMEND AWARD BE MADE TO: Claiborne Hauling Contractors, LLC 6210 Rutledge Pike Knoxville, TN 37924			BIDS REVIEWED BY--- <i>Janice McGinnis</i> Janice McGinnis Finance Director				

CITY OF OAK RIDGE, TENNESSEE
Abstract of Bids

REQUEST NUMBER: 143979
OPENING DATE: JUNE 18, 2015 2:00 P.M.

FOR ---			BIDDER:		BIDDER:		BIDDER:		BIDDER:										
STONE PRODUCTS			Rogers Group, Inc. 250 Union Valley Rd. Oak Ridge, TN 37830		Claiborne Hauling Contractors, LLC 6210 Rutledge Pike Knoxville, TN 37924		Vulcan Materials Company 3001 Alcoa Hwy Knoxville, TN 37920		Aggregates USA LLC PO Box 15005 Knoxville, TN 37921										
DESCRIPTION	ITEM	TONS	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL									
ANNUAL CONTRACT ORDER FOR THE PERIOD JULY 1, 2015 THROUGH JUNE 30, 2016 FOR CRUSHED AND GRADED STONE FOR THE CITY OF OAK RIDGE.																			
BASE STONE - REQUIRED TO MEET TDOT BASE STONE REQUIREMENTS	1	7,000	\$ 13.60	\$ 95,200.00	\$ 13.85	\$ 96,950.00	\$ 14.45	\$ 101,150.00	\$ 15.25	\$ 106,750.00									
#4 STONE - REQUIRED TO MEET TDOT FOR #2 GRADATION	2	300	\$ 14.75	\$ 4,425.00	\$ 17.85	\$ 5,355.00	\$ 17.65	\$ 5,295.00	\$ 17.50	\$ 5,250.00									
#57 OR 1" STONE REQUIRED TO MEET TDOT #57 GRADATION	3	3,000	\$ 15.00	\$ 45,000.00	\$ 16.85	\$ 50,550.00	\$ 17.65	\$ 52,950.00	\$ 17.50	\$ 52,500.00									
GRADED RIP RAP	4	400	\$ 16.75	\$ 6,700.00	\$ 18.95	\$ 7,580.00	\$ 20.50	\$ 8,200.00	\$ 18.50	\$ 7,400.00									
SURGE RIP RAP	5	200	\$ 15.25	\$ 3,050.00	\$ 18.95	\$ 3,790.00	\$ 19.45	\$ 3,890.00	\$ 16.10	\$ 3,220.00									
DELIVERY CHARGE PER TON OF ITEMS 1,2,3 & 4			\$ 3.40		Included		\$ 5.00		\$ 4.90										
DELIVERY CHARGE PER TON OF ITEM 5			\$ 5.50		Included		\$ 7.00		\$ 6.90										
TOTAL PRICE			\$ 154,375.00		\$ 164,225.00		\$ 171,485.00		\$ 175,120.00										
TERMS			NET 30 DAYS		NET 30 DAYS		NET 15 DAYS		15th OF THE FOLLOWING MONTH										
DELIVERY			AS REQUESTED		AS NEEDED - 24 HR NOTICE		1 DAY FROM ORDER		AS SCHEDULED										
F.O.B.			OAK RIDGE QUARRY		CLAIBORNE		DIXIE LEE QUARRY		CITY OF OAK RIDGE										
VIA			TRUCK		CLAIBORNE HAULING TRUCK		TRUCK		TANDEM TRUCK - 20 TON MIN.										
OTHER BIDDERS CONTACTED:							BIDS OPENED AND RECORDED BY---												
REASON FOR AWARD: ONLY AVAILABLE SOURCE <input type="checkbox"/> LOW PRICE <input type="checkbox"/> BETTER OR REQUIRED DESIGN <input type="checkbox"/> EARLY DELIVERY <input type="checkbox"/> LOWEST TOTAL COST <input checked="" type="checkbox"/>							RECOMMEND AWARD BE MADE TO: <table border="0"> <tr> <td><u>Pick-up</u></td> <td><u>Delivered</u></td> </tr> <tr> <td>Rogers Group, Inc.</td> <td>Claiborne Hauling Contractors, LLC</td> </tr> <tr> <td>250 Union Valley Rd.</td> <td>6210 Rutledge Pike</td> </tr> <tr> <td>Oak Ridge, TN 37830</td> <td>Knoxville, TN 37924</td> </tr> </table>					<u>Pick-up</u>	<u>Delivered</u>	Rogers Group, Inc.	Claiborne Hauling Contractors, LLC	250 Union Valley Rd.	6210 Rutledge Pike	Oak Ridge, TN 37830	Knoxville, TN 37924
							<u>Pick-up</u>	<u>Delivered</u>											
Rogers Group, Inc.	Claiborne Hauling Contractors, LLC																		
250 Union Valley Rd.	6210 Rutledge Pike																		
Oak Ridge, TN 37830	Knoxville, TN 37924																		
							BIDS REVIEWED BY---  Janice Mc Ginnis Finance Director												

CITY OF OAK RIDGE, TENNESSEE

Abstract of Bids

REQUEST NUMBER: 143980

OPENING DATE: JUNE 18, 2015 2:00 P.M.

FOR --- HOT MIX ASPHALT			BIDDER: Rogers Group, Inc. 250 Union Valley Rd Oak Ridge, TN 37830		BIDDER:		BIDDER:		BIDDER:		
DESCRIPTION	ITEM	TONS		TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	
ANNUAL CONTRACT ORDER FOR THE PERIOD JULY 1, 2015 THROUGH JUNE 30, 2016 FOR HOT MIX ASPHALT FOR THE CITY OF OAK RIDGE											
HOT MIX ASPHALTIC CONCRETE TDOT SECTION 411, GRADE E, PICKED UP BY CITY TRUCKS	1	2,200	\$ 77.00	\$ 169,400.00							
HOT MIX BITUMINOUS CONCRETE BASE MATERIAL TDOT SECTION 307, GRADE B, PICKED UP BY CITY TRUCKS	2	1,200	\$ 69.40	\$ 83,280.00							
GRADE C HOT MIX, TDOT SECTION 411 AND 307, PICKED UP BY CITY TRUCKS	3	300	\$ 71.60	\$ 21,480.00							
GRADE D HOT MIX, TDOT SECTION 411 AND 307, PICKED UP BY CITY TRUCKS	4	300	\$ 89.00	\$ 26,700.00							
DELIVERY CHARGE PER TON OF ITEM 1, 2, AND 3. MINIMUM 22 TON LOAD NOTE: ALL QUANTITIES ARE ESTIMATED	5		\$ 3.60								
TOTAL PRICE			\$ 300,860.00								
TERMS			NET 30 DAYS								
DELIVERY			AS REQUESTED								
F.O.B.			ASPHALT PLANT - 8 MILES								
VIA			COR TRUCK								
OTHER BIDDERS CONTACTED Vulcan Materials Company -- Knoxville, TN Aggregates USA LLC -- Knoxville, TN Duracap Asphalt Materials LLC -- Knoxville, TN							BIDS OPENED AND RECORDED BY--- <i>Lyn Majeski</i> Lyn Majeski Accounting Division Manager				
REASON FOR AWARD:			RECOMMEND AWARD BE MADE TO:				BIDS REVIEWED BY---				
ONLY BID RECEIVED <input checked="" type="checkbox"/> X LOW PRICE <input type="checkbox"/> BETTER OR REQUIRED DESIGN <input type="checkbox"/> EARLY DELIVERY <input type="checkbox"/> LOWEST TOTAL COST <input type="checkbox"/>			Rogers Group, Inc. 250 Union Valley Rd Oak Ridge, TN 37830				<i>Janice McGinnis</i> Janice McGinnis Finance Director				

RESOLUTION

A RESOLUTION AWARDING BIDS IN THE GRAND TOTAL ESTIMATED AMOUNT OF \$1,245,400.00 FOR THE FURNISHING OF VARIOUS MATERIALS AS REQUIRED BY THE CITY DURING FISCAL YEAR 2016.

WHEREAS, the City of Oak Ridge has issued invitations to bid for the furnishing of various materials as required during Fiscal Year 2016 (July 1, 2015 through June 30, 2016) and has received competitive bids which were publicly opened; and

WHEREAS, other required materials, with an aggregate cost exceeding \$25,000.00 during Fiscal Year 2016, will be competitively bid during the year on an as needed basis; and

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

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

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

To Claiborne Hauling, LLC, 6210 Rutledge Pike, Knoxville, Tennessee 37924, for the furnishing of warehouse stock base stone, in accordance with its bid as submitted and publicly opened on June 18, 2015, as shown on Request No. 143978, in an estimated amount of \$166,200.00.

To Rogers Group, Inc., 250 Union Valley Road, Oak Ridge, Tennessee 37830, and Claiborne Hauling, LLC, 6210 Rutledge Pike, Knoxville, Tennessee 37924, for the furnishing of stone for pick-up and delivery, respectively, in accordance with their bids as submitted and publicly opened on June 18, 2015, as shown on Request No. 143979, in an estimated amount of \$160,000.00.

To Rogers Group, Inc., 250 Union Valley Road, Oak Ridge, Tennessee 37830, for the furnishing of hot mix asphalt, in accordance with its bid as submitted and publicly opened on June 18, 2015, as shown on Request No. 143980, and other suppliers such as Duracap Asphalt, LLC, and APAC when Rogers Group, Inc., cannot meet requirements on any given day, all in an estimated amount of \$300,900.00.

To G & C Supply Company, Piping Supply, Consolidated Pipe & Supply Co., and HD Water Supply after utilization of the City's competitive bid process as the sole suppliers of required warehouse stock fire hydrants for use by the Public Works Department, in an estimated amount of \$80,500.00.

To Thomasson Company, Baldwin Pole Company, Cox Industries, Inc., and other suitable companies after utilization of the City's competitive bid process for the furnishing of warehouse stock poles, in an estimated amount of \$150,000.00.

To Stuart C. Irby Company, Wesco Distribution Inc., Power Supply Company, and other suitable companies after utilization of the City's competitive bid process for the furnishing of warehouse stock overhead and underground cables for the Electric Department, in an estimated amount of \$150,000.00.

To Wesco Distribution Inc., Power Supply Company, and other suitable companies after utilization of the City's competitive bid process for the furnishing of warehouse stock fault indicators for the Electric Department, in an estimated amount of \$150,000.00.

To the State of Tennessee Contract awarded vendor(s) for the furnishing of warehouse stock salt in an estimated amount of \$87,800.00.

Said awards in the grand total estimated amount of \$1,245,400.00.

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

This the 13th day of July 2015.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Diana R. Stanley, City Clerk

RESOLUTIONS

PUBLIC WORKS DEPARTMENT MEMORANDUM

15-20

DATE: July 1, 2015
TO: Mark S. Watson, City Manager
FROM: Roger Flynn, P.E., Acting City Engineer
THROUGH: Gary M. Cinder, P.E., Public Works Director 
SUBJECT: ANDERSON COUNTY WATER AUTHORITY CONTRACT APPROVAL

Introduction

An item for City Council's consideration is the recommendation for approval of a contract between the City and Anderson County Water Authority (ACWA) for the City to treat and dispose of wastewater from the Elza Gate area.

Funding

There is no construction or long term maintenance cost associated with this contract. The City will be compensated for the service it will provide.

Background

In September of 2012, staff was contacted by representatives of the engineering consulting firm for ACWA, Robert G. Campbell & Associates (RGC&A). Their purpose was to explain that ACWA was applying for an Appalachian Regional Commission grant in order to provide sewer service to several businesses and a few residences in the Elza Gate area that were previously served by failing septic systems. The Elza Gate area is outside the City of Oak Ridge and the City does not have utility service east of the railroad overpass. Water service to the Elza Gate area is provided by ACWA; however ACWA does not provide sewer service. Anderson County Water Authority wants to enter into an agreement with the City to connect to the City's sewer collection system.

Because the Elza Gate area lays at a lower elevation than manhole (MH) E28-E23-52, which is the most eastern point of the City's sewer collection system, located at the East End Armory at 102 Oak Ridge Turnpike (ORTP), traditional gravity flow is not possible. Anderson County Water Authority has used funding from the grant to construct a low pressure sewer system using individual, E-1 grinder pumps. Sewer flow from the Elza Gate area will be pumped along the south side of Elza Drive, and then under ORTP to MH E28-E23-52.

All of the pumping and collection system will be owned by ACWA. Additionally, each individual business or home will be billed by ACWA. A master meter has been installed at MH E28-E23-52 so that the City may bill ACWA on a monthly basis for wastewater service only. This rate will be at the normal retail rate. The contract being recommended requires ACWA customers to abide by the City's pretreatment requirement and agree to be subject to inspection by City personnel.

Public Works Department Memorandum

15-20

Page 2 of 2

Recommendation

The City collection system at this location has adequate capacity to serve ACWA. Staff recommends approval of this contract.

Attachment
Map

Roger Flynn

Roger Flynn, P.E.

City Manager's Comments:

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

Mark S. Watson

Mark S. Watson

July 6, 2015

Date

OAK RIDGE TURNPIKE

ELZA DRIVE

NEW LOW PRESSURE
FORCE MAIN BY
ANDERSON COUNTY
WATER AUTHORITY

COR MH: E28-E23-51
SEWER FLOW METER

RESOLUTION

A RESOLUTION APPROVING AN AGREEMENT WITH THE ANDERSON COUNTY WATER AUTHORITY FOR THE CITY OF OAK RIDGE TO PROVIDE WASTEWATER TREATMENT AND DISPOSAL SERVICES IN THE VICINITY OF ELZA GATE.

WHEREAS, the City owns and operates a wastewater collection, treatment, and disposal system for its customers within its service area; and

WHEREAS, the system has additional capacity available to treat and dispose of a limited amount of wastewater from outside the City Limits; and

WHEREAS, the Anderson County Water Authority desires to obtain and pay for a portion of the availability capacity for wastewater treatment and disposal services for the vicinity of Elza Gate; and

WHEREAS, the City Manager recommends entering into an agreement with the Anderson County Water Authority whereby the City will provide wastewater treatment and disposal services.

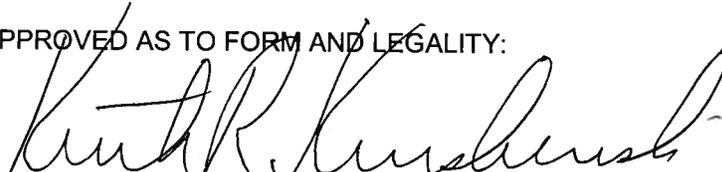
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager is approved and the City is hereby authorized to enter into an agreement with the Anderson County Water Authority whereby the City will provide wastewater treatment and disposal services in the vicinity of Elza Gate for the published rates established for wastewater customers of the City.

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

This the 13th day of July 2015.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Diana R. Stanley, City Clerk

**PUBLIC WORKS DEPARTMENT MEMORANDUM
15-18**

DATE: June 19, 2015
TO: Mark S. Watson, City Manager
THROUGH: Gary M. Cinder, P.E., Public Works Director *GM*
FROM: Susan Fallon, Administrative Manager
Bruce Applegate, Assistant to the City Manager
SUBJECT: SOCIAL SERVICES POLICY AND AGREEMENT

Introduction

An item for City Council's consideration is the recommendation for approval of two resolutions revising the City of Oak Ridge Social Services Policy (CORSS) and awarding an agreement with Aid to Distressed Families of Appalachian Counties, Inc. (ADFAC), Oak Ridge, TN, to administer the program in the estimated amount of \$138,500.

Funding

Funding for this agreement is budgeted and available in the grant budget, activity 983. It is recommended that funding will be provided for the eleven month period of August 1, 2015 through June 30, 2016. ADFAC estimates that at least \$77,000 in supplemental funding will be committed to the CORSS Program as matching funds from sources such as United Way, donations, grants and SAFE.

Analysis

ADFAC staff has reviewed the current Social Services Policy and is recommending a revision to increase the amount of individual assistance from \$400 to \$500. Attached is a strikethrough version of the Social Services Policy that includes the recommended revision.

ADFAC has served as the administrator of the CORSS Program for the previous nineteen years. The CORSS Program provides assistance to eligible clients with rent, mortgage and utility payments as well as rent and utility deposits. This financial aid is supplemented with counseling by two Licensed Clinical Social Workers employed with ADFAC.

The program budget submitted by ADFAC for this funding consists of:

\$107,440	Direct Assistance – Housing Assistance (rent, mortgage, utilities, deposits)
\$ 11,500	Direct Assistance – Counseling
\$ 19,560	Administrative (salaries, operating expenses)

Included in their proposal, ADFAC has committed to the goal of 70% of the assistance provided to be utilized for utilities. Below is an analysis of the CORSS funding received by ADFAC for fiscal years 2011 through 2014. As you can see, increasing the utility assistance to 70% would be significant.

Year	Utility	Rent	Counseling	Total	# Assisted
FY2011	\$ 83,569	\$ 24,931	\$ 31,500	\$140,000	640
FY2012	\$ 79,078	\$ 31,662	\$ 31,500	\$142,240	535
FY2013	\$ 85,186	\$ 29,664	\$ 31,525	\$146,375	520
FY2014	\$ 86,595	\$ 30,612	\$ 31,500	\$148,707	492
Total Amount	\$334,428	\$116,869	\$126,025	\$577,322	2,187
Total %	58%	20%	22%		

Public Works Department Memorandum
15-18
Page 2 of 2

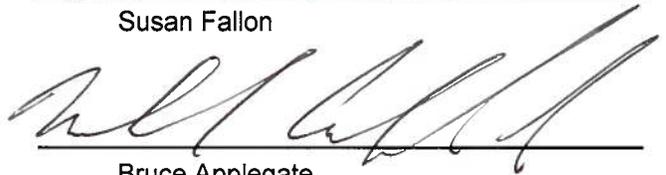
Recommendation

The competitive process was followed with sealed proposals solicited. ADFAC submitted the only proposal. The executed agreement with ADFAC will include the eleven month period of August 1, 2015 through June 30, 2016 and four annual renewal options through June 30, 2020.

The CORSS policy change will allow for an increase in the assistance to each individual served. Adoption of the attached resolutions is recommended.



Susan Fallon



Bruce Applegate

Attachments:
Social Services Policy
ADFAC Proposal

City Manager's Comments:

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


Mark S. Watson

Date July 6, 2015

CITY OF OAK RIDGE, TENNESSEE

SOCIAL SERVICES POLICY

July 1, 1992

(As amended February 7, 1994, June 3, 1996, June 2, 2003 and May 3, 2010)

Purpose

The City of Oak Ridge Social Service program has been developed to assist City residents in crisis with short-term housing needs.

Definitions

1. City refers to the City of Oak Ridge.
2. Eligible Client is an applicant for assistance who meets the eligibility requirements.
3. Authorized Provider is any private or governmental agency which provides social services to City residents.
4. Utility includes electric, water, sewer, and natural gas service.
5. Bona fide Resident is a person, eighteen years of age or older who has been living in Oak Ridge for one year prior to the request for assistance.
6. Self-sufficient is a state in which a person is able to provide a stable living environment, maintain a living wage, provide for basic survival needs (i.e. food & clothing) and to live independent of public support.

Categories of Assistance

1. Housing (benefits not to exceed \$400.00 per client per 12-month period).
 - a. Assistance in Maintaining Households. Rent (or mortgage payments) and utility bills will be paid for up to ~~\$400.00~~ \$500.00 during the twelve-month period for eligible clients needing temporary assistance in maintaining a household. Payments will be made directly to the landlord (or mortgage) or utility offices upon certification of the amount owed and verification of eligibility.
 - b. Assistance in Establishing Households. Rent and utility bills and deposits will be paid for up to ~~\$400.00~~ 500.00 during the twelve-month period for eligible clients seeking to establish a household. Payments will be made directly to the landlord or utility offices upon certification of the amount owed and verification of eligibility.
2. Counseling

Authorized provider will screen and counsel each applicant to determine immediate need, provide referrals and work with each client to achieve short term goals and develop long term goals that will lead to self sufficiency.
3. Screening and Referrals
 - a. Referrals for client services will be made to appropriate agencies and area organizations (food and clothing banks, etc.). Information necessary for processing clients' cases may be shared with such agencies in order to assist in the effective delivery of social services. All clients will be required to sign a release of information form.

- b. Lions Club Sight Conservation Committee. The Lions Club Sight Conservation Program was established by the Oak Ridge Lions Club to provide necessary eye care for children and adults who cannot obtain it through their own resources. The authorized provider will be responsible for certifying families' inability to pay the cost of care and for recommending the use of Lions Club funds as available. Referrals from school personnel should be made through the school nurse.

Eligibility

Applicants for financial assistance must meet the following requirements:

1. Bona-fide resident of Oak Ridge.
2. If a client has been convicted for drug and alcohol violations they must provide proof they are currently or have received treatment for this condition. Other convictions may be considered reason for denial of assistance based on severity or chronicity.
3. For all categories of assistance the income of the applicant must be at or below 185% of the Federal Poverty Guidelines, which is consistent with the WIC and Free and Reduced Lunch programs. Exception can be made in cases of extreme hardship especially when the financial crisis is due to medical expenses.
4. For all categories of assistance, client must provide proof of employment, job training, continuing education, disability or registration with job services. Exceptions may be made at the discretion of the social worker.
5. Assets of applicant must be limited to basic needs such as furniture and clothing; and, in addition,
 - a. Home ownership may be determined a basic need if the property value is below \$125,000.
 - b. Car or other vehicle ownership may be considered a basic need for transportation to and from work, or to receive regular medical care.

Amended 2/07/94: Resolution No. 2-1 0-94

Amended 6/03/96: Resolution No. 6-86-96

Amended 6/02/03: Resolution No. 6-71-03

Amended 5/03/10: Resolution No. 5-35-10



Serving the diverse charitable needs of rural Appalachia since 1987

Proposal Summary **The City of Oak Ridge Social Services Program, FY2016**

Date: June 17, 2015

Contact Information:

Aid to Distressed Families of Appalachian Counties (ADFAC)
Liz Herbes, LCSW – Social Services Program Director
1051 Oak Ridge Turnpike, Room 103; P.O. Box 5953
Oak Ridge, TN 37831-5953
(865) 482-3097 ext.104

Organization Mission:

Aid to Distressed Families of Appalachian Counties (ADFAC), a 501(c)(3) nonprofit founded in 1987, is a unique agency dedicated to serving the needs of the local low-income population. *ADFAC, an independent non-profit agency, exists to serve the basic needs of primarily low-income residents in Anderson and surrounding Appalachian counties. ADFAC's goal is to help families become stable and self-sufficient through a variety of direct assistance services provided by our Social Services and Affordable Housing programs.*

ADFAC's Social Services program promotes self-sufficiency, family stability and strong communities through programs that provide assistance for immediate needs and help families plan for and/or prevent future hardships. It provides financial assistance for basic survival and shelter necessities (such as rent, pantry items and utilities) as well as food vouchers, prescription assistance, and school supplies.

Amount Requested:

ADFAC requests \$138,500 for the Social Services Program for the 11-month period of the initial agreement. Each annual renewal option of the agreement will include an adjustment based on the CPI. This proposal includes four, one-year renewal options, based on 12-month performance periods, though June 2020. For example, the awarded amount in FY2017 would be: \$151,000 plus an adjustment based on the CPI.

Purpose of Request:

Funds requested would provide housing and utilities as well as ***counseling services*** to residents of Oak Ridge that live at or below 185% of the federal poverty level (the same guideline used to determine eligibility for WIC and reduced price lunches/school fee waiver). The goal would be that 70% of the assistance provided would be for utilities. The amount given to each household would not exceed \$500 per fiscal year. (Both of these are proposed changes from the current contract).

Total Committed from Other Sources: \$77,000

Time Frame: August 1, 2015 – June 30, 2016

Aid to
Distressed
Families of
Appalachian
Counties

Social Services Program

Post Office Box 5953
Oak Ridge, TN 37831

phone 865.483.6028
fax 865.483.2697
www.adfac.org

*ADFAC is an equal opportunity
provider, employer and lender.*

*To file a complaint of
discrimination, write U.S.
Department of Housing and
Urban Development, Assistance
Secretary For Fair Housing and
Equal Opportunity, Washington,
D.C. 20410 or you may write
USDA, Office of Civil Rights, 1400
Independence Avenue,
Washington, D.C. 20250, or you
may call 800-795-3272 (voice) or
202-720-6382 (TTY).*



Proposal Narrative:

ADFAC has a 27-year history of providing necessary services to struggling families in our community; for 19 of these years, we have served as the Authorized Provider of the City of Oak Ridge Social Services Program (CORSS). Our extensive knowledge of the CORSS program and policies coupled with our reputation in the community enables us to effectively and efficiently administer these funds. Should we be awarded the FY2016 CORSS contract, we are confident of our ability to continue the successful administration of this program.

Funds requested would serve low-income residents of the City of Oak Ridge, including the working poor, the elderly and disabled, single parents and families at risk of becoming homeless. Direct financial assistance combined with counseling would not only help stabilize these families but continue to enable them to work towards self-sufficiency.

ADFAC's Social Services program assists clients by combining direct financial aid with counseling, screening and referrals. Specifically, the CORSS Program as administered by ADFAC would provide to eligible clients: rent, mortgage, and utility assistance and deposits for rent and utilities. Such assistance will not exceed \$500 per household in any fiscal year.

As mentioned above, any direct financial aid provided is supplemented by counseling; we strongly believe that this is what makes our program truly unique and effective. Through counseling each client, our Licensed Clinical Social Workers are able to screen for eligibility, verify the level of need, choose the best course of action for assistance and determine if referrals to other agencies (such as mental health facilities, GED classes, etc) are needed to help clients on their path to self-sufficiency. Counseling provides support and offers the clients a chance to explore other alternatives that had previously gone unnoticed. As our social workers' primary purpose is to counsel clients, individuals may still come to ADFAC for counseling, even when avenues of monetary assistance have been exhausted.

All potential clients are screened for eligibility prior to receiving any assistance and ADFAC keeps detailed, confidential records on each client served. Client responsibility is strongly encouraged; clients must keep appointment times and bring all income and residency documentation in order to qualify for services.

ADFAC's Social Services program employs two Licensed Clinical Social Workers. Liz Herbes, LCSW, ACSW, has been counseling clients at ADFAC for over 25 years; Dianne Kane, LCSW, has been at ADFAC since 2008 and has nearly two decades experience as a social worker. Program support is provided by two part-time employees as well as 15 regular part-time volunteers trained to assist with scheduling, client intake and general office work. The use of volunteers as well as donated office space allows ADFAC to keep overhead costs low.

Program budget:

<i>Line Item Expense</i>	<i>CORSS: Direct Assistance</i>	<i>CORSS: Administrative (program salaries and general operating expenses)</i>	<i>ADFAC Match: Direct Assistance</i>	<i>ADFAC Match: Administrative</i>	<i>Total</i>
<i>Housing Assistance (rent, mortgage, utilities, deposits)</i>	\$107,440	\$17,560	\$46,000 <i>(church/individual donations, Grants & SAFE)</i>	\$19,500 <i>(United Way)</i>	\$190,500
<i>Counseling</i>	\$11,500	\$2,000	\$11,500	-0-	\$25,000
<i>Subtotals</i>	\$118,940	\$19,560	\$57,500	\$19,500	\$215,500
	Total request from CORSS: \$138,500		Total ADFAC Match: \$77,000		

Statement on ADFAC's compliance with all CORSS requirements:

Should ADFAC be awarded the CORSS contract by the City of Oak Ridge, ADFAC agrees to comply with all CORSS requirements. ADFAC will continue to provide monthly reports, as required by the City.

NUMBER _____

RESOLUTION

A RESOLUTION AMENDING THE CITY'S SOCIAL SERVICES POLICY TO INCREASE THE AMOUNT OF INDIVIDUAL ASSISTANCE FROM \$400.00 TO \$500.00.

WHEREAS, the City of Oak Ridge through its Social Services program provides assistance to City residents as a provider of last resort; and

WHEREAS, Aid to Distressed Families of Appalachian Counties, Inc., (ADFAC), has been the City's administrator of the Social Services Policy since July 1, 1996; and

WHEREAS, ADFAC has reviewed the City's current Social Services Policy and has recommended a revision to the policy to increase the amount of individual assistance from \$400.00 to \$500.00; and

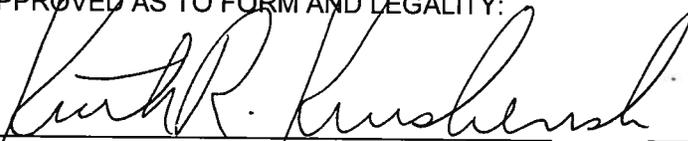
WHEREAS, the City Manager recommends approval of ADFAC's suggested revision to the City's Social Services Policy.

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 Social Services Policy is hereby revised in accordance with the recommendation submitted to the City by Aid to Distressed Families of Appalachian Counties, Inc., specifically to increase the amount of individual assistance from \$400.00 to \$500.00.

This the 13th day of July 2015.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Diana R. Stanley, City Clerk

RESOLUTION

A RESOLUTION APPROVING AN AGREEMENT WITH AID TO DISTRESSED FAMILIES OF APPALACHIAN COUNTIES, INC., FOR THE ADMINISTRATION OF THE CITY'S SOCIAL SERVICES POLICY.

WHEREAS, the City provides assistance to City residents with rent, mortgage, and utility payments, as well as rent and utility deposits, through funding of the Social Services activity from the Grant Fund; and

WHEREAS, requests for proposals were solicited and Aid to Distressed Families of Appalachian Counties, Inc., (ADFAC), submitted the sole proposal to administer the City's Social Services program, which proposal the City Manager recommends be accepted.

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

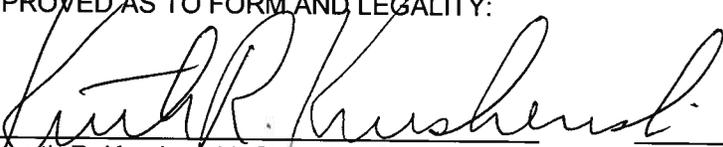
That the recommendation of the City Manager is approved and the City is hereby authorized to enter into an agreement with Aid to Distressed Families of Appalachian Counties, Inc., to administer and implement the activities of the City's Social Services Policy using the City's budgeted funds; said agreement in the estimated amount of \$138,500.00.

BE IT FURTHER RESOLVED that said agreement is for an initial term of August 1, 2015 through June 30, 2016, with four (4) fiscal year options to renew upon the mutual consent of both parties with the compensation under the agreement being adjusted by one hundred percent (100%) of the Consumer Price Index (CPI) for the month of January of the current year.

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

This the 13th day of July 2015.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krusher, City Attorney

Warren L. Gooch, Mayor

Diana R. Stanley, City Clerk

PUBLIC WORKS DEPARTMENT MEMORANDUM

15-19

DATE: July 13, 2015
TO: Mark S. Watson, City Manager
FROM: Roger Flynn, P.E., Acting City Engineer
THROUGH: Gary M. Cinder, P.E., Public Works Director *GMC*
SUBJECT: FULL ACCESS DRIVEWAY FOR NEW ORNL CREDIT UNION BRANCH

Introduction

An item for City Council's consideration is the recommendation to convert an existing right turn in only driveway located at 190 Rutgers Avenue into a full access driveway.

Funding

There is no cost to the City; this improvement will be funded solely by the owner.

Background

The Oak Ridge National Laboratory (ORNL) Credit Union (CU), which has served Oak Ridge and East Tennessee since 1948, began in a small building located at 215 Rutgers. In 1987, ORNL CU constructed a new building at 221 Rutgers Avenue, but retained ownership of the property at 215 Rutgers Avenue. The building at 221 Rutgers Avenue currently serves as both its headquarters and Oak Ridge branch.

ORNL CU now desires to build a new building, located at 215 Rutgers Avenue, to serve as its Oak Ridge branch. ORNL CU recently purchased the property at 190 Rutgers Avenue and has dissolved the property line, combining it with its existing property. The new parcel that was created is now referred to as Anderson County Tax Map 099L, Group A, Parcel 022.00.

The only access from Rutgers Avenue to the property at 190 Rutgers was a right turn in only for vehicles traveling north. Southbound vehicles could not turn in and all vehicles had to exit via N. Purdue Avenue. The site plan for the new branch shows replacing the right turn in only access with a full-access driveway (see attached). Trip generation is basically neutral because traffic that would have previously entered the driveway at 221 Rutgers, will now enter at 190 Rutgers.

Recommendation

Staff recommends approval of this request. It was presented to and unanimously approved by TSAB at its June 16 meeting.

Attachment(s)
Site Plan
Trip Generation Letter

Roger F Flynn

Roger Flynn, P.E.

City Manager's Comments:

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

Mark S Watson
Mark S. Watson

July 6, 2015
Date



Civil Engineers

May 05, 2015

Mr. Roger Flynn
 Oak Ridge Central Services Complex
 100 Woodbury Lane
 Oak Ridge, TN 37830

Subject : Trip Generation Letter
 ORNL Federal Credit Union
 215 S Rutgers Ave

Mr. Flynn,

ORNL Federal Credit Union is proposing a new branch to be located at 215 S Rutgers Avenue. The branch will be located to the west of and adjacent to the existing ORNL Federal Credit Union Main Office Building. The property currently contains a right-in only driveway entering the property from S Rutgers Avenue. We are requesting a full access entrance/exit at this location utilizing the existing deceleration lane with one lane entering the site and two lanes exiting the site. We will be maintaining the existing entrance to the new branch from N Purdue Ave. Additionally we are requesting to narrow the existing driveway at the main office building to 3 lanes with one lane entering and two lanes exiting.

The proposed full access driveway connection to S Rutgers Avenue will be located approximately 306' from the existing driveway at the main office building. This separation is greater than the 200' minimum separation required by the City's zoning ordinance.

Trip Generation is an essential tool in calculating the traffic, which may be generated by a proposed development. Traffic for the subject development was determined using the publication, **Trip Generation, 9th Edition**. This reference is published by the Institute of Transportation Engineers (ITE) and represents national data collected for many different land uses including industrial, residential and commercial uses. The subject development is a 5,470 square foot bank. The table below presents the anticipated trip generation for the site.

Land Use	ITE Land Use Code	Density	Daily	Trip Generation					
				AM Peak Hour			PM Peak Hour		
				Enter	Exit	Pass-By	Enter	Exit	Pass-By
Drive-In Bank	912	5,470 sq ft	810	20	15	31	35	35	62

Note: Trips generated using **Trip Generation, 9th Edition**, published by ITE.
 Assumes 47% Pass-By traffic.

If you have any questions, please feel free to contact us.

Sincerely,

A handwritten signature in blue ink, appearing to read "Annette Hommel". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Annette Hommel, P.E.

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15

A
B
C
D
E
F
G
H
I
J

Proposed Driveway

S RUTGERS AVE

306.14'

EXISTING SIDEWALK TO REMAIN

25' FRONT SETBACK

10.59' 25.01'

R25'

29.9'

R25'

R15'

14'

11'

11'

R12'

R12'

20'

24.5'

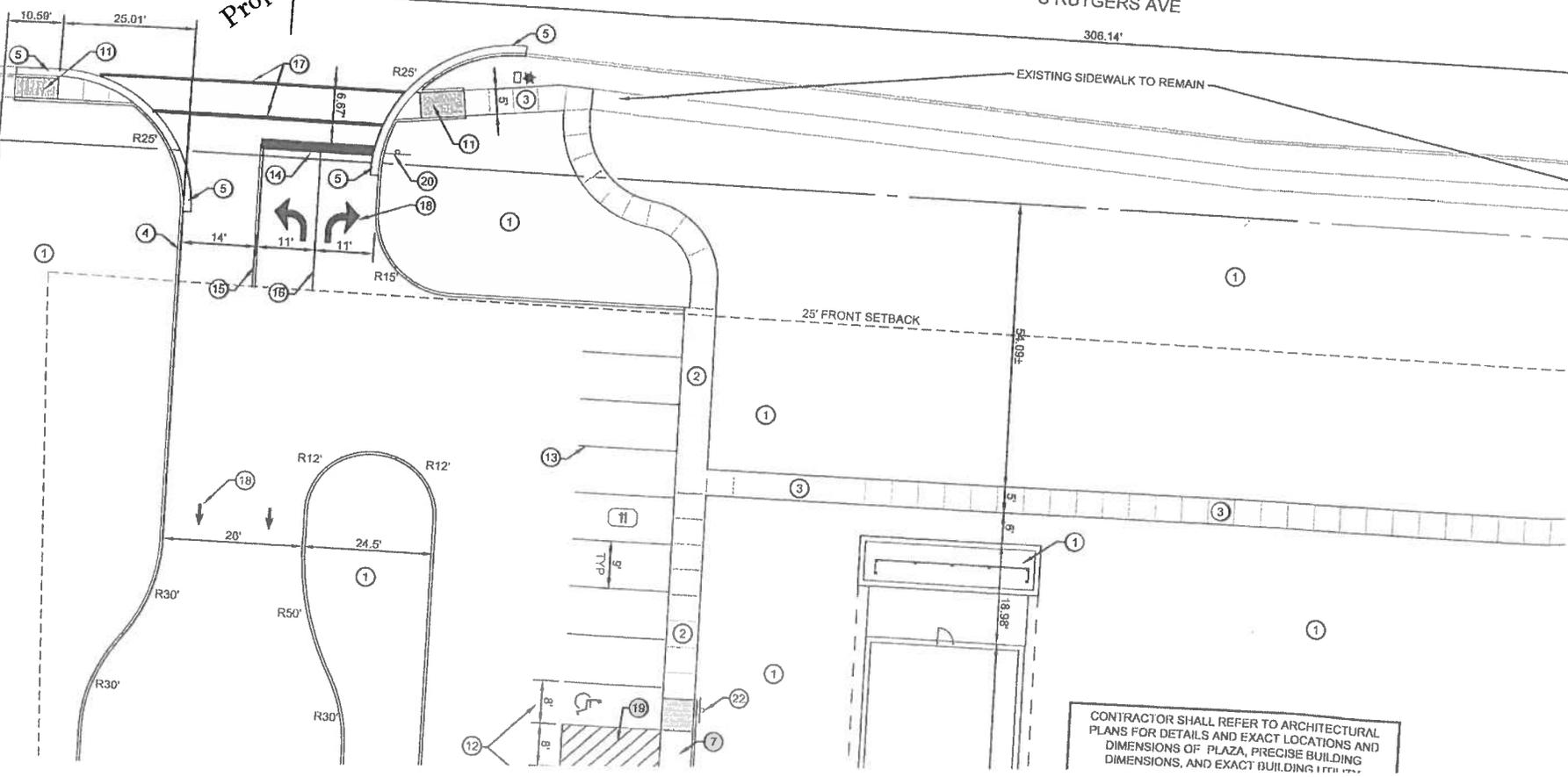
R30'

R50'

R30'

18.98'

CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR DETAILS AND EXACT LOCATIONS AND DIMENSIONS OF PLAZA, PRECISE BUILDING DIMENSIONS, AND EXACT BUILDING FOOTPRINT.



RESOLUTION

A RESOLUTION APPROVING ACCESS TO RUTGERS AVENUE FROM ANDERSON COUNTY TAX MAP 099L, GROUP A, PARCEL 022.00.

WHEREAS, the property owner of Anderson County Tax Map 099L, Group A, Parcel 022.00, has requested access to Rutgers Avenue that will serve a proposed new development on the parcel; and

WHEREAS, current access to the parcel is a right turn in only for vehicles traveling northbound, and the property owner has requested replacing the right turn access with a full access driveway; and

WHEREAS, Rutgers Avenue is an arterial road requiring City Council approval of access; and

WHEREAS, the proposed access has been reviewed by the Traffic Safety Advisory Board at its June 16, 2015 meeting, which Board unanimously recommended approval; and

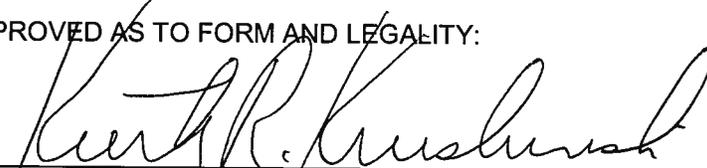
WHEREAS, the proposed access location is recommended by the City Manager.

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 access to Rutgers Avenue from Anderson County Tax Map 099L, Group A, Parcel 022.00, as shown on the attached drawing, is hereby approved.

This the 13th day of July, 2015.

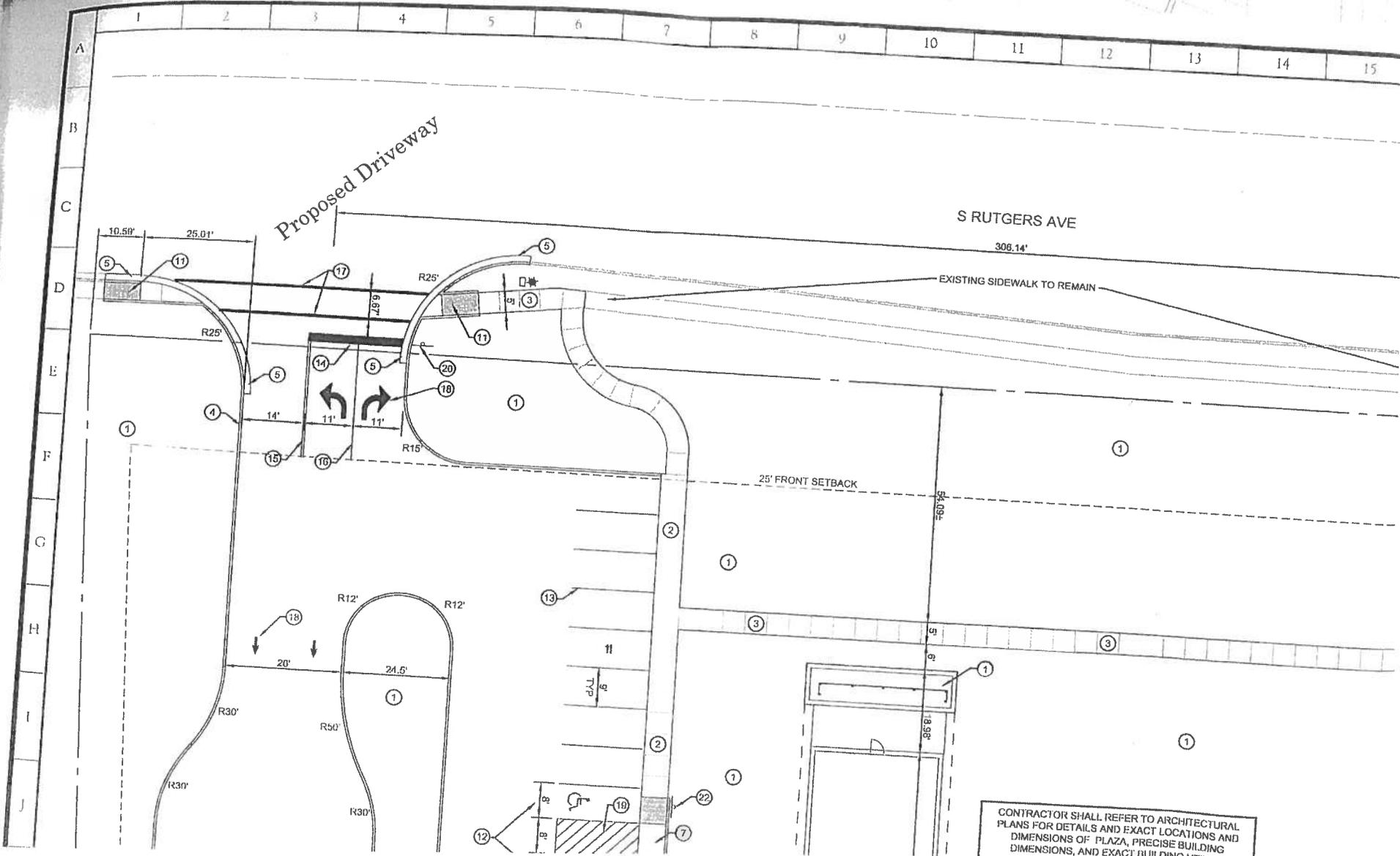
APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Diana R. Stanley, City Clerk



Proposed Driveway

S RUTGERS AVE

308.14'

EXISTING SIDEWALK TO REMAIN

25' FRONT SETBACK

CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR DETAILS AND EXACT LOCATIONS AND DIMENSIONS OF PLAZA, PRECISE BUILDING DIMENSIONS, AND EXACT BUILDING ELEVATIONS.

CITY COUNCIL MEMORANDUM
15-25

DATE: July 2, 2015

TO: Honorable Mayor and Members of City Council

FROM: Mark S. Watson, City Manager

SUBJECT: MANHATTAN PROJECT NATIONAL HISTORICAL PARK HEADQUARTERS

Introduction

An item for City Council's approval is a resolution in support of establishing Oak Ridge, Tennessee, as the headquarters for the proposed three-site Manhattan Project National Historical Park.

Background

On March 26, 2015 representatives of the Manhattan Project National Park Service planning team visited Oak Ridge to review the community assets associated with establishing a new national park. The team spent significant time reviewing the physical facilities at the Department of Energy's Y-12 National Security Complex, the Oak Ridge National Laboratory, and the K-25 gaseous diffusion production site. The team also participated in our community reception to meet citizens and organizations interested in the Park.

The three designated communities—Los Alamos, New Mexico; Hanford, Washington; and Oak Ridge, Tennessee—have received a site visit. Initial discussions are underway to establish one of the three sites as the Headquarters location. The City of Oak Ridge believes the headquarters should be located in Tennessee due to geographic location, potential visitors, significant DOE assets and the historical aspects of the City.

At this time, numerous letters and contacts are being made to the U. S. Department of Interior and the National Park Service leadership, the Department of Energy, and political officials. The Mayor has included the attached letter urging this decision in favor of the City of Oak Ridge.

Recommendation

Staff recommends that the Council approve the attached resolution and that it be forwarded to the appropriate parties as this decision is being made.


Mark S. Watson

Attachments



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

June 25, 2015

The Honorable Sally Jewell
Secretary
U.S. Department of Interior
1849 C Street, N.W.
Washington, DC 20240

VIA FACIMILE AND E-MAIL

Dear Secretary Jewell:

On behalf of the City of Oak Ridge, I want to extend our community's deep appreciation for how quickly the Department has organized to initiate planning for the Manhattan Project National Historical Park. We were honored to host Vic Knox and the rest of the National Park Service (NPS) team on March 26 when they joined Laurie Morman and other Department of Energy (DOE) officials on a very productive site visit to Oak Ridge. Since then, we have had additional opportunities to host visits by Peggy O'Dell and Stephanie Toothman, as well Great Smoky Mountains National Park Superintendent Cassius Cash and his senior staff.

As Mayor, I am extremely proud of the outpouring of support for the Park that was demonstrated not only at the reception in March, but in daily interactions with citizens, our business community, historic preservation and museum representatives, tourists, and with public officials throughout the state.

The history of Oak Ridge's role in the Manhattan Project is riveting, comprised of multiple, distinct stories with a common theme of sacrifice and contribution. First, is the story of Anderson and Roane County families who gave up their homesteads and were forced to relocate on a moment's notice—some for the second or even third time—so that the secret wartime project could be constructed. Another story is how 75,000 dedicated workers lived in a fenced and guarded community, working all hours of the day and night to help American soldiers win the war, knowing virtually nothing about how they would accomplish such a feat. Third, is the story of scientific discovery and ingenuity, and the role of Tennessee companies rapidly building facilities and equipment to test theories only a small group of scientists really understood. Thus, the Manhattan Project is much larger than just Oak Ridge. It is part of the American story of the Greatest Generation, whose sacrifice, patriotism, and tenacity contributed to what many consider the most significant event of the 20th Century.

In that regard, I urge your strong consideration of Oak Ridge as the headquarters for the new national park. I believe locating the headquarters and Park Superintendent in Oak Ridge is the best choice for a number of compelling reasons.

Oak Ridge views the multisite National Park as a 21st Century model for how our community can partner with the NPS to support near-term development and long-term sustainability. In conjunction with our local DOE team, for example, we have identified a number of move-in ready office spaces that could serve NPS staff as they establish initial operations in Oak Ridge. One of these is the authentic "checkpoint" guard house located near the main entrance to Oak Ridge. This unique facility includes office space and a conference room which contain artifacts of the Manhattan Project era. Additional options include the main DOE Federal office building, and space in one of several municipal facilities located adjacent to our main public park in the hub of our city center.

Oak Ridge will be the largest and most complex of the three sites, with major assets on display at four or more different places throughout the City: the historical Graphite Reactor within the grounds of the Oak Ridge National Laboratory, the new History Center and equipment building at the former site of the K-25 Oak Ridge Gaseous Diffusion Plant, exhibits at the Y-12 New Hope Center near the calutron facility, and the historic Alexander Inn guest house. Each of these will require almost daily interaction by the Park Superintendent and the DOE and the DOI staffs in order to provide the best access and historical interpretation for visitors. More than 5,000 of the original "alphabet" housing units constructed during the war remain intact, with house styles still referred to by 1940s letter designations A,B,C,D and E. Many of these houses are located in the Oak Ridge Historic District, which was listed in 1991 in the National Register of Historic Places. Additionally, the City is working to raise funds for a new pavilion for the International Friendship Bell, a solid bronze, 8,250 pound bell that was cast in Japan to provide a lasting legacy for Oak Ridge's 50th Birthday as an expression of hope for everlasting peace, friendship, and understanding among all people of the world.

The number of "firsts" in Oak Ridge's history is significant: the first pilot plant for Hanford Production Reactors; the first production site for nuclear material needed for bombs; the birthplace of nuclear power (a light bulb was lit at the graphite reactor); the first production of fuel for nuclear power plants; the first training site for U.S. Navy reactor seamen; the birthplace of nuclear medicine; the first hospital for treating cancer patients with nuclear isotopes; the home of World Wide Rapid Response Team for Nuclear Incidents; and the first discovery of many isotopes never before known.

The Manhattan National Park in Oak Ridge should become the most visited of the three sites because of its proximity to major interstates and population centers, and the fact that the Great Smoky Mountain National Park, which is about an hour away, currently draws over 10 million visitors each year. The Manhattan National Park Superintendent should work closely with the Superintendent and staff at the Great Smoky Mountain National Park in order to draw upon their expertise and hopefully work cooperatively to increase attendance at both parks. The multistate Manhattan National Park will be one of the most complex National Parks ever undertaken, and as such it will undoubtedly require frequent and face-to-face meetings with numerous agencies and individuals in Washington, D.C. The Park Superintendent should be able to fly directly to Washington and back for such meetings without incurring the lengthy travel time from the West should the Headquarters not be located in Oak Ridge.

Tourism is one of Tennessee's major industries ranking either first or second every year. Tennessee's investment in heritage tourism will enhance the Manhattan Project National Park by leveraging state resources in the development of promotional materials. The Superintendent of the National Park will have the resources of the Tennessee Department of Tourist Development and their regional East Tennessee office nearby.

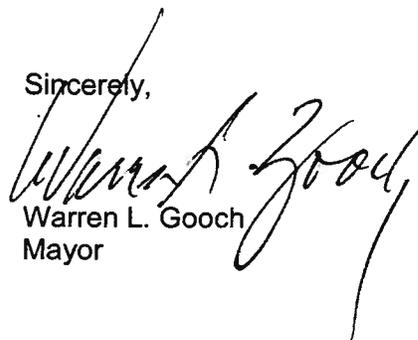
Within close proximity to the proposed Manhattan National Park there are a number of other institutions and museums that will complement the National Park in telling the historical story of the war years and their impact on the region and the country. These include the University of Tennessee McClung Museum and the History Department at the University; the American Museum of Science and Energy and the Children's Museum of Oak Ridge, both of which already have many displays about the Manhattan project; the Museum of Appalachia; and the Oak Ridge Associated Universities, a national consortium of over 100 universities and colleges. One of the jobs of the Manhattan Park Superintendents should be to coordinate the involvement of these diverse institutions that can add much to telling the story of the Manhattan Project.

Oak Ridge is the home of Oak Ridge National Laboratory where scientists from all over the world continue to work on maximizing the nuclear technologies that were born in the Manhattan Project. Likewise, the Y-12 National Security Complex has been transformed and modernized over the past decade to support vital and ongoing national security missions. The Superintendent should work closely with the managers of both Y-12 and ORNL in order to accurately tell the story of the legacy of the Manhattan Project and draw upon them to help develop education opportunities and displays to help tell the story. The foundation for this relationship already exists, as employees from the Oak Ridge Y-12 facility have logged tens of thousands of volunteer hours working at the Great Smoky Mountain National Park. Over the years the Park has recognized the volunteers from Y-12 with several plaques and publicity. It has been and continues to be one of the best examples of "Volunteerism" in the Volunteer State of Tennessee.

Finally, locating the Headquarters in Oak Ridge will provide a tremendous boost to our community as we strive to revitalize our center city and diversify our economy. Citizens remind me on a regular basis that the headquarters of the Manhattan Engineer District was moved from Washington, D.C. to Oak Ridge in the summer of 1943, and that the overwhelming majority of wartime investment was made here.

Please feel free to contact me at (865) 425-3432 should you have questions or wish to discuss this matter in greater detail. The Oak Ridge community stands ready to assist in order to have a ribbon cutting in Oak Ridge during the National Park Service's 100th Anniversary Year in 2016.

Sincerely,



Warren L. Gooch
Mayor

cc: Jon Jarvis, National Park Service Director

RESOLUTION

A RESOLUTION IN SUPPORT OF ESTABLISHING OAK RIDGE, TENNESSEE, AS THE HEADQUARTERS FOR THE PROPOSED MULTI-SITE MANHATTAN PROJECT NATIONAL HISTORICAL PARK.

WHEREAS, the National Parks Service, U.S. Department of the Interior, has recommended establishment of a multi-site national park known as the Manhattan Project National Historical Park in Oak Ridge, Tennessee; Los Alamos, New Mexico; and Hanford, Washington; and

WHEREAS, the Oak Ridge site will be the largest and most complex of the three sites, with major assets on display at four or more locations throughout the City – the Graphite Reactor at the Oak Ridge National Laboratory, the new History Center and equipment building at the former K-25 Gaseous Diffusion site, the New Hope Center at Y-12, and the historic Alexander Inn Guest House; and

WHEREAS, the Oak Ridge site may become the most visited site due to its proximity to major interstates, population centers, and the Great Smoky Mountains National Park; and

WHEREAS, due to the above reasons and Oak Ridge's role in the Manhattan Project, the City requests the U.S. Department of Interior strongly consider establishing Oak Ridge as the headquarters for the Manhattan Project National Historical Park.

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

That the City of Oak Ridge, Tennessee, hereby requests the U.S. Department of Interior strongly consider establishing the Oak Ridge site as the headquarters for the multi-site Manhattan Project National Historical Park.

This the 13th day of July 2015.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Diana R. Stanley, City Clerk

ELECTIONS

&

APPOINTMENTS

ANNOUNCEMENTS

SCHEDULING

CITY CLERK MEMORANDUM
15-36

DATE: July 3, 2014
TO: Honorable Mayor and Members of City Council
FROM: Diana R. Stanley, City Clerk
SUBJECT: BOARDS AND COMMISSIONS ELECTIONS

2015 Mid-Year Election

Attached are applications that were received as part of the recruitment for the 2015 Mid-Year Election of Boards and Commissions.

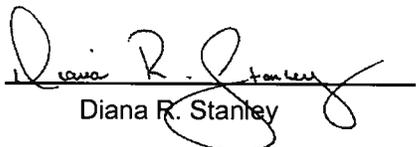
During this recruitment, the City Clerk's Office was seeking to fill vacancies on the Environmental Quality Advisory Board (EQAB), the Traffic Safety Advisory Board (TSAB), the Personnel Advisory Board (PAB), and the Trade Licensing Board (TLB). The only applications received were for EQAB. All other vacancies will carry forward to the end-of-year election that typically occurs in December.

Additionally, Ms. Kaela O'Dell indicated on her applications that she had a second preference for the PAB and a third preference for the TSAB, but she did not provide any responses to the application questions for those selected boards. I had attempted to contact Ms. O'Dell to clarify her interests in the other boards, but to date, had not received a response. Given the lack of content, no application information is being included in the agenda packet from Ms. O'Dell for PAB or TSAB.

High School Representatives

Attached are applications that the City Clerk's Office received membership as the high school representatives on the Environmental Quality Advisory Board (EQAB) and the Traffic Safety Advisory Board (TSAB).

Two applicants are being submitted to City Council as part of a recommendation from the Youth Advisory Board Screening Panel (please see attached letter from Matt Reedy, Manager of Athletics and Youth Advisory Board). The third applicant, Mr. Adithyan Sujihkumar, submitted an application as part of the recruitment organized by the City Clerk's Office. He has expressed an interest in serving on either board with the EQAB being his first preference.


Diana R. Stanley

Attachments

Environmental Quality Advisory Board

NumVacancies 1 Total # of Members 12

Term of Office

Balance of an unexpired term ending on December 31, 2015.

Qualifications

As a requirement, all applicants must be residents of the City of Oak Ridge to be considered.

Environmental Quality Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Jasmine Kreig		6/17/2015	1	0
Ms. Kaela O'Dell		6/11/2015	1	0
Total Number of Applicants: 2				

Current Members

Member Name	Special Qualifications	Term Expires
Mrs. Rhonda Bogard		2017
Ms. Marisol Bonnet		2015
Dr. William Dean		2017
Mrs. Patricia Imperato		2017
Mr. Robert G Kennedy III, PE		2017
Mr. Stephen Todd Kenworthy		2016
Ms. Donna Kridelbaugh		2016
Ms. Emma Milloway	Oak Ridge High School Student Representative	2016
Mrs. Paige R. Z. Russell		2015
Mr. Joseph Wood		2016

City of Oak Ridge Board Application 2015

BoardName: Environmental Quality Advisory Board

Application Submitted

Applicant: Kreig, Jasmine

6/17/2015

Race (Optional):

Number of Times Previously Applied: 0

Preference: 1

Address

200 Elmhurst Drive, Apt. 134

Contact Information

Email: jasmine.kreig@gmail.com

Mobile Phone:

Oak Ridge, TN 37830

Current Company/Organization

jasmine.kreig@gmail.com

Current Position / Title

Retired?

N

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

Education, Professional and or Community Activity

B.S. Environmental Science

B.A. Mathematics

University of North Carolina at Chapel Hill, 2014

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

As a researcher I work on very specialized projects that potentially have effects that I will never see. I would like to serve on this board because then I would be able to learn more about environmental issues specific to Oak Ridge, the place that I currently call home. I would have the ability to make a difference in my community by providing any expertise I might have and I could directly see the fruits of my labor.

I would also like to learn more about the process involved in formulating policy and advising local governments on environmental issues. Besides an intellectual curiosity, environmental issues and promoting sustainability and resiliency in society are passions that are very dear to me.

Finally, as I am just beginning my career as an environmental scientist, I would appreciate the opportunity to be exposed to various environmental issues that I might never be exposed to otherwise. I hope that by serving on this board I will discover more about what interests me, thus influencing my future career aspirations.

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

Besides my general knowledge of environmental science and awareness of environmental issues, there are key projects I have been a part of or positions of leadership I have held that qualify me for this appointment.

NC DENR Capstone Project:

My senior capstone project for my Environmental Science degree was for the North Carolina Department of Environment and Natural Resources. For this project I designed an experiment to evaluate the effectiveness of NC DENR's stream restoration practices. Through this project I became familiar with policies that had been enacted to restore stream health and how effective those practices actually were.

Burch Honors Field Research Seminar:

During this study abroad seminar, I met with political, business, and academic leaders of the Green Movement in Europe and discussed various environmental issues and policy initiatives with them.

Thursday, July 2, 2015

City of Oak Ridge Board Application 2015

BoardName: Environmental Quality Advisory Board

Application Submitted

Applicant: Kreig, Jasmine

6/17/2015

Race (Optional):

Number of Times Previously Applied: 0

Preference: 1

President, Theta Nu Xi Multicultural Sorority, Inc.

I served as President of Theta Nu Xi Multicultural Sorority, Inc. for two years so I am familiar with serving in a leadership role. We also use Roberts Rule's of Order when conducting chapter meetings so I am familiar with how meetings should be run in a professional atmosphere.

Student Environmental Action Coalition:

In college, I was a member of the Student Environmental Action Coalition (SEAC). Through my membership with SEAC, I became aware of pressing and relevant environmental issues as well as given the opportunity to interact with city/state government in an attempt to make policy changes.

Additional Information

Special Qualifications

Jasmine Asha Fadale Kreig

200 Elmhurst Drive Apt I34, Oak Ridge, TN 37830 | 919.264.2587 | jasmine.kreig@gmail.com

EDUCATION

- 2014 B.S. Environmental Science
B.A. Mathematics
Art History Minor
University of North Carolina at Chapel Hill
- 2010 International Baccalaureate Diploma Recipient
William G. Enloe High School, Raleigh NC

SKILLS

Python, R, ArcGIS, MATLAB, SWAT/ArcSWAT, HEC-RAS, Proficient Spanish, Microsoft Office

RESEARCH EXPERIENCE

Oak Ridge National Laboratory (ORNL) | Oak Ridge, TN

Post Bachelor Research Associate, October 2014—present

- Examining the relationship between bioenergy crop location and water quality and quantity using SWAT (Soil and Water Assessment Tool) modeling
- Generate Python scripts for analyzing 100,000+ files of data
- Completing multiobjective optimizations in R to determine optimal bioenergy crop location to maximize crop yield and minimize water quality impacts
- Analyzing and visualizing big data in Python and R to discover data trends
- Conducting literature review on multiobjective spatial optimization as well as contributing to journal articles
- Co-authored Project Milestone Report that is part of the Billion Ton 2016 Sustainability Effort

UNC Institute for the Environment | Chapel Hill, NC

Research Assistant in Dr. Larry Band's Lab, May 2014—October 2014

- Applied hydrological modeling programs, ArcSWAT and HEC-RAS, to examine the effects of land use change on nutrient cycling in watersheds
- Performed statistical analysis on model generated data using Excel, MATLAB, and R
- Organized and directed research team collecting primary data
- Engaged in hands-on data collection in the field

NC DENR Capstone Project | Chapel Hill, NC, 2014

- Designed an experiment to evaluate the effectiveness of NC DENR's stream restoration practices
- Collected data in the field and evaluated water samples in the lab
- Analyzed data, synthesized information, co-authored the final report, and presented findings at the Capstone Research Symposium

UNC School for Public Policy | Chapel Hill, NC

Research Assistant for "Research on Research Triangle", August 2012—May 2013

- Organized, catalogued, and inputted data into the Bill Little Memorial Database

- Conducted interviews with local business leaders
- Completed fact checks and independent research on the employment policies of IBM

PUBLICATIONS

- Kreig, J.A., H.I. Jager, L.M. Baskaran (2015) The Effects of Management Practices on Water Quality in a Bioenergy Landscape. *Abstract for ORNL Postdoc Research Symposium*, Oak Ridge, TN, July 30, 2015.
- Jager, H.I., L.M. Baskaran, G. Wang, J.A. Kreis, N. Sutton (2015) Sustainable Bioenergy Production Can Enhance Water Quality. *Abstract for Department of Energy Bioenergy Technologies Office Conference: Biomass 2015*, Washington DC, June 24-25, 2015.
- Jager, H.I., N. Sutton, L.M. Baskaran, J.A. Kreis, G. Wang (2015) Biomass, Birds, and Better Water: Virtual tools illuminate pathways toward a sustainable bioeconomy. *Abstract for a presentation to National Science Foundation Scholars*, "Preparation of Data Driven Mathematical Scientists for the Workforce", East Tennessee State University, April 17, 2015.

ACADEMIC TRAINING

Burch Honors Field Research Seminar | Germany, Denmark, Sweden, 2013

- Studied sustainability and environmental planning in 10 European cities
- Explored and studied alternative energies such a solar, wind, hydro, and cogeneration in these cities
- Met with political, business, and academic leaders of the Green Movement in Europe

MATH 564—*Mathematical Modeling Special Topics: Biology*, 2014

ENST 530—*Principles of Climate Modeling*, 2014

PLAN 591—*Applied Issues in Geographic Information Systems*, 2013

MATH 524—*Elementary Differential Equations*, 2013

MATH 528—*Mathematical Methods for the Physical Sciences I*, 2013

ENST 415—*Environmental Systems Modeling*, 2013

COMP 116—*Introduction to Scientific Programming*, 2011

LEADERSHIP

Theta Nu Xi Multicultural Sorority, Inc. | Chapel Hill, NC

President, October 2012—June 2014

- Liaison to University Administration, Alumnae, Regional Office, and the National Organization
- Presided over weekly chapter meetings
- Attended Greek Leadership Training and Development Academies through the University

Students for Students International | Chapel Hill, NC

Director of Operations, May 2013—June 2014

- Gave presentations to potential campus and community sponsors
- Formed and maintained connections between campus and community organizations and Students for Students International

Director of Grants, March 2011—May 2013

- Attended Grant Writing Workshops hosted by the University
- Applied to over 10 grants to benefit the overall scholarship and fund the STEM Distance Education Project
- Received 2 grants and oversaw their distribution

PUBLIC SERVICE

Buckley Public Service Scholar | Chapel Hill, NC

- Completed over 300 public service hours
- Engaged in 4 skill trainings to enhance service experiences

UNC Math Help Center | Chapel Hill, NC

Math Tutor, August 2013—May 2014

- Provided educational instruction to students struggling with problem and solving and mathematical concepts

Student Environmental Action Coalition | Chapel Hill, NC

Member, August 2011—May 2012

- Volunteered for and helped coordinate environmental events and service activities
- Raised awareness about current environmental issues

CERTIFICATIONS

PADI Open Water Scuba Diver, Red Cross Water Safety Instructor, CPR/AED Administration

End of Application for Kreig, Jasmine

For Board: Environmental Quality Advisory Board

City of Oak Ridge Board Application 2015

BoardName: Environmental Quality Advisory Board

Application Submitted

Applicant: O'Dell, Kaela

6/11/2015

Race (Optional): White

Number of Times Previously Applied: 0

Preference: 1

Address

119 Atlanta Rd

Contact Information

Home Phone: (865) 964-8895

Email: kaela.odell@gmail.com

Oak Ridge, TN 37830

Current Company/Organization

Oak Ridge National Lab

Current Position / Title

Oak Ridge National Lab

Retired?

N

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

Education, Professional and or Community Activity

Received High School Diploma in 2008 from Oak Ridge High School where I was the head of the Recycling Committee in 2007 and 2008.

Received Bachelor's of Sciences, Microbiology degree from the University of Tennessee in 2014.

Worked from Apr 2013 to Dec 2014 in a microbiology laboratory with a focus on bioremediation and bioenergy solutions.

Work as a paid HERE Intern since Jan 2015 at ORNL in a bioengineering lab focusing on bacterial applications for biofuels.

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

I am interested in being more involved in the City of Oak Ridge as a member of the city and the environment. I hope to offer input on certain issues that have been brought to my attention since I moved back in Feb 2015. I also hope to become more aware of current issues. I am interested in making Oak Ridge an even more fulfilling place for people to visit and live, and contributing to the well-being of the city in any way possible.

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

I have previously held position as the head of a recycling committee at my high school. I also work closely with a research team to come up with ideas on how we can better meet our needs as a team and determine the best quality of work we can do with the smallest negative environmental impact.

Additional Information

Special Qualifications

Thursday, July 2, 2015

Kaela O'Dell

Oak Ridge National Lab, Oak Ridge, TN
Bldg. 1505, Room 396
Email: odellkb@ornl.gov
Phone: (865)-964-8895

Education

The University of Tennessee – Knoxville, TN
Bachelor of Science in Biology, Microbiology

Dec 2014

Oak Ridge High School – Oak Ridge, TN

May 2008

Research and Work Experience

HERE Intern, Mentor: Adam Guss, Ph.D., Jan 2015 – Present
Biosciences Division, Oak Ridge National Lab, Oak Ridge, TN

- Bioenergy – characterizing strains of cellulose-degrading bacteria important to biofuels applications
- Origins of Replication – developing a plasmid collection for genetic tools

Undergraduate Research, Mentor: Terry Hazen, Ph.D., April 2013 – Dec 2014
Department of Civil and Environmental Engineering, University of Tennessee,
Knoxville, TN and Oak Ridge National Laboratory, Oak Ridge, TN

- Bioenergy – lignocellulose enzyme discovery from the Mediterranean Sea for biofuel development applications
- Climate Change – conducted respirometer studies to identify the effects of drought and precipitation events on carbon dioxide respiration of soils
- Electrical Impedance – developed a method for the experimental setup in preparation for determining concentration of cells based on electrical impedance
- Laboratory maintenance such as training new employees on standard operating procedures, making media, plating isolates, and maintaining safe, orderly, and clean lab area

Awards and Achievements

Exhibition of Undergraduate Research and Creative Achievement, Poster
April 2014, University of Tennessee, Knoxville, TN

Lignin-degrading bacteria from the Mediterranean Sea

Kaela O'Dell, Hannah Woo, and Terry Hazen

- Bronze Award for Undergraduate Research Excellence in the Natural Sciences presented by the Office of Research and Engagement
- Arts and Sciences Divisional Award

Skills and Qualifications

Laboratory Skills: Autoclaving, centrifuging, laminar flow and fume hoods, anaerobic chamber, cell culturing, HPLC, DNA extractions, PCR and gel electrophoresis, AODC's, enzyme and growth assays, respirometer, and field sampling.

Computational Skills: Proficient in Microsoft Word, PowerPoint, Excel, EndNote; some familiarity with MEGA, BLAST, JSPECIES, MatLab, JMP, Linux, Mac OS, and Windows OS.

End of Application for O'Dell, Kaela

For Board: Environmental Quality Advisory Board

Voting Ballot A for Environmental Quality Advisory Board

Vacancies 1
Term Valid Through Balance of an unexpired term ending on December 31, 2015.

Full Name	Preference
<input type="checkbox"/> Jasmine Kreig	1
<input type="checkbox"/> Kaela O'Dell	1

Member, Oak Ridge City Council
7/13/2015

Round: 1

SAMPLE



June 16, 2015

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

Dear Council Members:

The City Youth Advisory Board Screening Panel for the 2015-2016 term of office consisted of City Council member Chuck Hope, ORHS staff member Connie Wilson, and Recreation and Parks Department staff member Matt Reedy. The YAB Screening Panel was also asked to recommend a student for each of the following board positions:

Environmental Quality Advisory Board – 1 Student Representative

- Trystan Bordeau, Senior at ORHS

Traffic Safety Advisory Board – 1 Student Representative

- Jeremy Hunt, Senior at ORHS

Upon recommendation by the YAB Screening Panel I contacted each of these students to gauge their interest in the positions. Both students, if selected, were very interested and excited about the opportunity to serve in these roles.

Sincerely,

Matt Reedy
Manager of Athletics and YAB

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Mr.	Trystan	Bordeau	White
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/19/2015	No	0	0

School Name
Oak Ridge High School

School Grade	GPA	Favorite Class
12th		3.61 Medical Therapeutics/Health Sciences

Extra Curricular Activities

- National Honor Society,
- Youth Leadership Program,
- Varsity Tennis Player Since 9th Grade,
- Tennis Team Captain,
- Military Club Member, and
- Member of First Christian Church.

Volunteer Work Experience (1)

Working with my neighbor

Dates

Since the summer before 9th grade

Description

I have worked with my neighbor since the beginning of my high school career. We do a lot of yard work around his house and also around town like at the church I attend (First Christian Church). We have gone there 25+ times to help pull weeds/plant shrubs and an assortment of flowering plants/mulch the flowerbeds/and mow.

Volunteer Work Experience (2)

Tabithas Table

Dates

Last monday of every month

Description

I have gone a handful of times to a group called Tabithas Table where we prepare food for the homeless people around Oak Ridge to go and get a hot meal. I am planning on being able to participate more this summer since I will have more time to be able to go and help the people in need.

Why do you want to serve on the YAB?

I would love to serve on the Youth Advisory Board because I feel like it would be a great experience to be able to make choices regarding the future of Oak Ridge High School. This organization would also be a great way to meet new people and to interact with the leaders of Oak Ridge. I was in the Youth Leadership Program this year and was able to go with the YAB members to Nashville to go to the Capital and participate in a mock debate in the Tennessee Legislature, and it was an absolutely amazing experience. I would also love to be part of another group family like in the Youth Leadership Program.

End of Application for Trystan Bordeau

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Mr.	Jeremy	Hunt	Caucasian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/22/2015	No	0	0
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th		3.5 chorus	
Extra Curricular Activities			
Armed services club			
Physical training with marines on various days			
Volunteer Work Experience (1)			
ORRA			
Dates			
various occasions during the spring of 2014			
Description			
I volunteered periodically as a stake boat holder during my days as a rower at Atomic Rowing. It showed me hard work pays of and community service can leave good imprint on a person's morality.			
Volunteer Work Experience (2)			
Dates			
Description			
Why do you want to serve on the YAB?			
I want to leave a good impact on the community during my senior year of high school. I see a vast amount of negative impacts and behaviors that id like to expel from our community and leave postive ones in their place.			

End of Appication for Jeremy Hunt



City of
Oak Ridge
Tennessee

High School Representative
Application for Appointment

Environmental Quality Advisory Board
& the Traffic Safety Advisory Board

Interested applicants are required to be residents of the City of Oak Ridge, as well as students of the Oak Ridge High School. The term for the Environmental Quality Advisory Board is a two-year term beginning June 1, 2015, and the term for the Traffic Safety Advisory Board is a one-year term beginning June 1, 2015 as well. Students interested in learning more about these boards are encouraged to visit the City's website or contact the City Clerk's Office.

GENERAL INFORMATION

First Name

Adithyan

Last Name

Sujithkumar

Mailing Address

Home Phone

Cell Phone

E-mail Address

Date of Birth

Gender

Female Male

Race (Optional)

Please choose a board below (you may select both boards):

Environmental Quality Advisory Board Traffic Safety Advisory Board

Please rank your preference for the Environmental Quality Advisory Board

1

Please rank your preference for the Traffic Safety Advisory Board

2

How many times have you applied to the Environmental Quality Advisory Board?

0

How many times have you applied to the Traffic Safety Advisory Board?

0

SCHOOL INFORMATION

School Name

Oak Ridge High School

GPA

4.43

Grade (As of Term Start Date, August 1)

10th

Favorite Class

Science & Math

Extra Curricular Activities

I am deeply involved in several extracurricular activities. My academic extracurricular activities include Science Bowl, Scholars' Bowl, Mu Alpha Theta, Geography Olympiad and History Bowl. I am a member of the Scholars' Bowl Junior Varsity (JV) team. I was a key JV team player when our school participated in the Walton Science Bowl Invitational last season. I was also one of two freshmen invited to go to the regional science bowl competition to represent my school. Mu Alpha Theta meets on Fridays after school for an hour and we solve miscellaneous math problems and prepare for upcoming math competitions. I participated in Pro2Serv Fermat and Math Bowl competitions last school year. As a 7th grader, I won the Tennessee Geography Bee State Championship, sponsored by the National Geographic Bee. Last year I was first in the JV U.S. Geography Olympiad national championship qualifying test and placed second in the JV History Bee competition. I was instrumental in starting a History Bowl club at Oak Ridge High School last year and we participated in the state level History Bowl competition.

My major non-academic activities include band, soccer and video games. I am the 5th chair percussionist of the school's band and play Bass Drum 2. I also enjoy playing soccer and video games with my friends and any type of sports with my 6-year-old brother.

VOLUNTEER/WORK EXPERIENCE

Organization/Business

Childrens Museum of Oak Ridge

Dates Worked

Summer of 2013, 2014 and other occasions

Describe this experience

I have been volunteering at the Children's Museum of Oak Ridge for several summer seasons. I have mostly been involved in assisting with the museum's summer camps. I also participated as a special event team member and assisted the museum staff with festivals and other special events such as a fundraising gala. I have also signed up to work as a math tutor at Robertsville Middle School in the upcoming school year.

Organization/Business

Dates Worked

Describe this experience

Why do you want to serve on the board(s)?

I am interested in serving on the Environmental Quality Advisory Board for two major reasons: (1) I want to gain a thorough understanding of global and local environmental quality issues and solutions, and (2) I want to raise awareness among youth about improving the quality of our environment. The biology honors class I took as a freshman made me think deeply about our environment and the need to protect it. I believe that the actions for protecting our environment should be initiated by the youth. For this reason I want to act as a liaison between Oak Ridge High School and the City of Oak Ridge to disseminate information I gather from serving on EQAB to my peers in high school. Similarly, I want to provide feedback from the school body to the experts serving on the board. I would also like to initiate environmental quality-related activities at the school, such as recycling programs and tree planting events, and I believe serving on EQAB will help me achieve these goals.

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

All information provided is considered public pursuant to the Tennessee Public Records Act.

Applicant Statement: I understand that I am applying for appointment to a Board, Commission or Committee of the City of Oak Ridge; that I will be required to provide proof of my Oak Ridge residency; that I will be required to take an oath of office to uphold the United States and Tennessee Constitutions and the laws of the same if appointed. I agree to comply at all times with all requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in the application are true to the best of my knowledge.

By checking the box below, you are agreeing to the terms listed above in "Applicant Statement" and are validating that you are the applicant as indicated on the form.



CITY COUNCIL MEMORANDUM

15-24

DATE: July 2, 2015
TO: Honorable Mayor and Members of City Council
FROM: Mark S. Watson, City Manager
SUBJECT: APPOINTMENT TO THE ROANE ALLIANCE BOARD OF DIRECTORS

In accordance with the Bylaws of The Roane Alliance, membership as one of several designated directors is reserved for either the Mayor or the City Manager of the City of Oak Ridge. Discussions were held between myself and Mayor Gooch with the Mayor supporting my continued service on the Board of Directors for The Roane Alliance.

As City Manager, I have served in this capacity for the past four years and represent the City of Oak Ridge perspectives on the Board. Given current efforts on economic development and tourism in the region, the continued active participation is encouraged for the new fiscal year. The Council's confirmation is requested for this appointment.


Mark S. Watson