

OAK RIDGE CITY COUNCIL MEETING
Municipal Building Courtroom

July 11, 2016 —7:00 p.m.

AGENDA

I. INVOCATION

Pastor David Allred, High Places Community Church

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPEARANCE OF CITIZENS

V. PROCLAMATIONS AND PUBLIC RECOGNITIONS

Proclamations

a. A proclamation recognizing July 15, 2016 as Penelope H. Sissom Day

VI. SPECIAL REPORTS

a. 2015-2016 State of the Youth Address presented by Mr. Lewis Wang, Chair of the Youth Advisory Board (YAB)

b. Presentation of Housing Study Committee report by Parker Hardy, President of the Oak Ridge Chamber of Commerce and Melinda Hillman, Chairman of the Housing Study Committee and Immediate Past Chair, Oak Ridge Chamber of Commerce Board of Directors.

VII. CONSENT AGENDA

a. Approval of the June 6, 2016 City Council meeting minutes

b. Approval of the June 13, 2016 City Council meeting minutes

c. Confirmation of sixteen (16) members to the Youth Advisory Board, as selected by the YAB Screening Panel, for one year terms of office commencing on August 1, 2016

d. A RESOLUTION AWARDED BIDS IN THE GRAND TOTAL ESTIMATED AMOUNT OF \$1,248,080.00 FOR THE FURNISHING OF VARIOUS MATERIALS AS REQUIRED BY THE CITY DURING FISCAL YEAR 2017.

VIII. RESOLUTIONS

a. A RESOLUTION ACCEPTING EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM SET-ASIDE FUNDS FROM THE TENNESSEE HOUSING DEVELOPMENT AGENCY AND AUTHORIZING A SUBRECIPIENT AGREEMENT WITH TRINITY OUTREACH CENTER OF HOPE (TORCH) TO CONDUCT CERTAIN ESG ACTIVITIES.

b. A RESOLUTION MAKING AWARDS TO ALTERNATE STAFFING, INC., AND OTHER QUALIFIED COMPANIES FOR FURNISHING AS NEEDED TEMPORARY EMPLOYMENT SERVICES FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2017 (JULY 1, 2016 THROUGH JUNE 30, 2017) IN THE ESTIMATED AMOUNT OF \$100,000.00.

- c. A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO THE BEST PROVIDERS FOR FURNISHING CHEMICALS FOR THE WATER AND WASTEWATER TREATMENT PLANTS FOR FISCAL YEAR 2017 IN THE ESTIMATED AMOUNT OF \$300,000.00.
- d. A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AWARDS TO STOWERS, BOBCAT, CONTRACTORS MACHINERY, UNITED RENTALS, NORTRAX, AND OTHER SUITABLE COMPANIES FOR AS NEEDED HEAVY EQUIPMENT RENTAL FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2017 IN THE ESTIMATED AMOUNT OF \$100,000.00.
- e. A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO WASTE MANAGEMENT FOR DISPOSAL OF BIOSOLIDS AT THE CHESTNUT RIDGE LANDFILL FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2017 IN THE ESTIMATED AMOUNT OF \$115,000.00.
- f. A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO THE BEST PROVIDERS FOR EMERGENCY STREET RESURFACING FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2017 IN THE ESTIMATED AMOUNT OF \$125,000.00.

IX. PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

Public Hearing and First Reading of Ordinances

- a. AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," SO AS TO NOT CONFLICT WITH THE NEW STORMWATER MANAGEMENT ORDINANCE AS SET FORTH IN CITY CODE, TITLE 14, CHAPTER 5, ADOPTED BY ORDINANCE NO. 1-2016.

First Reading of Ordinances

- a. AN ORDINANCE TO AMEND TITLE 8, TITLED "ALCOHOLIC BEVERAGES," CHAPTER 6, TITLED "BEER AND OTHER LIGHT BEVERAGES," AND CHAPTER 7, TITLED "BEER PERMITS AND MANAGER CERTIFICATES," OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE, FOR THE PURPOSES OF UPDATING PROVISIONS FOR STATE LAW COMPLIANCE, ALLOWING THE SALE OF GROWLERS (TAP BEER TO GO), CREATING A NEW DUAL ON-AND-OFF PREMISES BEER PERMIT, ALLOWING MANUFACTURERS TO SELL BEER WITH THE PROPER PERMIT, AND TO SET FORTH A TIMEFRAME BETWEEN BEER PERMIT APPROVAL AND OPENING A NEW BUSINESS.

X. FINAL ADOPTION OF ORDINANCES

- a. AN ORDINANCE TO AMEND TITLE 10, TITLED "ANIMAL CONTROL," OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE, BY ADDING A NEW CHAPTER 4, TITLED "KEEPING OF HENS," FOR THE PURPOSE OF SETTING FORTH REGULATIONS FOR THE KEEPING AND POSSESSING OF FEMALE DOMESTICATED CHICKENS (HENS) IN RESIDENTIAL AREAS EXCEPT FOR RG-1.

XI. ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

a. Elections/Appointments

- i. Elect one representative to the Anderson County Economic Development Association

board for the balance of an unexpired term ending on December 31, 2017

- ii. Elect one representative to the Environmental Quality Advisory Board for the balance of an unexpired term ending on December 31, 2016 or the balance of an unexpired term ending on December 31, 2018.
- iii. Elect one high school representative to the Environmental Quality Advisory Board for a two-year term ending on May 31, 2018.
- iv. Elect one high school representative to the Traffic Safety Advisory Board for a one-year term of office ending on May 31, 2017.
- v. Appointment of City Manager Evaluation Committee
- vi. Appointment of City Attorney Evaluation Committee
- vii. Appointment of Budget and Finance Committee
- viii. Confirmation of Mayoral Appointment of Councilmember Trina Baughn to the Anderson County Tourism Council

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**

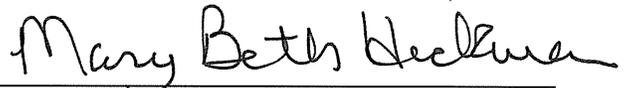
**CITY CLERK MEMORANDUM
16-18**

DATE: June 27, 2016
TO: Honorable Mayor and Members of City Council
FROM: Mary Beth Hickman, City Clerk
SUBJECT: PROCLAMATION FOR THE JULY 11 CITY COUNCIL AGENDA

The following proclamation is presented for the July 11, 2016 City Council meeting for the City Council's consideration:

Recognition of July 15, 2016 as Penelope H. Sissom Day

This request was submitted by City Manager Mark Watson to recognize City of Oak Ridge Personnel Director Penelope H. Sissom, who is retiring on July 15, 2016 with 52 years of service to the City.



Mary Beth Hickman

Attachment:
Proclamation recognizing July 15, 2016 as Penelope H. Sissom Day

PROCLAMATION

WHEREAS, Penelope H. "Penny" Sissom has been an invaluable employee of the City of Oak Ridge since June 8, 1964; and

WHEREAS, Ms. Sissom was the first female member of the Tennessee City Manager's Association and the first female Personnel Director in Tennessee; and

WHEREAS, Ms. Sissom was the first person to progress through all the chairs of the Southern Region of the International Personnel Management Association; and

WHEREAS, Ms. Sissom has worked with eight city managers, sixty-one City Council members, and innumerable fellow employees; and

WHEREAS, as a City employee who has accumulated fifty-two years of service, the most of any City employee, Ms. Sissom has decided to retire on July 15, 2016; and

WHEREAS, Ms. Sissom's City of Oak Ridge friends and colleagues will miss her professionalism, diligence, dedication and leadership; and

WHEREAS, the City of Oak Ridge and City Council appreciate Penelope H. Sissom's outstanding service to this community and find it appropriate to set aside a special day in her honor to congratulate and wish her a happy retirement.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE that July 15, 2016 be proclaimed

PENELOPE H. SISSOM DAY

in the City of Oak Ridge, Tennessee, and that all Oak Ridgers be encouraged to honor this time for paying tribute to an outstanding employee of the City of Oak Ridge.

THEREFORE BE IT FURTHER RESOLVED that the Council hereby recognizes and thanks Ms. Penelope H. Sissom for her professional and personal dedication to the City of Oak Ridge.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Oak Ridge to be affixed, this the 11th day of July in the year 2016.

WARREN L. GOOCH
MAYOR

SPECIAL REPORTS

City of Oak Ridge Youth Advisory Board: 2015-2016 State of the Youth Address

To the honorable Mayor and distinguished councilmen and women,

My name is Lewis Wang and I had the honor of serving as chairman of the 2015-2016 Youth Advisory Board. I am proud to report yet another successful year with our goals and events. However, this was also the year of significant changes and hopefully new traditions for our board. We were able to streamline some of our activities by discontinuing events that were slowly losing popularity, while strengthening our popular events. This allowed us to devote more of our time and resources on creating new events that better cater to the interests of the youth today. We continued to have success in events such as Holiday Event for Teens, where YAB provide teens, who would not normally have the means to leave Oak Ridge, cheap transportation to places they have never been such as Opry Mills in Nashville. We also hosted the spring and fall dodgeball tournaments which saw between 80-120 teens at each enjoying a fun, competitive night of a drug and alcohol free event. Our Halloween Party booths were also a huge hit because we nearly sold out on glow items that promoted trick-or-treating safety. The proceeds from the glow sale went on to help fund our Mission of Hope drive while the funds raised by the concessions booth went to the Oak Ridge High School International Relations Club and Civil Air Patrol who partnered with us. We also took a trip to Nashville with Youth Leadership Oak Ridge and participated in a mock senate session led by Senator McNally and Representative Reagan. In addition, we are proud to report another successful Water Safety Awareness class. This class is one of the only city sponsored initiative to teach water safety for free to the children of our community. Each year, more and more kids from our partners at the Boys and Girls Club and Girls Inc. are graduating from our program and we hope to continue providing this service as long as there is a need for it. Hopefully our program can be used as a successful precedent that other cities can imitate in years to come.

We are also excited to announce that this year has also been a year of firsts for us. For the first time, YAB has taken all its members to a National League of Cities Conference to exchange ideas and learn how youth from other cities are making a difference locally. For the first time, YAB hosted a free Field Day that offered safe and fun activities for teens to

participate in at Carl Yearwood Park. Also a first, YAB has witnessed a record number of perfect attendance meetings this year (8 times) where all 16 members attended. Another possible record for this year is regarding the number of non-board members that have attended our meetings to either learn more about our events, partner with us on projects, or offer insightful opinions towards conversations. At least 4-5 teen visitors consistently attended our regular meetings.

The YAB would like to continue to build on our successes and continue evolving to represent the youth by giving teens a voice. We would also like to continue this year's firsts by extending a formal invitation to each and every member of city council to attend our meetings to work on joint initiatives to improve the greater Oak Ridge community. We would love to share the ideas and opinions of the youth with you on city issues such as the mall development. The Youth Advisory Board thanks you for your continued support. Together as a part of Oak Ridge government, we can better serve every demographic in Oak Ridge.

Thank you for your time!

CONSENT AGENDA

OAK RIDGE CITY COUNCIL MEETING
Municipal Building Courtroom

June 6, 2016

Minutes

The June 6, 2016 meeting of the City Council of the City of Oak Ridge, Tennessee convened at 7:00 p.m. in the Courtroom of the Municipal Building with Mayor Warren L. Gooch presiding.

INVOCATION

The invocation was given by Mayor Gooch.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by Councilmember Trina Baughn.

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 McGinnis, Finance Director; Mary Beth Hickman, City Clerk; and Kenneth R. Krushenski, City Attorney.

APPEARANCE OF CITIZENS

Martin McBride, 954 W. Outer Drive, Oak Ridge, addressed Council regarding the need to invite representatives from the Department of Energy (DOE) headquarters in Washington to address the Council on the issue of Oak Ridge residency.

Anne Garcia Garland, 120 Outer Drive, Oak Ridge, reminded Council about documentation she previously provided that multiple laws were broken during the marina bathroom project. Councilmember Hensley stated that this issue was addressed during the City Manager's review and that a new accounting system is being put into place that will address issues such as this in the future. Councilmember Baughn requested to be on record as stating that she has taken steps to address these issues and concerns, including attempting to get the auditors to address the issues at hand. At the invitation of Mr. Watson, the auditors did come in and offered to assist with clarifying whether laws were violated. When she attempted to take them up on that offer, it was voted down 6-1. Councilmember Baughn further stated that she wants to be on the record that she has performed her due diligence in attempting to address the matter.

Richard Spraker, 207 Whippoorwill Drive, Oak Ridge, addressed Council regarding his proposal to manage Centennial Golf Course.

Myra Mansfield, 103 Hendrix Drive, Oak Ridge, commended the City for its current retail growth. She also expressed concern about the need for more housing that would attract young professionals. Councilmember Hensley stated that the Land Bank is looking at the older houses as rental resources and is examining niche marketing as a way to appeal to potential renters.

CONSENT AGENDA

Mayor Pro Tem Smith moved for adoption, and Councilmember Hope seconded.

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

Confirmation of the Nomination of Mr. James E. Rushton by the Oak Ridge Utility District Board of Commissioners.

PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

AN ORDINANCE TO PROVIDE REVENUE FOR MUNICIPAL PURPOSES FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, BY IMPOSING A TAX ON ALL PROPERTY WITHIN THE CITY, FIXING THE RATE OF THE TAX, ADOPTING A BUDGET, AND ADOPTING APPROPRIATIONS.

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

Anne Garcia Garland, 120 Outer Drive, Oak Ridge, stated her support of upgrading the City's accounting and electric software as well as the compensation study. She questioned why there would be a third party conducting the study and how the budgeted amount of \$50,000 was derived and whether that would be a maximum amount.

Martin McBride, 954 W. Outer Drive, Oak Ridge, stated that as the Council considers the annual budget, it is important to reflect on why Oak Ridge has one of the highest property tax rates in East Tennessee, his explanation being the Department of Energy's discriminatory bias against the community. He also pointed out the impact the closure of the Secret City Excursion Train on the community.

Mayor Pro Tem Smith moved that the public hearing be closed, and Councilmember Hensley seconded.

Councilmember Hensley moved for approval, and Councilmember Callison seconded.

Mayor Pro Tem Smith stated that she was pleased with the City staff's budget presentation and that the compensation study is an excellent step forward.

Councilmember Hensley asked questions regarding the Street/Public Transportation fund and printing/duplication charges and praised the level of cooperation between the Budget and Finance Committee, City staff and the schools.

Councilmember Baughn asked, with the increase in the refuse fee, what amount would be reflected on a resident's monthly bill. Finance Director Janice McGinnis stated the bill would reflect \$14 per month.

Several Councilmembers asked questions about whether or not the state would approve certain expenses budgeted for the schools as non-recurring expenses. Officials from Oak Ridge Schools were also on hand to answer questions from Council.

Councilmember Hope asked for clarification regarding the compensation study and asked whether or not any potential savings from the refuse fee increase could be looked at as a tax rate reduction.

Several Councilmembers asked questions about the compensation study, and there was discussion about whether the study should be conducted in-house or by a third party.

Councilmember Chinn commended the City staff on bringing forth a balanced budget even with the inclusion of the school funding, but he stated his concern about the increase in the cost of living in Oak

Ridge due to an increase in fees without a reduction in the tax rate.

Councilmember Chinn moved to amend the ordinance to lower the tax rate by 4.4 cents, which is equivalent to \$376,902, and Councilmember Hope seconded.

Councilmember Callison stated the City needs to put the money from the increase in refuse fees into infrastructure maintenance, and that the City is well-positioned this year for more positive results in the future.

Mayor Gooch stated that he could not support the motion due to the City's need for capital improvements.

The motion failed by board vote with Councilmembers Baughn, Chinn, and Hope voting "Aye," and Councilmembers Callison and Hensley, Mayor Gooch and Mayor Pro Tem Smith voting "Nay."

Mayor Gooch moved to amend the ordinance to reducing the general fund contribution to the Oak Ridge Schools in the amount of \$538,048 and transferring that amount to the capital projects fund. Councilmember Baughn seconded the motion.

The motion failed by board vote with Councilmembers Baughn, Chinn, and Mayor Gooch voting "Aye," and Councilmembers Callison, Hensley, Hope and Mayor Pro Tem Smith voting "Nay."

The ordinance 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."

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE, BY AMENDING THE FOLLOWING: ARTICLE II, TITLED "DEFINITIONS," TO ADD A DEFINITION FOR "RELIGIOUS INSTITUTION"; SECTION 3.27, TITLED "RELIGIOUS INSTITUTIONS," TO ADD A NEW SUBSECTION (H) PERTAINING TO MOVING COPY SIGNS; AND SECTION 14.10, TITLED "SIGNS FOR OFFICE-INDUSTRIAL DISTRICTS," TO DELETE THE REQUIREMENT THAT MOVING COPY SIGNS SHALL NOT EXCEED ONE LINE OF MOVING COPY.

Councilmember Callison moved for approval, and Councilmember Hensley seconded. Councilmember Hensley moved to open the public hearing on this ordinance, and Councilmember Callison seconded. Seeing that no citizen wished to speak on the ordinance, Councilmember Hensley moved that the public hearing be closed, and Councilmember Callison seconded.

Community Development Director Kathryn Baldwin provided an overview of the ordinance and answered questions from Council.

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

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE, BY AMENDING ARTICLE II, TITLED "DEFINITIONS" TO ADD A DEFINITION FOR "FITNESS AND RECREATIONAL CENTERS;" AND AMENDING SECTION 7.03, TITLED "B-2, GENERAL BUSINESS DISTRICTS," SECTION 7.04, TITLED "UB-2, UNIFIED GENERAL BUSINESS DISTRICTS," AND SECTION 8.01, TITLED "IND-1, INDUSTRIAL DISTRICTS," TO ADD "FITNESS AND RECREATIONAL CENTERS" AS A PERMITTED PRINCIPAL USE.

Councilmember Hensley moved to open the public hearing, and Mayor Pro Tem Smith seconded. Seeing that no citizen wished to speak on the ordinance, Councilmember Callison moved that the public hearing be closed, and Councilmember Hensley seconded.

Community Development Director Kathryn Baldwin provided an overview of the ordinance.

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

FINAL ADOPTION OF ORDINANCES

ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

Elections/Appointments

Announcements

Councilmember Baughn announced that a book by Washington Post reporter Dan Zak is complete and is being released on July 12. It can be pre-ordered at Amazon.com and is entitled *Almighty: Courage, Resistance and Existential Peril in the Nuclear Age*. The book contains a heavy focus on Oak Ridge.

Councilmember Callison asked the City Manager if the City's surge tanks have been used during the recent heavy rain. Public Works Director Shira McWaters stated that there were no issues.

Scheduling

City Manager Mark Watson reminded Councilmembers about the next Council meeting on June 13.

COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

SUMMARY OF CURRENT EVENTS

CITY MANAGER'S REPORT

CITY ATTORNEY'S REPORT

ADJOURNMENT: 9:15 p.m.

OAK RIDGE CITY COUNCIL MEETING
Municipal Building Courtroom

June 13, 2016

Minutes

The regular meeting of the City Council of the City of Oak Ridge, Tennessee convened at 7:00 p.m. on June 13, 2016 in the Courtroom of the Municipal Building with Mayor Warren L. Gooch presiding.

INVOCATION

Reverend Tandy Scheffler, Oak Ridge Unitarian Universalist Church

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by AmeriCorps members Erin Kelbly and Ellen Comeau..

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 McGinnis, Finance Director; Mary Beth Hickman, City Clerk; and Kenneth R. Krushenski, City Attorney.

Mayor Gooch made a motion to move Item 9a under Resolutions to immediately follow proclamations. Councilmember Hensley seconded the motion, and the motion was approved unanimously by voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Gooch and Mayor Pro Tem Smith voting "Aye."

APPEARANCE OF CITIZENS

Linda Delgado, 105 Caldwell Circle, Oliver Springs, addressed Council regarding the Recovery House of East Tennessee, a new detox residential facility in Oliver Springs. She also invited members of Council to an open house for the facility.

Martin McBride, 954 W. Outer Drive, Oak Ridge, addressed Council regarding DOE housing practices. He requested that representatives from DOE headquarters in Washington be invited to a Council meeting to discuss the housing issue.

PROCLAMATIONS

A proclamation recognizing the 25th anniversary of the Sister City Agreement with Naka, Japan and the Middle School Student Exchange.

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

A proclamation designating June 13-19, 2016 as Men's Health Week.

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

A proclamation recognizing AmeriCorps member Erin Kelbly for her service to the Oak Ridge Public Works Department and a proclamation recognizing Ellen Comeau for her service to the Oak Ridge Public Works Department.

Mayor Gooch asked that these two proclamations be voted on together. Councilmember Hope moved for approval, and Mayor Pro Tem Smith seconded. The proclamations were approved unanimously by voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Gooch and Mayor Pro Tem Smith voting "Aye."

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO NEGOTIATIONS WITH REALTYLINK, LLC, AND THE UNITED STATES DEPARTMENT OF ENERGY (DOE) THROUGH ITS AGENT THE GENERAL SERVICES ADMINISTRATION (GSA) TO SECURE THE AMERICAN MUSEUM OF SCIENCE AND ENERGY (AMSE) PROPERTY AS SHOWN ON EXHIBIT A ATTACHED HERETO.

Mayor Gooch moved for approval of the resolution, and Councilmember Hensley seconded. City Manager Mark Watson provided an overview of the resolution, and Ray Evans, Neil Wilson from Realty Link and David Bradshaw with Pinnacle Bank answered questions from Council.

Walter Zobel, 110 Stanton Lane, Oak Ridge, asked what would happen if certain goals set for the mall property are not attained. Ray Evans stated that this would be negotiated during discussions between the City and the mall developer. Mayor Gooch pointed out that this resolution would set a framework for negotiations with the developer. Councilmember Baughn responded that she had shared these concerns about the tax increment financing agreement as it contained no clawback provisions.

Melanie Heiberg, 172 Cumberland View Drive, Oak Ridge, asked if the property could be used as a greenspace or for education and history for the citizens of Oak Ridge. Mayor Gooch stated that the choice comes down to whether or not a use for the property could potentially result in tax revenue for the City as opposed to leaving the property unused and undeveloped. Mayor Pro Tem Smith stated that although she is a strong advocate for open space, the property is one of the most highly valued retail space in the City. Councilmember Hensley pointed out that the resolution outlines that a certain amount of greenspace would be preserved by the developer to be used as a community amenity.

Hal Osucha, 249 Gum Hollow Road, Oak Ridge, stated that it is important to maintain the American Museum of Science and Energy as it currently exists. Councilmember Hensley remarked that he feels that the museum is more secure being operated by the City than by the Department of Energy. Mayor Pro Tem Smith stated that this resolution does not determine the future of the museum.

Bill Williams, 451 East Drive, Oak Ridge, provided a list of questions that were answered by City Manager Mark Watson.

Anne Garcia Garland, 120 Outer Drive, Oak Ridge, concurs with the intent of Realty Link and the City is right to give them right of first refusal.

Joe Lee, 99 E. Pasadena Road, Oak Ridge, stated his support for the resolution and thanked City staff and Realty Link developers for contributing to an increase in sales tax revenue for the City through moving the mall project forward.

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

SPECIAL REPORTS

Charter Review Committee report

City Attorney Ken Krushenski gave a brief overview of the committee report, and the committee recommended no changes to the City's charter. Mayor Pro Tem Smith moved that the report be accepted, and Councilmember Hensley seconded.

The report was unanimously accepted by voice vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Gooch and Mayor Pro Tem Smith voting "Aye."

CONSENT AGENDA

Councilmember Chinn moved for adoption, and Councilmember Hope seconded.

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

Approval of the May 9, 2016 City Council meeting minutes

Approval of the May 31, 2016 City Council special meeting minutes

Rejection of Eighth Rowing Lane Bids

A RESOLUTION AUTHORIZING THE CITY TO CONTINUE PARTICIPATION IN THE EAST TENNESSEE ECONOMIC DEVELOPMENT AGENCY, WITH ANNUAL MEMBERSHIP DUES IN THE AMOUNT OF \$26,116.00 FOR THE 2016 CALENDAR YEAR.

A RESOLUTION AUTHORIZING ACCEPTANCE OF A GRANT FROM THE TENNESSEE DEPARTMENT OF TRANSPORTATION (TDOT) FOR AN OPERATING ASSISTANCE GRANT TO REIMBURSE THE CITY FOR UP TO EIGHTY PERCENT (80%) OF THE NET OPERATING EXPENSES OF THE CITY'S PUBLIC TRANSPORTATION PROGRAM IN THE ESTIMATED AMOUNT OF \$168,000.

PUBLIC HEARING AND FINAL ADOPTION OF BUDGET ORDINANCE

AN ORDINANCE TO PROVIDE REVENUE FOR MUNICIPAL PURPOSES FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, BY IMPOSING A TAX ON ALL PROPERTY WITHIN THE CITY, FIXING THE RATE OF THE TAX, ADOPTING A BUDGET, AND ADOPTING APPROPRIATIONS.

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

Councilmember Hensley moved to open the public hearing, and Councilmember Callison seconded. Seeing no citizens wishing to speak, Councilmember Callison moved that the public hearing be closed, and Mayor Pro Tem Smith seconded. The public hearing was closed by unanimous voice vote.

Councilmember Callison moved to amend the budget ordinance for a \$500,000 increase in the budget appropriation for General Fund/Municipal Operations for acceptance of the Tennessee Housing Development Association (HOME) grant, and Councilmember Hensley seconded. The amendment was unanimously adopted by board vote with Councilmembers Baughn, Callison, Chinn, Hensley, Hope, Mayor Gooch, and Mayor Pro Tem Smith voting "Aye."

Mayor Pro Tem Smith requested a report on the status of the nonrecurring school expenses being approved by the state Department of Education. City Manager Mark Watson stated that a joint resolution to be considered for adoption by both the Council and the schools is in the agenda packet, and there is an email from the state Department of Education that indicates the nonrecurring expenses will be accepted once both bodies have adopted the joint resolution. She also asked Council to consider a freeze of the refuse fee for people who qualified for the property tax freeze. It was determined that the time to entertain this type of amendment would be when the ordinance implementing the rate change is considered by Council.

Mayor Gooch asked for the legal and procedural ramifications if the City does not receive written

confirmation from the Department of Education by June 30. City Attorney Ken Krushenski stated that the state has indicated by email that they will approve the resolution once they have received it. Mayor Gooch asked for the record for the names of each individual on the conference call with Maryanne Durski with the Tennessee Department of Education. City Manager Mark Watson stated that the following people participated in the call: Karen Gagliano, Finance Director for Oak Ridge Schools, City Finance Director Janice McGinnis, City Manager Mark Watson and City Attorney Ken Krushenski.

Councilmember Baughn asked if Maryanne Durski has final approval authority for the Tennessee Department of Education. Karen Gagliano with Oak Ridge Schools verified that she was.

Councilmember Callison asked if for some reason, the Department of Education decides they do not want to approve it, can the Council hold another budget session and reconsider its decision. City Manager Mark Watson confirmed that that would be possible.

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

A JOINT RESOLUTION BY THE CITY COUNCIL OF OAK RIDGE, TENNESSEE AND THE OAK RIDGE SCHOOLS BOARD OF EDUCATION AGGREEING TO NONRECURRING (ONE-TIME) EXPENDITURES FOR FISCAL YEAR 2017 TO FUND DEBT SERVICE PAYMENTS AND OTHER RELATED NONRECURRING CAPITAL PROJECT EXPENSES.

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

The ordinance was adopted by board vote with Councilmembers Callison, Chinn, Hensley, Hope, Mayor Gooch and Mayor Pro Tem Smith voting "Aye," and Councilmember Baughn voting "Nay."

RESOLUTIONS

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO SPILLMAN TECHNOLOGIES, INC., SALT LAKE CITY, UTAH, FOR MAINTENANCE SERVICES FOR THE PUBLIC SAFETY COMPUTER SYSTEM FOR FISCAL YEAR 2017 IN THE ESTIMATED AMOUNT OF \$45,000.00.

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

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

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO ORACLE AMERICA, INC., DALLAS, TEXAS, FOR FURNISHING OF ANNUAL MAINTENANCE SERVICES FOR THE FINANCIAL SOFTWARE SYSTEM UTILIZED BY THE CITY FOR FISCAL YEAR 2017 IN THE ESTIMATED AMOUNT OF \$26,455.00.

Councilmember Hensley moved for approval of the resolution, and Councilmember Hope seconded.

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

A RESOLUTION WAIVING COMPETITIVE BIDS AND MAKING AN AWARD TO MANSFIELD OIL COMPANY FOR FURNISHING UNLEADED AND DIESEL FUEL FOR FISCAL YEAR 2017 IN THE ESTIMATED AMOUNT OF \$575,000.00.

Mayor Pro Tem Smith moved for approval of the resolution, and Councilmember Hensley seconded.

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

A RESOLUTION AWARDED A CONTRACT (FY2016-179) TO MARBLE-PIRKLE SERVICES, LLC, CLEVELAND, TENNESSEE, FOR THE SPACER CABLE REPLACEMENT PROJECT ALONG GUM HOLLOW ROAD IN THE ESTIMATED AMOUNT OF \$526,857.61.

Councilmember Hensley moved for approval of the resolution, and Councilmember Chinn seconded.

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

A RESOLUTION MAKING AN AWARD TO IRBY UTILITIES, JOHNSON CITY, TENNESSEE, FOR UNDERGROUND DISTRIBUTION CABLE FOR THE ELECTRIC DEPARTMENT IN THE ESTIMATED AMOUNT OF \$74,941.65.

Mayor Pro Tem Smith moved to approve the resolution, and Councilmember Callison seconded.

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

A RESOLUTION AUTHORIZING THE CITY TO ACCEPT A \$500,000.00 GRANT FROM THE TENNESSEE HOUSING DEVELOPMENT AGENCY (THDA) AS PART OF THDA'S HOME GRANT PROGRAM.

Councilmember Hensley moves for approval of the resolution, and Mayor Pro Tem Smith seconded.

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

PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

FINAL ADOPTION OF ORDINANCES

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE, BY AMENDING THE FOLLOWING: ARTICLE II, TITLED "DEFINITIONS," TO ADD A DEFINITION FOR "RELIGIOUS INSTITUTION"; SECTION 3.27, TITLED "RELIGIOUS INSTITUTIONS," TO ADD A NEW SUBSECTION (H) PERTAINING TO MOVING COPY SIGNS; AND SECTION 14.10, TITLED "SIGNS FOR OFFICE-INDUSTRIAL DISTRICTS," TO DELETE THE REQUIREMENT THAT MOVING COPY SIGNS SHALL NOT EXCEED ONE LINE OF MOVING COPY.

Mayor Pro Tem Smith moved for adoption of the ordinance, and Councilmember Callison seconded.

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

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE, BY AMENDING ARTICLE II, TITLED "DEFINITIONS" TO ADD A DEFINITION FOR "FITNESS AND RECREATIONAL CENTERS;" AND AMENDING SECTION 7.03, TITLED "B-2, GENERAL BUSINESS DISTRICTS," SECTION 7.04, TITLED "UB-2, UNIFIED GENERAL BUSINESS DISTRICTS," AND SECTION 8.01, TITLED "IND-1, INDUSTRIAL DISTRICTS," TO ADD "FITNESS AND RECREATIONAL CENTERS" AS A PERMITTED PRINCIPAL USE.

Councilmember Hensley moved for adoption of the ordinance, and Mayor Pro Tem Smith seconded.

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

ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

Elections/Appointments

City Manager Mark Watson asked City Clerk Mary Beth Hickman to provide an update on applicants for mid-term vacancies on City boards and commissions. She stated that the deadline for applicants to the Youth Advisory Board was May 27, and there were 48 applicants. The YAB Screening Panel is set to meet on June 15. There have been 2 applicants for the vacancy on the Anderson County Economic Development Association board. To date, there have been no applicants for the Environmental Quality Advisory Board, the Convention and Visitors' Bureau board, and High School Representative position on the Traffic Safety Advisory Board. There has been 1 applicant for the student representative on the Environmental Quality Advisory Board. The deadline for applications for these vacancies is 5:00 p.m. on Friday, July 1.

Councilmember Hope commented on the outstanding quality of applicants for the Youth Advisory Board. Mayor Pro Tem Smith requested that in the future, if the Councilmembers could be notified when there are vacancies arise on boards and commissions and the reasons for those vacancies.

Announcements

Councilman Chinn will be traveling to Naka, Japan to attend the 25th Anniversary celebration of the Sister City program.

Councilmember Callison thanked the City Manager and all city staff for a great Secret City Festival. Mayor Gooch stated that he had multiple people positively comment on the quality of the festival.

Scheduling

City Manager Mark Watson announced that the June work session is cancelled.

COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

SUMMARY OF CURRENT EVENTS

CITY MANAGER'S REPORT

CITY ATTORNEY'S REPORT

ADJOURNMENT: 9:30 p.m.

CITY OF OAK RIDGE



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

June 15, 2016

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 2016-2017 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 2016-2017 Youth Advisory Board. The applications are attached to be included in the agenda for the July 11, 2016 meeting of the Oak Ridge City Council.

<u>NAME</u>	<u>GRADE LEVEL</u>
Lucas Dunning	12
Brent Robinson	12
Stella Powell	12
Shreyank Patel	12
Amanda Pitz	12
Allison Craig	11
Ruth Hammond	11
Olivia Pabst	11
Candace Pang	11
Ethan Collier	11
Jan Jakowski	11
Audrey Bufton	10
Narula Jasleen	10
Alexis Palau	10
Henry Shen	10
Alexis Hammond	10

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Reedy".

Matt Reedy
Manager of Athletics and YAB



YAB Screening Panel

DATE: 6-15-16

- | | |
|-------------------------|--------------------------|
| 1 <u>Lucas Dunning</u> | 9 <u>Ethan Collier</u> |
| 2 <u>Brent Robinson</u> | 10 <u>Jan Jakowski</u> |
| 3 <u>Stella Powell</u> | 11 <u>Natula Jasleen</u> |
| 4 <u>Shrayank Patel</u> | 12 <u>Henry Shen</u> |
| 5 <u>Ruth Hammond</u> | 13 <u>Alexis Hammond</u> |
| 6 <u>Candace Pang</u> | 14 <u>Allison Craig</u> |
| 7 <u>Audrey Bufton</u> | 15 <u>Olivia Pabst</u> |
| 8 <u>Alexis Palau</u> | 16 <u>AMANDA Pitz</u> |

We, the YAB Screening Panel, recommend the 16 students
above to serve on the City Youth Advisory Board
for the 2016-2017 term of office.

Councilman Chuck Hope

Chuck Hope

ORHS Staff Connie Wilson

Connie Wilson

City Staff Matt Reedy

Matt Reedy

Youth Advisory Board

Election Date: 7/11/2016

Number of Vacancies: 16

Term Valid Through: One-year terms beginning
August 1, 2016

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	4/2/2016
Ethan	Collier	5/26/2016
Alison	Craig	5/14/2016
Lucas	Dunning	3/29/2016
Ruth	Hammond	4/29/2015
Alexis	Hammond	4/30/2016
Jan	Jakowski	4/3/2016
Narula	Jasleen	4/7/2016
Olivia	Pabst	5/26/2016
Alexis	Palau	4/24/2016
Candace	Pang	5/26/2016
Shreyank	Patel	3/28/2016
Amanda	Pitz	5/20/2016
Stella	Powell	5/22/2016
Brent	Robinson	5/26/2016
Henry	Shen	4/2/2016

Total Applicants: 16

Current Members

FirstName	LastName	Term Expires
Audrey	Bufton	7/31/2016
Lauren	Collier	7/31/2016
Alison	Craig	7/30/2016
Lucas	Dunning	7/31/2016
Ruth	Hammond	7/31/2016
Peter	Magill	7/31/2016

Riley	Mosby	7/31/2016
Hannah	Oran	7/31/2016
Alexis	Palau	7/31/2016
Candace	Pang	7/31/2016
Shreyank	Patel	7/31/2016
Stella	Powell	7/31/2016
Ashley	Riedy	7/31/2016
Brent	Robinson	7/31/2016
Curtis	Rookard	7/31/2016
Lewis	Wang	7/31/2016
Shichen	Zhang	7/31/2016

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Audrey	Buften	Caucasian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
4/2/2016	Yes	1	1

School Name

Oak Ridge High School

School Grade GPA

9th

Favorite Class

4.29 English

Extra Curricular Activities

Tennis, Masquers

Volunteer Work Experience (1)

EXCEL Summer Program

Dates

June 2012, June 2013, June 2014, June 2015

Description

EXCEL is a summer school program for kids from Glenwood elementary. Volunteers stayed for the same amount of time as a regular school day and watched the kids, helped teach them, and did activities and field trips with them. It is a really fun experience for me and I love giving back to the community by helping out with the program. I meet a lot of new people every year and the kids are great.

Volunteer Work Experience (2)

Oak Ridge Children's Museum Summer Program

Dates

July 2015

Description

I got to work with kids as a volunteer at the children's museum. We also cleaned and served the kids lunch and breakfast. It was fun and a good volunteer experience overall. I got to meet a lot of other people my age that I still know now. The kids were awesome and considerate, and it was really nice to get to teach them how to do different activities while learning.

Why do you want to serve on the YAB?

I want to serve on the YAB again so I can continue to help the youth of Oak Ridge find healthy ways to spend time, work on getting better at public speaking, and continue to accomplish the goals we set last year at YAB. It is fun and a great way to stay involved during the school year, when it is hard to find time and there are less volunteer options.

End of Application for Audrey Buften

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Mr.	Ethan	Collier	
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/26/2016	No	2	
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
11th		AP World History	
Extra Curricular Activities			
Scholars Bowl			
History Bowl			
Sophomore Class Committee			
National French Honors Society			
Piano			
Cross Country			
Volunteer Work Experience (1)			
Redwood City Public Library			
Dates			
June 24, July 9, July 27-29 2015			
Description			
I helped young children, from kindergarten to fourth grade, learn how to start reading independently in an exciting way. Also, lessons would relate science projects, arts and crafts, and creative writing to a fun theme that kept the kids interested.			
Volunteer Work Experience (2)			
Selby Lane School			
Dates			
July 6-17 2015			
Description			
I was an assistant camp counselor to a first grade class. My duties included keeping a group of twenty kids obedient and behaved during a range of classes such as while still managing to have fun for outside P.E.			

Why do you want to serve on the YAB?

I feel very passionately about bettering the community for everyone, and I possess skills that can be beneficial to the board, including working well with children and consistently showing dedication and effort. Additionally, I believe I can provide valuable input into the decisions that affect youth in the city, keeping their best interest in mind always. YAB can give me the opportunity to help organize fun activities that keep the youth of Oak Ridge safe and healthy. Doing so will raise the standard of living of our city, making it a more enjoyable and habitable place to call home.

End of Application for Ethan Collier

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Alison	Craig	White
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/14/2016	No	1	

School Name
Oak Ridge High School

School Grade	GPA	Favorite Class
11th		4.1 AP World History

Extra Curricular Activities

Atomic City Aquatic Club (2011-present)
High School Swim Team (Freshman and Sophomore year)
Youth Advisory Council for Children's Museum (Freshman year)
Sophomore Commite (Sophomore year)
Philosophy Club (Fall semester Sophomore year)
Eco Club (Fall semester Sophomore year)

Volunteer Work Experience (1)

Clinch River Enviromental Studies Organization

Dates

2014- present

Description

This summer will be my third year working for CRÉSO. Over the years two main projects I have worked on have been bird boxes and aquatic turtles. For the projects you observe and record data on the animals and their habitat. I enjoy the hands-on learning that the program provides.

Volunteer Work Experience (2)

Dates

Description

Why do you want to serve on the YAB?

Serving on YAB is important to me so I can be more involved with my community. This Board is unique in the fact that young adults can create positive change within their community beyond their school. Growing up in Oak Ridge I realize the importance of fun activities for the youth of the city. I believe severing on YAB would be an enriching experience that would help me grow into a more active citizen.

Please see additional attachments.

Alison Craig

Oak Ridge High School • Oak Ridge, TN 37830

Academic Rigor

Freshman, GPA: 4.154

- Geometry Honors
- Chorus Honors
- Biology Honors
- French 2 Honors
- English Honors

Sophomore, GPA: 4.286 as of first term

- Chorus Honors
- Chemistry Honors
- Sophomore English Honors
- AP World History
- French 3 Honors
- Algebra 2/ Trigonometry Honors

<u>Activities</u>	<u>Grades</u>
• Philosophy Club	10
• Ecology Club	10
• Sophomore Committee	10
• ORHS Swim Team	10, 9
• Atomic City Aquatic Club	10, 9
• Youth Advisory Council for Children's Museum	9
• ORHS Cross Country Team	9

<u>Work Experience</u>	<u>Grades</u>
• Clinch River Environmental Studies Organization	10, 9
• Child care and pet sitting	10, 9

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Mr.	Lucas	Dunning	white
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
3/29/2016	No	1	1

School Name

Oak Ridge High School

School Grade

12th

GPA

Favorite Class

3.5 History

Extra Curricular Activities

High/club soccer, hiking, reading, spending time with family and friends, outdoor volunteer work.

Volunteer Work Experience (1)

Oak Ridge YAB

Dates

2015-2016

Description

I found this experience to be both educational and rewarding. I loved the trips to Nashville and having involvement in youth decisions. I felt like I have leadership position and my word meant something. One of my best memories with working with the children in the pool.

Volunteer Work Experience (2)

Oak Ridge High Boys Soccer

Dates

2013-2016

Description

My love for soccer and the guys on the team I built a relationship with was most rewarding. Some the guys I have played on a team with for many years. I felt I was a positive influence.

Why do you want to serve on the YAB?

I would like to continue my role as a participant on the YAB organization. I feel I could value from another year working in the organization. I believe the experience helped me grow both in the school community and mature as a individual. I hope to have the opportunity to spend another year being involved in such a great program.

End of Application for Lucas Dunning

Youth Advisory Board Applicants

Prefix FirstName LastName Race (Optional):
Ms. Alexis Hammond African-American

Submission Date Currently serving YAB? Number of previous applications Number of Years Served on YAB
4/30/2016 No

School Name
Oak Ridge High School

School Grade GPA Favorite Class
10th 4 French

Extra Curricular Activities

Sports: Tennis and Gymnastics;
Orchestra - Cello Section;
French Club;
STEM Scouts
Oak Valley Baptist Church - Youth Group

Volunteer Work Experience (1)

Oak Valley Baptist Church

Dates

8/2014 - present

Description

I volunteer in several church areas. I serve as the vice-president of the youth group. I am responsible for all communications to the youth group participants concerning youth activities. I also serve as on the Greeter ministry where we provide a welcoming, first-impression to visitors during church events. My other church service activities include: the youth choir, youth usher board, and praise dance team.

Volunteer Work Experience (2)

Fredericksburg Food Bank

Dates

1/2014 - 8/2014

Description

I was responsible for sorting food and non-food items from corporate donors for distribution. I also prepared donation bags for Food4Kidz Program which provides weekend meals for local, disadvantaged children.

Why do you want to serve on the YAB?

As a freshman this year, I attended the Youth Advisory Board meetings and events initially because of my sister's involvement. As I participated in more events and meetings, I started becoming more interested in the Board because of how I felt about the work and activities. The events and programs which are sponsored by the Youth Advisory Board are important to building a sense of community for the youth residents of Oak Ridge. Yes, we can get a sense of community from our schools, religious groups, sports, and other social environments, but the Youth Advisory Board brings youth from different backgrounds together to have fun and form connections in a non-competitive way. This purpose of the Board appeals to me because there is a great amount of stress being a teenager in Oak Ridge. There are very high academic standards to meet at the high school and extra-curricular activities can be sometimes be more stressful than fun. YAB provides welcoming, stress-free activities for youth to just be themselves and free to have fun which are important for our health. I want to be a part of the Youth Advisory Board so I can be a part of the team that makes the decisions about what events to have, when to have them, and how to best use the money we have to serve the Oak Ridge youth. My friends always tell me I am energetic, creative, and friendly, and I want to bring that same spirit to the Youth Advisory Board, if I am selected. Thank you.

Please see additional attachments.

Alexis Hammond

112 Tiffany Place, Oak Ridge, Tennessee; 865-399-2760

EDUCATION

2014 – Present **Oak Ridge High School, Oak Ridge, Tennessee (current 9th Grade student); GPA: 4.00**
Advanced Classes: Math: Honors Algebra II/Trigonometry (9th Grade)
Science: Honors Biology (9th Grade)
Other: Honors English (9th),

EXPERIENCE

Summer 2013 **University of Tennessee e-VOL10 Camp**
One-week residential camp to prepare rising 10th grade students for engineering careers.

Summer 2015 **POWER (Preparing Outstanding Women for Engineering Roles) Camp**
Host Site: Indiana Univ. – Purdue Univ. Indianapolis (IUPUI)
- One-week residential camp for high school females to explore engineering through hands-on, learn-by-doing experiences with female faculty and graduate students.

GO (GIRLS ONLY) STEM! Camp

Host Site: University of Southern Indiana

- Five-day residential camp for high school females to engage in STEM activities in chemistry and nutrition, technology, earth sciences, biology, and engineering/applied physics.

2013 – 2014

Model United Nations (Middle School Division)

Host Site: University of William and Mary, Williamsburg, Virginia

- Prepared three position papers for the Peacebuilding Commission: Demilitarized Zones of Peace, Interfaith Cooperation, and Increasing the Role of Women in Peacebuilding
- Participated in committee meetings as a delegate representative of Spain

ACHIEVEMENTS AND AWARDS

- 2016 SECME (Science, Math, Engineering) Scholar; above 3.5 GPA
- Best All-Around – Xcel Silver, Louisville Ozone Gymnastics Meet, 2015
- Member of 1st Place Team in 2014 NSBE Jr. Cybersecurity Competition

VOLUNTEER EXPERIENCE

Sep. 2014 – Present **Oak Valley Baptist Church, Oak Ridge, Tennessee**
- Serve as a youth usher and as a youth choir member in the worship services.
- Participated in “Feed the Hungry” and “Relay for Life” youth group events.
- Serve as a member of the Greeter ministry

Jan 2014 – Present **Fredericksburg Area Food Bank, Fredericksburg, Virginia**
- Sort food and non-food items from corporate donors
- Prepare donation bags for Food4Kidz Program which provides weekend meals for local, disadvantaged children

EXTRACURRICULAR ACTIVITIES

- ORHS Orchestra, Cello
- ORHS Tennis Team
- ORHS French Club
- STEM Scouts

Youth Advisory Board Applicants

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
4/29/2015	Yes	1	1

School Name

Oak Ridge High School

School Grade

11th

GPA

Favorite Class

3.76 Chemistry

Extra Curricular Activities

Youth Advisory Board;

Music Interests: Piano and Orchestra - 1st Violin Section;

Allies for Substance Abuse Prevention (ASAP) of Anderson County;

Masquers Club;

Youth Group - Oak Valley Baptist Church;

Spanish Club;

Sophomore Committee

Volunteer Work Experience (1)

Oak Valley Baptist Church

Dates

8/2014 - present

Description

I volunteer in multiple capacities. I serve as the president of the youth group. I lead and organize our community volunteer activities, such as serving at the homeless shelter, Relay for Life, visiting local nursing homes, community clean-up days, and food basket give-a-ways during Thanksgiving and Christmas. I am also a member of the hospitality committee where we serve as hosts for church functions. We prepare and serve food and assist our ministerial guests.

Volunteer Work Experience (2)

Fredericksburg Area Food Bank

Dates

1/2014 - 8/2014

Description

I was responsible for sorting food and non-food items from corporate donors for distribution. I also prepared donation bags for Food4Kidz Program which provides weekend meals for local, disadvantaged children.

Why do you want to serve on the YAB?

I desire to serve on the Youth Advisory Board because I want to help the City of Oak Ridge better attend to and support the needs of the youth. Due to several family moves, I have seen and been exposed to different ways and programs that cities use to get youth more involved in and excited about the community. I feel that having these different perspectives and experiences will help me to offer new ideas to the Board for future projects and events. I also desire to serve on the Youth Advisory Board because I am a worker rather than a talker. I enjoy working with others to plan and execute events that are of benefit to others. Talking and sharing ideas is important to any successful organization, but it is also important to have people involved in the work that are willing to sweat, use their muscles, and give physical effort to making an event happen. If selected to the Board, I will be an active participant in all aspects of the execution of the Board's programs and events. Lastly, I would like to continue my service on the Youth Advisory Board because I have grown as a leader, and I hope to learn more from the City leaders and other participants on the Board in the upcoming year.

Please see additional attachments.

Ruth Hammond

112 Tiffany Place, Oak Ridge, Tennessee; email: rjh429@gmail.com

EDUCATION

2014 – Present

Oak Ridge High School, Oak Ridge, Tennessee (current 10th Grade student); GPA: 3.765

Advanced Classes: Math: Honors Algebra II/Trigonometry (9th Grade),
Honors Pre-Calculus (10th Grade)
Science: Honors Biology (9th Grade), Honors Chemistry (9th Grade),
AP Chemistry (10th Grade)
Other: Honors English (9th/10th Grades), AP Government (10th Grade)

EXPERIENCE

Summer 2015

POWER (Preparing Outstanding Women for Engineering Roles) Camp

Host Site: Indiana Univ. – Purdue Univ. Indianapolis (IUPUI)

- One-week residential camp for high school females to explore engineering through hands-on, learn-by-doing experiences with female faculty and graduate students.

GO (GIRLS ONLY) STEM! Camp

Host Site: University of Southern Indiana

- Five-day residential camp for high school females to engage in STEM activities in chemistry and nutrition, technology, earth sciences, biology, and engineering/applied physics.

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.

ACHIEVEMENTS AND AWARDS

- 2016 SECME (Science, Math, Engineering) Scholar; above 3.5 GPA
- 1ST Place Award, 2014 EngineerGirl Essay Contest; Title: Engineering Our Nutrition
- Member, National Junior Honor Society (inducted in 7th grade)
- Member of 3rd Place Team in 2014 NSBE Jr. Cybersecurity Competition (Topic: Software Developers)
- Second Violinist, 2015 Tennessee All-East Junior Clinic Orchestra
- First Violinist, 2013 and 2014 Stafford All-County Orchestras

VOLUNTEER EXPERIENCE

Sep. 2014 – Present

Oak Valley Baptist Church, Oak Ridge, Tennessee

- Serve as a youth usher and as a youth choir member in the worship services
- Participated in “Feed the Hungry” and “Relay for Life” youth group events.
- Serve as a member of the hospitality ministry which serves as hosts for church functions

Jan 2014 – Aug. 2014

Fredericksburg Area Food Bank, Fredericksburg, Virginia

- Sort food and non-food items from corporate donors
- Prepare donation bags for Food4Kidz Program which provides weekend meals for local, disadvantaged children

July 2011 – Aug. 2014

First Mount Zion Baptist Church, Dumfries, Virginia

- 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

- 2015-2016 Youth Advisory Board Member, Oak Ridge, Tennessee
- ORHS Clubs: ASAP (Substance Abuse Prevention), Masquers (Theatre), International Relations (Debate), Math Club
- National Society of Black Engineers (NSBE), Junior Chapter (Northern Virginia region)
- Music: First Violinist - ORHS Orchestra and Pianist

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Mr.	Jan	Jakowski	Polish
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
4/3/2016	No	0	

School Name

Oak Ridge High School

School Grade GPA

11th

Favorite Class

4.4 Math

Extra Curricular Activities

Track and Field

International Relations Club

Volunteer Work Experience (1)

Challenge/Conquest Youth Ministry

Dates

2014-2015 & 2015-2016 school year

Description

Growing the relationships of junior high kids with Christ by leading with example. Mentoring younger kids with problems faced and discussing Gospel. Volunteer projects such as Christmas caroling at a veterans home to cheer up veterans.

Volunteer Work Experience (2)

YAB Toy Drive(Kmart)

Dates

December ?? 2015

Description

Choosing toys for underprivileged children in the community was made fun by YAB. It felt really engaging to be able to personally choose the toys that other kids would soon be playing with.

Why do you want to serve on the YAB?

I have been an active visitor of YAB during the 2015-2016 school year. I respect how the organization really understands the situations of youth in the community and tries to tailor its events to their interests while promoting healthy, drug-free events. My first encounter with YAB was during the fall dodge ball tournament. Though I could not attend, it sparked my interest and I decided to come to some of the meetings. I liked it even more after the Opry Mills trip and decided to continue coming regularly to meetings. Serving on the board allows me to improve the community while having fun!

End of Application for Jan Jakowski

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Narula	Jasleen	
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
4/7/2016	No	0	
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
9th		4.25 English	
Extra Curricular Activities			
Tennis			
Clarinet			
Ethics Bowl			
Volunteer Work Experience (1)			
Tennova Healthcare and Nursing Home Volunteer			
Dates			
June 2015-August 2015, December 2015, March 2016			
Description			
Volunteering in various departments of the hospital and nursing home has expanded my views of healthcare and compassion for the ill and elderly. This experience taught me how to interact with people from different backgrounds and organizational skills (while working at the registration desk). Working at the nursing home taught me compassion towards the elderly and how to take care of others.			
Volunteer Work Experience (2)			
Animal Shelter			
Dates			
March 2016			
Description			
I have always had a love for animals. This passion of caring for animals has given me the opportunity to do what I love and make a difference in our community. While volunteering at the shelter, I have met fellow animal lovers and have rehabilitated many of the unwanted animals. Preparing these animals for adoption has inspired me to want to do more for this town.			
Why do you want to serve on the YAB?			
It would be my dream to serve on the YAB in order to improve the experiences of the youth in Oak Ridge. I would like to better the community with new ideas and volunteer at events to help make Oak Ridge a more fun and positive environment. I am interested in learning about new opportunities and career paths that will be available to me. Serving on this board would be an amazing opportunity for me.			

End of Application for Narula Jasleen

Youth Advisory Board Applicants

Prefix FirstName LastName Race (Optional):
Ms. Olivia Pabst White

Submission Date Currently serving YAB? Number of previous applications Number of Years Served on YAB
5/26/2016 No 0

School Name
Oak Ridge High School

School Grade GPA Favorite Class
11th 4.15 Chemistry

Extra Curricular Activities
Cheerleading for RMS and ORHS- 7th, 8th, and 10th Grade

Volunteer Work Experience (1)

Special Needs Pageant
Dates

September 12, 2015

Description

This pageant was a moving experience because it showed me how attention and positivity could bring happiness into one's life. I helped prepare the girls for their "debut" and greeted people at the door.

Volunteer Work Experience (2)

Camp Invention Volunteer

Dates

Summer of 2014

Description

At Camp Invention I was not old enough to be a counselor so I volunteered to help with the children. I would go to each activity with the children and engage with them. This was a learning experience regarding different skills and interests of various children.

Why do you want to serve on the YAB?

I want to serve on the YAB because I feel it is a great opportunity to showcase my attributes to the community and voice suggestions the surrounding area may have. It is also a great way to get involved within the community. As a part of the YAB, I would contribute valuable ideas and put forth my best effort.

End of Application for Olivia Pabst

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Mr.	Alexis	Palau	Caucasian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
4/24/2016	Yes	1	1
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
10th		4 Math	

Extra Curricular Activities

I participated in the RMS Technology Student Association for three years. I have been in ski club for four years and played the clarinet in band for five. I am currently on the Youth Advisory Board and this is my first year.

Volunteer Work Experience (1)

Rainbow Camp, ORUUC

Dates

June 15-20, 2015

Description

I enjoyed working as a counselor over the summer. I liked helping out the kids, and the experience strengthened my leadership and collaboration skills.

Volunteer Work Experience (2)

American Youth Soccer Organization (AYSO)

Dates

Various Saturdays in fall 2014

Description

I worked as a volunteer youth referee for AYSO. The work was fun because I enjoyed being able to help kids play fun, safe games. The experience taught me the importance of cooperation, patience, and teamwork.

Why do you want to serve on the YAB?

I would like to serve on YAB because I like being a part of the decision making process that influences my community. I want to have the opportunity to contribute and share any ideas I may have so that I can help better the city. I served on YAB this past year and I enjoyed it a lot, so I want to have the chance to participate again

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 Oak Ridge High School, graduating class of 2019 (rising sophomore)

Honors/Awards

Honor Roll (straight A's, GPA = 4.0+)	2011 – 2016
(HS honors classes: Biology, Algebra2/Trig, English)	
RMS Band 1 st Clarinet	2013 – 2015
ORHS Symphonic Band	2015 – present
Various Awards for Technology Student Association	2012 – 2015

Extracurricular

City of Oak Ridge Youth Advisory Board	2015 – 2016
Technology Student Association	2012 – 2015
Ski Club	2012 – 2016
Band	2012 – 2016
RMS Cross Country/Track	2012 – 2014

Relevant Volunteer/Work Experience

Rainbow Camp Counselor, ORUUC	2015 – 2016
Youth Childcare work, ORUUC	2014 – present
Camp Invention (STEM) Counselor in Training, RMS	2014
AYSO Youth Referee	2014
School Superintendent's Advisory Board	2013 – 2014
Children's Museum or Oak Ridge Student Advisory Board	2011 – 2012

Other Skills

Proficiency using Word, PowerPoint, Prezi, and GIMP
Experience with Autodesk Inventor, Revit, and Illustrator
Public Speaking Experience
Detail Oriented

Interests

Playing guitar, hiking, skiing, reading, drawing, graphic design

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Candace	Pang	Asian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/26/2016	Yes	3	3
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
11th		Physics	
Extra Curricular Activities			

I will serve my school as Junior Class President this fall, and have been serving as Sophomore Class President this year. Along with that position, I am also President of the Committee of the Class of 2018 and Prom Board. I have also been inducted into the National Spanish Honor Society to be a member during my Junior and Senior years. This past year, I have had the privilege to serve on the Superintendent Council as the 10th Grade Representative. Also, I am deeply honored to have been able to serve on YAB for three years, starting in 8th grade. It is a very rewarding position. Weekly, I attend academic after-school clubs such as Quiz Bowl, Science Bowl, Science Olympiad, and History Bowl, Mu Alpha Theta. Starting next fall, I will be in Varsity/A team for all these clubs. Recently, my team and I competed in the National History Bowl and placed 30th out of over a hundred teams. Apart of academics and leadership, I also play the violin and I have been a member of the Knoxville Symphony Youth Orchestra Association for three years. I also take weekly private lessons from Bing Kuang Fang and compete in regional and state competitions. Along with violin, I practice karate and train with Travis McKenzie. I have been a black-belt in taekwondo for four years and I am still learning and improving. Whenever I have free time on school breaks I try to volunteer at Methodist Medical Center or the Children's Museum during the summer.

Volunteer Work Experience (1)

Methodist Medical Center

Dates

June 2015 - now

Description

Volunteering at Methodist is a very fulfilling experience and I enjoy helping in the more professional environment. I understand that many of the tasks given to me like labeling medicine or making chemo kits are vital to the patients. Some of my tasks include working in the pharmacy, directing guests to waiting rooms, creating kits, or filing. Once I was able to play holiday music on my violin with a friend a few days before Christmas, and this was well-received by the staff and guests. Although the atmosphere is more professional, everybody is very warm and caring. I am happy to increase productivity and make the guests' stays pleasant within the hospital.

Volunteer Work Experience (2)

Children's Museum of Oak Ridge

Dates

Summer 2014 & 2016

Description

Volunteering at the Children's Museum is a very different experience than at a hospital, but is still just as fulfilling. The children rely on the volunteers to be their role models and advisers, but we're also their friends. Our mission is to provide a summer as full of learning, experiencing, and laughing as much as possible. Many campers even return the next summer for more! We also try to guide life lessons and conduct. I believe all children have the potential to succeed, if the potential is found and nurtured. Many times they even teach me about understanding and patience. I learn just as they do. The task of looking after and keeping satisfied a classroom full of kids is not simple, however it is very rewarding and I am happy to continue creating memories for these children.

Why do you want to serve on the YAB?

I want to see our community improve and reflect the voices of the youth. I am prepared to represent teens of Oak Ridge and

Youth Advisory Board Applicants

be part of the greater change that YAB will establish throughout the community. Each of the three boards I have been a part of all positively contributed to Oak Ridge in unique, individual styles. We have often addressed issues of the youth with city council and served as city delegates to conferences for the improvement of Oak Ridge. I look forward to how and what next year's board will support the youth and city. Youth Advisory Board has a special influence to not only act as representatives for city council and the rest of the community, but also to act as role models for fellow teens. If accepted, next year I will have the longest tenure of membership along with other members. Especially with a large group of seniors leaving, having experience on the board, and establishing a leadership background, I believe I can be helpful in fostering the new board. Overall, I continue to strive to see constructive change for Oak Ridge and push for the voice of the youth to be heard. Through YAB, I believe that will be done, and I hope to be a part of that again.

Please see additional attachments.

Candace X. Pang

111 Heritage Drive, Oak Ridge, TN 37830; Tel. (865) 266-0265

Email: candacexpang@gmail.com

Academic Summary

GPA: 4.5 (Grade 10)

Advanced Placement and Honors Courses: Advanced English, Algebra 2/Trigonometry Honors, Biology Honors, Chemistry Honors, English 9 Honors, English 10 Honors, Geometry Honors, Spanish 2 Honors, Spanish 3 Honors, AP Physics 1&2, Precalculus Analysis, AP World History

Leadership Experience

Junior Class President (11)

Prom Board, President (11)

Sophomore Class President (10)

Superintendent Council, 10th Grade Representative (10)

Class of 2018 Committee, President (10, 11)

Student Council, Class Representative (9)

Extracurricular Activities

Spanish National Honor Society (11)

History Bowl, A Team (9, 10)

Mu Alpha Theta (9, 10)

Science Bowl (9, 10)

Science Olympiad, Varsity (9, 10)

Quiz Bowl (9, 10)

Knoxville Symphony Youth Orchestra Association (7, 8, 9, 10)

Knoxville Christian Chinese Church (K-10)

School Orchestra Quartet, First Violin (9)

Community Activities

Methodist Medical Center, Volunteer (10)

Camp Invention, Leadership Intern (10)

Children's Museum of Oak Ridge, Volunteer, 100+ Hours, (9, 10)

City Egg Hunt, Volunteer (9, 10)

City Halloween Party, Volunteer (8, 9, 10)

Mission of Hope, Volunteer (8, 9, 10)

Water Awareness Program, Trainer (8, 9, 10)

Youth Advisory Board (8, 9, 10)

Athletic Activities

Karate, Black-belt (10, 11)

Swimming (9)

Mixed Martial Arts (7, 8)

TaeKwonDo, Black-Belt (1-8)

Awards and Recognition

National Society of High School Scholars (10)

National League of Cities, Youth Delegate (10)

Tennessee Senior Clinic Orchestra (9)

WorldStrides Heritage Performance, Maestro Award, Top Soloist (9)

Knoxville Symphony Orchestra Association, Intermezzo Orchestra Concertmaster (9)

Highest GPA Honors (8)

Schradieck Challenge, Violin, 2nd Place (8)

Sigma Math Competition, 2nd Place (8)

Youth Advisory Board Applicants

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
3/28/2016	Yes	1	1
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th		4.1 Science/Math	
Extra Curricular Activities			
1. Key Club (Treasurer)			
2. Future Business Leaders of America			
3. Superintendent Student Council			
4. Computer Science Club			
5. International Relations Club			
Volunteer Work Experience (1)			
Linda Brown's Christmas Angel Program			
Dates			
December of 2015			
Description			
I volunteer to work with Linda Brown realtor during Christmas of 2015 to buy and wrap present for underprivileged kids in the community of oak ridge. I enjoyed buying and wrapping presents with my fellow classmate and through this volunteering opportunity i was able to build a stronger relationship with my classmates. I also had fun encouraging other student to volunteer with this event. I had a great time and plan on doing it again for the Christmas of 2016.			
Volunteer Work Experience (2)			
Holiday Bureau			
Dates			
December of 2015			
Description			
I volunteered on behalf of Key Club to help move toys at the Holiday Bureau for Christmas. I spent an hour moving toys with some of my friend from Oak Ridge. I was also able to make new friends who are a part of Key Club in Clinton. If i have the opportunity to volunteer at the Holiday bureau again for Christmas of 2016, i would most definitely do it.			
Why do you want to serve on the YAB?			
I was to be a part of YAB because it has helped me get more interactive with the community of Oak Ridge. I remember volunteering for the Halloween Party at the Civic Center as a member of YAB this year and i had alot of fun. After volunteering at the Halloween Party, I have wanted to volunteer more and help the community of Oak Ridge be better. After joining YAB i have taken up more leadership positions in the community of oak ridge such as Treasurer for Key Club or being part of the Superintendent Student Council. I was able to meet new people and make new friends through YAB. In conclusion I am a more active member of the community of Oak Ridge because of YAB and i would like to continue that			

Please see additional attachments.

Shreyank Patel

180 Waterview Dr. Apt -906, Oak Ridge, TN 37830; Tel: 845-521-9791

Email: Shreyank99@hotmail.com

Academic Summary

Unweighted G.P.A: 3.5 (Grades 9-11)

Weighted G.P.A: 4.2 (Grades 9-11)

Class Rank:

SAT:

ACT:

Advanced Placement and Honor Courses: Biology Honors, Freshman English Honors, Geometry Honors, CS AP World History, Algebra2/Trig Honors, AP Computer Science, Chemistry Honors, CS English 10 Honors, Engineering Design Honors, AP Junior Literature, AP Macro Economics, AP Micro Economics, AP Physics 1:Mechanics, AP U.S. History, AP Physics 2:Special Topics, Precalculus Analysis Honors,....

Tentative Career Interest: Quantum Physics or Computer Science

Leadership Experience

Youth Delegate for the city of Oak Ridge at the National League of Cities Conference (11)

Treasurer of Key Club (11)

Superintendent Student Council (11)

School and Community Activities

Key Club (11)

Computer Science Club (10, 11)

Future Business Leaders of America (11)

Youth Advisory Board of Oak Ridge (11)

International Relations Club (10, 11, 12)

BAPS Shri Swaminarayan Mandir Youth Group (9, 10, 11, 12)

Halloween Party, Volunteer (11, 12)

Holiday Bureau, Volunteer (11, 12)

Kids Diwali Celebration, Volunteer (9, 10, 11, 12)

Linda Brown's Christmas Angel Program, Volunteer (11)

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Amanda	Pitz	White
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/20/2016	No	0	

School Name
Oak Ridge High School

School Grade	GPA	Favorite Class
12th		4.3 Environmental Science

Extra Curricular Activities

ORHS Varsity Volleyball, Key Club, Orchestra, Youth Choir at First United Methodist Church, Youth group of FUMC, Pianist for children's choir at FUMC and occasionally for youth and adult choirs as well, CBFO club volleyball, AYSO soccer player (training to be a referee in Fall 2016 and coach in Spring 2017), National Honor Society 2016-2017, Governor's School for Humanities at UT-Martin, 2016

Volunteer Work Experience (1)

Keep Anderson County Beautiful

Dates

Various weekends throughout the past school year

Description

I heard about opportunities to clean up the community from my Environmental Science teacher. Usually, the group would clean up a specified area, picking up litter and brush that might be deterring the growth of organisms. I participated in "50k Tree Day" in which people volunteered their time to plant trees in order to replenish an ecosystem that had been cleared. We also helped cut down and remove invasive tree species at the Jefferson Middle School wetland.

Volunteer Work Experience (2)

Key Club

Dates

December 8-15, various weekends

Description

In December, members of Key Club helped organize a toy drive so that kids in low-income families would have Christmas presents. The experience was very satisfying because we knew the toys were cleaned up and in good shape for kids who would appreciate them. We also shopped for Angel Tree children. On various weekends, Key Club members do clean-ups around Oak Ridge, focusing on parks and public areas like Bissell Park and the Oak Ridge Marina.

Why do you want to serve on the YAB?

I would love to be more involved in the community. I support YAB because I have been involved in their events before, and I believe it would be a great group to be a part of. YAB is a way to better the community and get to know more people in the Oak Ridge community.

End of Application for Amanda Pitz

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Ms.	Stella	Powell	Caucasian
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/22/2016	Yes	2	2

School Name

Oak Ridge High School

School Grade	GPA	Favorite Class
12th		4.2

Extra Curricular Activities

ORHS Volleyball

ORHS Key Club

CBFO Volleyball

Governor's School for International Studies

Volunteer Work Experience (1)

First United Methodist Church Childcare

Dates

2015-current

Description

At Childcare, I have to work one Friday every month from 5:30- 10:00 and oversee and entertain a group of children between the ages of 6 and 10. This experience allows me to form leadership characteristics and develop on-the-spot creative thinking.

Volunteer Work Experience (2)

Key Club

Dates

September 2015

Description

In September of 2015, I worked with Key Club to clean up the banks of the Oak Ridge Marina- an area smothered in litter and waste. Each person had an area that they were required to clean up and dispose of the litter in and out of the water.

Why do you want to serve on the YAB?

I want to serve on YAB because I'm very passionate about its place in the Oak Ridge community. I believe that YAB is essential in incorporating youth needs and desires in the town of Oak Ridge and want to serve on the board because I believe that I can effectively transition hallway complaints to real life changes. After serving two years on YAB, I have seen the mistakes and successes of the board, which allows me to have wiser judgement when determining events for the board to execute. I have many ideas that have accumulated since the affirmation of the agenda and am enthusiastic to contribute them and to see the wonderful ways in which YAB can increase its presence in the lives of Oak Ridge residents.

End of Application for Stella Powell

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Mr.	Brent	Robinson	White
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/26/2016	Yes		2
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
12th		4.1 Athletic Conditioning	
Extra Curricular Activities			
Oak Ridge Soccer Disc Golf Club			
Volunteer Work Experience (1)			
BCC Community Club			
Dates			
Summer 2014, Summer 2015			
Description			
working with one other guard at the small neighborhood pool to keep all the kids under control			
Volunteer Work Experience (2)			
Dates			
Description			
Why do you want to serve on the YAB?			
I would like to run for president this year and put some energy into YAB. Every event must be bigger and better with years past. Every member must be willing to put a substantial amount of time outside of meetings for the board's success.			

End of Application for Brent Robinson

Youth Advisory Board Applicants

Prefix	FirstName	LastName	Race (Optional):
Mr.	Henry	Shen	
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
4/2/2016	No	0	

School Name
Oak Ridge High School

School Grade	GPA	Favorite Class
10th		4.58 English

Extra Curricular Activities
Track/Cross Country (4 years)
Math Club (5 years)
Science Bowl (3 years)
Philosophy Club (<1 year)
Piano (10 years)
Violin (6 years)

Volunteer Work Experience (1)
Children's Museum of Oak Ridge

Dates
June/July 2014

Description
I was assigned a summer camp to work at during my volunteer time at Children's Museum of Oak Ridge. Working with the campers helped to augment my leadership and communication skills.

Volunteer Work Experience (2)
Youth Advisory Board

Dates
January 2016

Description
I volunteered in the YAB Water Awareness and Safety classes. The board members showed me incredible teamwork and communication skills to be able to both lead the kids and let them have fun; I hope to use these same skills in the future.

Why do you want to serve on the YAB?

have only heard positives about being on the YAB, and going to meetings during the school year showed me what a fun and learning experience it is. While serving on the YAB, I would develop better responsibility and speaking skills. I also think it is fantastic to be able to organize and create events that become longstanding traditions in Oak Ridge; I would definitely like to be a part of that. Serving on the YAB will not only help me develop as a student and person, but will also progress Oak Ridge as a whole.

Please see additional attachments.

Resume for Henry Shen

Since the bulk of what would normally be in my resume was included in the application, I decided to just include awards and honors.

Awards and Honors (7th grade to current)

2015 Tennessee Music Teachers Association State Conference

Junior Concerto Runner-Up

2015 Knoxville Symphony Youth Orchestra Concerto Competition

Finalist

2014 Tennessee Federation of Music Clubs State Convention

Difficult Baroque Division Winner

2016 USA Biology Olympiad

Semifinalist (pending finalist status)

2014 East Tennessee Middle School Science Bowl

1st Place

2014 National Science Bowl

9th Place

2015 East Tennessee Middle School Science Bowl

2nd Place

2014-2015 Jefferson Middle School Science Bowl

Captain

2015 Pellissippi State Middle School Mathematics Contest

1st Place

2014 Cindy D. Wright Tournament

1st Place

2014 Pellissippi State Middle School Mathematics Contest

2nd Place

2014 MATHCOUNTS Tennessee State Chapter

3rd Place Team

2015 MATHCOUNTS Tennessee State Chapter

5th Place Individual, 2nd Place Team

FINANCE DEPARTMENT MEMORANDUM
16-12

DATE: June 24, 2016
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 2017

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 **\$1,248,080**.

Funding

Funds are budgeted in FY 2017.

Background/Analysis/Review/Consideration

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

WAREHOUSE STOCK STONE – REQUEST #148047

The recommended supplier for base stone is Rogers Group, Inc. which provided the lowest bid received. This product is delivered to the stockpile located at the Central Service Complex. The estimated amount is **\$165,600**.

STONE PRODUCTS – REQUEST #148048

The recommended supplier for these items is Rogers Group, Inc., which provided the lowest total bid. The estimated amount is **\$130,980**.

HOT MIX ASPHALT – REQUEST #148049

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 estimated amount is **\$272,200**.

The following six 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. Hydrants will be competitively bid as needed from companies such as G & C Supply Company, Piping Supply, Consolidated Pipe & Supply Co., Hayes Pipe Supply, Inc. and HD Water Supply. The estimated amount is **\$86,500**.

WATER METERS

Water meters are warehouse stock and are purchased for the Public Works Department on an as needed basis for the meter replacement program and for residential and commercial growth. City staff has standardized water meters throughout the city. Water meters will be procured through competitive bids from suppliers such as United Utilities, Southern Pipe & Supply Company, and HD Water Supply. The estimated amount is **\$65,000**.

PIPE

Pipe is warehouse stock and includes all sizes of ductile and PVC pipe for use by the Public Works Department. This item varies by the size and quantity required for certain jobs. The pipe will be competitively bid as needed from companies such as G & C Supply Company, Piping Supply, Consolidated Pipe & Supply Co., Hayes Pipe Supply, Inc. and HD Water Supply. The estimated amount is **\$100,000**.

POLES

Poles are warehouse stock and includes 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. for wooden poles and Anixter, Wesco Distribution, Inc., Stuart C. Irby Company, and Power Supply Company for metal poles. 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., Anixter and Power Supply Company. The estimated amount is **\$150,000**.

ELECTRICAL CUTOUTS

Cutouts are included in warehouse stock for the Electric Department. These items will be procured through competitive bids from suppliers such as Wesco Distribution, Inc., Stuart C. Irby Company, and Anixter. The estimated amount is **\$40,000**.

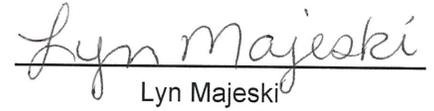
The following item is warehouse stock and will be procured with the State Contract. The partnership contract with the State of Tennessee is the result of a competitive bid process by the State in which it has developed specifications, solicited bids, reviewed the bids and made an award. In general, the 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 FY16 the City used approximately 1,000 tons of highway salt and plans to replace it in FY17. This commodity will be purchased using the State of Tennessee Contract from the awarded vendor(s), Compass Minerals America, Inc. and/or Morton Salt, Inc. as needed. The 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

BID PROCESS FORM



BID NAME RFQ's 148047, 148048 and 148049 **DESCRIPTION** Stone Products and Hot Mix Asphalt

CITY COUNCIL MEETING July 11, 2016

BIDDERS CONTACTED (CONTACT INFORMATION)

<u>Company</u>	<u>Name</u>	<u>Address</u>	<u>City, State ZIP</u>	<u>Phone</u>	<u>Email</u>	<u>Contacted Via</u>
Rogers Group, Inc.	Gary Seepe Bill Chesney	250 Union Valley Road	Oak Ridge, TN 37830	865-483-6306	bill.chesney@rogersgroupinc.com gary.seepe@rogersgroupinc.com	[e-mail] [e-mail]
Aggregates USA LLC	Gordon Cox	PO Box 15005	Knoxville, TN 37901	865-573-7625	gordoncox@aggregatessusa.com	[e-mail]
Vulcan Materials Company	Jordan King	P.O. Box 7	Knoxville, TN 37901	865-693-7075	kingjor@vmcmail.com	[e-mail]
Duracap Asphalt Paving Co., Inc.	Brian Smith	2535 Asbury Road	Knoxville, TN 37914	865-524-3365	briansmith@duracapasphalt.com	[e-mail]
Claiborne Hauling Contractors, LLC	Jay Proulx Herb Anders	6210 Rutledge Pike	Knoxville, TN 37924	865-540-4409	jay@claibornehauling.com Herb@ClaiborneHauling.com	[e-mail] [e-mail]

BIDDERS WHO CONTACTED THE CITY AFTER ADVERTISED (CONTACT INFORMATION)

BIDS RECEIVED FROM BIDDERS CONTACTED DIRECTLY BY THE CITY

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

BIDS RECEIVED FROM BIDDERS NOT DIRECTLY CONTACTED BY THE CITY

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

ADVERTISEMENT

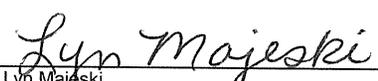
The City of Oak Ridge advertised this bid on the Finance Department's Departmental Webpage for a duration of 26 days.

CITY OF OAK RIDGE, TENNESSEE

Abstract of Bids

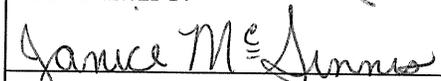
REQUEST NUMBER: 148047

OPENING DATE: MAY 24, 2016 2:00 P.M.

FOR --- WAREHOUSE STOCK STONE			BIDDER: Rogers Group, Inc. 250 Union Valley Rd. Oak Ridge, TN 37830		BIDDER: Claiborne Hauling Contractors, LLC 6210 Rutledge Pike Knoxville, TN 37924		BIDDER: Aggregates USA LLC P.O. 15005 Knoxville, TN 37901		BIDDER: Vulcan Materials Company P.O. Box 7 Knoxville, TN 37901		
DESCRIPTION	ITEM	UNIT	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	
ANNUAL CONTRACT ORDER FOR THE PERIOD JULY 1, 2016 THROUGH JUNE 30, 2017 FOR WAREHOUSE STOCK STONE FOR USE BY VARIOUS CITY OF OAK RIDGE DEPARTMENTS.	1	12,000 TONS	\$ 13.80	\$ 165,600.00	\$ 15.85	\$ 190,200.00	\$ 20.15	\$ 241,800.00	\$ 20.95	\$ 251,400.00	
TOTAL PRICE			\$ 165,600.00		\$ 190,200.00		\$ 241,800.00		\$ 251,400.00		
TERMS			NET 30 DAYS		NET 30 DAYS		15th OF THE FOLLOWING MONTH		NET 15		
DELIVERY			AS REQUESTED		AS NEEDED, 24 HOUR NOTICE		AS SCHEDULED		ONE DAY FROM ORDER		
F.O.B.			OAK RIDGE CENTRAL SERVICES		OAK RIDGE CENTRAL SERVICES		CITY OF OAK RIDGE		OUR PLANT		
VIA			TRUCK		CLAIBORNE HAULING TRUCK		TANDEM TRUCK - 20 TON MIN.		TRUCK		
OTHER BIDDERS CONTACTED:							BIDS OPENED AND RECORDED BY---				
							 Lyn Majeski Accounting Division Manager				
							BIDS REVIEWED 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: Rogers Group, Inc. 250 Union Valley Rd. Oak Ridge, TN 37830				
							Janice McGinnis Finance Director				

CITY OF OAK RIDGE, TENNESSEE
Abstract of Bids

REQUEST NUMBER: 148048
OPENING DATE: MAY 24, 2016 2:10 P.M.

FOR ---			BIDDER:		BIDDER:		BIDDER:		BIDDER:	
STONE PRODUCTS			Rogers Group, Inc. 250 Union Valley Rd. Oak Ridge, TN 37830		Claiborne Hauling Contractors, LLC 6210 Rutledge Pike Knoxville, TN 37924		Vulcan Materials Company 3001 Alcoa Hwy Knoxville, TN 37920		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, 2016 THROUGH JUNE 30, 2017 FOR CRUSHED AND GRADED STONE FOR THE CITY OF OAK RIDGE.										
BASE STONE - REQUIRED TO MEET TDOT BASE STONE REQUIREMENTS	1	7,000	\$ 10.80	\$ 75,600.00	\$ 15.85	\$ 110,950.00	\$ 15.45	\$ 108,150.00	\$ 16.25	\$ 113,750.00
#4 STONE - REQUIRED TO MEET TDOT FOR #2 GRADATION	2	300	\$ 14.80	\$ 4,440.00	\$ 17.85	\$ 5,355.00	\$ 18.65	\$ 5,595.00	\$ 18.50	\$ 5,550.00
#57 OR 1" STONE REQUIRED TO MEET TDOT #57 GRADATION	3	3,000	\$ 13.80	\$ 41,400.00	\$ 16.85	\$ 50,550.00	\$ 18.65	\$ 55,950.00	\$ 18.50	\$ 55,500.00
GRADED RIP RAP	4	400	\$ 15.90	\$ 6,360.00	\$ 18.95	\$ 7,580.00	\$ 21.50	\$ 8,600.00	\$ 19.50	\$ 7,800.00
SURGE RIP RAP	5	200	\$ 15.90	\$ 3,180.00	\$ 18.95	\$ 3,790.00	\$ 20.45	\$ 4,090.00	\$ 17.50	\$ 3,500.00
DELIVERY CHARGE PER TON OF ITEMS 1,2,3 & 4					INCLUDED IN PRICE		\$ 5.50		\$ 4.90	
DELIVERY CHARGE PER TON OF ITEM 5					INCLUDED IN PRICE		\$ 7.50		\$ 6.90	
TOTAL PRICE			\$ 130,980.00		\$ 178,225.00		\$ 182,385.00		\$ 186,100.00	
TERMS			NET 30 DAYS		NET 30 DAYS		NET 15 DAYS		15th OF THE FOLLOWING MONTH	
DELIVERY			UPON REQUEST		AS NEEDED - 24 HR NOTICE		1 DAY FROM ORDER		AS SCHEDULED	
F.O.B.			OAK RIDGE QUARRY		CLAIBORNE		OUR PLANT		CITY OF OAK RIDGE	
VIA			TRUCK		CLAIBORNE HAULING TRUCK		TRUCK		TANDEM TRUCK - 20 TON MIN.	
OTHER BIDDERS CONTACTED:							BIDS OPENED AND RECORDED BY---			
							 Lyn Majeski Accounting Division Manager			
REASON FOR AWARD:			RECOMMEND AWARD BE MADE TO:				BIDS REVIEWED BY---			
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"/>			Rogers Group, Inc. 250 Union Valley Rd. Oak Ridge, TN 37830				 Janice McGinnis Finance Director			

CITY OF OAK RIDGE, TENNESSEE

Abstract of Bids

REQUEST NUMBER: 148049

OPENING DATE: MAY 24, 2016 2:20 P.M.

FOR --- HOT MIX ASPHALT			BIDDER: Roger's Group, Inc. 250 Union Valley Road 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, 2016 THROUGH JUNE 30, 2017 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	\$ 70.00	\$ 154,000.00							
HOT MIX BITUMINOUS CONCRETE BASE MATERIAL TDOT SECTION 307, GRADE B, PICKED UP BY CITY TRUCKS	2	1,200	\$ 62.00	\$ 74,400.00							
GRADE C HOT MIX, TDOT SECTION 411 AND 307, PICKED UP BY CITY TRUCKS	3	300	\$ 66.00	\$ 19,800.00							
GRADE D HOT MIX, TDOT SECTION 411 AND 307, PICKED UP BY CITY TRUCKS	4	300	\$ 80.00	\$ 24,000.00							
DELIVERY CHARGE PER TON OF ITEM 1, 2, AND 3. MINIMUM 22 TON LOAD NOTE: ALL QUANTITIES ARE ESTIMATED	5		\$ 3.60								
TOTAL PRICE				\$ 272,200.00							
TERMS				NET 30 DAYS							
DELIVERY				AS REQUESTED							
F.O.B.											
VIA				COR TRUCK							
OTHER BIDDERS CONTACTED Vulcan Materials Company -- Knoxville, TN Aggregates USA LLC -- Knoxville, TN Duracap Asphalt Materials LLC -- Knoxville, TN Claiborne Hauling Contractors, 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"/>				Roger's Group, Inc. 250 Union Valley Road Oak Ridge, TN 37830				<i>Janice McGinnis</i> Janice McGinnis Finance Director			

RESOLUTION

A RESOLUTION AWARDING BIDS IN THE GRAND TOTAL ESTIMATED AMOUNT OF \$1,248,080.00 FOR THE FURNISHING OF VARIOUS MATERIALS AS REQUIRED BY THE CITY DURING FISCAL YEAR 2017.

WHEREAS, the City of Oak Ridge has issued invitations to bid for the furnishing of various materials as required during Fiscal Year 2017 (July 1, 2016 through June 30, 2017) 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 2017, will be competitively bid during the year on an as needed basis; and

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

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

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

To Rogers Group, Inc., 250 Union Valley Road, Oak Ridge, Tennessee 37830, as the lowest bidder for the furnishing of warehouse stock stone products, in accordance with its bid as submitted and publicly opened on May 24, 2016, as shown on Request No. 148047, in an estimated amount of \$165,600.00.

To Rogers Group, Inc., 250 Union Valley Road, Oak Ridge, Tennessee 37830, as the lowest bidder for the furnishing of non-stock stone products, in accordance with its bid as submitted and publicly opened on May 24, 2016, as shown on Request No. 148048, in an estimated amount of \$130,980.00.

To Rogers Group, Inc., 250 Union Valley Road, Oak Ridge, Tennessee 37830, as the sole bidder for the furnishing of hot mix asphalt, in accordance with its bid as submitted and publicly opened on May 24, 2016, as shown on Request No. 148049, in an estimated amount of \$272,200.00.

To G & C Supply Company, Piping Supply, Consolidated Pipe & Supply Co., HD Water Supply, and other suitable companies after utilization of the City's competitive bid process as the suppliers of required warehouse stock fire hydrants, in an estimated amount of \$86,500.00.

To United Utilities, Southern Pipe & Supply Co., HD Water Supply, and other suitable companies after utilization of the City's competitive bid process as the suppliers of required warehouse stock water meters, in an estimated amount of \$65,000.00.

To G & C Supply Company, Piping Supply, Consolidated Pipe & Supply Co., and other suitable companies after utilization of the City's competitive bid process as the suppliers of required warehouse stock pipe, in an estimated amount of \$100,000.00.

To Thomasson Company, Baldwin Pole Company, Cox Industries Inc., Anixter, Wesco Distribution Inc., Stuart C. Irby Company, Power Supply Company, and other suitable companies after utilization of the City's competitive bid process for the furnishing of warehouse stock wooden and metal poles, in an estimated amount of \$150,000.00.

To Stuart C. Irby Company, Wesco Distribution Inc., Anixter, 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., Stuart C. Irby Company, Anixter, and other suitable companies after utilization of the City's competitive bid process for the furnishing of warehouse stock electrical cutouts for the Electric Department, in an estimated amount of \$40,000.00.

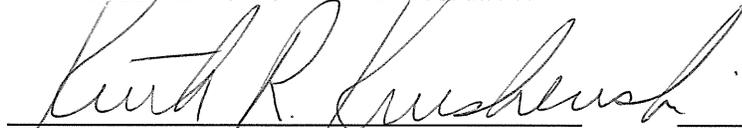
To the State of Tennessee Contract awarded vendor(s) for the furnishing of warehouse stock salt in an estimated amount of \$87,800.00.

Said awards in the grand total estimated amount of \$1,248,080.00.

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

This the 11th day of July 2016.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

RESOLUTIONS

COMMUNITY DEVELOPMENT MEMORANDUM

16-23

DATE: June 22, 2016
TO: Mark S. Watson, City Manager
FROM: Sherith Colverson, Senior Planner *sc*
THROUGH: Kathryn G. Baldwin, Community Development Director *KCB*
SUBJECT: EMERGENCY SOLUTIONS GRANT PROGRAM APPLICATION AND ACCEPTANCE

Introduction

An item for City Council's consideration is a resolution authorizing the City of Oak Ridge to accept funding from the Emergency Solutions Grant (ESG) from the Tennessee Housing Development Agency (THDA) and allocate to the Trinity Outreach Center of Hope (TORCH) for the period of July 1, 2016 to June 30, 2017.

Funding

The Tennessee Housing Development Agency has allocated \$46,697 to the City of Oak Ridge for the 2016 ESG program year. Eligible activities for allocation of funds include: 1) Street Outreach, 2) Emergency Shelter, 3) Prevention Activities, 4) Rapid Rehousing Activities, and 5) Homeless Management Information System costs. The City will make an estimated \$44,828 of these funds available to the Trinity Outreach Center of Hope (TORCH) to provide homeless rapid re-housing activities within the City of Oak Ridge. The ESG program requires dollar for dollar matching funds with cash or in-kind services which will be provided by TORCH. The ESG program will reimburse the City 4.5 percent of the set aside funds, which is an estimated \$1869 to be utilized by staff for grant administration costs.

Background/Analysis/Review/Consideration

The Trinity Outreach Center of Hope (TORCH) provides services that assist clients in attaining self-sufficiency. TORCH will use the aforementioned funds to do rapid re-housing, street outreach and prevention activities. Examples of assistance provided by the ESG program are payment for rent deposits, mortgage and utilities in order to provide housing stability.

TORCH is a member of the Tennessee Valley Coalition to End Homeless (TVCH) and they have received the required Certification of Participation with the Continuum of Care, certifying that their application is aligned with the Continuum of Care's strategies for preventing and ending homelessness and creating housing stability. More information about TORCH is available at: <http://www.oakridgetorch.org/our-story/>.

Agencies using ESG grant funds to provide services must coordinate with other agencies by entering information into the Homeless Management Information System (HMIS). Among other benefit, the HMIS helps to prevent the duplication of services.

As an entitlement city for the Community Development Block Grant (CDBG) program, the City of Oak Ridge is required to assist persons at risk of becoming homeless. If the City does not utilize the ESG funds for homeless program(s), CDBG entitlement funds will have to be allocated for this activity, which will reduce the amount of funds available for other housing needs.

Recommendation

Staff recommends that the City accept the 2016 set-aside funds in the estimated amount of \$46,697 and sub-allocate the funds to TORCH for provision of the eligible services. Staff recommends approval of the attached resolution as submitted.

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 ACCEPTING EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM SET-ASIDE FUNDS FROM THE TENNESSEE HOUSING DEVELOPMENT AGENCY AND AUTHORIZING A SUBRECIPIENT AGREEMENT WITH TRINITY OUTREACH CENTER OF HOPE (TORCH) TO CONDUCT CERTAIN ESG ACTIVITIES.

WHEREAS, the Tennessee Housing Development Agency (THDA) has allocated \$46,697.00 in funds to the City under the Emergency Solutions Grant (ESG) Program; and

WHEREAS, the City's grant application proposes that the City will make an estimated \$44,828.00 of these funds available to the Trinity Outreach Center of Hope (TORCH) to provide homeless rapid rehousing activities and other eligible ESG activities within the City; and

WHEREAS, the ESG program requires dollar-for-dollar matching funds with cash or in-kind services which will be provided by TORCH; and

WHEREAS, TORCH has received the required Certification of Participation with Continuum of Care certifying that the application is aligned with the Continuum of Care's strategies for preventing and ending homelessness and creating housing stability; and

WHEREAS, the ESG program will reimburse the City 4.5 percent of the set-aside funds, which is an estimated \$1,869.00, which funds will be utilized by staff for grant administration costs; and

WHEREAS, the City Manager recommends acceptance of ESG funds from THDA for the proposed TORCH activities.

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 accept Emergency Solutions Grant (ESG) Program funds from the Tennessee Housing Development Agency in the amount of \$46,697.00 to be utilized for the proposed TORCH activities for the period of July 1, 2016 through June 30, 2017.

BE IT FURTHER RESOLVED that the Mayor is authorized to execute the appropriate instruments to accomplish the same, including a subrecipient agreement with Trinity Outreach Center of Hope (TORCH).

This the 11th day of July 2016.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

PUBLIC WORKS DEPARTMENT MEMORANDUM
16-20

DATE: June 16, 2016

TO: Mark S. Watson, City Manager

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

FROM: Susan Fallon, Administrative Manager

SUBJECT: ANNUAL ORDER – TEMPORARY WORKERS

Introduction

An item for City Council consideration is a recommendation for the authority to expend funds for the provision of temporary workers to be utilized by the Public Works Department, during the period of July 1, 2016 through June 30, 2017, in the estimated amount of \$100,000.

Funding

Funding for the temporary maintenance workers for the Public Works Department is available in multiple activities in the FY17 budget, such as all the buildings, State Street Aid and in the case of office workers, Supervision and Engineering. The temporary maintenance workers are listed on the daily labor distribution form (copies attached) with their time allocated to the job they performed along with the City employees, both using the City's work order system and charged to the various budgets.

History

The Public Works Department employs semi-skilled laborers in the classification of Maintenance Workers. This classification currently has a starting pay of \$12.30 per hour. These workers are required to perform their work duties outside in all types of weather while performing labor intensive work.

During the mid-1990s, the Public Works Department had extreme difficulty in retaining employees in the Maintenance Worker classification. Staff learned that the best candidate in the interview may not be the best candidate for the work. To relieve this dilemma, the Operations Supervisor began employing temp workers for this entry level position, which provided an onsite and long-term interview.

During the last twenty plus years, two of the early temp workers have advanced and are now Crew Chiefs for the Public Works Department with another being an Electric Line Technician for the Electric Department. The Public Works Department currently has eighteen employees that began in the temp worker program.

Historically, the temp worker program has been utilized for vacant positions, long-term injuries, special projects (such as moving all the furniture, equipment and warehouse items to the Central Services Complex in 1996) and to supplement the work crews. Temp workers were utilized extensively to complete the inspection work required by the EPA Administrative Order. During the past two years, the use of temp workers has been primarily to supplement the asphalt and concrete crews, as well as a general helper shared by the three building specialists.

The cost of the temp worker program during FY16 is approximately \$87,000 for three (3) temp workers, or \$29,000 per worker. To permanently hire these three positions would cost approximately \$50,000 per position. The cost for the temp worker program in FY14 and FY15 was \$80,617 and \$94,143 respectively. If staff is required to eliminate the temp worker program, residents would be impacted with delays in repairing streets and sidewalks; employees would be impacted with delays in building maintenance projects.

Proposals for temporary services were received by the Finance Department. Alternate Staffing, Inc. submitted the best proposal based on cost for the provision of general labor temp workers. This company has been the provider of these services for the Public Works Department for several years affording us continuity and excellent service.

During both FY15 and FY16, the Public Works Department has experienced the need for temporary help in the administrative office. Approximately \$6,600 was spent in FY15 with a part time temporary worker for a four month period and in FY16 \$1,008 has been expended for temporary office help.

Conclusion

The temporary maintenance workers have proven to be an efficient method of finding potential employees for the entry level positions in the Public Works Department as well as provide the needed manpower for labor intensive projects. Proposals for providing these services were received by the Finance Department. Staff recommends approval of the resolution as submitted.



Susan Fallon

Attachment: Copies of Labor Distribution Forms

City Manager's Comments:

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


Mark S. Watson
Date

Control No.

50075
40014
40358
59017
50058CITY OF OAK RIDGE, TENNESSEE
Public Works Department
Labor Distribution Card

ASPHALT

Badge No.	1	2	3	4	5	6	7	8	Location	Work Description
1	4057	2	1	1	2	2			① CLARK LANE at Cumberland View	Top off Repair with E-mix ASPHALT 66 X 3
2	4598	2	1	1	2	2				
3	4671	2	1	1	2	2				
4	4518	2	1	1	2	2			② MILAN WAY at BUS TERMINAL RD	Top-off Repair with E-mix ASPHALT
5	William	2	1	1	2	2				
6										
7									③ 111 Belle Creek	Digout PACK Repair with E-mix ASPHALT BY HAND
8									④ Robertsville at RALEIGH RD	Digout, PACK Repair in front of HANDICAP RAMP BY HAND
9										
Equipment No.	1	2	3	4	5	6	7	8		
10	256	2	1	1	2	2				
11	414	2	1	1	2	2			⑤ Jefferson Terminal	Repair ASPHALT due to storm tide REPAIR
12	378	2	1	1	2	2				
13	421				2					
14	502	2	1	1	2	2				
15										
Materials	1	2	3	4	5	6	7	8		
14	Hot Mix Tons	2	1	1	123	585				
15	Stone Tons									
16	Topsoil									
17										
18										

TOTAL

LABOR HOURS

32

EQUIPMENT HOURS


EMPLOYEE SIGNATURE

DATE 5-10-16

Control No.

52385

CITY OF OAK RIDGE, TENNESSEE
Public Works Department
Labor Distribution Card

GENERAL MAINTENANCE

Badge No.	1	2	3	4	5	6	7	8	Location	Work Description
1 4373	8								109 California (88304)	dig out from around water valve to start under drain installation. (for resurfacing)
2 4349	8									
3 4727	8									
4 Rudder	8									
5										
6										
Equipment No.	1	2	3	4	5	6	7	8		
7 324	8									
8 305	8									
9 406	6									
10 476	2									
11										
12										
13										
Materials	1	2	3	4	5	6	7	8		
14 Hot Mix Tons										
15 Stone Tons										
16 Topsoil										
17										
18										

TOTAL

LABOR HOURS
24

EQUIPMENT HOURS

DATE 5-24-16

[Handwritten Signature]
EMPLOYEE SIGNATURE

Control No.										CITY OF OAK RIDGE, TENNESSEE Public Works Department Labor Distribution Card		
		47615	47603	47609	45633	45633	45008	45633			SEWER REHAB	
Badge No.	1	2	3	4	5	6	7	8	Location	Work Description		
1	3421	2	6						① 111 Howard Ln	① CCTV due to stop up. (90783)		
2	3540			1	1	2	1/2	1/2				
3	3613	2	6									
4	3803	1	2	1	1	1	1	1	② Y-12SS ⁷ , CCSS ⁶ , EPSS ³	② Download + maintain flow totes.		
5	3899			1	1	3	1/2	1/2				
6	Carbon			1	1	3	1/2	1/2				
7									③ CSC	③ Move quadex from warehouse to storage bin.		
8												
Equipment No.	1	2	3	4	5	6	7	8	Location	Work Description		
10	222	2							④ 130 Valley Ct	④ Replace broken manhole lid with a metal lid. (90847)		
11	203		6									
12	374			1	1	3	1/2	1/2	⑤ 103 Dallas Ln	⑤ Made repairs in manhole to keep materials from catching on the outlet pipe. (90474)		
13	267			1	1	1	1		⑥ 24 Wilberforce Ave	⑥ Remove sewer connection, demo (90483)		
14												
15												
16												
17									⑦ Wilberforce Ave.	⑦ Abandon old tap in manhole.		
Materials	1	2	3	4	5	6	7	8				
17	Stone Tons											
18	Topsoil											

TOTAL

LABOR HOURS
39

EQUIPMENT HOURS

DATE 6-17-16

Jim Walsh
EMPLOYEE SIGNATURE

RESOLUTION

A RESOLUTION MAKING AWARDS TO ALTERNATE STAFFING, INC., AND OTHER QUALIFIED COMPANIES FOR FURNISHING AS NEEDED TEMPORARY EMPLOYMENT SERVICES FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2017 (JULY 1, 2016 THROUGH JUNE 30, 2017) IN THE ESTIMATED AMOUNT OF \$100,000.00.

WHEREAS, the City issued a Request for Proposals (RFP) for as needed temporary employment services for clerical/office and general labor positions for upcoming Fiscal Year 2017; and

WHEREAS, Alternate Staffing, Inc., Knoxville, Tennessee, submitted the best proposal with the lowest cost for general labor positions for the Public Works Department, and eight (8) total proposals were received for temporary services in general; and

WHEREAS, the City Manager recommends award be made to Alternate Staffing, Inc., for as needed temporary general labor employment services, and to allow awards to other qualified companies when more technical skill sets are needed for temporary workers for the Public Works Department.

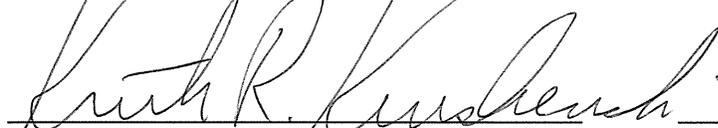
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendations of the City Manager are approved and award is hereby made to Alternate Staffing, Inc., Knoxville, for furnishing as needed general labor temporary workers and to other qualified companies that participated in the City's Request for Proposals process for furnishing as needed temporary workers when more technical skill sets are needed; said services for the Public Works Department for Fiscal Year 2017 and in the estimated amount of \$100,000.00.

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 11th day of July 2016.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

**PUBLIC WORKS DEPARTMENT MEMORANDUM
16-19**

DATE: June 16, 2016
TO: Mark S. Watson, City Manager
FROM: Shira A. McWaters, P.E., Public Works Director *SAM*
SUBJECT: ANNUAL ORDER – WATER TREATMENT PLANT CHEMICALS

Introduction

An item for City Council consideration is a recommendation for the authority to expend funds for the provision of chemicals to be utilized at the Water Treatment Plant for the Public Works Department, during the period of July 1, 2016 through June 30, 2017, in the estimated amount of \$300,000.

Funding

Funding is available in the waterworks fund FY17 budget. The recommended amount is the same as approved by City Council for FY16.

Background

Most water treatment chemicals are process and plant specific. Prior to purchasing, the chemicals have been pretested in our plants and found to perform satisfactorily. Any change of chemicals used requires staff to bench, lab and field test, as well as provide notification to DOE to allow for the proper performance and compatibility verification prior to making any full scale changes in chemical or vendor.

A variety of chemicals are utilized and are dependent upon specific circumstances, such as raw water conditions, i.e. clarity and quality. Prompt delivery after order is critical and the current vendors continue to meet that criterion. The chemicals are ordered on an as needed basis, since some start to degrade and lose their strength overtime. The price of the chemicals can fluctuate depending on cost and availability of the products used to make the chemicals. The City staff works with a variety of vendors to purchase the needed chemicals for potable drinking water production.

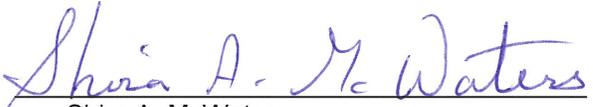
To allow for efficient tracking of each order and receipt quantities, these chemicals are warehouse stock. They include various chemicals which are used on a routine basis by the treatment plant. The recommended resolution is limited to the chemicals that annually exceed the City Manager's purchasing authority. These chemicals include Polymer, Chlorine, Hydrofluosilic Acid and Phosphate and are purchased from suppliers such as The Dycho Co., USALCO and Nalco Company.

Chemical	FY2014	FY2015	FY2016	3 Year Average
Polymer	\$126,626	\$131,678	\$120,700	\$126,335
Chlorine	\$ 29,500	\$ 32,450	\$ 33,000	\$ 31,650
Hydrofluosilic Acid	\$ 29,833	\$ 30,701	\$ 28,000	\$ 29,510
Phosphate	\$ 42,240	\$ 42,240	\$ 63,300	\$ 49,260
3 Year Total	\$228,199	\$237,069	\$245,000	\$236,756

The public and DOE facilities depend on the City of Oak Ridge for the provision of drinking water. An allowance is included in the recommended amount to provide the authority to purchase the chemicals required so that staff can produce potable drinking water at all times and under widely varying conditions. The recommended purchase amount is an estimate. Any unspent funds will remain in the waterworks budget.

Recommendation

Staff recommends approval of the attached resolution as submitted. As the recommendation is a waiver of soliciting sealed bids due to the chemicals being plant specific and the requirement of testing prior to purchase. Council is reminded that a unanimous vote is required for approval.



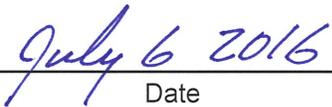
Shira A. McWaters

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 THE BEST PROVIDERS FOR FURNISHING CHEMICALS FOR THE WATER AND WASTEWATER TREATMENT PLANTS FOR FISCAL YEAR 2017 IN THE ESTIMATED AMOUNT OF \$300,000.00.

WHEREAS, the City of Oak Ridge has need for certain routine materials, equipment and services during Fiscal Year 2017 (July 1, 2016 through June 30, 2017) that do not lend themselves to the normal competitive bidding procedure; and

WHEREAS, the City has long-term relationships with various vendors for supplying chemicals for the Water and Wastewater Treatment Plants including polymer, chlorine, hydrofluosilic acid, and phosphate; and

WHEREAS, prior to utilizing chemicals in the plants, the chemicals must be pretested to perform satisfactorily in the plants and any major change in chemicals would require bench, lab, and field testing to ensure proper performance; and

WHEREAS, the City Manager recommends that competitive bids be waived and awards be made to the best providers for chemicals for the Water and Wastewater Plants.

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 awards are hereby made to The Dycho Co., USALCO, Nalco Company, and other qualified providers for the furnishing of chemicals for the Water and Wastewater Plants for FY2017 (July 1, 2016 through June 30, 2017), in the estimated amount of \$300,000.00.

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

This the 11th day of July 2016.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

PUBLIC WORKS DEPARTMENT MEMORANDUM
16-16

DATE: June 16, 2016
TO: Mark S. Watson, City Manager
FROM: Shira A. McWaters, P.E., Public Works Director *SAM*
SUBJECT: ANNUAL ORDER – RECYCLED BIOSOLIDS DISPOSAL

Introduction

An item for City Council consideration is a recommendation for the authority to expend funds for the disposal of recycled biosolids generated at the Wastewater Treatment Plant to Waste Management, Chestnut Ridge Landfill, during the period of July 1, 2016 through June 30, 2017, in the estimated amount of \$115,000.

Funding

Funding for this expense is budgeted and available in the waterworks fund.

Background

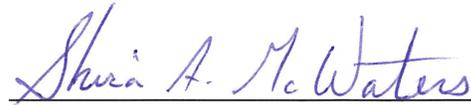
In late 2014, staff evaluated the economic viability of the biosolids land application program and found it lacking. Increased regulation and oversight by the Department of Energy consumed increasing amounts of staff time and reduced the available acreage for land application. Further, new regulations issued by the Tennessee Department of Environment and Conservation (TDEC) added even more restrictions on the program. Historically it was found that approximately one-third of the biosolids generated each year were being land applied due to site or weather conditions, yet all biosolids had to be treated and handled as if they were to be land applied adding significantly to the cost of the program without benefit. It was determined that a net savings of approximately \$60,000 annually could be realized in ending the land application program, which was done effective January 1, 2015 with all biosolids being disposed in the Chestnut Ridge Landfill.

Chestnut Ridge Landfill owned and operated by Waste Management is an approved solid waste landfill, the closest landfill to the Wastewater Treatment Plant and is in Anderson County. The estimated unit rate for FY2017 is \$32.65 per ton that is applied to the biosolids disposed at Chestnut Ridge. Below is a table of the biosolids disposal cost for the previous three fiscal years.

	FY2014	FY2015	FY2016 (projected)
Annual Cost	\$73,097	\$95,652	\$95,000
Cost per Ton	\$30.23	\$30.83	\$31.75

Recommendation

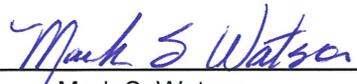
Staff recommends approval of the attached resolution as submitted. As this recommendation is a waiver of soliciting competitive bids due to Waste Management, Chestnut Ridge Landfill being the best provider based on qualifications and location, Council is reminded that a unanimous vote is required for approval.



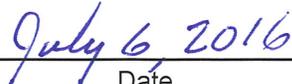
Shira A. McWaters

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 WASTE MANAGEMENT FOR DISPOSAL OF BIOSOLIDS AT THE CHESTNUT RIDGE LANDFILL FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2017 IN THE ESTIMATED AMOUNT OF \$115,000.00.

WHEREAS, the City of Oak Ridge has need for certain routine materials, equipment and services during Fiscal Year 2017 (July 1, 2016 through June 30, 2017) that do not lend themselves to the normal competitive bidding procedure; and

WHEREAS, since 2015, the City has been exclusively disposing of all biosolids at the Chestnut Ridge Landfill owned and operated by Waste Management, which site is the closest approved solid waste landfill site; and

WHEREAS, the City Manager recommends that competitive bids be waived and award be made to Waste Management for the disposal of biosolids.

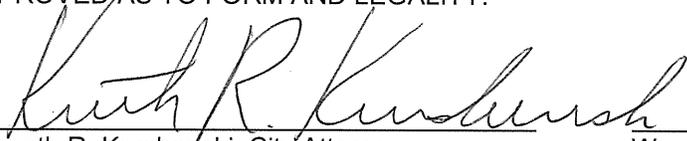
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the City Manager that competitive bids be waived is approved and award is hereby made to Waste Management for disposal of the City's biosolids at the Chestnut Ridge Landfill for the Public Works Department for FY2017 (July 1, 2016 through June 30, 2017), based on a unit rate of \$32.65 per ton and in the estimated amount of \$115,000.00.

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

This the 11th day of July 2016.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krusherski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

PUBLIC WORKS DEPARTMENT MEMORANDUM
16-17

DATE: June 16, 2016
TO: Mark S. Watson, City Manager
FROM: Shira A. McWaters, P.E., Public Works Director *SAM*
SUBJECT: ANNUAL ORDER – RENTAL OF HEAVY EQUIPMENT

Introduction

An item for City Council consideration is a recommendation for the authority to expend funds for the rental of heavy equipment by the Public Works Department, during the period of July 1, 2016 through June 30, 2017, in the estimated amount of \$100,000.

Funding

Heavy equipment is rented for a variety of projects throughout the fiscal year on an as needed basis. When equipment is rented, the appropriate fund will be charged with the expense, such as the waterworks, general maintenance or state street aid. The amount of funding is estimated, if work tasks do not require the rental of heavy equipment, funds are not expended.

Background

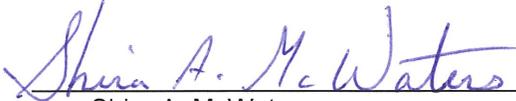
The City owns standard heavy equipment such as backhoes and front loaders. Some work tasks occasionally require different equipment such as a dozer, excavator and emergency pumps. In recent years, the City has chosen to rent this specialized equipment instead of purchasing the equipment.

When special heavy equipment is required for a work task, rental prices are negotiated with vendors such as Stowers, Bobcat, Contractors Machinery, United Rentals and Nortrax, all located in Knoxville. The rental period for this equipment can range from a few hours to a few weeks, depending on the project(s). The vendors offer hourly, daily, weekly and monthly rental terms, with the award of the rental agreement based on type of equipment required, price and availability on a case by case basis. Below is a table of the amounts paid for rental of heavy equipment for the previous three fiscal years.

FY2014	FY2015	FY2016 (projected)
\$71,983	\$71,983	\$95,000

Recommendation

Staff recommends approval of the attached resolution as submitted. As the recommendation is a waiver of soliciting sealed bids due to the unknown need for heavy equipment and duration required, Council is reminded that a unanimous vote is required for approval.



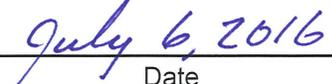
Shira A. McWaters

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 AWARDS TO STOWERS, BOBCAT, CONTRACTORS MACHINERY, UNITED RENTALS, NORTRAX, AND OTHER SUITABLE COMPANIES FOR AS NEEDED HEAVY EQUIPMENT RENTAL FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2017 IN THE ESTIMATED AMOUNT OF \$100,000.00.

WHEREAS, the City of Oak Ridge has need for the rental of heavy equipment for various projects which sometimes requires a quick response that may not allow time for competitive bidding and could exceed the City's sealed bid limit over the fiscal year; and

WHEREAS, in the past, the City has utilized Stowers, Bobcat, Contractors Machinery, United Rentals, and Nortrax for as needed heavy equipment rentals; and

WHEREAS, the City Manager recommends that competitive bids be waived and awards be made to Stowers, Bobcat, Contractors Machinery, United Rentals, Nortrax, and other suitable companies for as needed heavy equipment rental for the Public Works Department.

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 awards are hereby made to Stowers, Bobcat, Contractors Machinery, United Rentals, Nortrax, and other suitable companies for as needed heavy equipment rental for the Public Works Department for FY2017 (July 1, 2016 through June 30, 2017), in the estimated amount of \$100,000.00.

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

This the 11th day of July 2016.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

**PUBLIC WORKS DEPARTMENT MEMORANDUM
16-18**

DATE: June 16, 2016
TO: Mark S. Watson, City Manager
FROM: Shira A. McWaters, P.E., Public Works Director *SAM*
SUBJECT: ANNUAL ORDER – STREET RESURFACING EMERGENCY SERVICE

Introduction

An item for City Council consideration is a recommendation for the authority to expend funds for the provision of street resurfacing emergency service for the Public Works Department, during the period of July 1, 2016 through June 30, 2017, in the estimated amount of \$125,000.

Funding

At times, such as a water break on the Turnpike or other major street, it is required for the street to be resurfaced quickly to allow for daily traffic flow. When these services are required, the appropriate fund will be charged with the expense such as waterworks, state street aid, or state highway maintenance.

Background

A majority of the emergency street resurfacing services are required because the area is too large or difficult for the City crews and equipment to complete. When the need for these services arises, staff reviews the work with contractors such as Rogers Group, Inc., J.G. Mullins Construction Company, Duracap Asphalt Paving Company, Inc. and APAC Tennessee on site and negotiates a price and time schedule for the work. Below is a table of the amounts for emergency street resurfacing services for the previous three fiscal years.

FY2014	FY2015	FY2016 (projected)
\$143,500	\$96,536	\$95,000

Recommendation

Staff recommends approval of the attached resolution as submitted. As this recommendation is a waiver of soliciting competitive bids due to the urgency of completing the work, Council is reminded that a unanimous vote is required for approval.



Shira A. McWaters

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 THE BEST PROVIDERS FOR EMERGENCY STREET RESURFACING FOR THE PUBLIC WORKS DEPARTMENT FOR FISCAL YEAR 2017 IN THE ESTIMATED AMOUNT OF \$125,000.00.

WHEREAS, the City of Oak Ridge has need for certain routine materials, equipment and services during Fiscal Year 2017 (July 1, 2016 through June 30, 2017) that do not lend themselves to the normal competitive bidding procedure; and

WHEREAS, there are times—such as a water break on a major street—when emergency street resurfacing must take place in order to allow for daily traffic flow; and

WHEREAS, when the need for services arise, city staff reviews the work with contractors such as Rogers Group, Inc.; J.G. Mullins Construction Company; Duracap Asphalt Paving Company, Inc.; and APAC Tennessee for an on-site visit and price negotiation and time schedule; and

WHEREAS, the City Manager recommends that competitive bids be waived and awards be made to the best providers for emergency street resurfacing.

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 awards are hereby made to Rogers Group, Inc.; J.G. Mullins Construction Company; Duracap Asphalt Paving Company, Inc.; APAC Tennessee; and other qualified providers for emergency street resurfacing for the Public Works Department for FY2017 (July 1, 2016 through June 30, 2017), in the estimated amount of \$125,000.00

BE IT FURTHER RESOLVED that, since the work can be more of an urgent rather than pre-planned, the City Manager is hereby authorized to execute the appropriate legal instruments to accomplish the same.

This the 11th day of July 2016.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

**PUBLIC HEARINGS
AND
FIRST READING OF
ORDINANCES**

COMMUNITY DEVELOPMENT MEMORANDUM

16-24

DATE: June 22, 2016
TO: Mark Watson, City Manager
FROM: Kathryn G. Baldwin, Community Development Director
SUBJECT: Stormwater Management Zoning Amendments



Introduction

An item for City Councils consideration is an Ordinance to amend the Zoning Ordinance as it pertains to Stormwater Management practices. The Oak Ridge City Council adopted an amendment to the City Code of Ordinances titled Stormwater Management to insure compliance with the Tennessee Department of Environment and Conservation (TDEC) MS4 program on March 14th 2016.

Funding

No funding is required for implementation of these Zoning Amendments.

Background/Analysis/Review/Consideration

In an effort to maintain concurrence between the newly adopted Article 14, Chapter 5, Stormwater Management and various sections of the Zoning Ordinance the revisions below are recommended. Aside from maintaining concurrence of cross-references with regard to technical terminology no substantive amendments are proposed for the Zoning Ordinance. Proposed amendments are referenced below:

Section 1: All references to the “Erosion Control and Storm Water Management Ordinance” are replaced with the phrase “Storm Water Management Ordinance”.

All references to the phrase “Grading Permit” is replaced with the phrase “Land Disturbance Permit”.

Section 2: Section 9.08 F, Floodway Districts; Floodway Fringe Area (b) 1. Strike the existing introductory paragraph and replace with the following:

Permitted Principal Uses

The following permitted principal uses are allowed provided compliance with the Stormwater Management Ordinance and provisions contained in Section 9.07 are met:

Section 3: Section 11.03. Off-Street Parking Lot Layout, Construction and Maintenance;

(B) Permit for Parking Lot Construction:

Insert the phrase: “Land Disturbance” in the paragraph heading.

Delete the word “grading” in the first sentence and insert “land disturbance” prior to the word “permit.”

Section 4.

Section 16.11 Site Review: (a) Purpose. Delete and replace with the following:

Section 16.11 Site Review

(a) Purpose

In order to promote careful and systematic review of future development within the community, to ensure compliance with all applicable zoning ordinance requirements, Stormwater Management Ordinance and other engineering and development related criteria and to promote the general health, safety and welfare of the community, the following site plan review regulations shall apply. The Site Development Plan shall include, but is not limited to, the items referenced below. A current Site Development checklist may be obtained from the Community Development Department or from the Oak Ridge Website.

(Ord. No. 25-93 Revised Effective 9/30/93)

Section 5.

Section 16.11 (b) Grading Plans and Grading Permits: Delete and replace with the following:

(b) Site Development Plans and Land Disturbance Permits

1. Site Development Plans

Site Development Plans shall include the following information:

- a. Existing Contours
- b. Finished Contours
- c. Erosion Control/Stormwater Management Plan
- d. Proposed Detention
- e. Proposed Location of Structures
- f. Proposed Location of Parking
- g. Proposed Location of Storage/Loading Areas
- h. Proposed Street Location and Street Access
- i. Location of Existing Utilities and Associated Easements
- j. Proposed Location of Utilities and Associated Easements
- k. Width of Existing and Proposed Easements
- l. Landscaping Plan with Location, Species and Size of Plantings
- m. Reclamation Plan
- n. Location of Adjacent Streams
- o. Location and Width of Riparian Buffer Zones

2. Land Disturbance Permits

A Land Disturbance Permit is required of all properties prior to initiating movement of any material as referenced in the Stormwater Management Ordinance.

- a. For residential uses, including single-family detached or up to four (4) attached housing units, a Land Disturbance Permit may be approved by staff.
- b. For all non-residential uses which meet the following criteria, staff may issue a Land Disturbance Permit following submittal and approval of a Land disturbance Plan:
 - i. The lot is located within a platted subdivision recorded in the appropriate Register of Deeds Office.
 - ii. The lot is ten (10) acres or less.
 - iii. The lot meets all applicable provisions of the Stormwater Management Ordinance.
- c. For all other properties, an approved site plan shall be required prior to initiating any grading on a site for any non-residential use or residential use with more than four (4) attached housing units. A Land Disturbance Permit will be issued only after submittal and approval of a site plan as referenced in Section 16.12 or 16.13 of this ordinance. Following approval of a Site Plan, a Land Disturbance Permit may be obtained simultaneously with a building permit or singly without a building permit.

The Planning Commission, on a case-by-case basis, may make exceptions to this provision in the event a lot is designated for removal of fill material or placement of fill material associated with the construction of a road within the public right-of-way. The applicant shall submit a letter requesting exception to this provision. The Planning Commission may authorize the City Manager or the City Manager's authorized designee to review and approve a grading plan and issue a grading permit.

(Ord. No. 18-04 Revised Effective 10/14/04)

Section 6.

Section 16.14. Exemptions from Site Plan Review: (a)

Insert the phrase "the Stormwater Management Ordinance and" after the word "with" in the third sentence of this paragraph.

Recommendation:

The Oak Ridge Planning Commission reviewed the proposed amendments and unanimously recommended adoption to the City Council on April 21, 2016. Community Development recommends that City Council approve the proposed amendments as stated above.

City Manager's Comments:

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


Mark S. Watson


Date

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," SO AS TO NOT CONFLICT WITH THE NEW STORMWATER MANAGEMENT ORDINANCE AS SET FORTH IN CITY CODE, TITLE 14, CHAPTER 5, ADOPTED BY ORDINANCE NO. 1-2016.

WHEREAS, City Council recently adopted a new Stormwater Management ordinance (Ordinance No. 1-2016) as set forth in City Code Title 14, Chapter 5, which new ordinance requires certain amendments to the Zoning Ordinance so that the two ordinances do not conflict; and

WHEREAS, the following changes have been submitted for approval or disapproval to the Oak Ridge Municipal Planning Commission and the Commission has approved the same; and

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

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

Section 1. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," is hereby amended by replacing all references to the Erosion Control and Storm Water Management Ordinance with reference to the Stormwater Management Ordinance, and by replacing all references to grading permit with reference to land disturbance permit.

Section 2. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article IX, titled "Special Districts," Section 9.08, titled "F, Floodway Districts; Floodway Fringe Area," Subsection (b), titled "Floodway District Designation," Subpart 1, titled "Permitted Principal Uses," is hereby amended by inserting the phrase "the Stormwater Management Ordinance and" in between the phrases "provided compliance with" and "the provisions contained" in the introductory language.

Section 3. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XI, titled "Off Street Parking and Loading Requirements," Section 11.03, titled "Off-Street Parking Lot Layout, Construction and Maintenance," Subsection (b), titled "Permit for Parking Lot Construction," is hereby amended by changing the title of the subsection to "Land Disturbance Permit for Parking Lot Construction."

Section 4. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XVI, titled "Administration and Enforcement," Section 16.11, titled "Site Review," Subsection (a), titled "Purpose," is hereby amended by inserting the phrase "Stormwater Management Ordinance" in between the phrases "applicable zoning ordinance requirements" and "and other engineering and development related ordinances."

Section 5. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XVI, titled "Administration and Enforcement," Section 16.11, titled "Site Review," is hereby amended by deleting Subsection (b), titled "Grading Plans and Grading Permits," in its entirety and substituting therefor a new Subsection (b), titled "Site Development Plans and Land Disturbance Permits," which new subsection shall read as follows:

Section 16.11 Site Review

(b) Site Development Plans and Land Disturbance Permits

1. Site Development Plans

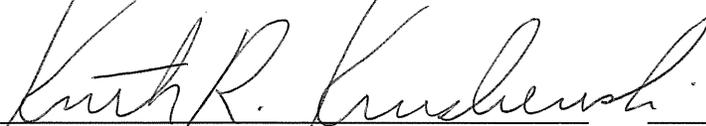
Site Development Plans shall include the following information:

- a. Existing Contours
- b. Finished Contours
- c. Erosion Control/Stormwater Management Plan
- d. Proposed Detention
- e. Proposed Location of Structures
- f. Proposed Location of Parking
- g. Proposed Location of Storage/Loading Areas
- h. Proposed Street Location and Street Access
- i. Location of Existing Utilities and Associated Easements
- j. Proposed Location of Utilities and Associated Easements
- k. Width of Existing and Proposed Easements
- l. Landscaping Plan with Location, Species and Size of Plantings
- m. Reclamation Plan
- n. Location of Adjacent Streams
- o. Location and Width of Riparian Buffer Zones

Section 6. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XVI, titled "Administration and Enforcement," Section 16.14, titled "Exemptions from Site Plan Review," Subsection (a), is hereby amended by inserting the phrase "the Stormwater Management Ordinance and" between the phrases "comply fully with" and "any site requirements."

Section 7. This ordinance shall become effective ten (10) days after adoption on second reading, the welfare of the City of Oak Ridge requiring it.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

Public Hearing: 07/11/2016
First Reading: 07/11/2016
Publication Date: _____
Second Reading: _____
Publication Date: _____
Effective Date: _____

LEGAL DEPARTMENT MEMORANDUM
16-08

DATE: June 22, 2016
TO: Honorable Mayor and Members of City Council
FROM: Tammy M. Dunn, Senior Staff Attorney
Kenneth R. Krushenski, City Attorney
SUBJECT: CITY CODE AMENDMENTS – BEER ORDINANCE UPDATES

Introduction

An item for the agenda is an ordinance to update the City's beer ordinances for state law compliance as well as provide for new provisions or modifications to existing provisions.

Funding

No additional funding is required for implementation or administration of this ordinance.

Background

The Oak Ridge Beer Permit Board and the Legal Department have recently been in discussions about necessary and needed updates to the beer ordinances from the standpoint of state law compliance and from the standpoint of seeking to make the process more business friendly while still maintaining necessary regulations. The attached ordinance is the result of those discussions and the proposed amendments were unanimously approved by the Board on June 1, 2016.

A bold-strikethrough document is attached to show the specific text changes that are recommended to the City Code and it is organized in sequential format to match the ordinance. It also provides the rationale for the proposed amendment. Please see the attachment for a quick reference; however, below is an outline of the changes grouped by category:

State Law Compliance Provisions

City Code §8-601(1): Definition of Beer

Effective January 1, 2017, the definition of "beer" will change to a beverage with an alcoholic content of not more than eight percent (8%) alcoholic content by weight. Current definitions of beer—both in state law and city ordinance—define beer as a beverage with an alcoholic content of not more than five percent (5%) alcoholic content by weight. While this change does not go into effect until January 1, 2017, it is recommended to amend the City Code now to reflect the new language by simply referencing the state law definition in City Code §8-601. This way, the definition will be current on January 1, 2017 when the new definition takes effect and will remain current no matter what changes in state law occur to the definition.

City Code §8-701(2): Governmental Entities Allowed to Obtain Beer Permit

Effective April 21, 2014, governmental entities are specifically allowed by statute to obtain a beer permit. The amendment to this section simply mirrors state law.

City Code §8-701(8): Homemade Beer

Effective April 6, 2015, a new provision was added to state law regarding homemade beer and when a permit is not required for it. The statute has limitations on the amount a person can brew and restrictions on transportation.

City Code §8-703(3): Corporate Ownership

By state law, all stockholders holding at least five percent (5%) or more of stock in a corporation must be listed on the application for a beer permit. The City Code currently requires this information from persons holding ten percent (10%) or more of stock in a corporation. The ordinance needs to reflect current state law requirements.

Modification to Existing Provision for Clarification

City Code §8-702(1) Manufacturing (Class A) Beer Permit

The City Code currently does not allow a business with a manufacturing beer permit (Class A) to sell beer on premises. While the City does not currently have any businesses with this type of permit, it seems the prohibition would be applicable to restaurants that brew (manufacture) their own beer for consumption by patrons even if the restaurant possessed an on-premises beer permit (Class C). The proposed modification is to allow on premises consumption of beer if the business possesses an on-premises beer permit.

New Provisions

City Code §8-608: Growlers

The City Code currently does not address growlers (tap beer to-go), but this is a growing field in the craft beer industry. Amending the Code to address the issue allows businesses with proper permits to sell growlers provided the containers are securely sealed. There are two businesses intending to sell growlers once the ordinance is in effect and both are aware of and are willing and able to comply with the regulations. It is anticipated that other businesses will seek to sell growlers once the ordinance is in place.

City Code §8-702: Combined On- and Off-Premises Beer Permit

The creation of a new combined on- and off-premises beer permit will allow businesses that want to obtain dual beer permits (Class C on-premises consumption and Class B carry-out) the ability to apply for only one permit instead of two. This will result in a lower application fee for the business (one time savings of \$250) and a lower annual privilege tax payment (annual savings of \$100). It is a more business-friendly approach to the permitting process.

The City currently has five (5) businesses with both permits (with one of those businesses still under construction). If the ordinance passes, those businesses' permits will transfer over to the new class of permit without any fee. Additionally, this permit will be used for catering businesses as well which are currently classified under a Class B permit, which is more geared toward convenience and grocery stores. The City currently has one catering business with a beer permit and, again, that permit would be transferred to the new class of permit without fee upon adoption of the ordinance.

Serving beer for both on and off premises consumption under one beer permit is allowed by Tennessee Code Annotated §57-5-103(a)(5).

City Code §8-703: Timeframe between Beer Board Approval and Opening Business

The City Code is silent on how much time can elapse between Beer Board approval of a permit and the establishment opening its doors for business and selling beer. The Board allows applications in advance of a business opening (or a transfer of ownership) as a business friendly measure, however, there was a recent establishment that waited fourteen (14) months to open after the Board approved the permit. This amount of time is significant and allows for many changes to occur that might have impacted the Board's decision. The proposed ordinance establishes a maximum period (six months) that can elapse between Beer Board approval and the business opening its doors.

Recommendation

Approval of the attached ordinance is recommended by the Oak Ridge Beer Permit Board and the Legal Department for compliance with State law and for the addition of needed provisions pertaining to beer regulations and the permitting/application process.



Tammy M. Dunn



Kenneth R. Krushenski

Attachments: Beer Ordinance Updates (Bold-Strikethrough Document)
Ordinance

City Manager's Comments:

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



Mark S. Watson



Date

BEER ORDINANCE UPDATES

City Code Section	Text Amendment	Rationale for Amendment
§8-601. Definitions.	(1) “Beer” means beer, sale or other malt beverages, or any other beverage having an alcoholic content of not more than five percent (5%) by weight a beverage defined as beer by Tennessee Code Annotated §57-5-101.	State law compliance. Effective January 1, 2017, the alcoholic content of beverages classified as beer in Tennessee will increase from 5% to 8% (alcoholic content by weight). Rather than make this specific change to the ordinance, it is recommended to simply reference the applicable state statute. This will cover any changes in the definition that may happen in the future without having to amend the City Code. [See Tennessee Code Annotated §57-5-101(b); 2014 Public Chapter 861]
§8-608. Growlers.	Growlers may be sold under an off-premises beer permit in accordance with the provisions of this section. The term “growler” means a container not to exceed sixty-four ounces (64 oz.) that is filled by the permit holder’s employee with beer. Growlers must be filled in a manner that is sanitary and meets all applicable food and alcohol handling laws and standards. Each growler must be securely sealed and removed from the premises in its original sealed condition. Each growler shall be sealed in such a manner that one can tell if it has been opened after having been sealed (ex. heat shrink plastic or locking caps). Consumption of beer from growlers on premises is strictly prohibited, except samples of tap beer offered for sale in growlers may be made available, however, individual samples shall not exceed one ounce (1 oz.) per sample and no one individual may be offered or consume more than four (4) samples per business day.	This is a new provision intended to specifically allow the sale of growlers which is a new trend in the craft beer industry. There are currently two businesses with plans to sell growlers, and one has requested the ability to allow sampling of the beer prior to a sale which is why sampling is addressed in the ordinance. Further, to address any concerns by law enforcement regarding open containers, there is a provision requiring the growlers to be sealed. Both businesses are aware of and are willing and able to comply with those requirements.

City Code Section	Text Amendment	Rationale for Amendment
<p>§8-701. Permit Required.</p>	<p>(2) Permits shall be issued by the city in the name of the owner of the business or establishment selling or distributing beer other entity responsible for the premises for which the permit is sought, whether a person, firm, corporation, joint-stock company, syndicate, association, or other legal governmental entity where the governing body has authorized such sales of beer.</p> <p>(8) A permit is not required for homemade beer when such beer is made, consumed, stored, and transported in accordance with the limitations set forth in Tennessee Code Annotated §57-5-111.</p>	<p>State law compliance. This language mirrors Tennessee Code Annotated §57-5-103, which was amended to specifically allow governmental entities to obtain beer permits. [2014 Public Chapter 754]</p> <p>This is a new provision for State law compliance. Tennessee Code Annotated §57-5-111 sets forth provisions, limitations, and restrictions for homemade beer without a beer permit. [2015 Public Chapter 69]</p>
<p>§8-702. Classes of Permits.</p>	<p>There shall be five (5) six (6) classes of permits issued under chapters 6, 7, and 8 of this title, as follows:</p> <p>(1) <u>Class A.</u> A manufacturer's permit to a manufacturer of beer for the manufacture, possession, storage, sale, distribution, and transportation of the product of such manufacturer, not to be consumed by the purchaser upon or near the premises of such manufacturer unless such manufacturer also possesses an on-premises beer permit.</p> <p>(6) <u>Class F.</u> A combined, dual "on-sale" (on-premises consumption) and "off-sale" (off-premises consumption) permit to any person or legal organization engaged in the sale of beer where beer is to be consumed by the purchaser upon or off the premises of the seller. While not a permit specifically for catering businesses, this permit classification will be the permit applied for by catering businesses.</p>	<p>This change is intended to address situations where a restaurant manufactures (brews) beer on-site but also sells the beer for on-premises consumption. Note: There are no pending requests for this type of arrangement.</p> <p>This is a new provision to accomplish two purposes: (1) allow businesses who want on- and off-premises consumption to operate under one permit which will lower their initial application fee as well as their annual privilege tax amount; and (2) clarify the catering beer permit classification. Note: Operating both classifications under one permit is authorized by Tennessee Code Annotated §57-5-103(a)(5).</p>

City Code Section	Text Amendment	Rationale for Amendment
<p>§8-703. Application Generally.</p>	<p>(3) The application shall state the name of the owner or all owners of such businesses; and, if a corporation, shall state the name of all stockholders holding at least ten percent (10%) five percent (5%) of more of the stock.</p> <p>(8) While applicants are encouraged to apply for a beer permit in advance of opening or buying the business, the board's approval of a beer permit(s) will be invalid if the business is not open under the applicant's ownership within six (6) months of the board's approval.</p>	<p>State law compliance. See Tennessee Code Annotated §57-5-105.</p> <p>This is a new provision to address the issue of a permit being applied for and approved, but not actually issued until a significant time has passed due to the permit holder not securing the business in a timely manner.</p>

ORDINANCE NO. _____

TITLE

AN ORDINANCE TO AMEND TITLE 8, TITLED "ALCOHOLIC BEVERAGES," CHAPTER 6, TITLED "BEER AND OTHER LIGHT BEVERAGES," AND CHAPTER 7, TITLED "BEER PERMITS AND MANAGER CERTIFICATES," OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE, FOR THE PURPOSES OF UPDATING PROVISIONS FOR STATE LAW COMPLIANCE, ALLOWING THE SALE OF GROWLERS (TAP BEER TO GO), CREATING A NEW DUAL ON-AND-OFF PREMISES BEER PERMIT, ALLOWING MANUFACTURERS TO SELL BEER WITH THE PROPER PERMIT, AND TO SET FORTH A TIMEFRAME BETWEEN BEER PERMIT APPROVAL AND OPENING A NEW BUSINESS.

WHEREAS, some of the City's ordinances pertaining to beer are in need of modification; and

WHEREAS, the amendments address state law compliance issues as well as provide for a more business-friendly approach to the permitting process; and

WHEREAS, further, one amendment addresses the relatively new business of growlers and another addresses timing issues between beer permit approval and opening a new business; and

WHEREAS, on June 1, 2016, the Oak Ridge Beer Permit Board unanimously recommended the amendments for City Council's consideration and adoption.

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

Section 1. Title 8, titled "Alcoholic Beverages," of the Code of Ordinances, City of Oak Ridge, Tennessee, Section 8-601, titled "Definitions," is hereby amended by deleting Subsection (1), titled "Beer," in its entirety and substituting therefor a new Subsection (1), titled "Beer," which new subsection shall read as follows:

Section 8-601. Definitions.

(1) "Beer" means a beverage defined as beer by Tennessee Code Annotated §57-5-101.

Section 2. Title 8, titled "Alcoholic Beverages," of the Code of Ordinances, City of Oak Ridge, Tennessee, Chapter 6, titled "Beer and Other Light Beverages - Generally," is hereby amended by creating a new Section 8-608, titled "Growlers," which new section shall read as follows:

Section 8-608. Growlers.

Growlers may be sold under an off-premises beer permit in accordance with the provisions of this section. The term "growler" means a container not to exceed sixty-four ounces (64 oz.) that is filled by the permit holder's employee with beer. Growlers must be filled in a manner that is sanitary and meets all applicable food and alcohol handling laws and standards. Each growler must be securely sealed and removed from the premises in its original sealed condition. Each growler shall be sealed in such a manner that one can tell if it has been opened after having been sealed (ex. heat shrink plastic or locking caps). Consumption of beer from growlers on premises is strictly prohibited, except samples of tap beer offered for sale in growlers may be made available, however, individual samples shall not exceed one ounce (1 oz.) per sample and no one individual may be offered or consume more than four (4) samples per business day.

Section 3. Title 8, titled “Alcoholic Beverages,” of the Code of Ordinances, City of Oak Ridge, Tennessee, Section 8-701, titled “Permit Required,” is hereby amended by deleting Subsection (2) in its entirety and substituting therefor a new Subsection (2), which new subsection shall read as follows:

Section 8-701. Permit Required.

- (2) Permits shall be issued by the city in the name of the owner of the business or other entity responsible for the premises for which the permit is sought, whether a person, firm, corporation, joint-stock company, syndicate, association, or governmental entity where the governing body has authorized such sales of beer.

Section 4. Title 8, titled “Alcoholic Beverages,” of the Code of Ordinances, City of Oak Ridge, Tennessee, Section 8-701, titled “Permit Required,” is hereby amended by creating a new Subsection (8), which new subsection shall read as follows:

Section 8-701. Permit Required.

- (8) A permit is not required for homemade beer when such beer is made, consumed, stored, and transported in accordance with the limitations set forth in Tennessee Code Annotated §57-5-111.

Section 5. Title 8, titled “Alcoholic Beverages,” of the Code of Ordinances, City of Oak Ridge, Tennessee, Section 8-702, titled “Classes of Permits,” Subsection (1), titled “Class A,” is hereby amended by adding the following phrase to the end of Subsection (1):

Section 8-702. Classes of Permits.

- (1) Class A. ...unless such manufacturer also possesses an on-premises beer permit.

Section 6. Title 8, titled “Alcoholic Beverages,” of the Code of Ordinances, City of Oak Ridge, Tennessee, Section 8-702, titled “Classes of Permits,” is hereby amended by deleting the introductory language and replacing it as follows and by creating a new Subsection (6), which new subsection shall read as follows:

Section 8-702. Classes of Permits.

There shall be six (6) classes of permits issued under chapters 6, 7, and 8 of this title, as follows:

...

- (6) Class F. A combined, dual “on-sale” (on-premises consumption) and “off-sale” (off-premises consumption) permit to any person or legal organization engaged in the sale of beer where beer is to be consumed by the purchaser upon or off the premises of the seller. While not a permit specifically for catering businesses, this permit classification will be the permit applied for by catering businesses.

Section 7. Title 8, titled “Alcoholic Beverages,” of the Code of Ordinances, City of Oak Ridge, Tennessee, Section 8-703, titled “Application Generally,” Subsection (3) is hereby amended by changing the reference from ten percent (10%) to five percent (5%) with respect to ownership of corporate stock.

Section 8. Title 8, titled "Alcoholic Beverages," of the Code of Ordinances, City of Oak Ridge, Tennessee, Section 8-703, titled "Application Generally," is hereby amended by creating a new Subsection (8), which new subsection shall read as follows:

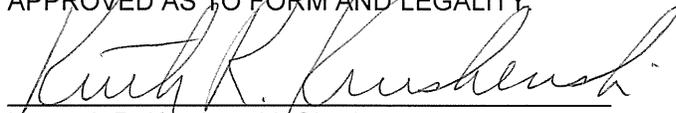
Section 8-703. Application Generally.

- (8) While applicants are encouraged to apply for a beer permit in advance of opening or buying the business, the board's approval of a beer permit(s) will be invalid if the business is not open under the applicant's ownership within six (6) months of the board's approval.

Section 9. Upon the effective date of this ordinance, all current beer permit holders that either (1) possess both a Class B and a Class C beer permit, or (2) are a catering business, will be automatically be transferred to a Class F beer permit without any action required by the permit holder or the Oak Ridge Beer Permit Board and without any cost to the permit holder.

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

APPROVED AS TO FORM AND LEGALITY:



 Kenneth R. Krushenski, City Attorney

 Warren L. Gooch, Mayor

 Mary Beth Hickman, City Clerk

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

**FINAL ADOPTION
OF
ORDINANCES**

CITY COUNCIL MEMORANDUM
16-12
[A M E N D E D]

DATE: July 6, 2016
TO: Honorable Mayor and Members of City Council
FROM: Mark S. Watson, City Manager
SUBJECT: KEEPING AND POSSESSING DOMESTICATED CHICKENS (HENS)

Introduction

An item for City Council consideration is second reading of an ordinance amending Title 10, titled "Animal Control" of the Code of Ordinances by adding a new Chapter 4, titled "Keeping of Hens," for the purpose of setting forth regulations for the keeping and possessing of female domesticated chickens (hens) in residential areas except for RG-1.

Background

Continued interest in the keeping of domestic chickens by residents has led to a recent efforts to codify the ability to house chickens across multiple residential zoning areas within the community. As per Council's request, the City of Knoxville's ordinance, adopted in 2010, has been amended for use by the City of Oak Ridge. The ordinance will amend Title 10 of the City Code.

The attached ordinance addresses the keeping of hens within the Oak Ridge city limits. The effect of the ordinance would be to allow keeping hens, but not other types of fowl, within residentially zoned areas in the City, except for RG-1 which already allows livestock. No roosters will be allowed under this ordinance.

Analysis

The ordinance appoints the Oak Ridge Police Department Division of Animal Control as the authority for permitting citizens to keep hens. The Community Development Department will have the responsibility of permitting and inspecting residential henhouses and fencing requirements prior to use. Annual permits for domestic hens are required at a cost of \$25, plus a one-time \$50.00 building permit fee for the required henhouse. Permits issued in 2016 will extend to December 2017. Permits will expire on December 31, and a new permit will be required for the following year and any year thereafter. Residents can have no more than 6 hens. Hens must be kept in a fenced, predator-resistant enclosure at all times, with a minimum of 2 square feet per hen per fenced enclosure. Henhouses are not allowed in front yards and neither the henhouse nor fenced enclosure can be within 10 feet of abutting property lines. Provisions of care for hens include keeping feed indoors or in waterproof outdoor containers, requirements for the storage and removal of waste, and the henhouse and surrounding area must be kept free from trash and accumulated droppings.

Relevant existing ordinances pertaining to the keeping of animals on matters such as cruelty to animals, prohibiting animals to roam at large, and animal noise impacts will all apply to hens as they would to other domestic animals. Because these animals have specific shelter requirements, the Oak Ridge Planning staff will be tasked with making sure henhouse requirements fall into agreement with applicable codes.

Modifications to the Knoxville Ordinance have been made to change non-applicable aspects, include suggestions made by Council, and to generally make the ordinance tailored to the City of Oak Ridge. A

list of changes has been attached for review by Councilmembers, as well as a list of provisions used by other cities to reduce conflict amongst neighbors.

Adoption of the proposed ordinance will require the following actions for full implementation:

- Assessment by the Planning staff conducted so as to not conflict with the proposed ordinance.
- Amendment of any additional Animal Control ordinances that may be impacted by the proposed ordinance. City staff has previously provided additional amendments that might be considered as found in ordinances of additional municipalities. These have been discussed with City Council with no consensus reached on additional amendments. (Note: At this time, the City Manager recommends adoption of the Knoxville-based ordinance with additional amendments considered in the future as needed.)
- Administrative processes, permits, and inspection process to be set up simultaneously for implementation by August 1, 2016.



Mark S. Watson

Attachments:

List of Differences between Knoxville's Adopted Chicken Ordinance and Oak Ridge's Proposed Chicken Ordinance
Items for Consideration
Proposed Ordinance

TITLE

AN ORDINANCE TO AMEND TITLE 10, TITLED "ANIMAL CONTROL," OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE, BY ADDING A NEW CHAPTER 4, TITLED "KEEPING OF HENS," FOR THE PURPOSE OF SETTING FORTH REGULATIONS FOR THE KEEPING AND POSSESSING OF FEMALE DOMESTICATED CHICKENS (HENS) IN RESIDENTIAL AREAS EXCEPT FOR RG-1.

WHEREAS, City Code §10-114 currently prohibits the keeping and possession of livestock within the city limits unless the property is zoned for livestock and the property owner complies with the conditions set forth in the City's Zoning Ordinance; and

WHEREAS, "livestock" is defined in City Code §10-101(13) to include fowl, and "fowl" is defined in City Code §10-101(10) as any wild or domesticated bird; and

WHEREAS, currently livestock is only permitted in residential areas if the property is zoned RG-1, Residential, Open Space, and Reserved Districts; and

WHEREAS, the City desires to amend the City Code to adopt a new chapter to set forth regulations for the keeping and possessing of female domesticated chickens (hens) in residential areas where livestock is currently prohibited; however, the City does not intend for these regulations to alter the requirements imposed by the Zoning Ordinance on properties zoned RG-1 and, therefore, RG-1 zones will be specifically excluded from this new chapter.

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

Section 1. Title 10, titled "Animal Control," of the Code of Ordinances, City of Oak Ridge, Tennessee, is hereby amended by adding a new Chapter 4, titled "Keeping of Hens," which new chapter shall read as follows:

CHAPTER 4
KEEPING OF HENS

Section 10-401. Domesticated Female Chickens (Hens); Generally.

Notwithstanding the provisions of City Code §10-114, Keeping or Possessing of Livestock, the keeping or possessing of female domesticated chickens (hereinafter referred to as "hens") in residential areas (except for RG-1) is governed by this chapter.

The purpose of this chapter is to provide standards for the keeping of hens on residentially zoned property. It is intended to enable residents to keep or possess a small number of hens while limiting the potential adverse impacts on the surrounding property owners and neighborhood. The City recognizes that adverse neighborhood impacts may result from the keeping of hens as a result of noise; odor; unsanitary animal living conditions; unsanitary waste storage and removal; the attraction of predators, rodents, or parasites; and non-confined animals leaving the owner's property. This chapter is intended to create permitting standards and requirements that ensure that hens do not adversely impact the neighborhood surrounding the property on which the hens are kept. The provisions of this chapter are not applicable to property zoned as RG-1, Residential, Open Space and Reserved Districts, under the City's Zoning Ordinance.

Section 10-402. Permit Required.

An annual permit is required for the keeping of hens. Additionally, a building permit is required for the construction of a henhouse and pen.

- (a) The annual permit fee to keep hens is personal to the permittee and may not be assigned. In addition, the permit authorizes the keeping of hens only upon the property described in the permit. The permittee must occupy the residence on the property where the hens are to be kept as the permittee's personal, primary residence. An applicant for a permit must either own the property or have written permission from the property owner to be eligible for a permit. If the property is governed by a homeowner's association, the applicant must also provide written permission of the homeowner's association to be eligible for a permit. Only one (1) permit is allowed per permittee and only one (1) permit is allowed per property. In the event the permittee is absent from the property for longer than thirty (30) days, the permit automatically shall terminate and become void. The issuance of a permit does not create a vested right to renewal of the permit beyond the stated term thereof.
- (b) The first permit year shall extend from the date of issuance through December 31, 2017. Thereafter the permit year shall be January 1 through December 31.

Section 10-403. Fees.

The fee for an annual permit to keep hens is twenty-five dollars (\$25.00). In addition, a fifty dollar (\$50.00) fee shall be required for the building permit for the construction of a henhouse and fenced enclosure.

Section 10-404. Number and Type Allowed.

- (a) Up to six (6) hens may be allowed. No roosters shall be allowed. The provisions of this chapter apply regardless of how many dwelling units are located on the property. In the case of multifamily residential complexes without individually owned backyards, the maximum number of hens allowed is six (6) per complex.
- (b) Only hens are allowed. There is no restriction on domestic chicken breeds; however, fowl and poultry other than hens are not allowed.

Section 10-405. Slaughter prohibited.

The slaughtering of hens is prohibited.

Section 10-406. Fenced Enclosures and Henhouses.

- (a) Hens must be kept in a fenced enclosure at all times. The fenced enclosure must be either (1) covered, or (2) at least forty-two inches (42") high. In the event the fenced enclosure is not covered, all hens must be wing-clipped to prevent escape. Hens shall be secured within the henhouse during non-daylight hours.
- (b) In addition to the fenced enclosure, hens shall be provided with a covered, predator-resistant henhouse.
- (c) A minimum of two (2) square feet per hen shall be provided for henhouses and a minimum of six (6) square feet per hen for fenced enclosures.
- (d) Fenced enclosures and henhouses must be properly ventilated, clean, dry, and odor-free, and kept in a neat and sanitary condition at all times in a manner that will not disturb the use or enjoyment of neighboring lots due to noise, odor, or other adverse impact.
- (e) The henhouse and fenced enclosure must provide adequate ventilation and adequate sun and shade, and must be constructed in a manner to resist access by rodents, wild birds, and predators, including dogs and cats.

- (f) Henhouses shall be enclosed on all sides and shall have a roof and doors. Access doors must be able to be shut and locked at night. Opening windows and vents must be covered with predator-resistant and bird-resistant wire of less than one inch (1") openings.
- (g) The materials used in making the henhouse and fence shall be uniform for each element of the structure such that the walls are made of the same material, the roof has the same shingles or other covering, and any windows or openings are constructed using the same materials. The henhouse shall be well-maintained.
- (h) Henhouses shall be located and constructed in compliance with the City's Zoning Ordinance pertaining to accessory buildings or structures.
- (i) Neither the henhouse nor the fenced enclosure may be located less than ten (10) feet from any abutting property line. This distance requirement is not appealable to the Board of Zoning Appeals (BZA) for a variance.
- (j) Henhouses and the fenced enclosures shall not be permitted in front yards.

Section 10-407. Food Storage and Removal.

All stored food for the hens must be kept either indoors or in a weather-resistant container designed to prevent access by animals. Un-eaten food shall be removed daily.

Section 10-408. Application for Permit.

Every applicant for a permit to keep hens shall:

- (a) Complete and file an application on a form prescribed by the Animal Control Division of the Police Department.
- (b) Deposit the prescribed permit fee with the Animal Control Division of the Police Department at the time the application is filed. Any material misstatement or omission shall be grounds for denial, suspension, or revocation of the permit.

Section 10-409. Approval of Permit.

The Animal Control Division of the Police Department shall issue a permit if the applicant has demonstrated compliance with the criteria and standards of this chapter.

Section 10-410. Denial, Suspension, or Revocation of Permit.

The Animal Control Division of the Police Department shall deny a permit if the applicant has not demonstrated compliance with all provisions of this chapter. A permit to keep hens may be suspended or revoked by the Animal Control Division of the Police Department where there is a risk to public health or safety or for any violation of or failure to comply with any of the provisions of this chapter or with the provisions of any other applicable ordinance or law. Any denial, suspension, or revocation of a permit shall be in writing and shall include notification of the right and procedure for appeal to the City Manager.

Section 10-411. Other Provisions.

- (a) In addition to the standards set forth in this chapter, the permittee must follow all other applicable rules for the keeping of animals included in the City Code.
- (b) The provisions of this chapter do not supersede any deed restrictions.

Section 10-412. Penalty.

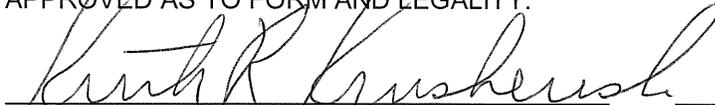
In addition to any other enforcement action which the City may take, violation of any provision of this chapter shall be a civil violation and a fine not to exceed fifty dollars (\$50.00) may be imposed. Each day that a violation continues will be treated as a separate offense.

Section 10-413. Severability.

In the event that any portion of this chapter shall be declared by any competent court to be invalid for any reason, such decision shall not be deemed to affect the validity of any other portion of this section.

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

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

First Reading: 05/09/2016

Publication Date: 05/16/2016

Second Reading: 07/11/2016

Publication Date: _____

Effective Date: _____

**LIST OF POTENTIAL AMENDMENTS
(Originally presented to City Council on May 9, 2016)**

1. Odor. Nashville has a provision that states no perceptible odor from the hens or the hen enclosure shall be present at any property line. Adding this provision may place some adjacent property owners at ease by giving a simple way to determine if a permittee is in violation of the cleanliness requirements. It would also give Animal Control Officers a simple way of determining a violation.

Should City Council desire to amend the ordinance to include this provision, it is suggested that the following language be inserted at the end of Section 10-406(d) as follows (shown in bold text):

Section 10-406. Fenced Enclosures and Henhouses.

- (d) Fenced enclosures and henhouses must be properly ventilated, clean, dry, and odor-free, and kept in a neat and sanitary condition at all times in a manner that will not disturb the use or enjoyment of neighboring lots due to noise, odor, or other adverse impact. **No perceptible odor from the hens and/or the hen enclosure shall be present at any property line.**

2. Breeding. Since only hens are permitted (and not roosters), it should be clear that breeding is not permitted. However, with the elimination of the non-commercial uses for keeping of hens that may open the door to breeding chickens to sell chicks. Rather than having to argue whether a visiting rooster is being kept on the property, it may be simpler to specify breeding is not permitted. Nashville has a "no breeding" provision.

Should City Council desire to amend the ordinance to include this provision, it is suggested that the following language be inserted within Section 10-404(a) as follows (shown in bold text):

Section 10-404. Number and Type Allowed.

- (a) Up to six (6) hens may be allowed. No roosters shall be allowed. **No breeding of chickens shall occur on the property.** The provisions of this chapter apply regardless of how many dwelling units are located on the property. In the case of multifamily residential complexes without individually owned backyards, the maximum number of hens allowed is six (6) per complex.

3. Height or Size Limit on Henhouse. As written, there is no height or size limit on the construction of the henhouse in the proposed ordinance. Not having a limit could mean henhouses would fall under accessory structure provisions in the Zoning Ordinance. Accessory structures allow size limits that may exceed what is intended by Council for a henhouse. This issue could be addressed, if desired, in the City Code or the Zoning Ordinance. As an example, Clarksville has a ten foot height limit on the henhouse.

Should City Council desire to amend the ordinance to include a height limit (maximum ten feet is listed below as a suggestion), it is suggested that the following language be inserted into Section 10-406(b) as follows (shown in bold text):

Section 10-406. Fenced Enclosures and Henhouses.

- (b) In addition to the fenced enclosure, hens shall be provided with a covered, predator-resistant henhouse **which shall not exceed ten (10) feet in height at**

the highest point as measured from the ground directly beneath the highest point of the hen enclosure.

4. Restrict Re-Application for Permit if Revoked. To address concerns of neighbors when a permittee has violated the rules of possessing a permit to the point of revocation, it may be beneficial to restrict that permittee from reapplying for a permit. Nashville has a provision that if a permit has been revoked, a new permit cannot be issued at that address unless the property changes ownership or there is a new tenant.

Should City Council desire to amend the ordinance to include this provision, it is suggested that the following language be inserted within Section 10-410 as follows (shown in bold text):

Section 10-410. Denial, Suspension, or Revocation of Permit.

The Animal Control Division of the Police Department shall deny a permit if the applicant has not demonstrated compliance with all provisions of this chapter. A permit to keep hens may be suspended or revoked by the Animal Control Division of the Police Department where there is a risk to public health or safety or for any violation of or failure to comply with any of the provisions of this chapter or with the provisions of any other applicable ordinance or law. **In the event a permit to keep hens at a particular address is revoked pursuant to the provisions of this section, no new permit shall be issued for the same address unless the property changes ownership or a new tenant is residing at the address.** Any denial, suspension, or revocation of a permit shall be in writing and shall include notification of the right and procedure for appeal to the City Manager.

Councilmember Hensley mentioned he was in favor of this restriction but for a limited time (such as one year). Should City Council desire to amend the ordinance to include a timeframe, it is suggested that the timeframe simply be inserted as follows (example shown in underlined text):

In the event a permit to keep hens at a particular address is revoked pursuant to the provisions of this section, no new permit shall be issued for the same address within one year unless the property changes ownership or a new tenant is residing at the address

5. Screening. To address any concerns by neighbors about the visibility of hens and henhouses, or to address any concerns with visibility from the public right-of-way, some cities require screening. For example, Nashville requires hens/henhouses placed in the side yard to not be visible from the public right-of-way and requires hens and henhouses to be entirely screened from view of the public right-of-way using opaque fencing and/or landscaping. Clarksville requires all permittees to install a permanent a screening buffer located no closer than the minimum front yard setback of the applicant's property using fence, shrubbery, or other similar structure or plant.

Should City Council desire to amend the ordinance to include this type of provision, it is suggested that the following language be inserted as part of subsection (j) Section 10-406(j) as follows (shown in bold text):

Section 10-406. Fenced Enclosures and Henhouses.

- (j) Henhouses and the fenced enclosures shall not be permitted in front yards. **If hens are to be kept in the side yard, neither the hens nor the henhouse shall be visible from any public right-of-way. Rather, the hens and**

henhouse shall be entirely screened from view of the public right-of-way using opaque fencing and/or landscaping.

6. Multi-Family Properties; Odd Lot Designs; Minimum Lot Size. Oak Ridge has a variety of housing options, which include multi-family dwellings (such as duplexes and quads) and some oddly designed lot lines where adjacent (side-by-side) neighbors have a backyard of one house that shares a property line with the front yard of their neighbor. These situations may lead to disputes among residents when all parties “sharing” yard space do not agree on keeping hens. For example, as proposed the ordinance limits hens to six (6) regardless of the number of dwelling units. This could mean that Tenant A in a duplex obtains a permit for hens and would be allowed to place the hens, henhouse, and fenced enclosure in the yard behind Tenant B’s side of the duplex. There is nothing in the proposed ordinance to address that issue, which is an issue if Tenant B is not in favor of keeping hens. Some cities limit their ordinance to only single family residences. Another option may be for all tenants in the multi-family dwelling units to give their consent on the permit application both for the keeping of hens and the location of the henhouse and fenced enclosure. Other cities place a minimum lot size (example: Clarksville requires a minimum lot size of 12,000 square feet). Placing a minimum lot size may address the issue of the oddly designed lot lines that can be found in the center of the city.

Should City Council desire to amend the ordinance to include a requirement that all tenants in a multifamily residential complex (duplex, quad, etc.), it is suggested that the following language be inserted as a new subsection at the end of Section 10-402 as follows (shown in bold text) and that language be stricken from Section 10-404(a) as follows (shown in strikethrough):

Section 10-402. Permit Required.

- (c) **In the case of multifamily residential complexes (duplexes, quads, etc.), all adult occupants must give consent for the hen permit application in addition to the requirement for written permission from the property owner.**

Section 10-404. Number and Type Allowed.

- (a) Up to six (6) hens may be allowed. No roosters shall be allowed. The provisions of this chapter apply regardless of how many dwelling units are located on the property. ~~In the case of multifamily residential complexes without individually owned backyards, the maximum number of hens allowed is six (6) per complex.~~

7. Dogs. Title 10, Chapter 3, of the City Code regulates the keeping of vicious dogs as well as the process for declaring a dog vicious. When this ordinance was drafted, only customary pets (dogs and cats) were allowed in residential areas (except RG-1). When the term “vicious dog” was defined in City Code §10-301(2), it was drafted to include dogs that attack or bite a domesticated animal without provocation. Allowing the keeping of hens will now place hens under the phrase “domesticated animal.” If a permittee does not properly keep the hens and a hen were to roam the property outside of the fenced enclosure or even leave the permittee’s property, a dog may very likely bite or attack it. That act alone—when the hen was not properly confined by the terms of the proposed ordinance—should not label a dog as vicious. It was not this type of situation that was envisioned when the definition was drafted. For consideration, Title 10 Chapter 3 may need modification to address that issue and state that a dog which attacks or bites a hen that is not properly confined (as outlined in the proposed ordinance) will not, based upon that fact alone, be declared a vicious dog.

Should City Council desire to amend the ordinance to include this provision, it is suggested that the following language be inserted as a new subsection at the end of Section 10-411 as follows (shown in bold text):

Section 10-411. Other Provisions.

- (c) **Any dog that bites, attacks, or kills a hen that is not properly confined under the provisions of this chapter will not, based on that fact alone, be declared a vicious dog under the provisions of Title 10, Chapter 3.**

LIST OF DIFFERENCES BETWEEN KNOXVILLE'S ADOPTED CHICKEN ORDINANCE AND OAK RIDGE'S PROPOSED CHICKEN ORDINANCE

Aside from formatting changes (which are not listed), below is a list of the difference between Knoxville's adopted chicken ordinance and Oak Ridge's proposed chicken ordinance as proposed for first reading on May 9, 2016:

Generally

1. New introductory language added in City Code §10-401 (Knoxville §5-107(a)) to address the current prohibition on hens in residential areas not zoned for livestock as found in City Code §10-114. This language, as well as language at the conclusion of this section, specifically exempts RG-1 zones from this new chapter. Livestock is currently allowed in RG-1 zones and this ordinance, as proposed, is not intended to change any of the zoning regulations concerning RG-1 properties.
2. References to non-commercial uses have been deleted (Knoxville §5-107(a) and (e)), which appeared to a consensus of City Council from the April 19, 2016 Work Session.
3. Reference to "licensing" standards (Knoxville §5-107(a)) has been changed to "permitting" standards (City Code §10-401).
4. The initial term for the permit is listed as through December 31, 2016 (see City Code §10-402(b) (Knoxville §5-107(b)(2))).
5. References to zoning regulations (Knoxville §5-107(f)(8)) have been changed to reference the City's Zoning Ordinance.
6. References to the animal control board (Knoxville §5-107(k) and (l)) have been changed to reference the City's Animal Control Division of the Police Department, with the appeal of any permit denial, suspension, or revocation going to the City Manager.
7. References to "chicken," "domesticated chicken," "female chicken," or "bird" have been changed to "hen" for consistency within the ordinance unless the term was clearly used to not mean "hen."

Clarification

1. Language added in City Code §10-401 (Knoxville §5-107(a)) to clarify that the ordinance applies only to residential property (but not RG-1).
2. Language added in City Code §10-401 (Knoxville §5-107(a)) to recognize the potential adverse impacts are not only on the surrounding neighborhood but to the surrounding property owners as well.
3. Language added in City Code §10-402(a) (Knoxville §5-107(b)(1)) to state it is only one permit per property. While this is inferred and there is reference later on to the number of hens per dwelling unit, adding specific language here makes it clear that only one permit is allowed per property.
4. Language added in City Code §10-404(a) to state roosters are not allowed. While this should be clear in the ordinance since it only pertains to keeping of hens, adding this language addressing any question concerning roosters.

5. Language added in City Code §10-406(h) to clarify that henhouses are still accessory buildings/structures that must comply with zoning requirements.
6. Language added in City Code §10-406(i) to clarify that the 10-foot property line distance requirement is not appealable to the Board of Zoning Appeals (BZA) for a variance.

New Provisions

1. Language has been added in City Code §10-402(a) (Knoxville §5-107(b)(1)) to require the property owner's permission to be written when the applicant is a tenant.
2. Language has been added in City Code §10-402(a) to require the homeowner's association's written permission when the applicant's property is governed by a homeowner's association.
3. Language has been added in City Code §10-411(b) to clarify that this ordinance does not supersede any deed restrictions.

**ITEMS FOR CONSIDERATION
(PROVISIONS THAT ARE NOT CONTAINED IN KNOXVILLE'S ORDINANCE BUT DO APPEAR IN
OTHER CITIES' ORDINANCES)**

Below are some provisions from other cities that are in place to address potential adverse impacts on the surrounding property owners and the neighborhood. They are offered for consideration:

1. Odor. Nashville has a provision that states no perceptible odor from the hens or the hen enclosure shall be present at any property line. Adding this provision may place some adjacent property owners at ease by giving a simple way to determine if a permittee is in violation of the cleanliness requirements. It would also give Animal Control Officers a simple way of determining a violation.
2. Breeding. Since only hens are permitted (and not roosters), it should be clear that breeding is not permitted. However, with the elimination of the non-commercial uses for keeping of hens that may open the door to breeding chickens to sell chicks. Rather than having to argue whether a visiting rooster is being kept on the property, it may be simpler to specify breeding is not permitted. Nashville has a "no breeding" provision.
3. Height or Size Limit on Henhouse. As written, there is no height or size limit on the construction of the henhouse in the proposed ordinance. Not having a limit could mean henhouses would fall under accessory structure provisions in the Zoning Ordinance. Accessory structures allow size limits that may exceed what is intended by Council for a henhouse. This issue could be addressed, if desired, in the City Code or the Zoning Ordinance. As an example, Clarksville has a ten foot height limit on the henhouse.
4. Restrict Re-Application for Permit if Revoked. To address concerns of neighbors when a permittee has violated the rules of possessing a permit to the point of revocation, it may be beneficial to restrict that permittee from reapplying for a permit. Nashville has a provision that if a permit has been revoked, a new permit cannot be issued at that address unless the property changes ownership or there is a new tenant.
5. Screening. To address any concerns by neighbors about the visibility of hens and henhouses, or to address any concerns with visibility from the public right-of-way, some cities require screening. For example, Nashville requires hens/henhouses placed in the side yard to not be visible from the public right-of-way and requires hens and henhouses to be entirely screened from view of the public right-of-way using opaque fencing and/or landscaping. Clarksville requires all permittees to install a permanent a screening buffer located no closer than the minimum front yard setback of the applicant's property using fence, shrubbery, or other similar structure or plant.
6. Multi-Family Properties; Odd Lot Designs; Minimum Lot Size. Oak Ridge has a variety of housing options, which include multi-family dwellings (such as duplexes and quads) and some oddly designed lot lines where adjacent (side-by-side) neighbors have a backyard of one house that shares a property line with the front yard of their neighbor. These situations may lead to disputes among residents when all parties "sharing" yard space do not agree on keeping hens. For example, as proposed the ordinance limits hens to six (6) regardless of the number of dwelling units. This could mean that Tenant A in a duplex obtains a permit for hens and would be allowed to place the hens, henhouse, and fenced enclosure in the yard behind Tenant B's side of the duplex. There is nothing in the proposed ordinance to address that issue, which is an issue if Tenant B is not in favor of keeping hens. Some cities limit their ordinance to only single family residences. Another option may be for all tenants in the multi-family dwelling units to give their consent on the permit application both for the keeping of hens and the location of the henhouse and fenced enclosure. Other cities place a minimum lot size (example: Clarksville requires a minimum lot size of 12,000 square feet). Placing a minimum lot size may address the issue of the oddly designed lot lines that can be found in the center of the city.

7. Dogs. Title 10, Chapter 3, of the City Code regulates the keeping of vicious dogs as well as the process for declaring a dog vicious. When this ordinance was drafted, only customary pets (dogs and cats) were allowed in residential areas (except RG-1). When the term “vicious dog” was defined in City Code §10-301(2), it was drafted to include dogs that attack or bite a domesticated animal without provocation. Allowing the keeping of hens will now place hens under the phrase “domesticated animal.” If a permittee does not properly keep the hens and a hen were to roam the property outside of the fenced enclosure or even leave the permittee’s property, a dog may very likely bite or attack it. That act alone—when the hen was not properly confined by the terms of the proposed ordinance—should not label a dog as vicious. It was not this type of situation that was envisioned when the definition was drafted. For consideration, Title 10 Chapter 3 may need modification to address that issue and state that a dog which attacks or bites a hen that is not properly confined (as outlined in the proposed ordinance) will not, based upon that fact alone, be declared a vicious dog.

ELECTIONS/ APPOINTMENTS

CITY CLERK MEMORANDUM
16-19

DATE: July 5, 2016
TO: Honorable Mayor and Members of City Council
FROM: Mary Beth Hickman, City Clerk
SUBJECT: 2016 MID-YEAR BOARDS AND COMMISSIONS ELECTIONS

2016 Mid-Year Election

Attached are applications that were received as part of the recruitment for the 2016 Mid-Year election to fill vacancies on the City's boards and commissions.

During this recruitment, the City Clerk's Office was seeking to fill vacancies on the Anderson County Economic Development Association (ACEDA) board, the Convention and Visitors' Bureau (CVB) board, and the Environmental Quality Advisory Board (EQAB).

Two applications were received for the vacancy on the Anderson County Economic Development Association board. One applicant, Mr. Anthony Flores, indicated on his application that the Environmental Quality Advisory Board would be his second preference. No applications were received for the vacancy on the Convention and Visitors' Bureau board. All other vacancies will carry forward to the end-of-year election that typically occurs in December.

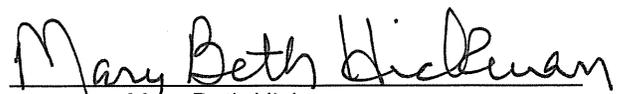
At the beginning of each of the board applications, there is a list of the board applicants and their preference, terms of office, a current board roster and a listing of the terms of office

I have also included a sample ballot for City Council to familiarize themselves with the ballot process, which is similar to prior years. Official ballots will be distributed at the July 11, 2016 meeting that will be used to elect board members. Because there is only one applicant for one of the non-student vacancies on the Environmental Quality Advisory Board (EQAB), a Sample Ballot B is included to illustrate the process for electing the one applicant to a particular vacant term.

High School Representatives

Attached is an application that the City Clerk's Office received for the high school representative on the Environmental Quality Advisory Board (EQAB) as part of the recruitment process organized by the City Clerk's Office.

One applicant is 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). In addition, one application was received for the high school representative to the Traffic Safety Advisory Board through the City Clerk's office recruitment process. This applicant, Mr. Tripp Chinn, indicated on his application that the Environmental Quality Advisory Board would be his second preference.


Mary Beth Hickman

Attachments

Anderson County Economic Development Association

NumVacancies 1 Total # of Members 4

Term of Office

The one (1) vacant position is a balance of an unexpired term ending on December 31, 2017

Qualifications

No special qualifications, other than Oak Ridge residency.

Anderson County Economic Development Association	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Anthony Flores		6/6/2016	1	0
Mr. Terry McGhee		6/6/2016	1	0
Total Number of Applicants: 2				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Leonard Abbatiello		2019
Ms. Karen Goforth Crutchfield		2016

City of Oak Ridge Board Application 2016

BoardName: Anderson County Economic Development Association

Application Submitted

Applicant: Flores, Anthony

6/6/2016

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address

522 W. Outer Drive

Contact Information

Home Phone: (865) 924-1355

Email: phoenix75_us@yahoo.com

Oak Ridge, TN 37830

Current Company/Organization

Siemens Molecular Imaging

Current Position / Title

Product Engineer 2

Retired? Company / Organization Retired From

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

No

Education, Professional and or Community Activity

In progress (108 hrs): B.S. Aeronautics w/Aviation Safety Minor, Embry-Riddle Aeronautical University.
Technical Sergeant, Tennessee Air National Guard, In-Flight Refueling

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

As a relatively new resident of Oak Ridge (February 2013) I feel the responsibility to be personally involved and informed in what the future of the city holds for my family and I. I believe sitting on the commission for economic development is a perfect opportunity to achieve this goal. Seeing the development of the city in the past three years has excited me to become a part of what governs the decisions that are made to make it better and feel like I would be a great addition to the team.

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

Additional Information

Special Qualifications

Anthony A. Flores

522 W Outer Drive
Oak Ridge, TN 37830

865.924.1355
phoenix75_us@yahoo.com

BACKGROUND

Possess over twenty years' experience with electronics with several employers. Experience includes nine years of design and manufacture of copper and coaxial cable assemblies as well as power applications for telecommunications use. Nine years of avionics experience on all integrated systems and five years as a boom operator on KC-135 E/R aircraft. Possess four years' experience as a field service/technical support technician on Siemens pre-clinical PET/SPECT/CT scanners and four years as a product engineer responsible for serviceability and documentation requirements for clinical PET scanners as well as cyclotron systems.

EDUCATION

Community Colleges of Spokane in Spokane, WA **2001 - 2002**

Embry Riddle Aeronautical University at Fairchild AFB, WA **2002 – Present**
Bachelors of Science: Aeronautics (3.25/4.0 GPA) - 108/130 Semester Hours Complete

Combat Aircrew Tactics School/Mobility Electronic Combat Officer Course in St. Joseph, MO **2015**
Graduate: Advanced Airlift Tactics Training Center

EXPERIENCE

SIEMENS MOLECULAR IMAGING **September 2008 – Present**
810 Innovation Drive, Knoxville, TN 37932

Siemens is a global company specializing in four main competencies: Energy, Healthcare, Industry, and Infrastructure. Siemens Molecular Imaging is a segment of Healthcare which primarily consists of Clinical Imaging Systems (SPECT, SPECT CT, and PET) as well as biomarker and radiopharmaceuticals.

Product Engineer 2 at Siemens Medical Solutions **June 2012 - Present**
Dan Pittman, Supervisor, 865-218-6712

- Develop and maintain technical documentation to include installation, service and planning guides using CMS Astoria software.
- Produce recommendations on serviceability requirements for future software and hardware iterations
- Enhance and refine protection of intellectual property with a diverse cross functional team of co-workers
- Decrease costs through formal review of Service Documents and training manuals on regular basis
- Generated over \$600,000 in costs savings over the last two years
- Ensures compliance with all Siemens and Siemens partners governing directives in a wide range of program areas
- Served as chairperson and co-chairperson for Siemens Veteran's Network employee resource group

Technical Support Technician at Siemens Medical Solutions **September 2010 – June 2012**
Steve Kincaid, Supervisor, 865-218-1623

- Planned service calls and annual preventative maintenance visits with customers
- Generated quotes for customer purchase orders which included processing of several Field Service Engineer (FSE) time and expense reports to ensure accurate billing and travel
- Performed routine maintenance on the installation database both before and after scanner installation
- Facilitated communication between the Service and Engineering groups, Service and Radioactive Source groups, and Service and the Production floor personnel
- Schedule service visits and annual preventative maintenance visits for hundreds of customers
- Quote generation, reception of customer purchase orders and processing of field service engineer time and expense reports
- Perform maintenance on the installation database both before and after scanner installation
- Liaison between service group and engineering, radioactive source group and production
- Responsible for the seamless monitoring of incoming telephonic, electronic and hard copy correspondence and message traffic regarding customer technical support issues

Anthony A. Flores

Field Service Technician at Siemens Medical Solutions

September 2008 – September 2010

Steve Kincaid, Supervisor, 865-218-1623

- Perform installation, maintenance and troubleshooting of Inveon and Focus pre-clinical PET, CT and SPECT scanners
- Orchestrated the installation, maintenance and troubleshooting of Inveon and Focus pre-clinical PET, CT and SPECT scanners
- Daily interaction with customers at customer sites
- Mastered use of specialized hand tools which include multi-meters and clamp-on ammeters.
- Gained an advanced level of system knowledge and executed electronic theory in order to be successful
- Maintained clearance and worked closely with customer security managers to gain access to high priority government sites

UNITED STATES AIR FORCE: AIR NATIONAL GUARD

September 2002 – Present

In-flight Refueling Technician (Boom Operator) at Tennessee Air National Guard

May 2011 - Present

106 Briscoe Drive, McGhee Tyson ANG Base, TN 37777

CMSgt Bo Sunderland, Supervisor, 865-336-4387. DSN 266-4387

- Attained Top Secret Government Clearance
- Perform mid-air refueling for United States military combat aircraft.
- Plan and assist with cargo loading duties to include weight and balance and center of gravity calculations
- Monitor and assist aircraft pilot and copilot with navigational responsibilities
- Strengthened ability to interact as an active crewmember to ensure safety of flight of KC-135R tanker aircraft by completing Combat Aircrew Tactics School
- Assisted with in and out processing of new members of the boom operator section.
- As a wing tactician, supported coordination of DoD, DA and DAF regulations and instructions that are applicable to the National Guard, Air Force, Air Force Reserve and NATO.
- Worked with the wing Resource Advisor by managing personal travel budget, representational, and supply accounts as well as being a government credit card holder.
- Acted as the defense travel coordinator for the directorate ensuring that all aspects of personal travel and reimbursement are reconciled in a timely manner

Electronic Integrated Systems Mechanic at Tennessee Air National Guard

November 2008 – May 2011

106 Briscoe Drive, McGhee Tyson ANG Base, TN 37777

David Bentley, Supervisor. 865-985-3191

- Performed maintenance on all integrated avionics systems on KC-135R aircraft.
- Advanced knowledge required for systems maintained include UHF radios, UHF/VHF radios, HF radios, color weather radar, Identify Friend or Foe systems, traffic collision awareness systems, ground proximity warning systems, flight data recorder and digital interphone system
- Trained new airmen in the use of all integrated avionics systems
- Deployed on several occasions in support of Operation Iraqi/Enduring Freedom

Electronic Integrated Systems Mechanic at Washington Air National Guard

Sept 2002 - Sept 2008

1301 W. Richmond Avenue, Fairchild Air Force Base, WA 99011

George Lynn, Supervisor. 509-247-7297

WG-2610-12 - Traditional Guardsman / Technician

- Performed maintenance on all integrated avionics systems on KC-135R aircraft.
- Advanced knowledge required for systems maintained include UHF radios, UHF/VHF radios, HF radios, color weather radar, Identify Friend or Foe systems, traffic collision awareness systems, ground proximity warning systems, flight data recorder and digital interphone system
- Rebuilt, overhauled, installed, installed, troubleshot, repaired, modified, calibrated and aligned integrated electronics systems down to the component level
- Acted as a point of contact for Enlisted Performance Reports, and Non-Commissioned Officer Efficiency Reports
- Maintained continuity binders and documents that support standard operating procedures and training requirements

Anthony A. Flores

- Instituted dozens of changes to technical data using the AFTO Form 22 for process improvement
- Initiated and completed material deficiency reports
- Acted as squadron radiation safety officer
- Acted as squadron hazardous materials coordinator
- Acted as squadron precious metals coordinator
- Acted as avionics branch safety officer
- Trained new airmen in the use of all integrated avionics systems
- Deployed on several occasions in support of Operation Iraqi/Enduring Freedom

PREVIOUS EMPLOYERS

Production Lead at Telect Inc. in Liberty Lake, WA

January 1999 – January 2000

Garrett Brown, Supervisor

- Supervision of 40+ assemblers in the manufacture of copper and coaxial telecommunications cable in accordance with ISO 9001 standards
- Collaborated with engineering group on the design and manufacture of custom cable assemblies
- Reported to Director for Support for manufacturing to ensure all logistical needs were met in order to meet manufacturing goals and timelines
- Served as the security manager for all new employees
- Coordinated with the executive staff to ensure the seamless monitoring of scheduling and logistics for events

Assembler at American Custom Cable in Post Falls, ID

1995-1999

Steve Gobin, Owner

- ACC specializes in the manufacture of copper and coaxial cable assemblies
- Proficient in the use and understanding of wiring diagrams and manual and pneumatic crimp tools

City of Oak Ridge Board Application 2016

BoardName: Anderson County Economic Development Association

Application Submitted

Applicant: McGhee, Terry

6/6/2016 11:49 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address

16 Raintree Crossing

Contact Information

Email: mcgheestorage1@gmail.com

Oak Ridge, TN 37830

Mobile Phone: (865) 680-9609

Current Company/Organization

McGhee Storage

Current Position / Title

Owner

Retired? Company / Organization Retired From

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

No

Education, Professional and or Community Activity

High School Graduate

Rotarian

Chamber board member

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

To help serve Oak Ridge

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

Additional Information

Special Qualifications

End of Application for McGhee, Terry

For Board: Anderson County Economic Development Association

Friday, July 1, 2016

Voting Ballot A for Anderson County Economic Development Association

Vacancies 1

Term Valid Through The one (1) vacant position is a balance of an unexpired term ending on December 31, 2017

Full Name	Preference
<input type="checkbox"/> Anthony Flores	1
<input type="checkbox"/> Terry McGhee	1

Abstain

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

Member, Oak Ridge City Council
7/11/2016

Round: 1

SAMPLE

Environmental Quality Advisory Board

NumVacancies 3 Total # of Members 12

Term of Office

One (1) vacancy is for a High School representative with a one (1) year term commencing at time of appointment. One (1) vacancy is a balance of an unexpired term ending on December 31, 2016 and one (1) vacancy is a balance of an unexpired term ending on December 31, 2018.

Qualifications

As a requirement, all applicants must be residents of the City of Oak Ridge to be considered. One applicant must be a student of the Oak Ridge High School.

Environmental Quality Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Tripp Chinn		6/23/2016	2	N/A
Mr. Anthony Flores		6/6/2016	2	N/A
Mr. Adithyan Sujithkumar		5/6/2016	1	N/A
Total Number of Applicants: 3				

Current Members

Member Name	Special Qualifications	Term Expires
Mrs. Rhonda Bogard		2017
Mr. Trystan Bordeau	High School Representative	2017
Mr. Bryan Crable		2018
Dr. William Dean		2017
Mrs. Patricia Imperato		2017
Mr. Robert G Kennedy III, PE		2017
Mr. Stephen Todd Kenworthy		2016
Ms. Kaela O'Dell		2018
Mr. Joseph Wood		2016

Environmental Quality Advisory Board

Prefix	FirstName	LastName	Race (Optional):
Mr.	Tripp	Chinn	White
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
6/23/2016	No	0	
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
11th		3.6 History	
Extra Curricular Activities			
Football, Masquers, Young Life			
Volunteer Work Experience (1)			
The Riverside Grille			
Dates			
August, 2015-February 6			
Description			
I very much enjoyed my time working there while it was still in business and was an asset to the staff there.			
Volunteer Work Experience (2)			
Dates			
Description			
Why do you want to serve on the YAB?			
Serving on either of these boards would be a fun learning experience for me. They would also be great resume builders as I look forward to college.			

End of Application for Tripp Chinn

City of Oak Ridge Board Application 2016

BoardName: Environmental Quality Advisory Board

Application Submitted

Applicant: Flores, Anthony

6/6/2016

Race (Optional):

Preference: 2

Number of Times Previously Applied: N/A

Address

522 W. Outer Drive

Contact Information

Home Phone: (865) 924-1355

Email: phoenix75_us@yahoo.com

Oak Ridge, TN 37830

Current Company/Organization

Siemens Molecular Imaging

Current Position / Title

Product Engineer 2

Retired? Company / Organization Retired From

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

No

Education, Professional and or Community Activity

In progress (108 hrs): BS Aeronautics w/Aviation Safety Minor, Embry Riddle Aeronautical University

Technical Sergeant, Tennessee Air National Guard

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

As a relatively new resident of Oak Ridge (February 2013) I feel the responsibility to be personally involved and informed in what the future of the city holds for my family and I. I believe sitting on the Environmental Quality Advisory board would be a great first step to becoming a more active and informed member of the community.

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

My degree program has given me the opportunity to study topics related to environmental issues that relate to natural and man made sources of pollution.

Additional Information

Special Qualifications

Anthony A. Flores

522 W Outer Drive
Oak Ridge, TN 37830

865.924.1355
phoenix75_us@yahoo.com

BACKGROUND

Possess over twenty years' experience with electronics with several employers. Experience includes nine years of design and manufacture of copper and coaxial cable assemblies as well as power applications for telecommunications use. Nine years of avionics experience on all integrated systems and five years as a boom operator on KC-135 E/R aircraft. Possess four years' experience as a field service/technical support technician on Siemens pre-clinical PET/SPECT/CT scanners and four years as a product engineer responsible for serviceability and documentation requirements for clinical PET scanners as well as cyclotron systems.

EDUCATION

Community Colleges of Spokane in Spokane, WA 2001 - 2002

Embry Riddle Aeronautical University at Fairchild AFB, WA 2002 – Present
Bachelors of Science: Aeronautics (3.25/4.0 GPA) - 108/130 Semester Hours Complete

Combat Aircrew Tactics School/Mobility Electronic Combat Officer Course in St. Joseph, MO 2015
Graduate: Advanced Airlift Tactics Training Center

EXPERIENCE

SIEMENS MOLECULAR IMAGING September 2008 – Present
810 Innovation Drive, Knoxville, TN 37932

Siemens is a global company specializing in four main competencies: Energy, Healthcare, Industry, and Infrastructure. Siemens Molecular Imaging is a segment of Healthcare which primarily consists of Clinical Imaging Systems (SPECT, SPECT CT, and PET) as well as biomarker and radiopharmaceuticals.

Product Engineer 2 at Siemens Medical Solutions June 2012 - Present
Dan Pittman, Supervisor, 865-218-6712

- Develop and maintain technical documentation to include installation, service and planning guides using CMS Astoria software.
- Produce recommendations on serviceability requirements for future software and hardware iterations
- Enhance and refine protection of intellectual property with a diverse cross functional team of co-workers
- Decrease costs through formal review of Service Documents and training manuals on regular basis
- Generated over \$600,000 in costs savings over the last two years
- Ensures compliance with all Siemens and Siemens partners governing directives in a wide range of program areas
- Served as chairperson and co-chairperson for Siemens Veteran's Network employee resource group

Technical Support Technician at Siemens Medical Solutions September 2010 – June 2012
Steve Kincaid, Supervisor, 865-218-1623

- Planned service calls and annual preventative maintenance visits with customers
- Generated quotes for customer purchase orders which included processing of several Field Service Engineer (FSE) time and expense reports to ensure accurate billing and travel
- Performed routine maintenance on the installation database both before and after scanner installation
- Facilitated communication between the Service and Engineering groups, Service and Radioactive Source groups, and Service and the Production floor personnel
- Schedule service visits and annual preventative maintenance visits for hundreds of customers
- Quote generation, reception of customer purchase orders and processing of field service engineer time and expense reports
- Perform maintenance on the installation database both before and after scanner installation
- Liaison between service group and engineering, radioactive source group and production
- Responsible for the seamless monitoring of incoming telephonic, electronic and hard copy correspondence and message traffic regarding customer technical support issues

Anthony A. Flores

Field Service Technician at Siemens Medical Solutions

September 2008 – September 2010

Steve Kincaid, Supervisor, 865-218-1623

- Perform installation, maintenance and troubleshooting of Inveon and Focus pre-clinical PET, CT and SPECT scanners
- Orchestrated the installation, maintenance and troubleshooting of Inveon and Focus pre-clinical PET, CT and SPECT scanners
- Daily interaction with customers at customer sites
- Mastered use of specialized hand tools which include multi-meters and clamp-on ammeters.
- Gained an advanced level of system knowledge and executed electronic theory in order to be successful
- Maintained clearance and worked closely with customer security managers to gain access to high priority government sites

UNITED STATES AIR FORCE: AIR NATIONAL GUARD

September 2002 – Present

In-flight Refueling Technician (Boom Operator) at Tennessee Air National Guard

May 2011 - Present

106 Briscoe Drive, McGhee Tyson ANG Base, TN 37777

CMSgt Bo Sunderland, Supervisor, 865-336-4387. DSN 266-4387

- Attained Top Secret Government Clearance
- Perform mid-air refueling for United States military combat aircraft.
- Plan and assist with cargo loading duties to include weight and balance and center of gravity calculations
- Monitor and assist aircraft pilot and copilot with navigational responsibilities
- Strengthened ability to interact as an active crewmember to ensure safety of flight of KC-135R tanker aircraft by completing Combat Aircrew Tactics School
- Assisted with in and out processing of new members of the boom operator section.
- As a wing tactician, supported coordination of DoD, DA and DAF regulations and instructions that are applicable to the National Guard, Air Force, Air Force Reserve and NATO.
- Worked with the wing Resource Advisor by managing personal travel budget, representational, and supply accounts as well as being a government credit card holder.
- Acted as the defense travel coordinator for the directorate ensuring that all aspects of personal travel and reimbursement are reconciled in a timely manner

Electronic Integrated Systems Mechanic at Tennessee Air National Guard

November 2008 – May 2011

106 Briscoe Drive, McGhee Tyson ANG Base, TN 37777

David Bentley, Supervisor. 865-985-3191

- Performed maintenance on all integrated avionics systems on KC-135R aircraft.
- Advanced knowledge required for systems maintained include UHF radios, UHF/VHF radios, HF radios, color weather radar, Identify Friend or Foe systems, traffic collision awareness systems, ground proximity warning systems, flight data recorder and digital interphone system
- Trained new airmen in the use of all integrated avionics systems
- Deployed on several occasions in support of Operation Iraqi/Enduring Freedom

Electronic Integrated Systems Mechanic at Washington Air National Guard

Sept 2002 - Sept 2008

1301 W. Richmond Avenue, Fairchild Air Force Base, WA 99011

George Lynn, Supervisor. 509-247-7297

WG-2610-12 - Traditional Guardsman / Technician

- Performed maintenance on all integrated avionics systems on KC-135R aircraft.
- Advanced knowledge required for systems maintained include UHF radios, UHF/VHF radios, HF radios, color weather radar, Identify Friend or Foe systems, traffic collision awareness systems, ground proximity warning systems, flight data recorder and digital interphone system
- Rebuilt, overhauled, installed, installed, troubleshot, repaired, modified, calibrated and aligned integrated electronics systems down to the component level
- Acted as a point of contact for Enlisted Performance Reports, and Non-Commissioned Officer Efficiency Reports
- Maintained continuity binders and documents that support standard operating procedures and training requirements

Anthony A. Flores

- Instituted dozens of changes to technical data using the AFTO Form 22 for process improvement
- Initiated and completed material deficiency reports
- Acted as squadron radiation safety officer
- Acted as squadron hazardous materials coordinator
- Acted as squadron precious metals coordinator
- Acted as avionics branch safety officer
- Trained new airmen in the use of all integrated avionics systems
- Deployed on several occasions in support of Operation Iraqi/Enduring Freedom

PREVIOUS EMPLOYERS

Production Lead at Telect Inc. in Liberty Lake, WA

January 1999 – January 2000

Garrett Brown, Supervisor

- Supervision of 40+ assemblers in the manufacture of copper and coaxial telecommunications cable in accordance with ISO 9001 standards
- Collaborated with engineering group on the design and manufacture of custom cable assemblies
- Reported to Director for Support for manufacturing to ensure all logistical needs were met in order to meet manufacturing goals and timelines
- Served as the security manager for all new employees
- Coordinated with the executive staff to ensure the seamless monitoring of scheduling and logistics for events

Assembler at American Custom Cable in Post Falls, ID

1995-1999

Steve Gobin, Owner

- ACC specializes in the manufacture of copper and coaxial cable assemblies
- Proficient in the use and understanding of wiring diagrams and manual and pneumatic crimp tools

Environmental Quality Advisory Board

Prefix	FirstName	LastName	Race (Optional):
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Mr.	Adithyan	Sujithkumar	
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Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
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5/6/2016	No	1	
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School Name

Oak Ridge High School

School Grade	GPA	Favorite Class
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11th		4.4 AP Calculus
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Extra Curricular Activities

I am currently a sophomore at Oak Ridge High School. I am deeply involved in several extracurricular activities. My professional extracurricular activities include Science Bowl, Scholars' Bowl, Mu Alpha Theta, Geography Olympiad and History Bowl. I started the History Bowl club at Oak Ridge High School in 2015 and our team placed 30th in the national competition this year. I also placed 14th in national Geography Olympiad competition. I am also a member of the Scholars' Bowl Varsity team and our team won the East TN Scholar's Bowl competition. My selected achievements in mathematics include (i) second place in the Pellissippi State Middle School Math competition in 2014, (ii) top ten placement regionally for the TMTA math competition in Calculus, Pre-Calculus, Geometry, and Algebra I, and (iii) qualifying for FERMAT II at University of TN. I was also successful in teaching myself Algebra 2/Trigonometry during the summer after 8th grade, so I was placed in Pre-Calculus Analysis Honors as a freshman along with one other freshman in the entire school. My major non-academic activities include playing soccer for AYSO. I also enjoy playing video games with my friends and any type of sports with my 7-year-old brother. I also participated in several fund raising events for my school's student council.

Volunteer Work Experience (1)

Robertsville Middle School

Dates

This past school year

Description

I volunteer as a math tutor at Robertsville Middle School. This past year I have volunteered 30 minutes on Monday mornings from 7:00-7:30 in my old Algebra and Geometry teacher's room (Mrs. Brown). In the mornings I help any students that come in looking for help, and I help Mrs. Brown with various assignments around her room.

Volunteer Work Experience (2)

Children's Museum of Oak Ridge

Dates

Summer after 7th and 8th grade

Description

I volunteered at the Children's Museum of Oak Ridge for some summer seasons. I mostly involved in assisting with the museum's summer camps. I aided counselors with handling and controlling the youngest kids in the morning. 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.

Why do you want to serve on the YAB?

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 am pretty aware of the local and global environmental issues and the need for a unified effort to find suitable solutions. I would like to initiate environmental quality-related activities in my school, such as recycling programs and tree planting events, and I believe serving on EQAB will help me achieve these goals.

Please see additional attachments.

Adithyan Sujithkumar
Grade 10, Oak Ridge High School
109 Hanover Place
Oak Ridge, TN 37830
865-333-2226
adithyannr@gmail.com

Education

1. Oak Ridge High School (2014 – current)
2. Robertsville Middle School (2010 – 2014)

Accomplishments:

1. Scholars' Bowl (2014 – current)
 - a. Member of the "A" team (2014 – current)
 - b. 2nd highest scorer at a regional tournament; Highest scorer who is an underclassmen (2014)
2. Science Bowl (2014 – current)
 - a. Member of the "A" team (current)
 - b. Member of the "B" team (2014-2015)
 - c. Highest scorer at the regional tournament for team (2014)
3. Science Olympiad (2014-current)
 - a. Member of the "A" team (2014-current)
 - b. Placed 5th at the state competition for Geological Mapping (2016)
 - c. Placed 2nd at the regional competition for Dynamic Planet (2016)
4. History Bowl (2014 – current)
 - a. Founded the History Bowl team at Oak Ridge (2014)
 - b. Captain of the "A" team (2014 – current)
 - c. Team placed 30th in the national for the JV division (2016)
 - d. Team won Eastern Kentucky regional (2015)
 - e. Team placed 6th in the State for the JV division (2014)
 - f. Individually placed 4th in the State for the JV division (2015)
 - g. Individually placed 2nd and 4th at a regional tournament for the JV division (2014-2015)
5. US Geography Olympiad (2014 – current)
 - a. Placed 14th in the nation individually in the Varsity division (2016)
 - b. Highest score at regional competition (2014-2016)
 - c. Qualified for nationals (2014-2016)

Adithyan Sujithkumar
Grade 10, Oak Ridge High School
109 Hanover Place
Oak Ridge, TN 37830
865-333-2226
adithyannr@gmail.com

6. Mathematics
 - a. Fermat I winner (2015)
 - b. Placed 4th at regional TMTA for Calculus and Advanced Topics (2016)
 - c. Placed 2nd at regional TMTA for Pre-calculus (2015)
 - d. Placed 2nd at the Pellissippi State Middle School Math Competition (2014)
 - e. Placed 6th at the Pellissippi State Middle School Math Competition (2013)
 - f. One of two students taking AP Calculus BC as a sophomore (2015)
 - g. Accepted and went to the AwesomeMath Summer Camp at the University of Texas at Dallas (2015)
 - h. Tutors at Robertsville Middle School every Monday morning (current)
7. Geography Bee (2010 – 2014)
 - a. Nationals Qualifier (2013)
 - b. Nationals 11th place (2013)
 - c. Tennessee State Champion (2013)
 - d. Tennessee State Runner-up (2011-2012)
 - e. Tennessee State Finalist (2011-2013)
 - f. Tennessee State Qualifier (2011-2014)
 - g. Ohio State Qualifier (2010)
8. Band (2011 – 2015)
 - a. Played Percussion in the Band (2011-2015)
 - b. Highest chair as a underclassmen; 5th out of 15 chairs (2014)
 - c. Played Bass Drum for the Marching Band (2014)
 - d. Qualified for Gold Band at the East Tennessee Junior Clinic (2013)
 - e. Qualified for Silver Band at the East Tennessee Junior Clinic (2012)
9. Sports
 - a. Ran Hurdles at Robertsville; Fastest Hurdler at the regional competition (2014)
 - b. Soccer player for 5 years; Center Attacking Midfielder (2010-2014, 2016)
10. Miscellaneous
 - a. Participated in DukeTiP in 7th grade; Qualified for the Summer Studies program (2013)

Voting Ballot A for Environmental Quality Advisory Board

Vacancies 3
Term Valid Through One (1) vacancy is for a High School representative with a one (1) year term commencing at time of appointment. One (1) vacancy is a balance of an unexpired term ending on December 31, 2016 and one (1) vacancy is a balance of an unexpired term ending on December 31, 2018.

Full Name	Preference	
<input type="checkbox"/> Tripp Chinn (Student Representative)	2	<input type="checkbox"/> Abstain
<input type="checkbox"/> Anthony Flores	2	<input type="checkbox"/> Abstain
<input type="checkbox"/> Adithyan Sujithkumar (Student Representative)	1	

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

Member, Oak Ridge City Council
7/11/2016

Round: 1

SAMPLE

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

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

One (1) vacancy is a balance of an unexpired term ending on December 31, 2018.

One (1) vacancy is a balance of an unexpired term ending on December 31, 2016.

Member, Oak Ridge City Council
7/11/2016

Round: 1

SAMPLE

Traffic Safety Advisory Board

NumVacancies 1 Total # of Members 10

Term of Office

This vacancy is for a High School representative with a term of one (1) year commencing at time of appointment.

Qualifications

Must be a student at Oak Ridge High School and an Oak Ridge resident.

Traffic Safety Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Tripp Chinn		6/23/2016	1	N/A
Ms. Hannah Oran		5/24/2016		N/A
Total Number of Applicants: 2				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Martha Adler-Jasny		2017
Mr. Andrew Howe		2016
Mr. Halfen (Hal) Hoyt		2018
Ms. Jana F. Humphrey		2018
Ms. Iona Kaczocha		2018
Ms. Melissa McMahan		2017
Mr. William Polfus		2016
Mr. Ben Redmond		2016
Ms. Jane Shelton	Oak Ridge Municipal Planning Commission Representative	2016

Traffic Safety Advisory Board

Prefix	FirstName	LastName	Race (Optional):
Mr.	Tripp	Chinn	White
Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
6/23/2016	No	0	
School Name			
Oak Ridge High School			
School Grade	GPA	Favorite Class	
11th		3.6 History	
Extra Curricular Activities			
Football, Masquers, Young Life			
Volunteer Work Experience (1)			
The Riverside Grille			
Dates			
August, 2015-February 6			
Description			
I very much enjoyed my time working there while it was still in business and was an asset to the staff there.			
Volunteer Work Experience (2)			
Dates			
Description			
Why do you want to serve on the YAB?			
Serving on either of these boards would be a fun learning experience for me. They would also be great resume builders as I look forward to college.			

End of Application for Tripp Chinn

CITY OF
OAK RIDGE



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

June 15, 2016

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 2016-2017 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 the following board position:

Traffic Safety Advisory Board – 1 Student Representative

- Hannah Oran, Junior at ORHS

Hannah is a community-minded student with lots of energy and ideas to make Oak Ridge a better place for everyone. She previously served two terms on the City Youth Advisory Board. If there are questions or concerns, I can be reached at 865-425-3442.

Sincerely,

Matt Reedy
Manager of Athletics and YAB

Traffic Safety Advisory Board

Prefix	FirstName	LastName	Race (Optional):
Ms.	Hannah	Oran	Caucasian

Submission Date	Currently serving YAB?	Number of previous applications	Number of Years Served on YAB
5/24/2016	Yes	3	2

School Name
Oak Ridge High School

School Grade	GPA	Favorite Class
11th		2.6 AP Government

Extra Curricular Activities
 Youth Advisory Board
 Allies for Substance Abuse Prevention
 International Relations Club
 Youth For Christ
 Preschool Teacher at High Places Church on Sundays

Volunteer Work Experience (1)
 Glenwood Elementary School

Dates
 June of 2013, 2014, and 2015

Description
 I love working with Glenwood. My duties typically include leading the kids in activities, cleaning, helping organize the efforts of the other volunteers, watching over the children, set up for events, chaperoning them on field trips, help the kids with their school work, and be available for whatever else is needed at the time. I typically serve every hour Excel is functioning, which typically is a few weeks in June (duration depends on funding), from 8:00am (sometimes before, like Pancake day is more like 6:00am)-6:00pm (sometimes later depending on when parents pick up). Due to the amount of time I have served, and my service at other events such as Math Night, Santa Night, Open House and St. Patrick's day, I have been awarded "The Most Outstanding Teen Award" for my service two years in a row, and I am typically given a leadership position amongst the other teen volunteers.

Volunteer Work Experience (2)
 Stroke Support Group

Dates
 Tuesdays once a month 2015-2016

Description
 I have learned so much from working with the stroke support group that I couldn't not put it down. I originally came as a guest with Robin Miles, a woman from my church who is suffering from aphasia, right neglect, and brain damage due to a stroke. However, I went very quickly from a guest, to a volunteer as their need for an able bodied person naturally fell on me. My duties typically include assisting some physically disabled members, helping members with games, trying to communicate with members (with aphasia sometimes), talking and getting to know new members, and handing out materials for the meeting. I have met many wonderful people here, including Ed Westcott and his son, a handicapped marathon runner, and even Dori, a German immigrant. They all show me that Oak Ridge has some of the most amazing people in it, and they have motivated me more than ever to want to serve and stay in this community. These meetings have also made me hyper aware of issues concerning the disabled and elderly, including handicap accessibility, disability payments, social security, the rising cost of medicine, health insurance, and the struggles care takers go through.

Why do you want to serve on the YAB?
 The Youth Advisory Board has given me many opportunities to serve my community. My number one goal is to represent all the youth in this community, rather than just one sect or demographic. I want to serve Oak Ridge because I am a proud member of this community, and I plan on raising my family here one day. I care about what happens, from the mall development, to Oak Ridge's becoming a National Park, to the development of the senior center, to the well fare of the youth in the community. And I would love to play a part in serving my community the best I can during these times of change. I am

Traffic Safety Advisory Board

also passionate about substance abuse prevention, and I believe that putting on fun events for youth in the community not only encourages them to stay in Oak Ridge, but can also help save lives too.

End of Application for Hannah Oran

Voting Ballot A for Traffic Safety Advisory Board

Vacancies 1

Term Valid Through This vacancy is for a High School representative with a term of one (1) year commencing at time of appointment.

Full Name	Preference
<input type="checkbox"/> Tripp Chinn (Student Representative)	1
<input type="checkbox"/> Hannah Oran (Student Representative)	

Abstain

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

Member, Oak Ridge City Council
7/11/2016

Round: 1

SAMPLE

MAYOR'S MEMORANDUM
16-01

DATE: June 28, 2016
TO: Members of City Council
FROM: Warren L. Gooch, Mayor
SUBJECT: APPOINTMENTS TO CITY COUNCIL COMMITTEES

At the July 11, 2016 City Council meeting, City Council will need to confirm appointments for the City Attorney and City Manager Evaluation Committees, as well as the Budget and Finance Committee. Given that all three (3) of the aforementioned committees are appointed on an annual basis, City Council will be utilizing the appointment methods provided in Resolution No. 11-106-07. The City Council will also be asked to confirm the Mayor's appointment to the Anderson County Tourism Council.

City Attorney and City Manager Evaluation Committees

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

Resolution No. 11-106-07 established a policy of rotating councilmembers from committees, and that policy has been in practice for the selection of councilmembers for the Evaluation Committees for the City Attorney and City Manager with the listing of committee members maintained by the City Clerk. In FY2015, the City Attorney's Evaluation Committee consisted of Charles J. Hope, Chair; Rick Chinn; and Warren L. Gooch, and the City Manager's Evaluation Committee consisted of L. Charles Hensley, Chair; Kelly Callison; and Ellen D. Smith.

The below committee composition is recommended:

City Attorney's Evaluation
Rick Chinn, Chair
Warren L. Gooch
L. Charles Hensley

City Manager's Evaluation
Kelly Callison, Chair
Ellen D. Smith
Trina Baughn

Following the established membership of the Committees, it is recommended that all members of City Council receive the evaluation forms utilized for the FY2016 evaluations and upon receipt by staff of all completed forms, the committee members will meet with the City Manager and City Attorney to review the evaluations and discuss recommendations to provide to City Council.

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

Budget and Finance Committee

With the adoption of Resolution No. 09-90-2014, City Council reestablished the Budget and Finance Committee with the mission to assist City Council in providing guidance to the City Manager with respect to budget preparation, as required by Article V, Section 10, of the City Charter.

The FY 2016 Budget and Finance Committee was comprised of Kelly Callison, Chair; L. Charles Hensley, and Ellen D. Smith. For FY2017, the following composition is recommended in accordance with Resolution No. 11-106-07:

Budget and Finance Committee

Kelly Callison
Mayor Pro Tem Ellen Smith
Mayor Warren Gooch

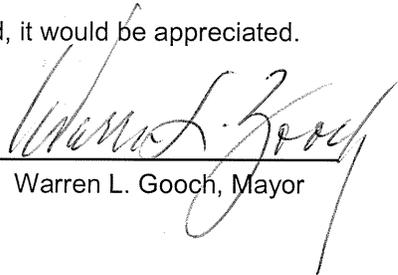
It is the Mayor's recommendation to appoint the Budget and Finance Committee as presented above.

Anderson County Tourism Council

It is recommended that Councilwoman Trina Baughn be reappointed as the City Council representative on the Anderson County Tourism Council.

This appointment is not subject to City Council approval, but is being transmitted to City Council for informational purposes only.

Although confirmation of this appointment by City Council is not required, it would be appreciated.



Warren L. Gooch, Mayor