



AGENDA

TOWN OF GREENEVILLE

City Council Regular Session

Greeneville City Council

G. Thomas Love Board Room

Tuesday, February 3, 2026

4:00 PM

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Mayor's Comments
5. Public Comment
6. Unfinished Business
 - 6.1 Consideration to approve the minutes from the regularly scheduled meeting held on January 20, 2026
7. New Business
 - 7.1 Discussion and consideration of applicants for the city manager position presented by Pete Auger, MTAS Municipal Management Consultant.
(The deadline to accept resumes to MTAS is 5:00 pm on Friday, January 30, 2026)
 - 7.2 Consideration of applicants to move forward to the the initial interview phase in the city manager search.
 - 7.3 Public hearing and consideration of an ordinance on second and final reading to amend the fiscal year 2026 budget.

- 7.4 Consideration to approve the purchase of a cardiac monitor for the Greeneville Fire Department.
- 7.5 Consideration to approve the adhoc committee to move forward with formal planning for the Roby Auditorium with A. Dave Wright as the design architect.
- 7.6 Consideration to approve agreement with Upper East Tennessee Human Development Agency (UETHDA) allowing Head Start to utilize a portion of the George Clem facility for operation and programming.

8. Adjourn



Item Cover Page

GREENEVILLE CITY COUNCIL AGENDA ITEM REPORT

DATE: February 3, 2026

SUBMITTED BY: Cathy Osborne, Finance

ITEM TYPE: Minutes

AGENDA SECTION: Unfinished Business

SUBJECT: Consideration to approve the minutes from the regularly scheduled meeting held on January 20, 2026

SUGGESTED ACTION:

ATTACHMENTS:
[01.20.2026 CITY COUNCIL MINUTES.docx](#)

Regular Meeting

The Mayor and City Council met in regular session on Tuesday, January 20, 2026, at 4:00 p.m. in the G. Thomas Love Boardroom at the Greeneville Energy Building with Mayor C. Calvin Doty presiding.

Present were Council Members Matt Hensley, Ginny Kidwell, Tim Teague, Tim Ward, and Interim City Manager Cathy Osborne.

At this time, Mayor Doty requested calendar year 2025 accomplishments from Town Departments as follows: 1) Brandy Fann was introduced as the new Wellness Coordinator for the Town, noting she has seventeen (17) years of experience as a registered nurse and is a Greeneville/Greene County native; 2) Patsy Fuller, Human Resources Director, stated open enrollment for full-time employees went well; worker's comp audit went well, especially with the upgrades to the payroll system; currently, the Town has one hundred ninety four (194) full-time employees and sixty-two (62) regular part-time employees; HR has assisted the Airport Authority with their transition to independence; 3) Nicole Rader, Roby Adult Center Director, stated the Roby has started processing health insurance for its members, which will generate revenue for the center, as well as allow incentives for members through their health insurance company; two hundred ninety three (293) new members were added in calendar year 2025; thirty-three (33) new programs were added in calendar year 2025; sixty four (64) volunteers in 2025, which equated to three thousand five hundred forty-nine (3,549) hours; 4) Lora Young, Finance Director, stated the department upgraded several accounting software modules, including payroll, property tax, receipt processing, and commercial garbage billing/collections; on-line payment available for citizens to pay for property taxes, various fines and fees, and purchase a residential garbage can; remote town departments, including the library, landfill, and parks and recreation, now have streamlined credit card processing options, which allows for better service delivery to citizens; 5) Steve Spano, Police Chief, stated the department received twenty three thousand nine hundred eighty (23,980) calls in calendar year 2025 with forty one thousand two hundred seventy-seven (41,277) individual units answering these calls; the department responded to approximately thirty-five percent (35%) of all 9-11 calls within the county; currently, the department staffs fifty-four (54) police officers on seven-person shifts; 6) Butch Patterson, Parks and Recreation Director, stated the department had completed the construction of the pickle ball courts downtown; State of Tennessee awarded a

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\$100,000 grant for improvements at Hardin Park; successful volleyball and basketball tournaments, bringing lots of visitors to Greeneville; department won the Tennessee Municipal League award for “Excellence in Parks and Recreation”; 7) Bert Seay, Building Department Director, stated that two new inspectors were added to fill vacancies in the department and are currently receiving certifications necessary to improve service to citizens; activities of the Building and Planning were separated into two different departments; completed one thousand seventy-nine (1,739) inspections, seven hundred sixty-four (764) permits, and a total of ninety-five (95) certificates of occupancy, with ten (10) for new commercial structures and eighty-five (85) for new residential single-family structures; 8) Andy Broyles, Development Services Director, stated the new division is working diligently on establishing planning and development processes; developing project management initiatives focusing on capital projects and evaluating goals and needs of the Town; completed a successful resurfacing project in four weeks after years of delay by Tennessee Department of Transportation; 9) Alan Shipley, Fire Chief, stated the department staff engaged in thirteen thousand (13,000) training hours in calendar year 2025; saved over \$40,000 by handling EMT and AMT classes in-house; hosted spring training classes, saving \$3,000 per firefighter; having mechanic on staff for all maintenance and repairs on fire apparatus has saved the department approximately \$25,000; 10) Christina Potts, Marketing and Media Specialist, stated the special event committee is currently evaluating the special event process to make event planning more efficient; twenty-two (22) street closures without alcohol and four (4) with alcohol were held in calendar year 2025; most of the events have now moved to Depot Street, including America Downtown with attendance estimated at seven thousand (7,000) and Midnight on Main, with attendance estimated at two thousand three hundred (2,300); continually working on communication improvement to our citizens for street closures and road construction/detours; and 11) Erin Evans, Library Director, stated that the T. Elmer Cox Library celebrated its twenty-fifth (25th) anniversary and the Public Library celebrated its fiftieth (50th) anniversary at the current location on Main Street; one hundred twenty-eight thousand (128,000) digital and physical items were circulated in calendar year 2025; four thousand forty-four individual users of computers at the library; issued one thousand three hundred fifty-five (1,355) new library cards; three hundred children registered for the summer reading program; procured \$27,000 in grant funds; staffing level of three full-time employees and six parti-time employees.

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No one requested public comment on this agenda.

Motion by Council Member Ward, seconded by Council Member Hensley to approve the minutes from the regularly scheduled meeting held on Tuesday, January 6, 2025. Motion passed unanimously.

Motion by Council Member Teague, seconded by Council Member Hensley to approve an Ordinance on first reading to amend the fiscal year 2026 budget. Lora Young, Finance Director, addressed the Council. Motion passed unanimously.

At this time, Council Member Hensley and Carl Close, member of the Roby Auditorium Committee, addressed the Council requesting approval to move forward with formal planning and partnership development for the revitalization of the Roby Auditorium, including transitioning the current committee to a steering committee and developing concepts for multi-purpose funding. Mr. Close stated the next steps would include evaluation and pricing for the sprinkler system, followed by adding back electrical systems to the theater. Motion by Council Member Teague, seconded by Council Member Ward to approve. After discussion was held regarding the town's procurement policy and process, Council Member Teague withdrew the motion and requested the item be deferred for consideration until the next council meeting to be held on February 3, 2026.

At this time, Paul McAfee, board chair for the Greeneville Municipal Airport Authority, provided an update on the current progress at the airport stating the following: 1) Moving forward as an independent facility, establishing a federal identification for the airport; 2) Acquired a new payroll provider effective January 1st and currently have a request for proposal bid request for accounting/bookkeeping services; 3) Grant funding procured for the construction of a new hangar; 4) Additional funding available in the amount of \$140,000, with \$130,000 of these funds planned to prepare the pad next to the current hangar construction and \$10,000 allocated to finish painting the new hangar upon completion; and 5) all board members of the Airport Authority are volunteers.

Motion by Council Member Ward, seconded by Council Member Hensley to adjourn. Motion passed unanimously.

C. Calvin Doty, Mayor

Attest:

Lora A. Young, Recorder



Item Cover Page

GREENEVILLE CITY COUNCIL AGENDA ITEM REPORT

DATE: February 3, 2026

SUBMITTED BY: Cathy Osborne, Administration

ITEM TYPE: Report

AGENDA SECTION: New Business

SUBJECT: Discussion and consideration of applicants for the city manager position presented by Pete Auger, MTAS Municipal Management Consultant.

SUGGESTED ACTION: (The deadline to accept resumes to MTAS is 5:00 pm on Friday, January 30, 2026)

ATTACHMENTS:
[City Manager Applicants, 1-30-2026.pdf](#)

Dr. David J. Barnes, II

January 6, 2026

Dear Greeneville Town Council,

I am writing to express interest in the City Manager position for Greeneville. My work in public administration, finance and collaborative leadership aligns well with Greeneville's strong civic traditions and thoughtful growth.

With more than twenty years of public-service leadership in government, nonprofit, education, business and economic development roles, I bring an analytical, people-centered approach to organizational management. My strengths include financial, housing and policy analysis; strategic planning; intergovernmental coordination; and decision-making in complex situations.

Greeneville's history, location and civic pride are valuable assets. The Town priorities in managing growth, investing in infrastructure, downtown vitality, addressing housing needs, and coordinating across the region fits my own thoughtful, coordinated leadership style that is guided by community values. Greeneville's emphasis on integrity, humility, and professional judgment reflects the healthy governance model I value and have worked to support.

My doctoral training in public administration, focused on public finance and development, is reinforced by hands-on experience leading personnel, managing projects, designing policy, navigating issues under public scrutiny. These experiences have prepared me to serve as a professional City Manager who listens carefully and treats the responsibilities to the community, staff and elected officials as a trust worthy of care.

I welcome the opportunity to discuss how my broad leadership experience could support the Greeneville Town Council and residents moving forward.

Respectfully,



David Barnes

Dr. David J. Barnes, II

Professional Summary

Municipal-focused leader experienced in regional and organizational performance. Skilled in financial analysis, intergovernmental coordination, strategic planning, and staff management. Proven team leader in complex, high-trust environments, reinforced by applied international research and a Ph.D. in Public Administration.

Core Competencies

- Financial Analysis & Budget Oversight
- Intergovernmental Relations & Compliance
- Housing Policy and Economic Development
- Employee Recruitment, Training & Retention
- Strategic Planning & Project Implementation

Experience

Military Chaplain (Major), U.S. Air Force, 2004–present.

- Managed staff and budgets, led crisis responses and care for service families as Wing Chaplain, EUCOM Staff (Germany) and Installation Chaplain (Hungary)

Business Professor, Bryan College and other locations, 2012-present.

- Taught undergraduate, MBA and doctoral courses in economics and finance

Director of Administration, American Lutheran Church, Prescott, AZ, 2021.

- Oversaw staff, budget, personnel policies, facilities and program operations

Program Evaluator, Lutheran World Relief, Global Aid, 2010.

- Led 3 evaluation research teams in 3 countries over 3 weeks around the world,
- Conducted refugee interviews, surveyed 72 Partner NGOs & 511 stakeholders to produce 115 operational action steps for \$10M global disaster relief program

Economic Development Director, EnergyUnited, Statesville, NC, 1997–2000.

- Launched 18-county regional program, building public–private partnerships
- Co-founded Carolina Land & Lakes, LLC, resource conservation nonprofit
- Managed \$5M in investments, built industrial spec building, wrote grants earning over \$1M for local businesses, negotiated key contracts saving \$250K annually,

Education

Ph.D. in Public Administration, University of Delaware at Newark, 2020.
Concentration on Economic Development, Public Finance, Government Budgeting

Master in Regional Planning, University of North Carolina at Chapel Hill, 1994.
Economic Development specialization with TVA internship and research focus

- Consultant, Southeast Raleigh Economic Development Analysis
- Consultant, Durham City/County Planning and Police Departments Merger

Bachelor of Science in Business Administration, University of Tennessee at Knoxville, 1991. Economics major, *magna cum laude*.

Master of Divinity, Lutheran School of Theology at Chicago, 2009.

Master of Military Operational Art and Science, Air University, 2022.
Track: Leadership in Joint, International Military Operations
Thesis: “China’s Economy as an Instrument of Military Power”

Certifications

- Secret Security Clearance, U.S. Department of Defense
- Certified Economic Developer, Economic Development Institute
- Advanced Key Account Management, National Rural Electric Cooperative
- Leadership & Crisis Management Training, U.S. Air Force, Army, NATO

Select Publications

Public Administration Education with Moldovan, Octavian and Macarie, F. C., *Transylvanian Review of Administrative Sciences*, 20(72), 2024.

COVID-19 Mandatory Vaccination Exemption Requests for Special Status Public Sector Employees in the US Air Force with Moldovan, Octavian, *Journal of Public Administration, Finance and Law*, 31, 2024.

Multi-Dimensional Policy Analysis for Local Administrator Actions in the Midst of Global Economic Crises, with Moldovan, Octavian, *Scholedge International Journal of Business Policy & Governance*, vol. 4 (13), 2017.

Nokia Plant Closure: Partnerships, Foreign Investment and Development, with Octavian Moldovan and Erzebet Pocsveiler, Cluj (Romania), 2014.

Community Service

Civic Leadership

- **Pastor, Spivey Memorial Methodist Church, Dayton, TN (2025 to present)**
- **Contract Pastor, congregations in seven denominations (2009 to present)**
- Faculty Leader, Bryan College Student Service Days (2025)
- Treasurer, Festival 56 Summer Theater Festival, Princeton IL (2019–2020)
- Secretary, Princeton IL Ministerial Association (2017–2020)
- Board Member, Bethel New Life (\$15M annual revenue), Chicago (2008–2010)
- Davie YMCA Board President, Finance & Fund Drive Chair (1997–2001)
- Rotary Club Member & Veterans Day Event Chair (1996–2000)

Professional Organizations

- American Economic Association & Christian Economists Association (2019–2025)
- Board Member, Society of Human Resource Managers Illinois Valley (2019–2020)
- Secretary, Princeton Ministerial Association (2017–2020)
- Treasurer, Center for Emotional Intelligence and Human Relations (2012–2015)
- Vice Chair, Job Service Employers Committee, Mecklenburg County (1999–2000)
- Member, North Carolina Economic Development Association (1997–2000)
- Regional Advisory Board, NC State Employees Credit Union (1997–1999)

Family Engagement

- Treasurer & Founding Board Member, Cub Scout Pack 4316 (2016–2017)
- Leader, International Kids Club, Hungary (2022)
- Co-Leader, Celebration Day Camps, Princeton IL (2019–2020)
- Co-Leader, Kids Club, IL Churches (2019–2020)
- Coach, Soccer, T-Ball & Chess Clubs (2004–2012)

Social Service

- Volunteer, Army-Air Force Vacation Bible School, Ramstein (2024)
- Conference President, North Carolina Men in Mission (2000–2003)
- Volunteer, Rowan Helping Ministries Food Bank/Homeless Shelter (2001–2003)
- Tutor, Newark Delaware Homeless Shelter (2011)

Arts & Culture Engagement

- Producer/Actor, Community Theater (1999–2010)
- Chair, Public Artwork Task Force, Lutheran School of Theology (2005–2008)
- Host, Tajikistani Attorney Delegation, Newark (2012)
- Organizer, Papa Hungary English Club (2022)

Andy Broyles, P.E.
Director of Development Services / Town Engineer
Town of Greeneville
Greeneville, Tennessee

Dear Mr. Auger,

I appreciate the opportunity to formally submit my application for City Manager for the Town of Greeneville. Having had the opportunity to speak with you during your visit to Greeneville, I wanted to follow up with a cover letter that clearly explains both my interest in this role and the perspective I bring to it.

I recognize that my background is not that of a traditional career city administrator. That distinction is intentional and, I believe, directly aligned with what the Town of Greeneville is seeking at this point in its history.

Over the past several months serving as Director of Development Services and Town Engineer, I have had the unique opportunity to view Greeneville from both the outside and the inside in a relatively short period of time. Prior to this role, my experience with the Town was as a resident, parent, business owner, developer, and taxpayer—someone navigating regulations, constructing projects, paying fees, and investing capital locally. Since joining the Town, I have gained firsthand insight into internal operations, staffing, capital planning, grant-funded projects, procurement, intergovernmental coordination, and the practical constraints under which municipal government operates.

That dual perspective has shaped my belief that Greeneville does not need additional layers of bureaucracy, but rather disciplined execution, thoughtful prioritization, and leadership grounded in real-world feasibility.

The City Council's stated priorities—including growth management, infrastructure planning and financing, downtown vitality, traffic, housing availability, economic development, and intergovernmental collaboration—are the same issues that led to the creation of my current position and define my day-to-day responsibilities. I am already actively involved in nearly all of these areas, working to translate long-range vision into actionable steps, evaluate infrastructure capacity and fiscal impacts, improve capital project coordination, strengthen internal processes, and align the Town's efforts with regional partners.

Over the past year, I have taken a lead role in improving how Greeneville manages capital projects. This has included streamlining contracts, better defining scopes of work, aligning projects with the Town's long-term vision, and reducing inefficiencies and waste. Through this work, I have been closely involved in many responsibilities that directly align with the City Manager role, and I am prepared to take on that level of leadership and accountability.

My professional background in engineering, construction, real estate development, and business ownership has required me to manage budgets, personnel, contracts, risk, and long-term investment decisions without the safety net of bureaucracy. In the private sector, poor decisions

have immediate consequences. That experience has shaped how I approach stewardship of public resources, accountability, and leadership.

I also bring something that cannot be learned on the job: deep roots in this community. My family has nine generations of history in Greeneville and Greene County, including public service—my great-great-grandfather served as Chief of Police for the Town of Greeneville from the 1920s through the early 1940s. I have lived in Greene County my entire life and within the Town for more than thirty years. I have built businesses here, employed people here, invested here, and relied on Town services from multiple perspectives. That lived experience reinforces my commitment to thoughtful stewardship and responsible leadership.

I understand that my background and perspective may differ from those of a traditional career city administrator. However, I believe the combination of municipal experience I have gained in my current role, along with decades of private-sector leadership in business, development, construction, and infrastructure, aligns directly with the priorities identified by the City Council and the challenges facing Greeneville today.

I would welcome the opportunity to further discuss how my experience, approach, and current role within the organization could help support Greeneville's continued growth in a practical, coordinated, and financially responsible manner. Thank you for your time, your consideration, and your service to the Town of Greeneville.

Respectfully,

Andy Broyles, P.E.

ANDY BROYLES, P.E.

Greeneville, Tennessee | Director of Development Services / Town Engineer

EXECUTIVE PROFILE

Municipal executive, engineer, and real estate developer with more than 25 years of experience leading capital projects, long-range planning, and development initiatives across East Tennessee. Combines municipal leadership with private-sector construction, investment, and engineering expertise to deliver practical, fiscally responsible results.

CURRENT MUNICIPAL EXPERIENCE

Town of Greeneville, Tennessee — Director of Development Services / Town Engineer | August 2025 – Present

- Lead the Development Services Department integrating planning, engineering, stormwater, and development review.
- Align growth decisions with infrastructure capacity, maintenance costs, and fiscal sustainability.
- Evaluate infrastructure systems to shape capital planning.
- Coordinate capital project scoping, sequencing, and execution.
- Support grant-funded and local projects with feasibility and constructability review.
- Collaborate with county and regional partners on shared infrastructure issues.
- Guide long-term planning related to airport compatibility, transportation, and growth.

EXECUTIVE, BUSINESS & DEVELOPMENT EXPERIENCE

Broyles Investments – Greeneville & Morristown, Tennessee — Vice President | 2006 – 2016

- Senior operational executive for a building supply business comparable to Lowe's or Home Depot.
- Oversaw 20–25 employees including hiring and performance management.
- Managed purchasing, vendor negotiations, pricing, and inventory.
- Oversaw annual revenues of \$15–20M with responsibility for budgeting and cost control.
- Directed facility maintenance, capital improvements, and regulatory compliance.

Broyles Properties – Greeneville, Tennessee — Owner | Real Estate Investment & Development | 2006 – Present

- Own/manage portfolio of 275,000+ sq ft commercial, retail, and medical office properties.
- Oversee leasing, tenant relations, capital improvements, and asset strategy.
- Evaluate development and investment feasibility.

Ace Development, Inc. – Greeneville, Tennessee — Partner | Commercial & Residential Construction | 1996 – Present

- Lead construction of residential, multifamily, and commercial projects.
- Manage budgeting, scheduling, procurement, and project execution.
- Coordinate permitting, inspections, and compliance.

Pool Source TN, LLC – Greeneville, Tennessee — Owner | Specialty Construction | 2016 – 2025

- Founded and operated custom swimming pool and spa construction business.
- Completed 70+ projects across 17 municipalities.
- Managed personnel, budgeting, procurement, scheduling, and compliance.

Private Engineering Practice – Greeneville, Tennessee — Principal Engineer | 2006 – 2025

- Provided civil and geotechnical engineering services for residential, commercial, and infrastructure projects.
- Supported land development, permitting, design, and construction oversight.

ENGINEERING & TECHNICAL LEADERSHIP EXPERIENCE

MACTEC Engineering, Inc. – Knoxville, Tennessee — Geotechnical Engineering Manager / Senior Engineer | 2000 – 2006

- Managed department of nine engineers and technical staff.
- Directed personnel, budgets, project delivery, and client coordination.
- Led geotechnical services for industrial, energy, and transportation projects.

S&ME, Inc. – Knoxville, Tennessee — Geotechnical Project Engineer | 1996 – 2000

- Delivered geotechnical engineering services across multiple project types.

EDUCATION

B.S., Civil Engineering – University of Tennessee

B.S., Geology – University of Tennessee

LICENSURE & PROFESSIONAL AFFILIATIONS

- Professional Engineer – Tennessee
- Professional Geologist – Tennessee
- Tennessee General Contractor – Residential & Small Commercial
- Tennessee General Contractor – Specialty Swimming Pool Construction
- Tennessee Society of Professional Engineers
- Town of Greeneville Regional Planning Commission (2019 – Present)

Scott Collins

[REDACTED]
[REDACTED]
[REDACTED]

Town of Greeneville
200 North College Street
Greeneville, TN

December 18, 2025

Town of Greenville,

Please accept this letter as my expression of interest in your current city manager vacancy.

As you will find, most of my career has been in municipal government management and administration. After having thoroughly reviewed your job description I believe I have the experience, skills, knowledge, and character to excel as your next city manager.

My family and I strongly desire to relocate back to Tennessee after living there from 2016 through 2022. I would be humbled by any consideration I may be given for this great opportunity.

Respectfully,

Scott Collins

Scott Collins



PROFESSIONAL SUMMARY

Results oriented professional experienced in organizational administration and management. Strengths include budgeting and financial management, human resources management, organizational planning and development, critical decision making, and achieving common goals and objectives.

WORK HISTORY

EXECUTIVE DIRECTOR OF FINANCE | 02/2024 to Current

City of Mobile, Alabama - Mobile, Alabama

- Supervise the daily operations of the city's accounting, revenue, grants, capital, pension, and purchasing departments.
- Develop and administer the city's \$450 million annual operating and capital budgets.
- Monitor all financial activity of the city and develop financial strategy.
- Review revenue compliance, revenue codes, and amend to ensure revenue stability.
- Periodically review expense budget monitoring with department heads and senior staff.
- Review and approve all civil service personnel hiring, transfers, and salary adjustments.
- Manage the city's investment policy, debt issuances, and coordinate bond ratings.
- Draft, review, and approve financial contracts, budgetary processes, and fiscal policy.
- Prepare ordinances and resolutions for presentment to the mayor and council.
- Advise the city's elected officials and senior staff regarding all financial matters.

CONSULTANT | 01/2023 to 02/2024

Collins Municipal Resources - Tuscaloosa, AL

- Prepared operating budgets and created general ledgers.
- Developed operational plans and performed comprehensive plan reviews.

CITY MANAGER | 08/2016 to 11/2022

City of Fairview, Tennessee - Fairview, Tennessee

- Managed the operations of all city departments including police, fire, finance, human resources, city recorder, planning and zoning, parks, and public works.
- Prepared the annual city budget and all monthly, quarterly, and annual finance reports.
- Coordinated the city's bond rating and the bond issuances.
- Revised the city's compensation plan and employee benefits plans.
- Developed and implemented the city's 2040 comprehensive plan.
- Served as the city's representative to community partners and business organizations.

CITY ADMINISTRATOR | 12/2008 to 04/2016

City of Northport, AL - Northport, AL

- Directly supervised the departments heads in finance, human resources, city clerk, water /wastewater, police, fire, engineering, and public works.
- Administered operating budgets, capital budgets, and enterprise fund budgets.

- Prepared municipal ordinances, resolutions, and all city policy and procedures.
- Secured the city's first ever bond rating and managed all debt issuances and refunding.
- Managed financial, utility billing, and human resource software conversions.
- Negotiated commercial and residential economic development agreements.
- Coordinated capital projects, infrastructure projects, and building projects.
- Revised the city's pay plan and implemented new employment benefit programs.

FINANCE DIRECTOR | 04/2007 to 12/2008

Tuscaloosa Housing Authority - Tuscaloosa

- Prepared agency's annual \$10 million budgets and all supporting documents.
- Coordinated the fiscal management of all capital projects.
- Prepared and submitted all federally required financial reports and progress reports.
- Supervised payroll and all served as the director of human resources.

CITY COUNCIL MEMBER (ELECTED, PART-TIME) | 10/2004 to 11/2008

City of Northport, AL - Northport, AL

- Elected in 2004 to the Northport City Council (did not seek re-election)
- Chaired the city's finance committee and public safety committee.
- Served three years on the city's planning and zoning commission.
- Served as the city council liaison to the Chamber of Commerce.

ASST. DIRECTOR OF TRANSPORTATION SERVICES | 10/2004 to 04/2007

University of Alabama - Tuscaloosa, AL

- Managed federal transportation grants for the university.
- Supervised the maintenance off all campus parking structures and related facilities.
- Managed the development of the Crimson Ride campus transit system.
- Served as the direct supervisor for all parking management and fleet department staff.

CHIEF INVESTIGATOR | 06/1998 to 10/2004

Tuscaloosa County District Attorney - Tuscaloosa, AL

- Prepared felony criminal cases for presentation to the grand jury and criminal trial.
- Drafted search warrants, records request subpoenas, investigative documents.
- Managed all departmental grants and prepared the annual operating budget.

POLICE OFFICER | 10/1989 to 06/1998

City of Montgomery, Tuscaloosa - Montgomery AL - Tuscaloosa, AL

EDUCATION

University of Alabama - Tuscaloosa, AL | Bachelor of Science

Corporate Finance, 01/2003

January 7, 2026

Dear Sir or Madam:

I am applying for the Greeneville Town Manager position. I am currently employed with the City of Elizabethton, TN as their Planning Director. I have a staff of 4 people as the Building and Codes Departments are underneath me. I do all day-to-day planning activities, such as subdivision review, site plan, rezonings, GIS, addressing, as well as writing ordinances.

Previous employment:

Lakeway Area Metropolitan Transportation Planning Organization (LAMTPO). I was the MTPO Coordinator, and handle all aspects of MPO work, including but not limited to, writing agendas and minutes, GIS work, writing documents such as UPWP, TIP, LRTP, Title VI, LEP, DBE, land use plans, involved in greenway plans, wrote ADA Transition Plans. I help coordinate any transportation related issues with 8 local governing agencies with FHWA, FTA, TDOT and ETHRA. I help start the Lakeway Transit fixed route bus system in Morristown. I wrote the 2022 RAISE grant for Morristown's SR343 Complete Streets and ITS Traffic Signal Coordination project, which was awarded in August 2022.

I was a City Planner for Morristown TN, doing reports on annexations, rezonings, subdivision review, zoning text changes, re-wrote the Subdivision Regulations, and started GIS for the City of Morristown. I was promoted to MTPO Coordinator when LAMTPO was formed in 2003.

I was a City Planner in Kingsport TN for 4 years, writing reports on annexations, rezonings, subdivision reviews, created a Developer's Guide, and was the lead planner on a City-wide Special Census.

If there are any questions or concerns, please feel free to contact me. Thank you for your time and consideration.

Sincerely,

Richard L. DesGroseilliers



1. **Municipal Growth Management** Effectively guiding Greeneville's growth to ensure sustainable development and alignment with community values. **By working closely with the Town Council, as well as the Chamber of Commerce, other counties, state and federal agencies, I would develop a short- and long-term plan to guide Greeneville's growth in a sustainable manner.**
2. **Infrastructure Development and Financing Planning**, maintaining, and expanding infrastructure systems while identifying viable funding mechanisms to support these initiatives. Having done City Planning for several years, I will look at going after various grants to improve the City's infrastructure while maintaining a fiscally constraint budget. **Some grants I wrote that were awarded are TDOT's TPG, MMAG and TAP grants, USDOT RAISE grant, Historical Commission, as well as HUD grants**
3. **Downtown Parking Solutions** Addressing parking challenges in the downtown area to support commerce, accessibility, and urban vitality. **By developing land use plans (city-wide as well as neighborhood plans) this will help guide the City in determining and solving downtown parking issues and redevelopment of properties.**
4. **Economic and Community Development Strategy** Formulating and executing a comprehensive strategy to stimulate economic growth, attract investment, and enhance community well-being. **Develop a comprehensive plan which includes not only land use plans, financial plan, but also a development services plan to determine what development is feasible or not.**
5. **Traffic Management** Improving traffic flow and safety through strategic planning and infrastructure enhancements. **Previously worked as the LAMTPO Director, I had worked closely with TDOT, FHWA, FTA, and transit agencies to improve the movement of people, goods and services in a city and/or region. Some grants I wrote that were awarded are TDOT's TPG, MMAG and TAP grants, USDOT RAISE grant**
6. **Housing Availability and Affordability** Expanding housing options to meet the needs of a diverse and growing population. **Work closely with the Housing Authority as well as developers to see how we can develop or redevelop housing within the city. I had previously written the first HUD Comprehensive Plan in Morristown.**
7. **Intergovernmental and Organizational Collaboration** Strengthening partnerships with neighboring jurisdictions and non-governmental organizations to foster regional cooperation and shared progress. **Previously I had worked as the LAMTPO Director, I had worked closely with TDOT, FHWA, FTA, and transit agencies, 3 counties, 4 cities, as well as EPA, TDEC, and the Knoxville TPO to develop a regional transportation plan.**

Richard L. DesGroseilliers, GISP

Work Experience- 2024 to Present

Planning Director, City of Elizabethton, TN. In charge of the Planning, Building and Codes departments. Wrote agenda items (rezonings, subdivisions, variance requests) for the City of Elizabethton's Regional Planning Commission (ERPC), the Historic Zoning Commission (EHZC), the Board of Zoning Appeals (BZA), and City Council. I also do GIS mapping and data analysis. I also handle Planning Commission items for the City of Watauga, TN. Other documents I wrote are Disadvantaged Business Enterprise (DBE) documents, land use plan, transportation plan, housing and population plan, and currently working on Subdivision Regulations and state and federal grants.

Work Experience- Previous

MTPO Coordinator - Work with the five (5) local agencies of the Lakeway Area Metropolitan Transportation Planning Organization (LAMTPO), as well as East Tennessee Human Resource Agency (ETHRA), the Tennessee Department of Transportation (TDOT), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA). Job duties include administering/ writing documents such as the Long Range Transportation Plan, Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), Title VI, ADA Transition Plans, and DBE documents. Several grants are written each year as well. The funds handled through LAMTPO annually are shown below:

Planning Funds	\$	300,000.00
STBG-Local Funds	\$	891,955.00
FTA Section 5303	\$	28,000.00
FTA Section 5307 funds	\$	1,113,813.76
FTA Section 5339 Funds	\$	100,000.00

Land Use Planner - (1) Day-to-Day planning, such as subdivision reviews, annexations, rezoning of properties, zoning code changes; (2) Long range planning such as transportation plans, land use plans, neighborhood plans; (3) GIS experience in data analysis, editing, using US Census Data, forecasting population growth, population densities, and map creation.

Education:

GIS Certification	Roane State Community College, Oak Ridge, TN, 2003
M.S. Geography/ Urban Planning,	East Tennessee State University, Johnson City, TN, 1999
B.S. Environmental Earth Science,	SUNY at Brockport, Brockport, NY, 1991

Professional Associations:

TNGIC	TN Geographic Information Council
URISA	Urban and Regional Information Systems Association
GISP	Geographic Information Systems Professional

Professional Background:

2024 – Present	Planning Director, City of Elizabethton, TN.
2003 – 2023	MTPO Coordinator, Lakeway Area Metropolitan Transportation Planning Organization (LAMTPO)
2000-2003	Planner, Morristown, TN
1999-2000	CS Representative, ISN.com
1995-1998	Planner, Kingsport, TN
1994-1995	Planning Intern, Kingsport TN

References:

Daniel Estes	Elizabethton City Manager	[REDACTED]
	[REDACTED]	
	[REDACTED]	
	[REDACTED]	

Mike Patterson	ETHRA Transportation Director	[REDACTED]
	[REDACTED]	
	[REDACTED]	
	[REDACTED]	

I worked with Mike on several transit projects and grants, including the start-up of Lakeway Transit.

Lynn Tully	TNECD	[REDACTED]
	Lynn and I were co-workers at the City of Kingsport, TN.	

Tracy Stroud	HUD	[REDACTED]
	Tracy and I were co-workers at the City of Morristown, TN	

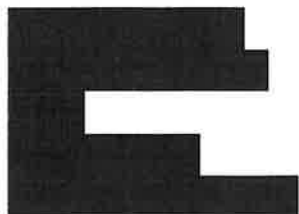
Troy Ebbert	TDOT OCT Planning	[REDACTED]
	I worked in conjunction with Troy for MPO related documents	

Mark Haga	Grant Writer	[REDACTED]
	Mark and I were co-workers at the City of Kingsport, TN.	

GARRETT K. GASS

Contact

Garrett K. Gass



Key Skills

- Excellent Oral and Written Communication Skills
- Critical Thinking Skills
- ArcGIS Web-Based Mapping Software
- Organized
- Diligence
- Tenacious
- Reading Comprehension Skills
- Microsoft Office Proficient
- Research Analysis Adeptness

Profile

Distinguished with honors throughout high school and college with extensive knowledge regarding policy analysis, public finance, strategic planning, and possession of excellent written communication skills. I am motivated to learn, grow, and excel in an entry level position focused on administration to advance organizational goals and effect positive change and social responsibility with ethical behavior to address challenges in diverse communities whether domestic or international. Organized and dependable candidate successful at managing multiple priorities.

Experience

January 2023 — May 2025

Graduate Research Assistant, East Tennessee State University, Johnson City, TN

- Assist the East Tennessee State University Director, Master of Public Administration Program with research required to support the Public Administration Department and faculty.
- Develop and gain experience in conducting a research project, design of experiments, evaluation of information relevant to the project given, and preparation of manuscripts or communication to be submitted by faculty.

Summer 2024

University of Tennessee Knoxville Institute for Public Service (IPS) Internship Program with Carter County Courthouse

- Engaged in extensive research regarding public documentation and policies.
- Received first-hand experience regarding the work environment of two local government departments which were the Highway Department and the Finance Department for Carter County, Tennessee.
- Provided inventory assistance by cross-referencing assets for all departments for the City of Elizabethton, Tennessee to an inventory assets log in preparation for the annual audit.
- Provided clerical support for the Carter County Assistant Finance Director, Director of Finance, and Mayor as needed.
- Attended staff and commission meetings if required for Carter County.

- Prepared and submitted a written report with a formal presentation at University of Tennessee Knoxville that was focused on internship with Carter County and lessons learned with achievements.

September 2019 — May 2022

Library Ambassador, East Tennessee State University, Johnson City, TN

- Researched issues of importance through multiple search engines and collaborated with students/peers to provide instruction on the use of library databases and other resources.
- Greeted students/peers to create a welcoming atmosphere and learning environment.
- Liaised and worked collaboratively with students/peers and faculty to support East Tennessee State University Library Initiatives.
- Scheduled 60 to 75 hours per semester to assist students/peers with research on various projects.
- Engaged in professional networking to maintain strong relationships with faculty and ensure feedback was given to improve the Library Ambassador Program.

Education

April 2023 - May 2025

Master of Public Administration with a Concentration in Government, East Tennessee State University, Johnson City, TN

- Full-time student with focused studies in Public Administration with a concentration in Government.
- 3.876 GPA.
- Graduated May 10, 2025.

May 2022 - April 2023

1L Law Student in Doctor of Jurisprudence Degree, Duncan School of Law at Lincoln Memorial University, Knoxville, TN

- Full-time first year law student with focused studies in Legal Foundations, Civil Procedures, Contracts and Sales, Property Law, Torts, Legal Research, Legal Communication, and Advanced Legal Reasoning.

September 2019 to May 2022

Bachelor of Science in Political Science, East Tennessee State University, Johnson City, TN

- Graduate of East Tennessee State University with bachelor's in political science and Minor in Legal Studies, within 3 years, on May 7, 2022.
- Dean's List Fall 2019, Spring 2020, Fall 2020, Spring 2021, Fall 2021 and Spring 2022.
- Graduated Summa Cum Laude.
- Received The Southern Dames Scholarship from Pi Sigma Alpha at East Tennessee State University on May 6, 2022, for achieving excellence in academic work for political science.
- Received East Tennessee Provost Scholarship for 4 years, Johnson City, TN
- Received Parker Hannifin Corporation – 4-year Scholarship, Greeneville, TN.
- Received the Jarden Corporation Scholarship, Greeneville, TN.
- Member of the East Tennessee Library Advisory Council for the Sherrod Library formed to assist with the decision-making to process or appropriate funds for Sherrod Library and participate in monthly council sessions.
- Graduated from North Greene High School with Honors and 21 Credits from East Tennessee State University Dual Enrollment Program in 2019.
- Selected to be a member of the Greene County Youth Council which is an organization designed around community service.

Activities and Interests

- Family Time
- Travelling
- Camping
- Working Out
- Reading

Brad J. Guth



January 20, 2026

Peter Auger

Dear Mr. Auger:

I am writing to express my interest in the City Manager position with the Town of Greeneville, Tennessee. I bring more than twenty years of experience in municipal and county government, economic development, and organizational leadership, with a strong record of guiding communities through growth, infrastructure investment, and complex governance challenges.

Throughout my career, I have worked closely with elected officials, department leaders, and community stakeholders to translate long-term vision into practical strategies and measurable outcomes. My experience includes directing multi-department operations, advancing infrastructure and capital improvement initiatives, strengthening downtown and economic development efforts, and building collaborative partnerships across local and regional organizations.

In recent roles with Madison County and the Town of Hot Springs, I have led initiatives involving growth management, land use planning, infrastructure planning, and grant-funded capital projects. I have supported governing boards in balancing community values with development pressures, aligning organizational priorities with fiscal realities, and positioning communities for sustainable growth. My work has included strategic planning, intergovernmental coordination, and the development of policies and programs to enhance economic vitality and quality of life.

I am particularly drawn to Greeneville's focus on managing growth, expanding infrastructure capacity, strengthening downtown vitality, addressing housing needs, and fostering regional collaboration. These priorities reflect the same challenges and opportunities I have addressed in previous roles, where I worked to integrate planning, economic development, and organizational leadership into a cohesive approach to community advancement.

Equally important, I am a collaborative and people-centered leader. I value clear communication, consensus-building, and professional accountability, and I strive to create organizational cultures that support high performance, public trust, and responsive service delivery. My leadership approach emphasizes strategic thinking, disciplined execution, and respect for the role of elected officials in shaping community direction.

I would welcome the opportunity to discuss how my experience and leadership approach can support Greeneville's continued growth and long-term vision. Thank you for your consideration, and I appreciate the opportunity to be considered for this role.

Sincerely,
Brad J. Guth

LOCAL GOVERNMENT EXECUTIVE

Senior local government leader with more than twenty years of experience guiding communities through growth while strengthening organizational capacity and preserving community identity. Known for collaborative leadership, strategic thinking, and the ability to align community vision with practical implementation across complex municipal systems. Proven record of directing multi-department operations, advancing infrastructure and economic development initiatives, and building effective partnerships among elected officials, staff, and community stakeholders.

CORE LEADERSHIP & MANAGEMENT EXPERTISE

Municipal and County Administration • Strategic Planning and Growth Management • Infrastructure Development and Capital Financing • Economic and Community Development • Downtown Revitalization and Placemaking • Land Use Planning and Zoning • Intergovernmental and Regional Collaboration • Budgeting and Capital Improvement Planning • Organizational Leadership and Department Management • Grant Strategy and Administration • Public–Private Partnerships • Community Engagement and Governance Support

PROFESSIONAL EXPERIENCE

Project Manager

Town of Hot Springs, North Carolina | July 2025 – December 2025

- Directed post-disaster recovery and rebuilding initiatives involving public infrastructure, utilities, downtown assets, and public facilities.
- Coordinated elected officials, engineers, contractors, and state and federal agencies to align project scope, funding, compliance, and timelines.
- Managed procurement, contractor oversight, and financial reporting for grant-funded capital projects.
- Supported strategic decision-making related to infrastructure priorities and long-term community resilience.

Development Services Director

Madison County, North Carolina | January 2022 – June 2025

- Directed multi-division operations encompassing Planning, Economic Development, GIS, and Building Inspections, aligning departmental goals with governing board priorities.
- Led integrated planning, economic development, and infrastructure initiatives supporting sustainable growth and long-term community objectives.
- Managed departmental budgets and capital planning while strengthening cross-departmental coordination and organizational effectiveness.
- Secured and administered major state and federal grants, including a \$1.5 million Golden LEAF SITE Development Grant supporting infrastructure and site readiness.
- Served as zoning administrator, interpreting and applying land use ordinances and supporting quasi-judicial processes.
- Partnered with public works and utility staff, engineers, and regulators on infrastructure planning, compliance, and capital improvement priorities.
- Strengthened partnerships with local governments, regional organizations, and economic development stakeholders.

Business & Community Development Director

City of Lincolnton, North Carolina | August 1998 – May 2014

- Led municipal economic development and downtown revitalization in collaboration with City Council, department heads, and community stakeholders.
 - Managed programs, budgets, and staff while coordinating cross-departmental initiatives supporting infrastructure, redevelopment, and community growth.
 - Guided public–private partnerships resulting in more than \$30 million in downtown investment and community redevelopment, strengthening long-term economic vitality and earning more than twenty North Carolina Department of Commerce economic development awards.
-

ADDITIONAL PROFESSIONAL EXPERIENCE

Commercial Development & Main Street Manager, Town of Tarboro, North Carolina

Broker / REALTOR®, Greenville, North Carolina

Civics & Economics Teacher and Varsity Soccer Coach, West Craven High School, North Carolina

Executive Director, Pride of Kinston, Inc., North Carolina

Executive Director, Gaffney Main Street Corporation, South Carolina

Program Assistant, Tennessee Valley Authority

EDUCATION

University of Oklahoma — *Certificate, Economic Development*

University of North Carolina at Chapel Hill — *Certificate, Municipal Administration*

University of Tennessee, Knoxville — *M.S., Planning (Economic Development & Historic Preservation)*

Furman University — *B.A., Political Science*

HONORS & LEADERSHIP

President, Rotary Club of Madison County

President, CarolinaWest Regional Economic Development Association

Board Member, Madison Alliance for Rebuilding Communities

Board Chair, Winterville Chamber of Commerce

Board Chair, Pitt County Planning Board

Spirit of King Award — NAACP & Coalition of Black Churches

Special Commendation — City of Lincolnton City Council

Volunteer of the Year — United Way of North Carolina

Kelly Anne Janis

January 7, 2026

Pete Auger
UT-MTAS Management Consultant

Re: Town Manager – Town of Greeneville, TN

I am writing to express my interest in the Town Manager position for the Town of Greeneville, TN. With nearly twenty years of progressive experience in local government administration and a Master of Public Administration, I bring a comprehensive understanding of municipal operations, strategic leadership, and a passion for public service.

Throughout my career, I have demonstrated exceptional public relations and communication skills, building strong working relationships with elected officials, residents, developers, stakeholders, builders, and regional partners. I have extensive experience serving as a political liaison, providing clear, objective guidance to governing bodies while ensuring transparency, accountability, and responsiveness to community needs.

My professional background includes significant planning and development experience, as well as hands-on involvement with building, public works, and infrastructure systems. I have successfully overseen and collaborated on capital improvement projects, zoning and land-use initiatives, ordinance rewrites, and regulatory updates to ensure compliance, clarity, and long-term sustainability. I also bring a strong working knowledge of accessibility standards and ADA compliance, ensuring municipal facilities, programs, and public rights-of-way meet both legal requirements and best practices for inclusivity.

I am well-versed in priority-based budgeting, using data-driven approaches and SWOT analysis to align with Master and Comprehensive plans, fiscal decisions with organizational goals, operational efficiency, and community priorities. My strategic and critical thinking skills allow me to balance short-term needs with long-term planning, particularly in areas of infrastructure maintenance, growth management, building, planning, land use and development, while maintaining and addressing the needs of the community and residents.

At the core of my leadership approach is collaboration. I am known for my ability to engage constructively with the public and elected officials, manage complex issues with professionalism, and navigate politically sensitive environments with integrity. I value open communication, proactive problem-solving, and building trust across all levels of an organization and the community it serves. I believe in common courtesy and common decency and would love the opportunity to serve the Town of Greeneville, its citizens, employees, and its elected officials.

I am excited about the opportunity to bring my experience, leadership, and commitment to public service to the Town of Greeneville. I would welcome the opportunity to discuss how my background and skills align with your community's goals and vision for the future.

Thank you for your time and consideration.

Sincerely,

Kelly A. Janis

Kelly Anne Janis

Objective

I am a dedicated public administration professional with extensive experience in local government operations. I have a Master of Public Administration with a strong passion for public service, expertise in priority-based budgeting, and proven public relations skills to support transparent, effective, and community centered leadership. I believe in building community trust, fiscal responsibility, accountability, ethical leadership, and responsible stewardship of resources while preserving the character of the town, its history, and supporting long-term prosperity.

Experience

Building Director	City of Gatlinburg – Building Inspection	Dec 2024 – Present
• Responsible professional, technical, managerial, and administrative work coordinating and managing the enforcement of various codes and in the inspection of all phases of building plans and construction. • Supervises the administration and coordination of all zoning, building, health, gas, mechanical, plumbing, sanitation, and municipal codes for the City of Gatlinburg and coordinates with county, state, and federal agencies. • Supervises and directs the inspection processes, applications and submittals, reviews and may perform residential, commercial, and industrial building and related code inspections. • Manages and participates in the development and implementation of goals, objectives, policies, and priorities for assigned programs; recommends and administers policies and procedures; implements new ordinances and resolutions as well as new state laws and codes. • Assumes management responsibility for assigned services and activities of the Building Division including plan checking, issuance of building permits, and building construction inspection services and activities. • Supervises the day-to-day activities of the Building Official, City Building Inspectors and the Stormwater/Utility Map Coordinator. • Responsible as the ADA Coordinator for execution of City-wide ADA compliance. • Project Management: Oversee new construction, renovations, and facility improvements, from planning and budgeting to vendor selection and project completion. • Budget & Finance: Prepare, manage, and control budget for building department and capital improvement projects. • Strategic Planning: Develop short and long-term • Selects, trains, motivates, and evaluates assigned personnel; provides or coordinates staff training; works with employees to correct deficiencies; implements discipline and termination procedures. • Oversees and participates in the development and administration of the Building Division's annual budget; participates in the forecast of funds needed for staffing, equipment, materials, and supplies; monitors and approves expenditures; implements adjustments.		
Plans Examiner	Weber County – Community Development	May 2019 – Nov 2024
• Responsible for project transparency, efficiency and accountability on all development projects. • Collaborated with stakeholders, planning & zoning and engineering development projects. • Project management of reviews for commercial and residential development for new and existing construction. • Reviewed construction drawings for code compliance. • Pre-construction / development meetings with contractors, architects, and engineers. • Established positive communication with citizens and the Utah Home Builders Association – Northern Wasatch Chapter. • Interviewed candidates for front desk staff. • Supervise building permit technicians and administrative assistants. • Exceptional customer service and public relations with both internal and external stakeholders. • Familiar with data software programs, ArcGIS, geological hazard mapping, ground snow load study, online permitting systems, MUNIS, Geo-Gizmo, et al.		
Plans Examiner	Salt Lake City – Building Services Division	October 2017 – May 2019
• Responsible for short and long range planning for development projects. • Collaboration with multiple stakeholders on capital improvement projects. • Reviewed both commercial and residential plans for new and existing construction. • Effective project management of 100+ projects and applications in various stages. • Knowledge of IBC, IRC, IMC, IPC, IECC, IEBC, and IFGC. • Knowledge of Fair Housing Act and amendments. • Reviewed fire alarm permits. Knowledge of NFPA 72 and the IFC. • Knowledge of ANSI standards (American National Standards Institute), ADA compliance of the ICC A117.1-2009. • Historic building preservation projects. • Data analysis for all building permits (approximately 13,000 issued annually) and monitoring projects, locations, and any structural changes compared to age of structure; seismic activity analysis.		

Planner / Permit Technician Salt Lake County**March 2014 – October 2017**

- Acted as a liaison between community groups, government agencies, developers, and elected officials in developing neighborhood plans, development proposals, and rezoning matters.
- Conformance with county ordinances and regulations on development proposals and site plans
- Reviewed plans, engineering and permit documents, determines permit, plan, and process requirements for prospective applicants; reviewed architectural, civil, and engineering plans.
- Assisted Storm Water and Grading department with grading permits. Earned SWPPP certification.
- Advanced knowledge of ANSI standards (American National Standards Institute, ADA compliance, accessibility guidelines, and the ICC A117.1-2009).
- Managed Business License, Conditional Use Permit, Land Use, Change of Use, Re-Zone, Lot Line Adjustment and Subdivision development projects.
- Site inspections for SWPPP compliance.
- Processed land use, building permit and business license applications. Assisted with grant applications for sidewalks.

Code Enforcement Officer / City Planner City of Mountain Home**February 2006 – May 2013**

- Assisted in land use and city code ordinance amendments and grant applications
- Effective leadership, review of operating budget, and project management.
- Managed general operation of Building, and Planning and Zoning departments.
- Strong financial and fiscal responsibility operations.
- Enhanced department's interactions with citizens and community relations.
- Ensured compliance of city government codes, ordinances, and compliance regulations.
- Responded to citizen complaints, develops and implements resolutions to enhance the quality of life for Mountain Home citizens and business owners.
- Proactive approach to analyze code enforcement issues from the public, ensuring compliance with the City's land use and development ordinances and regulations.
- Conditional use permits, variance requests, zoning law, street cut permits, and land use development applications.
- Exceptional ability to work in aggressive and controversial situations.

Education

Master of Public Administration
 Bachelor of Science in Psychology / Business Administration

University of Phoenix
 University of Phoenix

Awards & Organizations

2018 Chapter Service Award from the Utah Chapter ICC - Education Committee
 2021 Ron Bullock Award from the Bonneville Chapter ICC – Outstanding Building Official
 2022 Trailblazer Award from the International Code Council – Exemplary Mentorship

Tennessee Building Officials Association	Treasurer	Apr 2025 – Present
Region 8 ICC	Board Member (TN)	Mar 2025 - Present
Emerging Leaders Membership Council	Member	Sep 2022 - Present
Utah Women Leading Government	Member	Jun 2022 – Nov 2024
Utah Chapter IAEI	Member	May 2022 – Nov 2024
Bonneville Chapter of the ICC	President	Dec 2023 – Dec 2024
Bonneville Chapter of the ICC	Member & Education Committee	May 2019 - Present
Utah Chapter of the International Code Council	Education Committee, Member	Jan 2015 – Present
National Society of Leadership & Success	Member	Nov 2021 - Present
Order of the Sword & Shield	Member	May 2021 - Present
USA Wrestling Utah / Utah Girls Wrestling	Political Affairs Liaison	Jan 2015 – Nov 2024
Wrestle Like a Girl	Utah Ambassador / Camp Coordinator	2018 – Nov 2024
Empire Battle School	Wrestling Coach / Parent Advocate	2017 – Nov 2024

Professional References

Dalton York		Planning Director	City of Gatlinburg
Sean Wilkinson		Community Development Director	Weber County
Chris Crockett		Chief Civil Deputy Attorney	Weber County
Dale Bennett		Benchmark Engineering & Land Surveying, LLC	
Bruce Anderson		Blue Willow Builders, Inc.	
Mike Bosch		Senior Building Inspector	Weber County

Personal References

Geneva Gray		Women's Wrestling Director/National Dev. Coach	USA Wrestling Nevada
Yvonne Mahoney		Legal Secretary	Anderson & Karrenberg

SCOTT KEITH

January 15, 2026

Town of Greeneville
Greeneville, TN 37745

RE: City Manager

Dear Hiring Manager,

I am writing to express my interest in the City Manager position with the Town of Greeneville. With more than 26 years of experience in public works and a proven track record in leadership, project oversight, and policy implementation, I am well-prepared to contribute effectively to your community's growth and development.

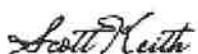
In my previous role as Assistant Public Works Director, I successfully led initiatives that improved infrastructure systems while ensuring alignment with community values. My practical approach has enabled me to identify viable funding mechanisms for various projects, enhancing overall performance and sustainability.

I recognize the importance of addressing parking challenges in downtown areas as part of fostering urban vitality. I have more than two decades of experience mitigating transportation issues in a rapidly developing environment. Additionally, I have worked collaboratively with neighboring jurisdictions and organizations to strengthen partnerships aimed at achieving shared progress.

I feel strongly that developing affordable housing options is critical and that we should be committed to sustainable development that preserves Greeneville's small town feel. I believe that by leveraging my team-building skills and decision-making abilities, we can create an environment where all residents thrive.

I am excited about the possibility of guiding Greeneville towards sustainable development while ensuring it remains a vibrant place for its citizens. Thank you for considering my application; I look forward to the opportunity to discuss how I can support your vision for Greeneville's future.

Sincerely,
Scott Keith



Scott Keith

Professional Summary

Dynamic leader with extensive public works experience, adept at managing complex municipal operations and fostering inter-agency relationships. Proven track record in developing successful teams and implementing innovative management solutions. Skilled in budgeting and public works infrastructure, with a commitment to professional development and operational excellence.

Accomplishments

U.S. Army Combat Veteran
 APWA Certified Public Works Professional - Management
 Certified Public Manager - course participation 2026
 Tennessee Certified Landfill Operator
 Tennessee Erosion Control Inspector Level 1

Work History

Town Of Greeneville - Assistant Public Works Director
 Greeneville, TN
 08/2023 - Current

- Plan and direct the daily operations of the Public Works Department
- Prepare annual budgets for roadway and municipal solid waste sections
- Prepare and present purchasing documents
- Provide technical feedback to administration and elected officials regarding public works infrastructure projects
- Establish annual roadway resurfacing plans
- Manage stormwater maintenance and operations
- Manage the Municipal Separate Storm Sewer System (MS4) permit program
- Provide leadership, training, and professional feedback to a 35-person team
- Respond to citizen concerns

City Of Tampa - Transportation Services Supervisor

Skills

- Proven leader with ability to manage complex tasks and develop successful teams
- Working knowledge of local government practices
- Working knowledge of public works infrastructure and operations
- Working knowledge of local government purchasing and budgeting procedures
- Able to foster inter-agency relationships
- Proven employee coach and mentor

Education

University of South Florida
 Tampa, FL
 Bachelor of Arts: Geography / GIS

Tampa, FL

09/2021 - 07/2023

- Plan and direct work of 65-person transportation operations team, including 3 section supervisors, overseeing work in roadway signs and markings, resurfacing, drawbridge operations, and special events.
- Serve as key supervisor over all transportation operations activities
- Develop and oversee \$2.3m transportation operations and capital maintenance budget
- Plan, design, and implement transportation-related projects consistent with administrative goals
- Manage working relationships between city, state, and other external agencies to achieve common transportation goals
- Review transportation project construction plans for consistency and adherence to standards and provide feedback and technical guidance to engineering team
- Ensure that transportation operations work adheres to all applicable City codes, laws, regulations, policies, and standards and consistent with Florida Department of Transportation standards.
- Evaluate section team leaders and provide professional development guidance. Review and advise on team leader assessment of staff
- Process employee concerns and administer discipline in accordance with City policy and employee union contract
- Act as emergency response operations section chief during all declared emergencies

City Of Tampa - Traffic Signal Maintenance Supervisor

Tampa, FL

10/2014 - 09/2021

- Develop and direct traffic signal and intelligent transportation system maintenance program consistent with national operational standards
- Develop and administer operating and capital budget for traffic signal and ITS infrastructure
- Coach and provide professional development for 17-member team
- Establish operations standards and provide technical guidance for construction of City's Advanced Traffic Management System infrastructure
- Provide technical expertise and manage development of GIS data sets for traffic signal and ITS infrastructure asset inventory
- Established work plans and strategies to ensure that departmental goals are met and system operates consistent with industry standards
- Develop and manage relationships between local and state agencies to enhance resource allocation
- Direct traffic operations for large public events at Tampa-area venues

City Of Tampa - Transportation Technician IV - Supervisory

Tampa, FL

03/2014 - 10/2014

- Supervise Traffic Management Center operations
- Oversee development of traffic signal coordination timings
- Manage development of traffic signal patterns for special event ingress and egress from Tampa-area venues
- Coach and provide professional development for 4-member signal timings team
- Develop and maintain geographic information system (GIS) database for traffic signal and ITS asset and infrastructure inventory
- Develop work plans to maintain traffic signal basic and coordination timings City-wide
- Manage City's Econolite Centrac's Advanced Traffic Management System

City Of Tampa - Transportation Technician III

Tampa, FL

11/1999 - 03/2014

- Develop and implement traffic signal clearance and coordination timings for more than 550 traffic signals utilizing traffic modeling software
- Operate and maintain City's traffic signal central system
- Assist with special event traffic control and incident management through traffic signal timing adjustment
- Operate Tampa Hillsborough Expressway Authority's reversible express lane system
- Assist with emergency traffic operations and disaster recovery
- Design and implement GIS database to catalog City's traffic signal system and fiber-optic network infrastructure

Amanda R. Murphy, Ed.S.

Objective

Former Educational Specialist with over 10 years of proven experience in a fast-paced, dynamic work environment, aspiring to transfer my skills by leveraging my exceptional interpersonal, organizational, and project administrative expertise, currently working towards a doctorate in law and policy.

Certifications, Education, and Licensing

- Liberty University Doctor of Law and Policy
 - Lincoln Memorial University ILL- Ed.S. (Educational Specialist Degree) 07/2018
 - Bethel University Instructional Leadership~ Master of Science ILL- B (Administrative Licensure) 07/2017
 - Tusculum College Bachelor of Arts (Human Growth and Learning) 05/2012
- ★ Published Author & Illustrator, 2012 ★ Jean Hixon Memorial Award Recipient ★ National Education Association (NEA) Member, Alumni Association ★ Consistent 4.0 GPA

Professional Work Experience

Cocke County Board of Education, Newport, TN (2012– 2022) Educator

- Public speaking
- Applying relevant technology to design, instruct, observe, evaluate, and provide feedback
- Leading and participating in meetings, in-person and virtual via Zoom calls and Google Meets
- Meeting and scheduling management
- Organizational development
- Project management
- Website design and maintenance
- Conflict management and resolution
- Diverse backgrounds and cultures
- Strong interpersonal skills
- Multitasking
- Staff assistance and collaboration with functions related to research, data entry, retention, etc.
- Scheduling and maintenance of inventory records
- Facilitator and scribe of PLC meetings (Professional Learning Community)
- Establishing and executing clear daily objectives

David Britton Appraisals, Morristown, TN (2024– 2025)

Administrative Assistant

- Routinely acting as liaison
- Assembling information for property appraisals
- Constructing detailed, professional appraisal documents for clients
- Making recommendations on personnel actions such as employment, promotion, demotion, transfer, retention, and increases for exceptional performance
- Keeping expense accounts; ordered office supplies as needed
- Maintaining networking, booking, and running appointments via phone & Zoom
- Inbound and Outbound calling
- Assisting in writing policies as well as in the initiation of the underwriting process
- Maintaining confidentiality

Precision Boilers, LLC, Morristown, TN (2022– 2023)

Sales Administrator

- Order management (Procedure and Process)
- Creating and maintaining the daily flash report for company bookings and shipments, as well as maintaining the business website and literature
- Handling routine correspondence, including the composition of replies and routes to the appropriate operating division for reply, through phone calls, emails, etc.
- General office administration, etc.

References

Tawny McCracken, Engineering Assistant,
Precision Boilers, Morristown, [REDACTED]
[REDACTED]

Kristy Overholt, Federal Programs Coordinator
Cocke County Schools, Central Office, [REDACTED]
[REDACTED]

Jim Solari, President and CEO, Vapor Power
International, Franklin Park, IL [REDACTED]
[REDACTED]

Bradley Sperling, Senior Manager, Security
Data Sciences & Development at Cigna
Healthcare,
[REDACTED]

JAMEY D. NEALY
Greeneville, Tennessee

EXECUTIVE PROFILE

Retired Army officer, senior executive and public-sector leader with over 24 years of experience directing complex operations, administering large budgets, leading diverse professional teams, and advising governing bodies on policy, finance, and organizational performance. Proven chief operating officer with a strong ethical compass, politically aware leadership style, and a record of delivering accountable, transparent, and effective public service. Experienced in intergovernmental collaboration, infrastructure and program financing, personnel administration, and strategic planning. Committed to community-centered governance and responsible municipal growth.

CORE COMPETENCIES

Municipal Operations & Administration • Budget Development & Fiscal Oversight • Capital & Program Planning • Personnel Administration & Organizational Leadership • Policy Analysis & Council Advisory Support • Intergovernmental & Community Collaboration • Strategic Planning & Change Management • Public Communication & Stakeholder Engagement • Ethical, Accountable Governance

EXECUTIVE & ADMINISTRATIVE EXPERIENCE - *United States Army (1996-2024)*

Senior Analyst / Executive Advisor (Executive-Level Interagency Assignment)

2021 – 2024

- Served as senior advisor to executive leadership on policy development, program effectiveness, and intergovernmental coordination impacting national and local jurisdictions.
 - Analyzed complex government programs and identified performance gaps, recommending corrective actions to improve efficiency, accountability, and outcomes.
 - Prepared executive-level reports, briefings, and recommendations for senior decision-makers, ensuring transparency and informed governance.
 - Led and coordinated cross-functional teams responsible for implementing multi-agency initiatives, maintaining schedules, budgets, and performance benchmarks.
-

Chief of Operations

2018 – 2021

- Directed daily operations for large, multi-department programs with combined budgets exceeding **\$175M**, ensuring compliance with fiscal controls and policy requirements.
- Planned, executed, and monitored infrastructure and operational initiatives in coordination with multiple governmental entities.
- Oversaw project schedules, expenditures, and performance metrics; identified risks and implemented corrective actions to keep programs on time and within budget.

- Acted as principal coordinating authority among U.S. and partner organizations, strengthening intergovernmental collaboration and shared service delivery.

Executive Special Assistant / Administrative Director

2017 – 2018

- Supported senior executive leadership as chief administrative advisor, managing internal operations, strategic initiatives, and organizational performance reviews.
- Drafted policy recommendations, administrative directives, and operational updates for senior governing authorities.
- Coordinated high-level meetings, agendas, and briefings involving multiple agencies and external stakeholders.

Political-Military Affairs Advisor (Public Policy & Stakeholder Role)

2015 – 2017

- Advised executive leadership on policy, governance, and organizational strategy affecting public institutions and partner agencies.
- Developed and implemented initiatives requiring coordination across multiple organizations, ensuring alignment with governing authority priorities.
- Maintained effective working relationships with elected officials, senior administrators, partner agencies, and the public.

COMMUNITY & CIVIC ENGAGEMENT

- Volunteer Committee Member, **Greeneville Adventist Academy** — academic fundraising and community engagement
- Volunteer Horseman, **Windrush Farm** — facility operations, asset care, and public interaction
- Active involvement in local civic and community-based initiatives

EDUCATION

- **Master of Business Administration (MBA)** — Leadership & Change Management
Norwich University
- **Master of Science** — Latin American Studies
University of Miami
- **Bachelor of Science** — International Relations & National Security Studies
United States Military Academy at West Point

December 24, 2025

Town of Greeneville TN
C/O Peter Auger, MTAS

Subject: City Manager Recruitment

Mr. Auger,

Please accept this cover letter and resume to become Greeneville's next city manager. Over the last 30 years I progressed through the ranks of local government in Virginia, Michigan, Tennessee, Georgia, and Texas. Having worked as a town/city manager in several cities, I have heavy experience working closely with elected officials, city teams, partner agencies, developers, civic groups, HOAs, and religious leaders.

Why Greeneville? My family is in East TN, I know Greeneville well and would welcome the opportunity to become not only a long-term member of the Town government, but a valued, contributing member of the Greeneville community.

Credentials and Education:

- **Credentialed Manager** through the Intl. City/County Manager's Association (ICMA-CM)*
- **Certified Planner** through the American Planning Association (AICP)
- **Certified Municipal Finance Officer** through the State of Tennessee/University of TN (CMFO)
- Graduate of **Leadership ICMA** Class of 2010 (see related publications on resume)
- Graduate of the **Senior Executive Institute** at the University of Virginia
- Graduate of the **Senior Executives in State and Local Government** at Harvard University

I hold a **Masters Degree in Public Administration** specializing in municipal government. Additionally, I have completed many executive courses related to key areas of local government: *Leadership in Crises* at Harvard Kennedy School, *Public-Private Partnerships* at Georgetown University, International Economic Development Council's *Economic Development Basic Course*, and several advanced emergency management courses through NIMS/FEMA.

Philosophy. I believe inside and outside of Town Hall we should exude humble, confident leadership. I believe in creating strong diverse teams where we as leaders provide the mission, mentor the teams doing the work, build leadership capacity within those teams, and provide support for their success. Most importantly, I understand the role of City Manager, and the importance of solid relationships with the Mayor and Council, executive team, employees and the Town's community partners. The foundation for my leadership growth was formed early and through 10 years of service in the United States Marine Corps. My military experience taught me how to thrive under pressure, the importance of truth to power, tact, personal discipline, accountability, and teamwork. Finally, I believe it's important to have a life outside of work and a good sense of humor.

Sincerely,

Gary Palmer, ICMA-CM, AICP, CMFO

* Recertification Pending

Gary Palmer ICMA-CM, AICP, CMFO



CORE VALUES: Humility, Teamwork, Integrity, Enthusiasm, Dependability, Fun and Humor

ORGANIZATIONAL VALUES: Transparency, Innovation, Continuous Improvement, Professional Development, High Performance, Inclusivity, Open Communication, Mentorship

EMPLOYMENT HISTORY and HIGHLIGHTS

GMPHR www.gmphr.com

Senior Consultant/Executive Recruiter (March 2025 – Current)

City of Montgomery, TX (Metro Houston TX; pop. 3,200) www.montgomerytx.org

City Administrator (November 2022 – November 2024)

Arthur J. Gallagher DBA Koff & Associates Inc. (remote) www.koffassociates.com

Executive Recruiter for Cities and Public Agencies (June 2021 - March 2022)

City of Roswell, GA (Metro Atlanta GA; pop. 115,650) www.roswellgov.com

City Administrator (October 2017 – June 2021)

- Executive Team Leader
- Onboarded a newly elected Mayor and City Council
 - Facilitated off-site mission/vision/values/priorities session
 - Developed Newly Elected Officials Handbook specific to Roswell
- Manage the day-to-day operations of a full-service city in large metro region
 - Oversight of 652 FTEs: 8 Departments, 33 Divisions
- Draft, propose and implement the Annual Budget (~\$150,000,000)
- Work closely with the Exec. Team on policy development, best practices and implementation
- Work closely with the Exec. Team and Council on strategic planning and implementation
- Work with local, State, Federal Representatives, partner agencies and lobbying firms to advance regional interests
- Commissioned and led many cross-departmental task-oriented teams (HPO Model)
- Reorganized emergency management operations and oversaw the update of the city emergency operation plans (COOP, EMA-SOPs)
- Guided the city through the first formal strategic plan process in its history

Town of Farragut, TN (Metro Knoxville TN; pop. 21,676) www.townoffarragut.org

Assistant Town Manager (May 2006 – October 2017)

- Executive Team Member
- Direct oversight the community development, engineering, stormwater and IT departments
- Direct oversight of emergency management operations and liaison to regional EMA
- Direct oversight of multi-million-dollar Capital Investment Plan
- State/Federal grant management
- Work closely with the Exec. Team on policy development, best practices and implementation
- Work closely with the Exec. Team and Town Board on strategic planning and implementation
- Work with local, State Federal Representatives to advance regional interests
- Town representative to media, public/private agencies, developers and community groups

City of Garden City, MI (Metro Detroit MI; pop. 27,692) www.gardencitymi.org

Community Development Director (January 2001 – May 2006)

- Executive Team Member
- Oversight of all major development proposals/master planning within the city
- Oversight of Planning, Building/Code Enforcement, Engineering and Stormwater
- Planning Commission/BZA oversight, guidance and staffing
- Community Dev. Block Grant (CDBG) and Housing Program Administrator

McKenna Associates Inc., (Metro Detroit MI) Urban Design and City Planning Firm www.mcka.com

Associate Planner (February 1999 – January 2001)

- Full-service planning professional for multiple local government client-communities
- Developed Master Plans, Comprehensive Plans and many other plans for client-communities
- Oversight of all grant initiatives for client-communities

University of Toledo, Military Service Center, Toledo OH

Veteran Representative (May 1994 – May 1996)

- Advocacy - Assist veterans with paperwork/obtaining their benefits
- Veteran counseling and tutoring

Prince William County Police Department, Prince William County VA (Metro DC; pop. 451,721)

Police Officer (September 1992 – January 1994)

- Executed standard police patrol operations in a large diverse urban environment
- Emergency operations-first responder

United States Marine Corps (Over 10 Years of Combined Service; MOS: 0352/8532/5811)

Sergeant

- Weapons Instructor, Dragon Platoon Anti-Tank Team Leader, Special Reaction Team Leader
- Multiple duty stations and numerous formal leadership and tactical courses

EDUCATION

University of Toledo OH	01/94 to 5/99	BSCJ, MPA	Masters Public Administration
University of VA	05/08	Cert.	Senior Executive Institute
Harvard University	06/14	Cert.	Senior Exec. State and Local Gov
Georgetown University	02/20	Cert.	Public-Private Partnerships - P3
Harvard University	05/21	Cert.	Leadership in Crises
Ohio Econ. Dev. Assoc.	03/21	Cert.	Econ. Development Basic Course
DHS/FEMA/ICS/NIMS		Cert	COOP, ICS:100,200,230D,300,700 800, AWR-232

CERTIFICATIONS / AFFILIATIONS / PUBLICATIONS

- ICMA-CM; International City/County Manager's Association Credentialed Manager*
- AICP; American Institute of Certified Planners & American Planning Association
- Certified Municipal Finance Officer; State of Tennessee
- Shangri-La Therapeutic Academy of Riding - US Veteran Volunteer
- "Organizational Culture Action Plan" City of Benicia, CA; Co-Author
- "Citizen Engagement in Montgomery Ohio" City of Montgomery, OH; Co-Author
- Registered Yoga Teacher (RYT200)

Harold “Butch” Patterson



Dear Members of the Selection Committee,

I am writing to express my interest in the City Manager position with the City of Greeneville. With over three decades of leadership in municipal government, I have extensive experience in departmental administration, fiscal management, capital improvement oversight, and collaboration with elected officials and community members.

Throughout my time as Parks & Recreation Director for the Town of Greeneville, I have served as a department head responsible for managing million-dollar + budgets, overseeing large-scale capital projects, and leading diverse teams of employees, contractors, and volunteers. My role has required close coordination with town administration, finance, public works, public safety departments, school systems, county government, Greene County Partnership, civic organizations, other youth serving organizations and state agencies to deliver services efficiently and responsibly.

In addition to operational leadership, I have significant experience working directly with governing bodies. I have prepared budgets, delivered public presentations, implemented policy direction, and ensured transparency and accountability in all departmental operations. My service as a Greene County Commissioner further strengthened my understanding of legislative processes, developing a 20+ million complex budget, and the importance of balancing community needs with responsible governance.

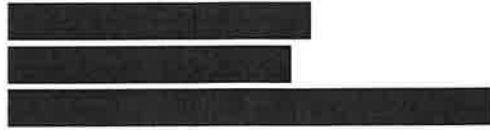
I am particularly interested in the position of City Manager because it allows me to continue building collaborative partnerships, striving to complete community goals, continue with long-range planning, and direct service to our citizens, businesses and visitors to our Town. I pride myself on being an approachable, ethical, and team first leader who values communication, teamwork, and community trust.

I welcome the opportunity to discuss how my experience and leadership philosophy align with the goals of your organization. Thank you for your time and consideration.

Respectfully,

Harold “Butch” Patterson

HAROLD “BUTCH” PATTERSON



EXECUTIVE PROFILE

Municipal executive with 30+ years of senior leadership in local government, including budget administration, capital project oversight, intergovernmental coordination, personnel management, public engagement, acquisition and procurement of grants. Proven ability to lead a complex department, manage million plus-dollar budgets, and deliver high-impact community projects. Trusted public servant with experience working directly with elected officials, boards, commissions, and citizens. Known for collaborative leadership, fiscal responsibility, and long-range planning.

PROFESSIONAL EXPERIENCE

Parks & Recreation Director

Town of Greeneville, TN | February 1997 – Present

Senior department head reporting to Town Manager and governing body.

- Administer annual operating budgets ranging from \$900,000 to \$1.7 million, ensuring fiscal accountability and alignment with municipal priorities.
- Direct and manage a workforce of 17 full-time employees, 25+ part-time staff, 20 seasonal employees, 50 contractors, and 300+ volunteers.
- Lead long-term planning, design, construction, and renovation of municipal facilities, parks, and public infrastructure projects.
- Coordinate closely with Town Administration, Finance, Public Works, Fire, Police, School Systems, County Government, and State Agencies.
- Provide staff reports, recommendations, and presentations to elected officials, boards, and committees.
- Served as Interim Library Director (2016), overseeing operations, staffing, and public services.
- Served on various boards for TRPA throughout my career.
- Completed MTAS Management and FEMA Emergency management programs.

Capital Projects & Community Assets Managed:

Town Hall, Renovations at Fire Stations (1, 3, 4), Senior Center, Sports Complex, Recreation Centers, Splash Pad, Parks, Trails, Pickleball & Beach Volleyball Facilities, Inclusive Playground, and multiple athletic field renovations.

Community & Economic Impact:

- Led development of regional sports tourism events and special events that attract tens of thousands of visitors annually.
- Negotiated public-private partnerships resulting in community reinvestment and facility improvements.

Parks & Recreation Director

City of Rogersville, TN | June 1993 – February 1997

Recreation Assistant

City of Church Hill, TN | May 1988 – June 1993

GRANT & CAPITAL FUNDING EXPERIENCE

Successfully administered over \$2+ million in state and federal grants, including LPRF, RTP, and TDOT funding, ensuring compliance, reporting, and project completion.

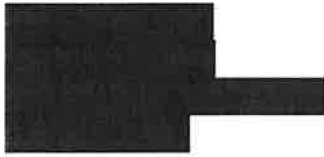
GOVERNMENT & CIVIC LEADERSHIP

- Greene County Commissioner (6 years)
- Greene County Budget & Finance Committee (4 years)
- Greene County Roads & Education Committees (6 years)
- Greeneville/Greene County Public Library Board (6 years)
- Greene County Partnership (Tourism, Sports Council, Leadership Programs)
- Greeneville/Greene County Boys & Club Board Member (11 years)

EDUCATION

Bachelor of Science – Physical Education
East Tennessee State University 1993

Brad Peters, P.E.



December 30, 2025

Pete Auger
Municipal Management Consultant
Municipal Technical Advisory Service (MTAS)
2112 North Roan St., Suite 604
Johnson City, Tennessee 37601

Dear Pete,

I am writing to express my interest in the City Manager position for the Town of Greeneville. My career spans nearly three decades in public service, including nearly 17 years serving the Town in engineering and public works roles, as well as my current work supporting municipalities across Tennessee through the University of Tennessee's Municipal Technical Advisory Service (MTAS).

As Town Engineer and Director of Public Works, I oversaw daily operations of multiple departments and facilities, including the Greeneville-Greene County Demolition Landfill, supervised more than 40 employees, managed budgets and capital projects, and worked closely with the City Council on policy, operations, and long-term planning. I implemented major operational improvements, including a full-depth pavement program, fleet GPS tracking, and the Mobile311 asset management system. I also managed several capital improvement projects, including the construction of Phases 2 and 3 of the Fairgrounds Connector Project and the Walters State Pedestrian Access Project.

In my current role with MTAS, I advise over 150 municipalities on public works operations, budgeting, asset management, GIS, traffic, and solid waste issues. This role has strengthened my ability to evaluate municipal operations, identify efficiencies, and recommend practical, consensus-driven solutions tailored to each community's needs.

I also bring direct governing-body experience as a Greene County Commissioner, serving on Budget & Finance, Insurance, Personnel & Policies, and other key committees. This perspective allows me to effectively support elected officials, communicate complex issues clearly, and balance operational realities with policy objectives.

I am committed to ethical, transparent leadership and to delivering efficient, high-quality public services. I would welcome the opportunity to work with the City Council as City Manager to advance its priorities and long-term vision for the Town of Greeneville.

Thank you for your consideration.

Sincerely,
Brad Peters, P.E.

Brad Peters, P.E.

Experience

University of Tennessee Municipal Technical Advisory Service (MTAS) July 2022 – Present *Public Works Consultant*

Serve as a subject matter expert to over 150 municipalities, providing guidance on street maintenance, solid waste and landfill operations, traffic management, and GIS applications. Leverage GIS software to support data-driven initiatives, including statewide analyses of fire fatalities and broadband internet accessibility. Conduct fire station location studies using GIS-based response time modeling to optimize emergency service coverage.

Town of Greeneville, Tennessee February 2011 – June 2022

Town Engineer/Director of Public Works

Oversaw operations of the Public Works Department and Greeneville-Greene County Demolition Landfill, managing a team of 40+ staff members, including hiring and supervision. Launched a full-depth pavement resurfacing program, modernized fleet operations with GPS tracking technology, and implemented the Mobile311 asset management system to streamline service requests and maintenance tracking.

Town of Greeneville, Tennessee August 2005 - February 2011

Town Engineer

Administered the Town's MS4 Stormwater Program, ensuring compliance with state and federal regulations. Managed and maintained the Town's Geographic Information System (GIS), supporting planning, public works, and emergency services. Reviewed site and construction plans for residential and commercial developments, including utilities and street infrastructure, and provided technical support to the Greeneville Regional Planning Commission. Utilized GIS software to develop and update zoning maps, solid waste collection routes, construction detour plans, and emergency response service areas.

Tennessee Department of Transportation January 1999 - August 2005

Operations Specialist Supervisor I

Supervised field office in Greeneville for TDOT Region 1 Construction providing Construction Engineering & Inspection (CEI) and Construction Staking services for transportation projects.

Tysinger, Hampton, & Partners, Inc. April 1996 - January 1999

Design Engineer

Produced civil engineering designs for various projects, including telecommunications projects and residential subdivisions.

Education

University of Tennessee, Knoxville

B.S. Civil Engineering, 1995

M.S. Civil Engineering, 2024

Licensure

Professional Engineer, 2001
FAA Part 107 (Drone), 2024

Additional Information

Greene County Commission

September 2014 – Present

Commissioner – 2nd District

Serve on Budget & Finance, Insurance, Personnel & Policies, and Building Code Committees and Regional Solid Waste Planning Board.

First Tennessee Development District, Rural Planning Organization Technical Committee

Greeneville – Greene County Representative

2005 - 2022

Represented Greeneville and Greene County on the RPO Technical Committee, serving as technical advisor and TDOT liaison to the executive committee.

_____Travis Ricker_____



Dear Selection Panel:

Please accept this letter as an expression of my interest in the City Manager position with the Town of Greeneville. I have enclosed for your review a copy of my resume.

As City Manager, I believe I would bring great value to the Town because I have a demonstrated ability to guide multiple projects and execute through various challenges in a multitude of settings. In my leadership positions within both public and private enterprises, I am familiar with the fluid and diverse demands placed on administrations and have in every situation produced positive outcomes improving the organizations or departments I have been afforded the opportunity to lead. My work within these organizations has also afforded me extensive experience in municipal relations with communities of all sizes and compositions, emergency management responses, intergovernmental relations, public relations, employee relations, oil and natural gas operations, economic development, budgeting and forecasting, solid waste management, grant writing and administration, compliance and environmental stewardship, and capital project supervision and construction, business development and restructuring.

I am achievement-oriented and have learned that effective communication leads to the best workable solutions to community or organizational challenges. I have never shied away from challenging positions and have always worked to expand my experience and seek uncomfortable tasks to grow my abilities. In my career I have worked to build relationships with stakeholders, delivered results that meet or exceed expectations, all while establishing a reputation of integrity and accountability. In my positions I have been formally recognized for my leadership both by the teams with whom I've been privileged to lead, my peers, and the organizations which I have been selected to represent. I do understand that at first glance this experience may seem niche, but believe the skills and varied experience throughout the country has shaped me to flourish in this position if afforded the opportunity, but as important as my qualification for the position is the position fit for myself and family.

I grew up in the community, as did my wife, it's the place we'd like our kids to be able to grow. I know what it's like to live and work in the town, a unique characteristic for this opportunity. I believe I have an experienced familiarity with both the success and opportunities that the town affords. I have seen and lived in a variety of communities throughout my professional career and know this position offers an opportunity of great importance - an opportunity to collaborate with a

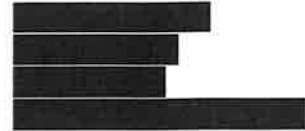
wonderful community on their ideas and needs and support the mayor and city commission in their vision of the future and do my part to maintain and expand Greeneville's reputation of being a great place to call home, to use my experience to create a greater experience for the citizens we serve.

I appreciate your consideration and look forward to meeting with you. I am confident that I would be a strong and positive addition to the Town of Greeneville. Please feel free to contact me at [REDACTED] with any questions or to schedule an interview.

Sincerely,

Travis Ricker

Travis Ricker



EXPERIENCE

Daviess County Fiscal Court, Owensboro KY —Department Head

September 2022- PRESENT

Leader of a 17M enterprise fund with 40 employees overseeing all the post collection solid waste activities of a county with a 100k+ population and other regional cities and communities. Expanded free cash flow consecutive years and have overseen the largest capital improvement project in the department's history. Performed heavy civil project for other department to reduce county costs and attract business development projects.

Waste Connections,Various — District Manager

February 2011- September 2022

Oversaw multiple territories in various states in various leadership positions. Business unit sizes ranging from 12M-130M and teams of sizes from 9 to 85 people. Was offered multiple promotions and moved throughout the country involved in all facets of the solid waste and exploration and production facility management. Took challenging opportunities and improved EBITDA margins, employee retention, and safety results at every territory. Traveled to other facilities to assist in integrations to the company, deal with challenging projects, and guide urgent conformity projects to completion. Developed multiple assistant managers and supervisors to senior leadership positions and territory leaders. Developed and executed one of the largest business acquisition targets through relationships with customer base and contract negotiation.

EDUCATION

University of Tennessee,Knoxville — Civil Engineering

SKILLS

Leadership
Business Development
Operations Improvement
Capital Management
Project Management

AWARDS

Servant Leader of the Year
Easter Region servant leader of the year as voted by peer/employees

Deans Unsung Hero
Recognition of Student Employee who goes above and beyond expectations

Blue Team Ambassador

Traveling leader facility upgrade projects or urgent compliance tasks

EC3 Guru

Development participant for inhouse environmental compliance tracking and task assignment tool to ensure continuous compliance

Philip H. Spence, III

Education	Master of Public Administration , August 2024 Old Dominion University, Norfolk, VA Bachelor of Business Administration, Major in Management , August 2012 Georgia College & State University, Milledgeville, GA
Honors	Eagle Scout, Boy Scouts of America
Work Experience	City of Charlottesville, Risk Manager , May 2021 - Present • Oversight of \$5 million Risk Fund, ensuring fiscal accountability through departmental chargebacks, reserves management, and strategic allocation of resources. • Partner with City leadership on development of the City's Strategic Plan, aligning risk management initiatives with organizational priorities. • Produce award-winning Popular Annual Financial Reports (PAFR), contributing to the City earning recognition from the Government Finance Officers Association. • Direct oversight of insurance and claims administration, ensuring efficient handling of liability matters and reduction of organizational exposures. • Serve as point of contact for citywide risk and safety matters, advising directors, supervisors, and elected officials on liability, compliance, and organizational resiliency. Athens-Clarke County Unified Government, Sr. HR Generalist , November 2018 - April 2021 • Directed the County's self-insured Workers' Compensation program, reducing claims costs through strategic case management and compliance with state regulations. • Partnered with department heads to enhance recruitment, selection, and workforce planning efforts across the organization. • Supported countywide safety and compliance programs, including random drug/alcohol testing and occupational health initiatives. Karen Rowell State Farm, Agent Aspirant , June 2014 - November 2018 • Provided financial and insurance solutions by analyzing client assets, goals, and risks. • Developed client portfolios by recommending insurance and financial products. • Built long-term relationships by delivering consistent service and strategic planning support. The Cottages at Woodland Terrace, Community Manager , January 2013 - June 2014 • Managed day-to-day operations of residential community, including sales, leasing, and marketing. • Coordinated monthly community events, building resident engagement and positive public relations. • Supervised leasing and maintenance teams to ensure operational excellence.
Leadership	National Public Risk Management Association (PRIMA), Chapter Relations & Membership Enhancement Committee (CRME) , Chair, July 2024 - Present • Lead national committee supporting state and local PRIMA chapters, strengthening governance and membership engagement. National Public Risk Management Association (PRIMA), Leadership Development Committee , July 2023 - Present • Evaluate and select board candidates, shaping the future leadership of the association. Virginia Public Risk Management Association (VA PRIMA), Vice President , 2022 - Present • Oversee statewide board activities, coordinate meetings, and manage digital engagement strategy.

City of Charlottesville iTeam, Internal City Engagement, Point, 2023 – Present

- Develop initiatives to strengthen employee culture, participation, and organizational connection.

Georgia Public Risk Management Association (GA PRIMA), Secretary, 2020 – 2021

- Supported statewide board operations and coordinated leadership meetings.

Relay For Life of Baldwin County, Event Co-Lead, July 2013 – June 2016

- Directed planning and fundraising efforts, mentoring volunteer leadership team

Licenses

Virginia Property & Casualty, Life & Annuities, and Health Insurance

Certificates

Stepping up to Supervision. Athens-Clarke County Government 10-week leadership program

Certified Instructor. National Safety Council First Aid CPR AED

Virginia Insurance Licenses, Property & Casualty, Life & Annuities, Health Insurance

Tyler S. Williams
[REDACTED]
[REDACTED]

January 9, 2026

Town of Greeneville
200 North College Street
Greeneville, TN 37745

Dear Mayor and Members of the Town Council:

Greeneville stands at a meaningful moment in its story—one where a deep and proud history intersects with opportunity, momentum, and thoughtful growth. I am writing to express my interest in serving as Town Manager and to offer my leadership in guiding Greeneville forward with integrity, purpose, and a clear vision for the future.

From its Revolutionary roots and presidential legacy to its vibrant arts community, strong schools, and championship tradition, Greeneville is a place defined by excellence and pride of place. It is a community that understands who it is, yet remains ambitious about who it can become. That balance—honoring legacy while embracing progress—reflects my own philosophy of municipal leadership. I believe successful communities are not simply managed; they are stewarded with care, collaboration, and a long-term commitment to people and place.

In my current role as Assistant Town Manager, Chief Financial Officer, and Recorder for the Town of Mount Carmel, I serve as a strategic partner to elected officials, staff, and community stakeholders. I oversee a broad operational portfolio and provide executive-level leadership across finance, budgeting, internal services, public communications, technology, grants, parks and recreation, municipal court, and public records. This experience has shaped me into a leader who sees the municipality as an interconnected system—where sound financial management, strong infrastructure, responsive services, and organizational culture work together to support a thriving community.

Greeneville's strategic priorities mirror some of the challenges and opportunities I have addressed throughout my career. Guiding sustainable growth requires both vision and discipline—aligning development with community values while ensuring core services are delivered effectively.

I believe the role of Town Manager extends beyond administration. It is about building trust, fostering collaboration, and creating an organization that is capable, resilient, and service-oriented. In my current role, I work closely with the Mayor and governing body to prepare agendas, provide policy guidance, and ensure informed decision-making. My leadership style is grounded in transparency, humility, and accountability, and I place a strong emphasis on

empowering department heads and staff to innovate while remaining aligned with the Town's vision and values.

Throughout my career, I have focused on strengthening institutions for the long term. This has included modernizing budget and financial processes, improving public-facing communication and accessibility, maximizing financial resources, overseeing major facility and organizational improvements, and cultivating partnerships with regional governments and community organizations. I am particularly passionate about intergovernmental collaboration and believe Greeneville's regional connectivity positions it well to leverage shared solutions and collective progress.

I hold a Doctor of Jurisprudence from the University of Tennessee College of Law and a Bachelor of Arts in Political Science from Carson-Newman University. I am certified by the State of Tennessee as a Certified Municipal Finance Officer (completion Feb. 2026) and Municipal Clerk/Recorder. I am currently enrolled in the Certified Public Manager Program, through the University of Tennessee, Institute for Public Service-Naifeh Center for Effective Leadership. This educational foundation allows me to bring legal insight, fiscal stewardship, and strategic leadership together in service to the community.

Greeneville is widely described as a place that is "just right," and I believe thoughtful leadership can ensure it remains so—welcoming growth without losing character, advancing opportunity while preserving identity, and preparing for tomorrow while honoring yesterday. I would be honored to serve as Town Manager and to partner with the Town Council, staff, and residents in shaping Greeneville's next chapter.

Thank you for your consideration. I welcome the opportunity to discuss how my experience, leadership philosophy, and vision align with Greeneville's future.

Sincerely,

Tyler S. Williams



TYLER WILLIAMS

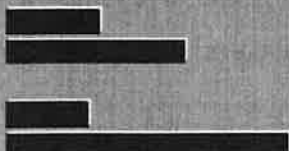
MUNICIPAL LEADER

PROFILE

Dedicated and results-driven municipal leader with extensive experience in financial management, strategic planning, and operational oversight. Proven ability to streamline processes, enhance fiscal responsibility, and foster collaboration to drive community growth. Adept at budget development, policy implementation, and interdepartmental coordination to ensure efficient and transparent governance. Committed to advancing municipalities through sound financial stewardship and forward-thinking leadership.

CONTACT

LOCATION:
Kingsport, Tennessee



EDUCATION

University of Tennessee College of Law, J.D.
Knoxville, Tennessee

Concentrations: Estate Planning and Administration, Trust Administration, Taxation of Trusts and Estates, Real Estate, Contract Drafting, and Business Law

Carson-Newman University, B.A. (magna cum laude)
Jefferson City, Tennessee

Major: Political Science

Honors: Outstanding Graduate in Political Science; Dean's List (all semesters); Pi Sigma Alpha; Alpha Chi

EXPERIENCE

City of Mount Carmel, TN – Asst. City Manager/CFO/Recorder
Mount Carmel, Tennessee
2024-Present

Manage the town's financial operations, including budgeting, forecasting, and financial reporting. Lead efforts to develop and implement strategic plans and policies. Oversee departmental functions, ensuring efficient service delivery and compliance with local, state, and federal laws and regulations. Coordinate with various departments to align resources and achieve organizational goals. Foster relationships with stakeholders, including elected officials, residents, businesses, and other government entities. Monitor financial performance and make recommendations to improve fiscal health. Supervise staff, providing guidance and professional development. Ensure transparency and accountability in all fiscal activities. Coordinate and manage official records, ensuring accuracy and accessibility. Oversee the preparation and distribution of agendas, minutes, and meeting documentation. Oversee finance, parks & recreation, public relations/communications, IT services, and internal services (tax collection, municipal court, post office and library).

Town of Unicoi, TN – City Recorder/Administrator
Unicoi, Tennessee
2024

Served as Chief Executive Officer, Chief Financial Officer, and Treasurer for the Town of Unicoi, Tennessee. Management and oversight of public works, infrastructure, human resources, police, communications, parks and recreation, and Mountain Harvest Kitchen departments. Kept full and complete records/minutes of the Board of Mayor and Aldermen meetings. Maintained a variety of records, including all ordinances and resolutions adopted by the Board of Mayor and Aldermen. As Treasurer, made payments relative to current operating expenses upon the authorization of the Board of Mayor and Aldermen. Received and accounted for all revenues of the town and maintained complete financial records necessary for the recording of receipts, investments, bonds, and deposits. Prepared all monthly financial reports, graphs, analysis and communicated those to the Board of Mayor and Aldermen. Custodian of the official seal of the town, the public records, documents, and papers. Certified all copies of original documents, records and papers in the Recorder's office as required. Supervised a variety of positions, including City Court. Prepared the annual town budget to present to the Board of Mayor and Aldermen. Performed related work as required by the town charter, town code or as requested by the Board of Mayor and Aldermen or Mayor.

SKILLS & EXPERTISE

- Microsoft Office proficient
- NextGen proficient
- Salesforce trained
- Mac and PC proficient
- Organized
- Leader
- Innovative thinker
- Strategic planner
- Attention to detail
- Research
- Problem solver
- Service excellence
- Legal writing and drafting
- Client communications

CERTIFICATIONS

Certified Public Manager

(in progress, est. completion Dec. 2026)

Certified Municipal Finance Officer

(in progress, est. completion Feb. 2026)

Certified Municipal Clerk/Recorder

SERVICE & ACTIVITIES

Kingsport Rotary Club

President-Elect

Member, 2025-Present

Tennessee City Management Assoc.

Member, 2025-Present

Int'l City/County Management Assoc.

Member, 2025-Present

TAMCAR

Member, 2024-Present

TGFOA

Member, 2024-Present

First Horizon Bank – Private Banker

Johnson City, Tennessee

2022-2023

Managed a private banking portfolio of approximately 300 individuals with high-net worth using banking strategies and solutions. Total bank assets under management of approximately 45MM and year over year revenue growth of 400K. Developed new relationships through calling on targeted potential clients, making client focused recommendations, and developing sales plans and strategies. Closed deals with a high rate of success. Acted as a financial advisor by fully understanding a client's financial status goals. Educated the client about financial strategies, products and services, and monitored customer information, product selections, financial plans and market trends to identify needs and opportunities. Developed and maintained client relationships by engaging the resources of other parts of the firm to provide meaningful and personalized service.

Brandt & Robbins, P.C. – Provisional Attorney/Senior Paralegal

Johnson City, Tennessee

2020-2022

Concentrations in estate planning, trust administration, and probate. Designed and implemented effective estate plans for clients including wills, living trusts, powers of attorney, irrevocable trusts, life insurance trusts, and trust funding. Under a provisional license, represented clients ranging from low income to high net worth. Provided oversight and guidance to trust administration clients including asset identification and evaluation, trustee and beneficiary representation, and asset liquidation and distribution. Represented probate clients in small estate, intestate, and testate administrations.

Klein & Smith, Attorneys at Law – Senior Paralegal

Johnson City, Tennessee

2019-2020

Drafted all estate planning documents for the firm including living trusts, powers of attorney, wills, and other ancillary documents. Participated in client intake and document execution meetings with managing partner. Reviewed and assisted with various business formation, business valuation, corporate and tax law matters. Trained for use of and implemented use of the WealthCounsel document drafting program. Assisted with Trust and Estate administration and probate matters.

REFERENCES

Mr. Paul K. Gray

FBI Special Agent (Retired)

[REDACTED]

[REDACTED]

[REDACTED]

Mr. James R. Stables

City Manager, Town of Mount Carmel

Mount Carmel, Tennessee

[REDACTED]

[REDACTED]

Dr. Kara E. Stooksbury

Chair of History, Political Science, and Sociology;

Associate Professor of Political Science, Carson-Newman University

Jefferson City, Tennessee

[REDACTED]

[REDACTED]



Item Cover Page

GREENEVILLE CITY COUNCIL AGENDA ITEM REPORT

DATE: February 3, 2026

SUBMITTED BY: Cathy Osborne, Administration

ITEM TYPE: Proposal

AGENDA SECTION: New Business

SUBJECT: Consideration of applicants to move forward to the the initial interview phase in the city manager search.

SUGGESTED ACTION:

ATTACHMENTS:



Item Cover Page

GREENEVILLE CITY COUNCIL AGENDA ITEM REPORT

DATE: February 3, 2026

SUBMITTED BY: Cathy Osborne, Finance

ITEM TYPE: Ordinance

AGENDA SECTION: New Business

SUBJECT: Public hearing and consideration of an ordinance on second and final reading to amend the fiscal year 2026 budget.

SUGGESTED ACTION:

ATTACHMENTS:

[FY 2026 Budget Amendment-1.pdf](#)

ORDINANCE

AN ORDINANCE TO AMEND THE FISCAL YEAR 2026 BUDGET, PASSED BY ORDINANCE No. 1821

SECTION 1. WHEREAS, the Town of Greeneville adopted the fiscal year 2026 budget by passage of Ordinance No. 1821 on June 17, 2025; and,

SECTION 2. WHEREAS, pursuant to the Municipal Budget Law of 1982, as found in the *Tennessee Code Annotated*, Section 6-56-208, no appropriation within the budget ordinance may be exceeded without an amendment of the budget ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF GREENEVILLE THAT THE CHANGES BE MADE TO THE FISCAL YEAR 2026 BUDGET AS FOLLOWS:

<u>General Fund</u>	Original Budget	Amended Budget	Amendment
<u>Revenue</u>			
Norfolk Southern Grant	0	7,500	7,500
SRO Grant	0	525,000	525,000
Tourism Enhancement Grant	0	75,000	75,000
LPRF Grant	0	38,650	38,650
PEP Safety Grant	0	4,000	4,000
PEP Driver Safety Grant	0	5,000	5,000
Roby Revenue - Wellness Revenue	0	7,500	7,500
DDA Grant - Roby Center	0	46,000	46,000
FEMA - Reimbursement (Helene - Mutual Aid)	0	74,935	74,935
BRAG GRANT	0	100,000	100,000
Misc Revenue	0	7,510	7,510
Total Revenue	0	891,095	891,095
<u>Expenditures</u>			
Safety Equipment - Fire Department	0	15,500	15,500
Police - Equipment	0	10,000	10,000
Paving/Resurfacing Ball Courts - Hardin Park	0	38,000	38,000
MiscSupplies - Hardin Park	0	16,195	16,195
Beach Volleyball Complex	0	42,500	42,500
ADA - Parks & Recreation	0	25,000	25,000
Software - Police	0	20,000	20,000
Software - Public Works	0	20,000	20,000
Roby - Net Trans Program	7,250	12,750	5,500
Roby - Bat Clean-up/Remediation	0	40,000	40,000
Roby - Supplies	0	46,000	46,000
Upgrade position - Roby	26,900	50,000	23,100
Remove position from Public Works (Storm Water Mgr)	67,827	0	(67,827)
Move and Upgrade position - Development Services	0	115,454	115,454
Remove Mechanic Position from Public Works (salary only)	61,200	0	(61,200)
Add Mechanic position to Fire Department (salary only)	0	61,200	61,200
Remove Contract Engineering Services	8,000	0	(8,000)
Hotel/Motel Tax - Additional expense	264,000	274,000	10,000
Concrete Stain - Depot Street Project	0	35,653	35,653
George Clem - Utilities and Other Exp	0	30,000	30,000
BRAG GRANT - Assessment project	0	105,000	105,000
Misc Operating Exp	0	6,500	6,500
Library - Roof Replacement	0	30,000	30,000
Transfer to Capital Equipment/Project Fund -Town	1,831,735	2,162,681	330,946
Transfer to GMAA - grant match	0	43,115	43,115
Total Expenditures	2,266,912	3,199,548	932,636

Landfill Fund - Demolition Landfill		Original Budget	Amended Budget	Amendment
<u>Revenues</u>				
Tipping Fees		1,896,800	2,250,000	353,200
Total Revenue		1,896,800	2,250,000	353,200
<u>Expenditures</u>				
Salaries & Benefits		224,789	280,000	55,211
Contracts		870,000	1,150,000	280,000
Professional Services		138,000	373,625	235,625
Total Expenditures		1,232,789	1,803,625	570,836
Net Effect on Cash/Net Position				(217,636)
Capital Fund - Projects/Equipment		Original Budget	Amended Budget	Amendment
<u>Revenues</u>				
Transfer from General Fund		1,831,735	2,089,701	257,966
Grant Revenue		0	75,150	75,150
Bond Proceeds - Restricted Cash		0	72,980	72,980
Total Revenue		1,831,735	2,237,831	406,096
<u>Expenditures</u>				
Fire Department - Cardiac Monitor		0	25,000	25,000
Parks & Rec - Playground Equip (Hardin Park)		0	128,305	128,305
Parks & Rec - Fencing for Ball Courts (Hardin Park)		0	22,000	22,000
Town Hall Exterior Improvements		0	125,000	125,000
Police Department - Vehicle (add'l)		0	42,000	42,000
Pocket Park		175,000	200,000	25,000
ADA Crosswalk Improvements Depot Street		0	72,980	72,980
Removing Software (non-capital exp)		45,000	0	(45,000)
Pickleball Court		0	10,811	10,811
Total Expenditures		220,000	626,096	406,096
Greenville Greene County Public Library		Original Budget	Amended Budget	Amendment
<u>Revenues</u>				
Greene County		138,000	184,500	46,500
Town of Greenville		213,500	243,500	30,000
Total Revenue		351,500	428,000	76,500
<u>Expenditures</u>				
Sewer Project		0	46,500	46,500
Roof Replacement Project		0	30,000	30,000
Total Expenditures		0	76,500	76,500

SECTION 3. BE IT FURTHER ORDAINED that a public hearing on this ordinance shall be held by the City Council on second reading, prior to adoption.

Approved and signed in open meeting on the 3rd day of February, 2026, following passage on Second Reading.

C. Calvin Doty, Mayor

Attest:

Lora A. Young, Finance Director

Passed on First Reading: 01/20/2026

Public Hearing: 02/03/2026

Passed on Second Reading: 02/03/2026



Item Cover Page

GREENEVILLE CITY COUNCIL AGENDA ITEM REPORT

DATE: February 3, 2026

SUBMITTED BY: Cathy Osborne, Fire

ITEM TYPE: Purchase

AGENDA SECTION: New Business

SUBJECT: Consideration to approve the purchase of a cardiac monitor for the Greeneville Fire Department.

SUGGESTED ACTION:

ATTACHMENTS:
[Lifepak 15 Bid Sheet and Quote.pdf](#)



Greeneville Bid/Proposal Summary Sheet

Project Name & Description:
Factory Reconditioned Lifepak 15 Cardiac Monitor

Submission #	Vendor	Cost	Requirements Met? Y/N	Comments
Submission #1	Stryker Medical	24,141.47	Yes ☒ No ☐	Shipping included in price.
Submission #2			Yes ☒ No ☐	
Submission #3			Yes ☒ No ☐	
Submission #4			Yes ☐ No ☐	
Submission #5			Yes ☐ No ☐	
Submission #6			Yes ☐ No ☐	
G/L Code/Line Item #: GFD Capital Item				
Recommendation	Sole source due to Titan Wireless Gateway that is required to be compatible with EMS and Hospital transmitting			
City Council Approval ☐	State Contract ☐	Low Bid ☐	Sourcewell ☐ OMNIA Part ☐ TIPS ☐ Buy Board ☐	Sole Source ☒
If state contract or purchasing cooperative list contract number _____				



Greeneville Fire. Eric Price. LP15

Quote Number: 11242985

Remit to:

Stryker Sales, LLC
21343 NETWORK PLACE
CHICAGO IL 60673-1213
USA

Version: 1

Division:

Medical

Prepared For: GREENEVILLE FIRE DEPT

Rep:

Franklin Tuten

Attn:

Email:

boyce.tuten@stryker.com

Phone Number:

Quote Date: 01/19/2026

Expiration Date: 04/19/2026

Contract Start: 01/19/2026

Contract End: 01/18/2027

Delivery Address

Name: GREENEVILLE FIRE DEPT

Account #: 20048100

Address: 710 W SUMMER ST

GREENEVILLE

Tennessee 37743-8916

Sold To - Shipping

Name: GREENEVILLE FIRE DEPT

Account #: 20048100

Address: 710 W SUMMER ST

GREENEVILLE

Tennessee 37743-8916

Bill To Account

Name: GREENEVILLE FIRE DEPT

Account #: 20048100

Address: 710 W SUMMER ST

GREENEVILLE

Tennessee 37743-8916

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	99577-001957U	USED LP15,EN,SPO2CO,3L/12L,EX,NIBP,CO2	1	\$18,612.00	\$18,612.00
2.0	11140-000098	LP15 AC Power Adapter (power cord not included)	1	\$1,201.00	\$1,201.00
3.0	11140-000015	AC power cord	1	\$58.50	\$58.50
4.0	11577-000002	LIFEPAK 15 Basic carry case w/right & left pouches; shoulder strap (11577-000001) included at no additional charge when case ordered with a LIFEPAK 15 device	1	\$240.00	\$240.00
5.0	11220-000028	LIFEPAK 15 Carry case top pouch	1	\$43.50	\$43.50
6.0	11260-000039	LIFEPAK 15 Carry case back pouch	1	\$61.50	\$61.50
7.0	11577-000001	LIFEPAK 15 Shoulder strap	1	\$29.50	\$29.50
8.0	11111-000018	ECG Cable, 12-Lead, 5ft. - Trunk cable with AHA limb leads	1	\$274.50	\$274.50
9.0	11111-000022	ECG Cable, 12-Lead, 6-Wire Precordial Attachment (AHA)	1	\$110.50	\$110.50
10.0	11113-000004	QUIK-COMBO therapy cable for use w/LIFEPAK 15	1	\$277.50	\$277.50
11.0	21330-001365	Test Load, English	1	\$57.50	\$57.50
12.0	11140-000080	Extension Cable (5ft 3 in)	1	\$224.00	\$224.00
13.0	21300-008159	NIBP Tubing, Straight, 1.8 m (6 ft)	1	\$52.00	\$52.00
14.0	11160-000015	Reusable Cuff, Adult, 26-35 cm	1	\$22.00	\$22.00
15.0	11160-000021	Reusable Cuff, Small, Adult, 18-26 cm	1	\$21.00	\$21.00
16.0	11160-000019	Reusable Cuff, X-Large, Adult, 35-44 cm	1	\$36.00	\$36.00



Greeneville Fire. Eric Price. LP15

Quote Number: 11242985

Remit to:

Stryker Sales, LLC
21343 NETWORK PLACE
CHICAGO IL 60673-1213
USA

Version: 1

Division:

Medical

Prepared For: GREENEVILLE FIRE DEPT

Rep:

Franklin Tuten

Attn:

Email:

boyce.tuten@stryker.com

Phone Number:

Quote Date: 01/19/2026

Expiration Date: 04/19/2026

Contract Start: 01/19/2026

Contract End: 01/18/2027

#	Product	Description	Qty	Sell Price	Total
17.0	11160-000013	Reusable Cuff, Pediatric, 13-20 cm	1	\$18.50	\$18.50
18.0	11996-000543	EMS RD Rainbow SET MD20-04', 20-pin mini-D rectangular connector, 4ft.	1	\$181.00	\$181.00
19.0	11996-000519	LNCS-II Reusable rainbow 8-wavelength Adult Sensor	1	\$462.50	\$462.50
20.0	11996-000520	LNCS-II Reusable rainbow 8-wavelength Pediatric Sensor	1	\$509.00	\$509.00
21.0	11996-000017	Adult QUIK-COMBO REDI-PAK pacing/defibrillation/ECG Electrodes With EDGE System Technology	1	\$30.00	\$30.00
22.0	11996-000091	Adult QUIK-COMBO pacing/defibrillation/ECG Electrodes With EDGE System Technology	1	\$26.00	\$26.00
24.0	21330-001176	LP 15 Lithium-ion Battery 5.7 amp hrs	2	\$336.00	\$672.00
Equipment Total:					\$23,220.00

Data Solutions:

#	Product	Description	Qty	Sell Price	Total
23.0	21996-000109	Titan III Wi-Fi Gateway	1	\$714.50	\$714.50
Data Solutions Total:					\$714.50

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Shipping and Handling:	\$206.97
Grand Total:	\$24,141.47

Prices: In effect for 30 days

Terms: Net 30 Days



Greeneville Fire. Eric Price. LP15

Quote Number: 11242985

Remit to:

Stryker Sales, LLC
21343 NETWORK PLACE
CHICAGO IL 60673-1213
USA

Version: 1

Division:

Medical

Prepared For: GREENEVILLE FIRE DEPT

Rep:

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boyce.tuten@stryker.com

Phone Number:

Quote Date: 01/19/2026

Expiration Date: 04/19/2026

Contract Start: 01/19/2026

Contract End: 01/18/2027

Shipping & Handling Includes:

Standard freight, special packaging, semi rigging cranes, labor & delivery of equipment to final location, removal of all packaging, pre-delivery site check, education/training

Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html.



Item Cover Page

GREENEVILLE CITY COUNCIL AGENDA ITEM REPORT

DATE: February 3, 2026

SUBMITTED BY: Cathy Osborne, Administration

ITEM TYPE: Agreement

AGENDA SECTION: New Business

SUBJECT: Consideration to approve the adhoc committee to move forward with formal planning for the Roby Auditorium with A. Dave Wright as the design architect.

SUGGESTED ACTION:

ATTACHMENTS:



Item Cover Page

GREENEVILLE CITY COUNCIL AGENDA ITEM REPORT

DATE: February 3, 2026

SUBMITTED BY: Cathy Osborne, Administration

ITEM TYPE: Agreement

AGENDA SECTION: New Business

SUBJECT: Consideration to approve agreement with Upper East Tennessee Human Development Agency (UETHDA) allowing Head Start to utilize a portion of the George Clem facility for operation and programming.

SUGGESTED ACTION:

ATTACHMENTS:

[Facility Use Agreement Town of Greeneville and UETHDA- Head Start Program.pdf](#)
[Exhibit A-The Designated Space.pdf](#)

FACILITY USE AGREEMENT

This Facility Use Agreement ("Agreement") is entered into by and between the Town of Greeneville ("Town") and Upper East Tennessee Human Development Agency ("UETHDA").

1. Purpose

The purpose of this Agreement is to permit UETHDA to utilize designated space owned by the Town for the continuation of its present Head Start program located in the George Clem School Building. Head Start is A Comprehensive Child Development Program for three, four and five-year-old children administered in accordance with the Child Development Performance Standards of the U.S. Department of Health and Human Services, Administration for Children and Families.

This Agreement does not obligate the Town to provide educational, nutritional, or programmatic services. Nor does it obligate the Town to maintain or alter the facilities to meet any requirement necessary for UETHDA's use.

2. Use of Facility

The Town shall make available designated space within the George Clem School Building located at 312 Floral Street Greeneville, TN 37743 ("the Facility") for the exclusive use by UETHDA for Head Start as shown on the floor plan attached as Exhibit A ("the Designated Space"). UETHDA's use of the Facility and the Designated Space shall not interfere with municipal operations or public use of the Facility.

UETHDA shall in share the use of the common areas shown on said floor plan as well as the outdoor recreation facilities and parking lot.

The Town waives "rent" for the common use of the Facility and the exclusive use of the Designated Space and "donates" the "fair market value" of such use to UETHDA. UETHDA will calculate and document this "donation" toward UETHDA's non-federal/in-kind requirement on a monthly basis.

3. Food, Supplies, and Program Services

UETHDA shall be solely responsible for the provision, coordination, funding, and compliance of any meals, snacks, supplies, equipment, or program services associated with its activities. The Town shall not be responsible for the provision of food services, staffing, equipment, transportation, or supplies.

4. Services Provided

Subject to UETHDA's obligations set forth herein and the limitations set forth in section 5 below, the Town without cost to UETHDA shall (1) provide and maintain restrooms, (2) provide connections to utilities in a good and satisfactory manner, (3) supply both hot and cold water required for UETHDA's use and (4) provide adequate heat and ventilation to the Designated Space.

UETHDA shall be responsible for supplying and cleaning the restrooms.

5. Limitation of Municipal Obligations

The parties acknowledge that the Town is a municipal government and not an educational institution. Any assistance provided by the Town shall be limited to facility use and coordination only and shall be provided solely as resources permit. Nothing in this Agreement shall be construed as a commitment by the Town to provide staffing, funding, or in-kind contributions.

UETHDA understands that the Facility is not ADA compliant and has no special security features. UETHDA accepts the Facility and the Designated Space “as is”. Further, UETHDA understands that it is solely responsible for determining the fitness of the recreational facilities used by it. UETHDA also understands that the Town does not provide a school resource officer or any special security at the Facility and that UETHDA is solely responsible for any special security required for its Head Start program.

6. Independent Operations

UETHDA shall operate its programs independently and shall not represent itself as an agent, partner, or program of the Town. The Town shall not be responsible for program content, participant supervision, or service delivery.

7. Alterations

UETHDA will not make any alteration to the Designated Space or any part thereof without first obtaining the Town’s written approval of such alteration, which approval shall not be unreasonably denied.

8. Insurance Requirements

UETHDA will keep in force at its own expense so long as this Agreement remains in effect, public liability insurance with respect to its use of the Designated Space and other portions of the Facility with companies and in form acceptable to the Town with minimum limits equal to the tort liability limits under the Tennessee Governmental Tort Liability Act. Nothing herein shall be construed as a waiver of any immunities, defenses, or tort liability limits that may apply to either party under the Tennessee Governmental Tort Liability Act or other applicable law. Such policies shall name the Town as an additional insured.

9. Liability

UETHDA shall assume full responsibility for its participants, staff, volunteers, and operations conducted on Town property and shall comply with all applicable federal, state, and local laws. UETHDA agrees to maintain such other insurance and to take such other steps as it may deem necessary and adequate for the protection of itself, and its agents, employees, and invitees, and the property of the foregoing, against injury, damage, or loss.

The Town, its agents and employees shall not be liable for any damage to property of UETHDA or to any property, goods, or things contained in the Designated Space or the Facility, unless due to negligence or willful misconduct of the Town and its agents.

10. Inspection/Entry

Upon reasonable notice, UETHDA will permit the Town, its agents, employees and contractors to enter the Designated Space and all parts thereof during business hours to inspect the same and to enforce or carry out any provision of this Agreement, or to show it to prospective users; provided that, in the case of emergency, the Town may enter without notice.

11. Term and Renewal

This Agreement shall become effective upon approval by the City Council and shall terminate on June 30, 2026. The City Council may, at its sole discretion, authorize a one (1) year extension of this Agreement upon review and approval by formal City Council action. Any extension shall be documented in writing.

12. Termination

Either party may terminate this Agreement, with or without cause, upon thirty (30) days written notice.

13. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee.

IN WITNESS WHEREOF, the parties have executed this Agreement as of January 1, 2026.

Town of Greeneville

Upper East Tennessee Human
Development Agency

By: _____
Title: _____
Date: _____

By: _____
Title: _____
Date: _____

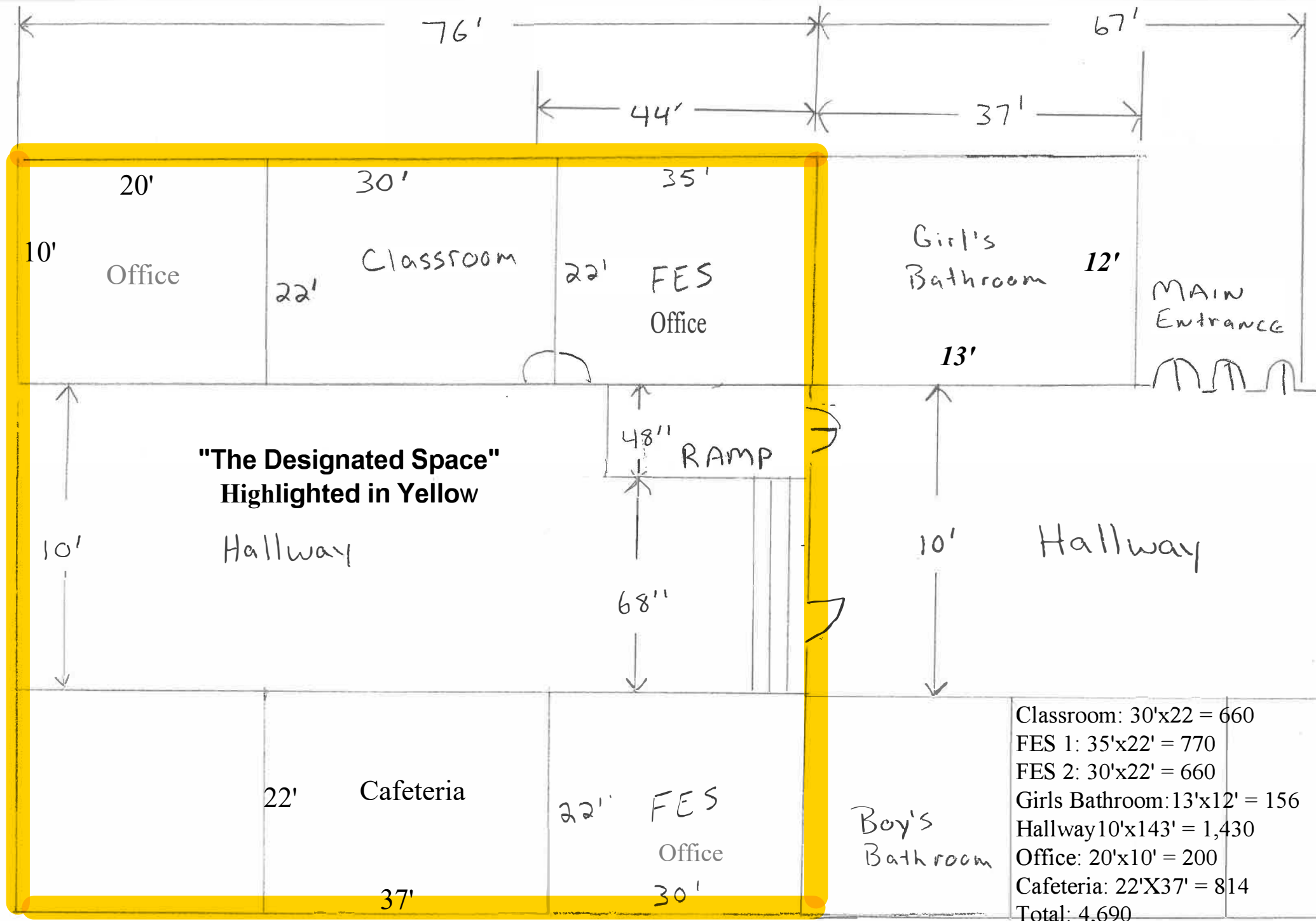


Exhibit A