



**OAK RIDGE CITY COUNCIL  
REGULAR MEETING**

Municipal Building Courtroom

January 10, 2022 - 7:00 PM

**AGENDA**

**I. INVOCATION**

- a. Tommy Dahl, President of the Knoxville TN Cumberland Stake of The Church of Jesus Christ of Latter-day Saints

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. PROCLAMATIONS AND PUBLIC RECOGNITIONS**

- a. A Proclamation Recognizing Oak Ridge High School Athletic Director Mike Mullins on the Occasion of his Retirement  
[Mike Mullins Proclamation.pdf](#)

**V. SPECIAL REPORTS**

**VI. CONSENT AGENDA**

- a. December 13, 2021 City Council Regular Meeting Minutes  
[December 13, 2021 Minutes.pdf](#)
- b. A Resolution Approving Annual Maintenance Fees for Cityview Software with Harris Computer Systems in the Amount of \$41,024.50  
[OAK1102 - MUNMN0000580.PDF](#)  
[Resolution - CityView Annual Maintenance CY2022.docx](#)
- c. Tennessee Department of Transportation (TDOT) Grant Acceptance and ETHRA Contract Amendment  
[Resolution - TDOT Grant - ETHRA Amendment.docx](#)
- d. Grant Acceptance to Pay for Genetic Testing in the Baby Wyatt Doe Cold Case  
[Resolution - Season of Justice Grant.docx](#)

**VII. PUBLIC HEARINGS AND FIRST READING OF ORDINANCES**

- a. [PUD AMENDMENT: Section H \(Royal Troon\), Rivers Run PUD Application Materials\\_Royal Troon PUD Amendment.pdf](#)  
[Rivers Run PUD Amendment.docx](#)

- b. [Personnel Ordinance Amendment - Sections 6.1 and 6.2 - Pay Period Cycle Change for Police and Fire Shift Personnel](#)  
[Bold-Strikethrough - Personnel Ordinance Sections 6.1 and 6.2 - Work Periods for Police and Fire.docx](#)  
[Personnel Ordinance - Sections 6.1 and 6.2.docx](#)

VIII. FINAL ADOPTION OF ORDINANCES

- a. [City Code Amendment - Fireworks \(City Code Section 7-109\)](#)  
[Bold-Strikethrough of City Code 7-109 - Fireworks.docx](#)  
[City\\_Code\\_7-109\\_-\\_Fireworks.pdf](#)

IX. RESOLUTIONS

X. APPEARANCE OF CITIZENS

ALL CITIZENS ARE GIVEN 3 MINUTES

XI. ELECTIONS/APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

- a. [Appointment of Mr. Gregory A. \(Adam\) Vann to the Oak Ridge Industrial Development Board](#)  
[Letter to City Manager- IDB Applicant.pdf](#)  
[VannApplication.pdf](#)

XII. COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

XIII. SUMMARY OF CURRENT EVENTS

- a. CITY MANAGER'S REPORT
- b. CITY ATTORNEY'S REPORT

XIV. ADJOURNMENT

# PROCLAMATION

**WHEREAS**, Mike Mullins has served sixteen years as Athletic Director at Oak Ridge High School and thirty-six years in interscholastic athletics and education; and

**WHEREAS**, prior to being named Athletic Director in 2005, Mr. Mullins previously served the Wildcats as an assistant Athletic Director for four years; and

**WHEREAS**, Mr. Mullins began his coaching and teaching career at his alma mater, Powell Valley High School in 1986, and he also served as the school's Defensive Coordinator and Strength Coach for three years before moving to Oak Ridge; and

**WHEREAS**, in 1989, Mr. Mullins became a part of an Oak Ridge football staff that averaged eleven wins per season for fourteen years, including winning a AAA state championship in 1991 and being nationally ranked by USA Today; and

**WHEREAS**, during Mr. Mullins' tenure as Athletic Director, the Wildcats have won six state championships, five state runners-up and countless sectional, regional and district titles along with numerous individual awards ranging from All-American to all district, and he has spearheaded a number of capital improvements projects, including the renovation to Wildcat arena and other facility upgrades, such as the Pro2Serve Soccer Complex, weight room, numerous locker room enhancements, and a multi-million dollar renovation to historic Blankenship Field; and

**WHEREAS**, Mr. Mullins has received numerous awards and recognitions for his accomplishments, including the 2009-2010 A. F. Bridges Athletic Director of the Year award, the 2014 Award of Merit by the National Interscholastic Athletic Association, and, in 2015, the TSSAA Distinguished Service Award as an Administrator and named a Distinguished Alumni by Lincoln Memorial University; and

**WHEREAS**, Mr. Mullins has also been active outside of Oak Ridge High School, serving as a TSSAA Coordinator for District 3 AAA, TSSAA District 3 AAA Awards Coordinator, a member of the TSSAA A.F. Bridges Sportsmanship Committee, and a committee member for Anderson County Young Life; and

**WHEREAS**, Mr. Mullins announced his retirement in November, 2021, leaving a legacy of excellence and unparalleled leadership in both athletic competition and in the classroom.

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

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

## MIKE MULLINS

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

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Great Seal of the City of Oak Ridge to be affixed, this the 10<sup>th</sup> day of January in the year 2022.

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**WARREN L. GOOCH, MAYOR**

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

December 13, 2021

Minutes

The regular meeting of the City Council of the City of Oak Ridge, Tennessee convened at 7:00 p.m. on December 13, 2021 in the Municipal Building Courtroom.

**INVOCATION**

The invocation was given by Elder Henry Watson, Mt. Zion Baptist Church.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Jacob Berven, Oak Ridge High School Senior

**ROLL CALL**

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

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

**PROCLAMATIONS AND PUBLIC RECOGNITIONS**

*A proclamation recognizing Coach Joe Gaddis*

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

*A proclamation recognizing the winners of the First Annual Employee Art Contest*

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

**SPECIAL REPORTS**

*City Manager Evaluation Committee Report – Councilmember Chuck Hope, Chair*

Councilmember Hope presented the report and recommendations from the City Manager Evaluation Committee and moved for the approval of the following resolution:

**Resolution No. 11-113-2021**

A RESOLUTION TO AMEND THE CITY MANAGER'S EMPLOYMENT AGREEMENT TO EXTEND THE TERM BY ONE YEAR, TO PROVIDE FOR A NEW ANNUAL BASE SALARY AMOUNT OF \$187,283.20 AND TO PROVIDE FOR A ONE-TIME CASH BONUS OF \$2,500.00.

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

### **CONSENT AGENDA**

At the request of Councilmember Smith, the following items were removed from the Consent Agenda for discussion:

A RESOLUTION AUTHORIZING THE CITY TO APPLY FOR, AND ACCEPT IF AWARDED, AN URBAN TRANSPORTATION PLANNING GRANT FROM THE METROPOLITAN PLANNING ORGANIZATION AND ADMINISTERED BY THE TENNESSEE DEPARTMENT OF TRANSPORTATION.

A RESOLUTION AUTHORIZING THE CITY TO AMEND THE PROFESSIONAL SERVICES AGREEMENT (FY2021-074) WITH BARBERMcMURRAY ARCHITECTS, KNOXVILLE, TENNESSEE, FOR AS-NEEDED ARCHITECTURAL SERVICES FOR VARIOUS PROJECTS THROUGHOUT THE CITY TO ADD RENEWAL OPTIONS.

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

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

Approval of the November 8, 2021 City Council regular meeting minutes

#### **Resolution No. 12-126-2021**

A RESOLUTION AUTHORIZING THE CITY TO APPLY FOR AND ACCEPT IF AWARDED A GRANT FROM THE GOVERNOR'S EARLY LITERACY FOUNDATION IN AN AMOUNT NOT TO EXCEED \$6,000.00, WITH NO LOCAL MATCH REQUIRED, TO CONSTRUCT A STORY WALK IN BISSELL PARK.

#### **Resolution No. 12-127-2021**

A RESOLUTION ADOPTING BYLAWS AND RULES AND PROCEDURES FOR THE HEALTH AND EDUCATIONAL FACILITIES BOARD.

#### **Resolution No. 12-128-2021**

A RESOLUTION APPROVING THE REVISED BYLAWS AND APPROVING THE ADOPTION OF RULES AND PROCEDURES FOR THE SENIOR ADVISORY BOARD.

#### **Resolution No. 12-129-2021**

A RESOLUTION AUTHORIZING THE CITY TO APPLY FOR, AND ACCEPT IF AWARDED, AN ASSISTANCE TO FIREFIGHTERS GRANT FROM THE U.S. DEPARTMENT OF HOMELAND SECURITY FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) IN THE AMOUNT OF \$81,844.43, WITH A TEN PERCENT (10%) LOCAL MATCH REQUIREMENT OF \$9,093.83 FOR A TOTAL PROJECT COST OF \$90,938.26.

#### **Resolution No. 12-130-2021**

A RESOLUTION WAIVING COMPETITIVE BIDS AND AUTHORIZING A THREE-YEAR AGREEMENT WITH ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC., REDLANDS, CALIFORNIA, FOR GEOGRAPHIC INFORMATION SYSTEM (GIS) SOFTWARE AND SERVICES IN THE AMOUNT OF \$115,500.00.

#### **Resolution No. 12-131-2021**

A RESOLUTION TO EXTEND THE EMPLOYEE MEDICAL, DENTAL, VISION, AND HEARING INSURANCE CONTRACT BETWEEN THE CITY OF OAK RIDGE AND THE STATE OF TENNESSEE LOCAL GOVERNMENT HEALTH INSURANCE PROGRAM FOR THE PERIOD OF JANUARY 1, 2022 THROUGH DECEMBER 31, 2022, IN AN AMOUNT NOT TO EXCEED \$4,800,000.00.

**Resolution No. 12-132-2021**

A RESOLUTION APPROVING ANNUAL MAINTENANCE FEES FOR CUSTOMER INFORMATION SYSTEM, UTILITY BILLING, ENTERPRISE RESOURCE PLANNING, AND RELATED THIRD PARTY SOFTWARE WITH CAYENTA COMPANY, A DIVISION OF HARRIS CORPORATION, IN THE AMOUNT OF \$251,284.95.

**Resolution No. 12-133-2021**

A RESOLUTION TO REQUEST UNCLAIMED BALANCE OF ACCOUNTS REMITTED TO STATE TREASURER UNDER UNCLAIMED PROPERTY ACT.

The items that were removed from the Consent Agenda was brought up next.

**Resolution No. 12-134-2021**

A RESOLUTION AUTHORIZING THE CITY TO APPLY FOR, AND ACCEPT IF AWARDED, AN URBAN TRANSPORTATION PLANNING GRANT FROM THE METROPOLITAN PLANNING ORGANIZATION AND ADMINISTERED BY THE TENNESSEE DEPARTMENT OF TRANSPORTATION.

Councilmember Hope moved for approval of the resolution, and Councilmember Dodson seconded. Deputy City Manager Jack Suggs provided an overview of the resolution and answered questions from Council.

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

**Resolution No. 12-135-2021**

A RESOLUTION AUTHORIZING THE CITY TO AMEND THE PROFESSIONAL SERVICES AGREEMENT (FY2021-074) WITH BARBERMcMURRAY ARCHITECTS, KNOXVILLE, TENNESSEE, FOR AS-NEEDED ARCHITECTURAL SERVICES FOR VARIOUS PROJECTS THROUGHOUT THE CITY TO ADD RENEWAL OPTIONS.

Councilmember Hope moved for approval of the resolution, and Councilmember Dodson seconded. City Manager Mark Watson provided an overview of the resolution, and Assistant to the City Manager Eric Ault answered questions from Council.

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

**PUBLIC HEARINGS AND FIRST READING OF ORDINANCES**

AN ORDINANCE TO AMEND TITLE 7, TITLED "FIRE PROTECTION AND FIREWORKS," OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE, BY DELETING SECTION 7-109, TITLED "FIREWORKS – DISCHARGE PROHIBITED," AND SUBSTITUTE THEREFORE A NEW SECTION 7-109, TITLED "FIREWORKS – DISCHARGE AND SALE PROHIBITED: EXCEPTIONS," TO CLARIFY THE PROHIBITION ON DISCHARGING FIREWORKS BY CONSUMERS AND ALLOWING THE DISCHARGE OF FIREWORKS BY PROFESSIONALS WITH PROPER PERMITS IN PLACE.

Councilmember Dodson moved for approval of the ordinance, and Councilmember Callison seconded. City Attorney Tammy Dunn provided an overview of the ordinance and answered questions from Council.

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

AN ORDINANCE TO AMEND ORDINANCE NO. 27-85, TITLED "A PERSONNEL PLAN FOR EMPLOYEES OF THE CITY OF OAK RIDGE, TENNESSEE," AS AMENDED, BY UPDATING THE FOLLOWING SECTIONS: SECTION 6.1, TITLED "WORK PERIOD," AND SECTION 6.2, TITLED

“OVERTIME,” FOR THE PURPOSE OF CHANGING THE WORK PERIODS FOR EMPLOYEES WHO ARE ENGAGED IN LAW ENFORCEMENT ACTIVITIES AND FIRE PROTECTION ACTIVITIES.

At the request of City staff, Councilmember Hammond moved to postpone this ordinance until the January 10, 2022 meeting, and Councilmember Callison seconded. The motion was approved unanimously by voice vote with Councilmembers Callison, Dodson, Hammond, Hope, Smith, and Mayor Pro Tem Chinn voting “Aye.”

## **FINAL ADOPTION OF ORDINANCES**

### **Ordinance No. 11-2021**

AN ORDINANCE TO AMEND TITLE 11, TITLED “MUNICIPAL OFFENSES,” CHAPTER 1, TITLED “MISCELLANEOUS,” OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE, BY DELETING SECTION 11-111, TITLED “SMOKING AT PLAYGROUNDS PROHIBITED,” AND SUBSTITUTING THEREFOR A NEW SECTION 11-111, TITLED “SMOKING, USE OF TOBACCO PRODUCTS, AND USE OF VAPOR PRODUCTS AT PARKS, PLAYGROUNDS, GREENWAYS, AND PUBLIC PROPERTY PROHIBITED; EXCEPTIONS,” TO EXPAND THE PROHIBITION AGAINST SMOKING ON PLAYGROUNDS TO INCLUDE THE USE OF VAPING PRODUCTS AND TO PROHIBIT THE USE OF TOBACCO PRODUCTS AND VAPOR PRODUCTS TO PARKS, GREENWAYS, AND OTHER CITY-OWNED PROPERTY THAT IS ACCESSIBLE BY YOUTH.

Councilmember Dodson moved to adopt the ordinance, and Councilmember Callison seconded. City Attorney Tammy Dunn stated that a substitute ordinance has been prepared to incorporate the comments shared by Council on First Reading.

Councilmember Hope moved to bring the substitute ordinance to the floor, and Councilmember Dodson seconded. The motion was approved unanimously by voice vote, with Mayor Gooch being absent.

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

## **RESOLUTIONS**

### **Resolution No. 12-136-2021**

A RESOLUTION AWARDED A CONTRACT (FY2022-065) TO BASELINE SPORTS CONSTRUCTION, LLC, KNOXVILLE, TENNESSEE, FOR THE RESURFACING OF THE WALKING/RUNNING TRACK AT BLANKENSHIP FIELD IN AN AMOUNT NOT TO EXCEED \$49,568.00.

Councilmember Callison moved for approval of the resolution, and Councilmember Smith seconded. Recreation and Parks Director Jon Hetrick provided an overview of the resolution and answered questions from Council.

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

### **Resolution No. 12-137-2021**

A RESOLUTION TO AMEND RESOLUTION 11-123-2021, WHICH RESOLUTION MODIFIES THE PROPERTY TRANSFER AGREEMENT BETWEEN THE CITY AND TN OAK RIDGE ILLINOIS LLC TO FACILITATE A NEW DEVELOPMENT CONCEPT FOCUSED ON TWO MULTI-STORY APARTMENT BUILDINGS WITH A RETAIL AND MIXED-USE COMPONENT, TO CORRECT ENTITY NAMES REGARDING THE PROJECT.

Mayor Pro Tem Chinn recused himself from discussion of this item and left the dais. Councilmember Ellen Smith was asked to preside during discussion of the resolution.

Councilmember Hope moved for approval of the resolution, and Councilmember Dodson seconded. Deputy City Manager Jack Suggs provided an overview of the resolution and answered questions from Council.

The resolution was approved by board vote with Councilmembers Callison, Dodson, Hammond, Hope and Smith, voting “Aye.” Mayor Pro Tem Chinn recused himself and did not vote. Mayor Gooch was absent.

**Resolution No. 12-138-2021**

A RESOLUTION AUTHORIZING THE CITY TO APPLY FOR, AND ACCEPT IF AWARDED, A T-MOBILE HOMETOWN GRANT FOR AN INTERSECTION IMPROVEMENT AT WILSON STREET AND MAIN STREET EAST IN ACCORDANCE WITH THE VISION FOR DOWNTOWN OAK RIDGE.

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

City Manager Mark Watson provided an overview of the resolution, and Community Development Director Wayne Blasius answered questions from Council.

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

**Resolution No. 12-139-2021**

A RESOLUTION AUTHORIZING THE PURCHASE OF THREE-PHASE PAD MOUNTED TRANSFORMERS FROM POWER SUPPLY COMPANY, LLC, CHATTANOOGA, TENNESSEE, IN AN AMOUNT NOT TO EXCEED \$747,275.85 FOR USE BY THE ELECTRIC DEPARTMENT.

Councilmember Dodson moved for approval of the resolution, and Councilmember Smith seconded. Electric Department Director Ardo Ba provided an overview of the resolution and answered questions from Council.

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

**Resolution No. 12-140-2021**

A RESOLUTION TO ADOPT THE *CITY OF OAK RIDGE, TENNESSEE 2022 STATE LEGISLATIVE AGENDA* TO INFORM STATE OFFICIALS OF KEY PROJECTS, POLICIES, AND PRIORITIES IN THE CITY OF OAK RIDGE, AND TO HELP SECURE FUNDING FOR AGREED UPON PRIORITIES OF THE COMMUNITY.

Councilmember Hammond moved for approval of the resolution, and Councilmember Smith seconded. City Manager Mark Watson provided an overview of the resolution, and Amy Fitzgerald, Government Affairs and Information Services Director, answered questions from Council.

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

**Resolution No. 12-141-2021**

A RESOLUTION TO GENERALLY ESTABLISH MONTHLY REGULAR CITY COUNCIL MEETINGS AND MONTHLY WORK SESSION MEETINGS FOR CALENDAR YEAR 2022.

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

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



### **APPEARANCE OF CITIZENS**

Rebecca Williams, 102 Deerfield Lane, Oak Ridge, who also represents GROW Oak Ridge, addressed Council to let them know about the award of a block grant to GROW Oak Ridge that will be used for marketing purposes.

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

#### **Elections/Appointments**

(NONE)

#### **Announcements and Scheduling**

Councilmember Hope provided a briefing on the Energy Community Alliance meeting that he and Amy Fitzgerald attended the prior week in Alexandria, Virginia. Councilmember Hope was elected Secretary of the ECA Board of Directors.

Councilmember Ellen Smith gave a report on the recent National League of Cities City Summit that she attended virtually. She just completed a year of service on the NLC Board of Directors.

Councilmember Dodson thanked everyone who helped to make the Oak Ridge Christmas Parade a great success.

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

Councilmembers Dodson and Hammond requested continued discussion on the creation of a Disability Advisory Board.

### **SUMMARY OF CURRENT EVENTS**

(NONE)

### **CITY MANAGER'S REPORT**

City Manager Mark Watson reminded Council that City offices will be closed December 24-27 and December 31<sup>st</sup> for the Christmas and New Year's holidays. He also complimented the Police Department for its coordination with the schools during the recent lockdown situation.

### **CITY ATTORNEY'S REPORT**

(NONE)

**ADJOURNMENT:** 8:12 p.m.

**OAK RIDGE CITY COUNCIL MEMORANDUM**

DATE: January 10, 2022

TO: Mark S. Watson, City Manager

FROM: Adam Fiscor

SUBJECT: A Resolution Approving Annual Maintenance Fees for Cityview Software with Harris Computer Systems in the Amount of \$41,024.50

SUPPORTING DEPARTMENT: Community Development

Introduction

An item for the January 10th City Council agenda is a resolution authorizing payment to Harris Computer Systems, parent company of CityView, in the amount of \$41,024.50 for annual maintenance fees for the period January 1 through December 31, 2022.

Funding

Funding for this project is divided among the Electric Fund, Waterworks Fun (Water and Wastewater), General Fund, Equipment Replacement Rental Fund, and Capital Project Fund based on proportional usage allocation.

Background

City Council Resolution 8-91-2017 authorized the City Manager to proceed with the purchase of enterprise management software from Harris Computer Corporation. CityView is the Harris software product that supports organizational functions including Planning, Code Enforcement, Inspections, and Permits.

Among the contracts signed with the vendor in July 2018 is a Support and Maintenance Agreement that includes a five-year schedule for annual support and maintenance fees. The first-year maintenance service fees were included in the initial purchase price; subsequent years are billed annually. The CityView software is entering year four of the agreement with this renewal. The project went live April of 2021.

The CityView invoice for 2022 had not yet been received by the deadline to place alongside Cayenta on the December 2021 City Council agenda. Staff anticipates placing both on the same agenda in the next annual billing cycle.

Recommendation

Staff recommends approval of the attached resolution.

Attachments:

[OAK1102 - MUNMN0000580.PDF](#)





Remit To: Harris computer Systems  
PO Box 74007259  
Chicago, IL 60674-7259

Invoice  
Date  
Page

MUNMN0000580  
12/6/2021  
1 of 1

**Bill to**

Oak Ridge, City of  
Amy Davis  
P.O. Box 1  
Oak Ridge, TN 37831  
United States

**Ship To**

Oak Ridge, City of  
Amy Davis  
P.O. Box 1  
Oak Ridge, TN 37831  
United States

PO Number	Customer No.	Salesperson ID	Shipping Method	Payment Terms
	OAK1102		DELIVERY	

Ordered	Item Number	Description	Unit Price	Ext Price
1.00	MUNICIPAL MAINT	<p>Annual Software Maintenance term for CityView: 1/1/2022 to 12/31/2022</p> <p>Phase 1 Year 4 Maintenance of \$39,467 plus CityView EPR (\$1,440 +4% increase that was included in last year maintenance invoice, plus an additional 4% increase) = 41,024.50</p> <p>Please note: This year's Maintenance fees have been subjected to set rate in contract</p> <p>Maintenance includes registration fees for 0 participants in the 2022 Harris Customer Training Conference</p>	US\$ 41,024.50	US\$ 41,024.50
<p>Invoice Questions? Please call Cyrene Kwok at 1-888-847-7747 ext 2699 OR e-mail CKwok@harriscomputer.com</p>			Subtotal	US\$ 41,024.50
			Misc	US\$ 0.00
			Tax	US\$ 0.00
			Freight	US\$ 0.00
			Trade Discount	US\$ 0.00
			Total	US\$ 41,024.50

NUMBER \_\_\_\_\_

**RESOLUTION**

A RESOLUTION APPROVING ANNUAL MAINTENANCE FEES FOR CITYVIEW SOFTWARE WITH HARRIS COMPUTER SYSTEMS IN THE AMOUNT OF \$41,024.50.

WHEREAS, City Council Resolution 8-91-2017 authorized the City Manager to proceed with the purchase of financial management, utility billing, and enterprise management software and implementation services to replace the City's JD Edwards financial software, as well as the utility billing system developed in-house during the 1980s; and,

WHEREAS, part of the project included the purchase of CityView software which is the Harris software product that supports organizational functions including planning, code enforcement, inspections, and permits; and,

WHEREAS, fourth-year maintenance fees in the amount of \$41,024.50 are due for the term January 1, 2022 through December 31, 2022 (CY2022) for the CityView software; and,

WHEREAS, Resolution 12-132-2021 authorized maintenance fee payments for CY2022 for the Cayenta project, however, the invoice for CityView was not received in time to incorporate it into that resolution for approval; and,

WHEREAS, the City Manager recommends payment of the maintenance fees for CityView.

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

That the recommendation of the City Manager is approved, and City Council hereby authorizes payment of \$41,024.50 to Harris Computer Systems for annual support and maintenance fees for the CityView software for the term January 1, 2022 through December 31, 2022.

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

This the 10th day of January 2022.

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
Tammy M. Dunn, City Attorney

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

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

**OAK RIDGE CITY COUNCIL MEMORANDUM**

DATE: January 10, 2022

TO: Mark S. Watson, City Manager

FROM: Janice McGinnis , Finance Director

SUBJECT: Tennessee Department of Transportation (TDOT) Grant Acceptance and ETHRA Contract Amendment

SUPPORTING DEPARTMENT: -None-

Introduction

An item for City Council's consideration is a resolution authorizing the City of Oak Ridge to accept a \$170,500 TDOT public transit operating assistance grant and amend the City's contract with the East Tennessee Human Resources Agency (ETHRA) to \$219,000 for operation of the City's public transit system for calendar year 2022. The City has received a grant since 1993 for these services.

Funding

The State through TDOT has allocated \$170,500 in Critical Trip (CRIT) funds to the City of Oak Ridge for public transit for the grant period July 1, 2021 through December 31, 2022. This is a grant reimbursement program based on usage by ETHRA's public transit demand driven services. The State grant reimbursement amount will fund 50% of allowable expenditures for this grant period. This grant has a six-month overlap with the City's prior TDOT grant for these services for the period July 1, 2021 to December 31, 2021. This period will be funded through the prior TDOT grant.

The City currently receives approximately \$58,000 annually in state-shared special petroleum products tax proceeds which can be used for public transit. Based on ETHRA's maximum compensation of \$219,000 during the grant period, \$109,500 would be funded by the grant, an estimated \$58,000 funded by the special petroleum products tax proceeds and the remaining \$51,500 from the general fund for calendar 2022.

Background

The City's Demand Responsive System was created in 1993 to provide transportation service to all persons within the corporate limits of Oak Ridge. By Resolution 8-76-2013, City Council authorized the City to enter into a contract with the East Tennessee Human Resources Agency (ETHRA) for management of the City's transit system. The contract with ETHRA was for an initial one-year term beginning on November 1, 2013 and provides for up to nine (9) additional one-year terms at the City's option and subject to grant funding. This would be the City's 7th renewal option. ETHRA is responsible for the daily operations and management of the system.

ETHRA provides the fully ADA-compliant and wheelchair lift equipped buses for this program.

A minimum of two vehicles are required to be in service at all times during service hours. The vehicles currently operate six days a week, Monday through Saturday, from 8:00 a.m. until 4:30 p.m. Under the contract, ETHRA is responsible for maintenance of the vehicles in accordance with manufacturers and state maintenance standards and also provides fuel for operation of the vehicles.

Passengers are picked up and delivered anywhere within the City limits for only \$2.00 per one-way trip, or \$4.00 round trip. Rides are scheduled one day in advance by calling 865-482-2785. Routine trips can be scheduled for a standing appointment. Riders can utilize disabled-accessible minibuses provided by ETHRA to travel to their medical appointments, places of employment, shopping centers and social venues. In fiscal 2021, there were 4,097 trips with 40% of the passenger trips for individuals in wheelchairs. This was below historical levels due to COVID-19. Through November 2021 there have been 2,325 trips.

### Recommendation

Staff recommends approval of the attached resolution which allows the City to accept TDOT Critical Trip funds and to renew the ETHRA contract in order to continue the demand responsive transit system program through December 31, 2022.

### Attachments:

[Resolution - TDOT Grant - ETHRA Amendment.docx](#)

NUMBER \_\_\_\_\_

**RESOLUTION**

A RESOLUTION AUTHORIZING ACCEPTANCE OF A GRANT FROM THE TENNESSEE DEPARTMENT OF TRANSPORTATION (TDOT) FOR THE CITY'S PUBLIC TRANSPORTATION PROGRAM IN AN AMOUNT NOT TO EXCEED \$170,500.00.

WHEREAS, the Tennessee Department of Transportation (TDOT) provides grant funds through its Operating Assistance Grant program and has allocated such funds in the amount of \$170,500.00 to reimburse the City for fifty percent (50%) of the City's transit system operating expenses; and,

WHEREAS, by Resolution 8-76-2013, City Council authorized the City to execute a contract with the East Tennessee Human Resources Agency (ETHRA) for management of the City's transit system, which contract is renewable for up to nine (9) additional one-year terms contingent upon the City's receipt of grant funding from TDOT for partial funding of the City's operating expenses for the transit program; and,

WHEREAS, upon renewal, ETHRA's contract will be in the seventh renewal term with two additional calendar-year renewal options available; and,

WHEREAS, the City Manager recommends acceptance of the TDOT grant which will allow continued operation of the City's transit system.

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

That the recommendation of the City Manager is approved, and the City is hereby authorized to accept an Operating Assistance Grant from the Tennessee Department of Transportation to reimburse the City for fifty percent (50%) of the net operating expenses of the City's Public Transportation Program, said grant in an amount not to exceed \$170,500.00.

BE IT FURTHER RESOLVED that, upon approval of grant funding, the contract with ETHRA will be renewed for the seventh renewal option term (January 1, 2022 through December 31, 2022) at a compensation level of \$219,000.00.

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

This 10th day of January 2022.

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
Tammy M. Dunn, City Attorney

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

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



**OAK RIDGE CITY COUNCIL MEMORANDUM**

DATE: January 10, 2022

TO: Mark S. Watson, City Manager

FROM: Robin Smith , Police Chief

SUBJECT: Grant Acceptance to Pay for Genetic Testing in the Baby Wyatt Doe Cold Case

Introduction

An item for the agenda is a resolution accepting a grant from Season of Justice in an amount not to exceed \$5,246.00 to pay for genetic testing of a deceased baby boy, who the Oak Ridge Police Department has referred to as "Baby Wyatt Doe," who was found in Melton Lake last year.

Funding

No City funds are associated with this item.

Background

On March 26, 2020, the body of a newborn baby boy was found in Melton Lake. The Oak Ridge Police Department is still investigating this case and seeks to identify the baby. Since the identity of the newborn is unknown, the department has given this baby the name of Wyatt and he is often referred to as "Baby Wyatt Doe." The baby cannot be given a proper burial until his identity is determined.

Grant funds are available from Season of Justice, a non-profit organization in Indianapolis, Indiana that is dedicated to providing funding to law enforcement agencies and families to help solve cold cases. Season of Justice provides grants to law enforcement for advanced DNA analysis and the Oak Ridge Police Department has been awarded a grant in the amount of \$5,246.00 specifically for genetic testing for Baby Wyatt Doe. By the terms of the grant, the money will be sent directly to the genetic testing laboratory however no confidential or case sensitive information will be exchanged between Season of Justice and the laboratory. Any unused grant funds will be returned by the laboratory to Season of Justice.

Recommendation

Approval of the attached resolution is recommended.

Attachments:

[Resolution - Season of Justice Grant.docx](#)

NUMBER \_\_\_\_\_

**RESOLUTION**

A RESOLUTION AUTHORIZING THE CITY TO ACCEPT A GRANT FROM SEASON OF JUSTICE, INDIANAPOLIS, INDIANA, IN AN AMOUNT NOT TO EXCEED \$5,246.00 TO PROVIDE GENETIC TESTING FOR THE BABY WYATT DOE COLD CASE.

WHEREAS, grant funds are available from the Season of Justice, a non-profit organization in Indianapolis, Indiana, that is dedicated to providing funding to law enforcement agencies and families to help solve cold cases; and,

WHEREAS, the Oak Ridge Police Department has been awarded a grant in an amount up to \$5,246.00 to provide genetic testing for the specific cold case of Baby Wyatt Doe, the newborn baby boy found on March 26, 2020 in Melton Lake; and,

WHEREAS, the City Manager recommends acceptance of the grant as a means to fund necessary genetic testing to ascertain the identity of Baby Wyatt Doe.

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

That the recommendation of the City Manager is approved, and the City is hereby authorized to accept a grant from Season of Justice in an amount not to exceed \$5,246.00, to be used for genetic testing of in the Baby Wyatt Doe cold case.

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

This 10th day of January 2022.

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
Tammy M. Dunn, City Attorney

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

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

**OAK RIDGE CITY COUNCIL MEMORANDUM**

DATE: January 10, 2022

TO: Mark S. Watson, City Manager

FROM: Jennifer Williams , Senior Planner

SUBJECT: PUD AMENDMENT: Section H (Royal Troon), Rivers Run PUD

Introduction

An item for City Council's consideration is an ordinance to amend Section H of the Rivers Run Planned Unit Development (PUD) to reduce open space Lot T-1.

Funding

No funding is associated with this item.

Background

A request has been submitted by the River's Run Villas Homeowners Association requesting that open space Lot T-1 be reduced in size to allow the sale of the open space to adjacent lot owners. The remaining T-1 lot would consist of the shared driveway used to access Lots 66-68 and 36-39.

Royal Troon, or Section H of the Rivers Run Planned Unit Development, was originally platted in 1997. A revised PUD plan was adopted by the Planning Commission in 2001. Infrastructure for the development (excluding storm drainage and Royal Troon Avenue, a private road) was accepted by the city in 2005.

The Royal Troon PUD contains:

- 67 single family residential lots
- Eleven "T" lots. Eight (8) "T" lots are private alleys, and two (2) "T" lots are common area/open space. The final "T" lot (T-1) includes both open space and a shared driveway.

Two other changes to the PUD have been approved in recent years:

- 2019: PUD amendment which increased the size of Lot 1 and reduced open space Lot T-2.
- 2021: PUD amendment which combined lots 66 and 67 and added an additional open space lot (T-11) at the subdivision's entrance.

Analysis

**Section 9.05(a)** of the Zoning Ordinance establishes the basic requirements for a Planned Unit Development:

“The objective of PUDs is to achieve excellence in physical, social and economic planning by including:

- a. An orderly and creative arrangement of all land uses with respect to each other and to the entire community;
- b. A planned integrated comprehensive transportation system providing for separation of pedestrian and vehicular traffic;
- c. The provision of recreational facilities;
- d. Efficient use of land resources and conservation of environmentally sensitive areas;
- e. The provision of adequate and well-designed open space; and
- f. The staging of development in a manner that can be accommodated by the timely provision of public utilities, facilities and services.”

The proposed PUD amendment would reduce the open space in the Royal Troon subdivision and the Rivers Run overall PUD. In staff’s opinion, this reduction does not violate the standards for a PUD listed above. The open space in question is simply a grassed area. It does not provide recreational facilities or represent an environmentally sensitive area. The standards for improved recreational space are still met elsewhere in the PUD.

Finally, the change would not result in the creation of any additional density within the neighborhood – the open space would not be developed, but instead be divided up and conveyed to adjacent property owners.

At their December 16, 2021 meeting, the Planning Commission voted 7-0 to recommend approval of the petitioner’s request.

## **Attachments**

- PUD amendment application materials (*provided by applicant*)
  - Application Narrative
  - Application Map/Drawing

## **Recommendation**

Staff recommends **conditional approval** of the Planned Unit Development amendment, finding it conforms to the basic requirements of the Zoning Ordinance for Planned Unit Developments. Staff recommends approval with the following condition:

- In order for the PUD amendment to be finalized, a resubdivision plat showing the proposed division of the current open space lot amongst adjacent property owners must be recorded at the Anderson County Register of Deeds Office.

Attachments:

[Application Materials\\_Royal Troon PUD Amendment.pdf](#)

[Rivers Run PUD Amendment.docx](#)

## **APPLICATION NARRATIVE**

After 25 years of buildout, the Rivers Run Villas are currently seeing a number of lots sold and new homes constructed. A recent home (Lot 68) built by Robert Southern on the eastern edge of the subdivision is adjacent to a lot delineated as T-1, common area. With the configuration of lots in Phase II of the subdivision are two "sliver" lots separating the lots (35 and 36) from the Royal Troon Circle.

The mentioned lots are too small for any construction, with the larger T-1 lot at .16 acres, again too small for any construction that would meet the Villas required home construction.

As President of the RRVOA, it is our understanding that the aforementioned lots were calculated as open space in the original PUD. Marketwise, we have now seen people in four cases acquire two lots allowing for greater space on the homesites which are on very small footprints.

RRVOA would like to recognize that several lots have been developed/purchased for greater yard space. One is even referred to as the "Park" as it was improved as a garden for the homeowner. This was not contemplated during the original platting. RRVOA anticipates that further purchases of dual lots may occur. [Lots 55, 52, 48, 86, 1/2 of 71 and 96]

The Rivers Run Villas Owners Association would like to review the removal of the T-1 and "sliver lots" as considered for open space. T-1 will be considered for sale to Robert Southern for expansion of their open yard space. The land is community property of the subdivision and currently there has never been any plans for any subdivision amenity. We would request the amendment of the PUD to remove these lots from public open space calculations on the original land use PUD plan.



# CERTIFICATIONS

## Form 1 Certificate of Ownership and Dedication

I (we) hereby certify that I am (we are) the Owner (s) of the property shown and described herein and that I (we) hereby adopt the plan of subdivision with my (our) free consent, establish the minimum building restriction lines, and dedicate all public and other open spaces to public or private use as noted.

2-25-97 *Ben S. Adams*  
Owner

## Form 2 Certificate of Accuracy

I hereby certify that the plan shown and described herein is true and correct survey to the accuracy required by the Oak Ridge Subdivision Regulations and that the monuments have been placed as shown herein to the specifications of the said Regulations.

2-28-97 *Ben S. Adams*  
Registered Land Surveyor  
State in which Registered  
80  
Registration Number

## Form 3 Certification of Approval of Water and Sewage Systems

I hereby certify that the water supply and sewage disposal utility systems installed, or proposed for installation, in the subdivision plat entitled:

fully meets the requirements of the Tennessee State Health Department and locally established standards, and are hereby approved as shown.  
2/28/97

Health Officer designated by the Planning Commission  
\* Bonds of Trust & Bond totalling \$200,000 per County Order, signed 2/2/97.

## Form 4 Certification of the Approval of the Utilities and Required Improvements

I hereby certify: (a) that improvements have been installed in an acceptable manner and according to approved specifications in the subdivision entitled:

or (b) that a security bond in the amount of \$144,320 plus \$ has been posted to assure completion of all required improvements in case of default.

2-28-97 *Ben S. Adams*  
Approving Agent Designated by the Planning Commission

## Form 5 Certificate of Approval For Recording (See Addendum)

I hereby certify that the subdivision plat shown herein has been found to comply with the Subdivision Regulations for the Oak Ridge, Tennessee, Planning Region, with the exception of such variances, if any, as are noted in the minutes of the Planning Commission and that it has been approved for recording in the office of the County Register.

3-3-97 *Ben S. Adams*  
Secretary, Planning Commission

## LEGEND

OLD DATA  
NEW DATA  
DITCH LINE  
SANITARY SEWER W/ MANHOLE  
WATER LINE  
FIRE HYDRANT  
STORM PIPE W/CATCH-BASIN & HEADWALL  
EASEMENT  
SANITARY SEWER FORCE MAIN  
IRON PIN FOUND  
CONCRETE MONUMENT FOUND  
TOTAL NUMBER OF LOTS THIS DRAWING 83  
TOTAL NUMBER OF LOTS SECTION 83  
FAND H  
TOTAL NUMBER OF LOTS SECT. F 15  
TOTAL NUMBER OF LOTS SECT. F, PHASE 2 12  
TOTAL NUMBER OF LOTS SECT. H 68  
TOTAL NUMBER OF LOTS SECTION F AND H, PHASE 2 80  
TOTAL DEVELOPED ACREAGE 24.68 AC.  
P-888 AC, H-875 AC.

NOTES: 1. I CERTIFY THIS TO BE A CATEGORY I SURVEY AND THAT THE RATIO OF PRECISION OF THIS UNADJUSTED SURVEY IS NOT LESS THAN 1:7500.  
2. AN EASEMENT OF 5 FEET INSIDE ALL LOT LINES IS HEREBY RESERVED FOR UTILITY PURPOSES IN FAVOR OF THE CITY OF OAK RIDGE.  
3. MOST RECENT RECORDED DEED BOOK VOL. PG.  
AT  
4. PLAT RECORDED IN PLAT CABINET SLIDE REGISTER OF DEEDS OFFICE, CLATSOP COUNTY  
5. OWNER: SEWARD B. NORRIS, CONSTRUCTION CO.  
OAK RIDGE, TENNESSEE 37830  
PH. (615) 483-5609  
6. ENGINEER/SURVEYOR: BEN S. ADAMS  
ADAMS CRAFT HERZ WALKER, INC.  
106 ADMINISTRATION ROAD  
OAK RIDGE, TENNESSEE 37831  
PH. (423) 482-4451

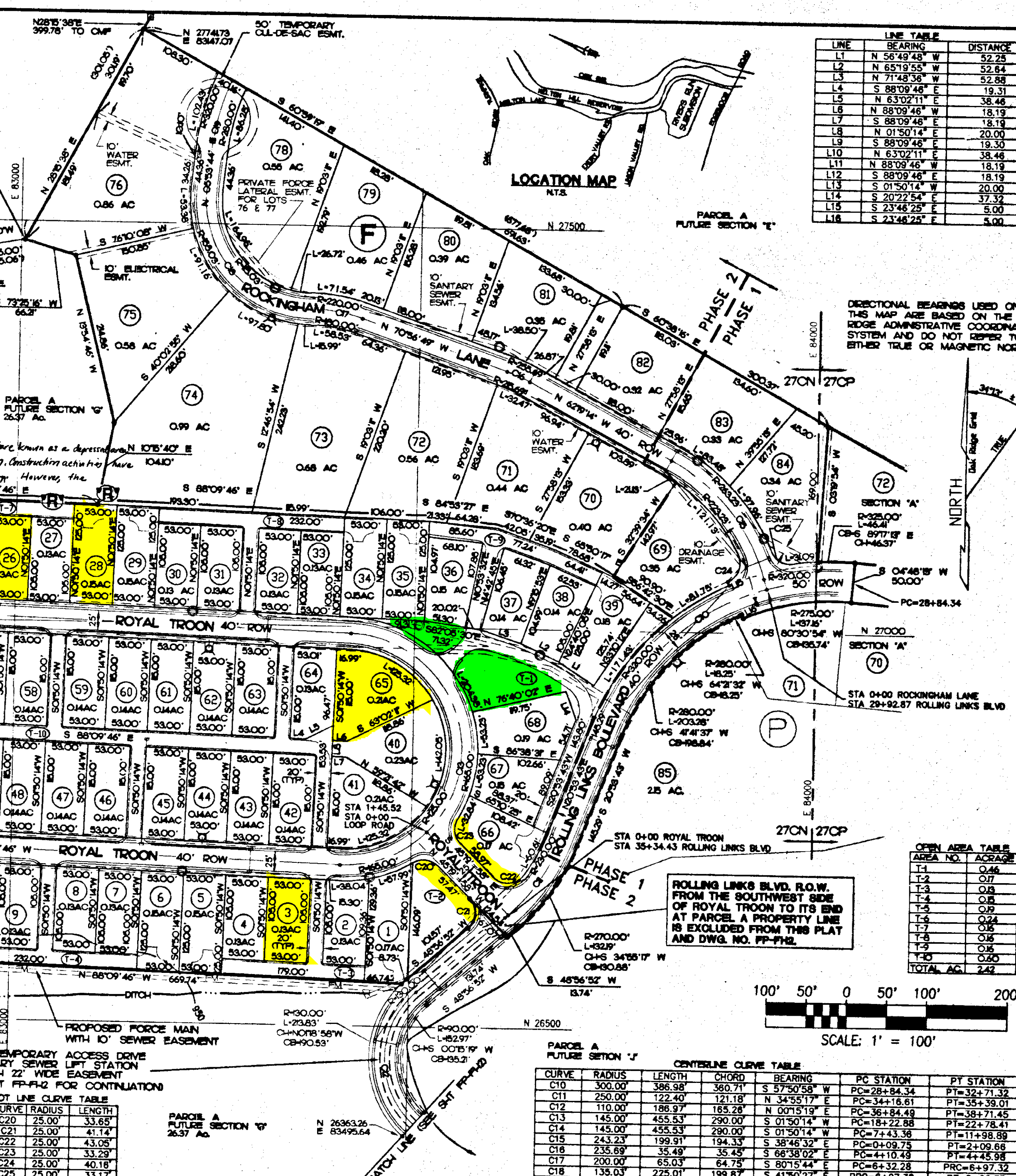
7. BEARINGS AND DISTANCES IN PARENTHESES ARE RECORD BEARINGS AND DISTANCES.  
8. ALL UTILITY ELEMENTS AND DRAINAGE SYSTEM PIPE AND STRUCTURES HAVE AN EASEMENT OF 5' EITHER SIDE OF THEIR CENTERLINE OR AN EASEMENT 5' EXTENDING BEYOND THE ELEMENT EDGE WHERE APPROPRIATE.  
9. THIS SURVEY EXCEEDS A RELATIVE ERROR OF CLOSURE OF 1 PART IN 30,000 AND WAS BALANCED USING THE COMPASS RULE.  
10. R+C SETBACK OF 35 FT. IS AROUND OVERALL PERIMETER OF PUD.  
11. ALL TRACTS SHALL BE PRIVATELY OWNED BY THE HOMEOWNERS ASSOCIATION. TRACTS SHALL BE 20' WIDE AT ROYAL TROON UNLESS OTHERWISE SHOWN.  
12. UPON COMPLETION OF UTILITY CONSTRUCTION AND PREPARATION OF AS-BUILT DRAWINGS, A FINAL PLAT OF CORRECTION WILL BE FILED SHOWING THE ACCURATE LOCATION OF UTILITY SYSTEM AND THEIR EASEMENTS BY BEARING AND DISTANCE.  
13. INDIVIDUAL LOT OWNERS WITH DIVERSION DITCHES TRaversing THEIR LOT ARE RESPONSIBLE FOR MAINTAINING THE DITCH LINE FOR EROSION AND FLOW OF WATER.

FORM 5 ADDENDUM: Part of the real property identified in this plat contains a geologic feature known as a depression, known as a sinkhole, evidenced by soil subsidence of a sufficient nature to create a depression, (instructions attached) have taken place in an attempt to ameliorate the depressions and future subsidence. However, the City of Oak Ridge, Tennessee, 274631, no warranty regarding the sinkhole or the suitability of the site or the efficiency of the construction techniques involved. (See (R) 3724-57 E)

LOT LINE CURVE TABLE  
CURVE RADIUS LENGTH  
C20 25.00 33.65  
C21 25.00 41.14  
C22 25.00 43.05  
C23 25.00 33.29  
C24 25.00 40.16  
C25 25.00 33.17

MIN. BUILDING SETBACK SEC. F  
SIDE 12 FT. REAR 35 FT.  
(TOTAL TWO SIDES 50')

MIN. BUILDING SETBACK SEC. H  
SIDE 0 FT. REAR 35 FT.  
(TOTAL TWO SIDES 6')



LINE	BEARING	DISTANCE
L1	N 56°49'45" W	52.25
L2	N 65°19'55" W	52.84
L3	N 71°48'36" W	52.88
L4	S 88°09'46" E	19.31
L5	N 63°02'11" E	38.46
L6	N 88°09'46" W	18.19
L7	S 88°09'46" E	18.19
L8	N 01°50'14" E	20.00
L9	S 88°09'46" E	19.30
L10	N 63°02'11" E	38.46
L11	N 88°09'46" W	18.19
L12	S 88°09'46" E	18.19
L13	S 01°50'14" W	20.00
L14	S 20°22'54" E	37.32
L15	S 23°46'25" E	5.00
L16	S 23°46'25" E	5.00

LINE TABLE

BEARING

DISTANCE

SECTION 'A'

SECTION 'H'

SECTION 'F'

SECTION 'I'

SECTION 'J'

SECTION 'K'

SECTION 'L'

SECTION 'M'

SECTION 'N'

SECTION 'O'

SECTION 'P'

SECTION 'Q'

SECTION 'R'

SECTION 'S'

SECTION 'T'

SECTION 'U'

SECTION 'V'

SECTION 'W'

SECTION 'X'

SECTION 'Y'

SECTION 'Z'

SECTION 'AA'

SECTION 'AB'

SECTION 'AC'

SECTION 'AD'

SECTION 'AE'

SECTION 'AF'

SECTION 'AG'

SECTION 'AH'

SECTION 'AI'

SECTION 'AJ'

SECTION 'AK'

SECTION 'AL'

SECTION 'AM'

SECTION 'AN'

SECTION 'AO'

SECTION 'AP'

SECTION 'AQ'

SECTION 'AR'

SECTION 'AS'

SECTION 'AT'

SECTION 'AU'

SECTION 'AV'

SECTION 'AW'

SECTION 'AX'

SECTION 'AY'

SECTION 'AZ'

SECTION 'BA'

SECTION 'BB'

SECTION 'BC'

SECTION 'BD'

SECTION 'BE'

SECTION 'BF'

SECTION 'BG'

SECTION 'BH'

SECTION 'BI'

SECTION 'BJ'

SECTION 'BK'

SECTION 'BL'

SECTION 'BM'

SECTION 'BN'

SECTION 'BO'

SECTION 'BP'

SECTION 'BQ'

SECTION 'BR'

SECTION 'BS'

SECTION 'BT'

SECTION 'BU'

SECTION 'BV'

SECTION 'BW'

SECTION 'BX'

SECTION 'BY'

SECTION 'BZ'

SECTION 'CA'

SECTION 'CB'

SECTION 'CC'

SECTION 'CD'

SECTION 'CE'

SECTION 'CF'

SECTION 'CG'

SECTION 'CH'

SECTION 'CI'

SECTION 'CJ'

SECTION 'CK'

SECTION 'CL'

SECTION 'CM'

SECTION 'CN'

SECTION 'CO'

SECTION 'CP'

SECTION 'CQ'

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SECTION 'CS'

SECTION 'CT'

SECTION 'CU'

SECTION 'CV'

SECTION 'CW'

SECTION 'CX'

SECTION 'CY'

SECTION 'CZ'

SECTION 'DA'

SECTION 'DB'

SECTION 'DC'

SECTION 'DD'

SECTION 'DE'

SECTION 'DF'

SECTION 'DG'

SECTION 'DH'

SECTION 'DI'

SECTION 'DJ'

SECTION 'DK'

SECTION 'DL'

SECTION 'DM'

SECTION 'DN'

SECTION 'DO'

SECTION 'DP'

SECTION 'DQ'

SECTION 'DR'

SECTION 'DS'

SECTION 'DT'

SECTION 'DU'

SECTION 'DV'

SECTION 'DW'

SECTION 'DX'

SECTION 'DY'

SECTION 'DZ'

SECTION 'EA'

SECTION 'EB'

SECTION 'EC'

SECTION 'ED'

SECTION 'EE'

SECTION 'EF'

SECTION 'EG'

SECTION 'EH'

SECTION 'EI'

SECTION 'EJ'

SECTION 'EK'

SECTION 'EL'

SECTION 'EM'

SECTION 'EN'

SECTION 'EO'

SECTION 'EP'

SECTION 'EQ'

SECTION 'ER'

SECTION 'ES'

SECTION 'ET'

SECTION 'EU'

SECTION 'EV'

SECTION 'EW'

SECTION 'EX'

SECTION 'EY'

SECTION 'EZ'

SECTION 'FA'

SECTION 'FB'

SECTION 'FC'

SECTION 'FD'

SECTION 'FE'

SECTION 'FF'

SECTION 'FG'

SECTION 'FH'

SECTION 'FI'

SECTION 'FJ'

SECTION 'FK'

SECTION 'FL'

SECTION 'FM'

SECTION 'FN'

SECTION 'FO'

SECTION 'FP'

SECTION 'FQ'

SECTION 'FR'

SECTION 'FS'

SECTION 'FT'

SECTION 'FU'

SECTION 'FV'

SECTION 'FW'

SECTION 'FX'

SECTION 'FY'

SECTION 'FZ'

SECTION 'GA'

SECTION 'GB'

SECTION 'GC'

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SECTION 'GW'

SECTION 'GX'

SECTION 'GY'

SECTION 'GZ'

SECTION 'HA'

SECTION 'HB'

SECTION 'HC'

SECTION 'HD'

SECTION 'HE'

SECTION 'HF'

SECTION 'HG'

SECTION 'HH'

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SECTION 'HK'

SECTION 'HL'

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SECTION 'HO'

SECTION 'HP'

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SECTION 'HU'

SECTION 'HV'

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SECTION 'HX'

SECTION 'HY'

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SECTION 'IA'

SECTION 'IB'

SECTION 'IC'

SECTION 'ID'

SECTION 'IE'

SECTION 'IF'

SECTION 'IG'

SECTION 'IH'

SECTION 'II'

SECTION 'IJ'

SECTION 'IK'

SECTION 'IL'

SECTION 'IM'

SECTION 'IN'

SECTION 'IO'

SECTION 'IP'

SECTION 'IQ'

SECTION 'IR'

SECTION 'IS'

SECTION 'IT'

SECTION 'IU'

SECTION 'IV'

SECTION 'IW'

SECTION 'IX'

SECTION 'IY'

SECTION 'IZ'

SECTION 'JA'

SECTION 'JB'

SECTION 'JC'

SECTION 'JD'

SECTION 'JE'

SECTION 'JF'

SECTION 'JG'

SECTION 'JH'

SECTION 'JI'

SECTION 'JJ'

SECTION 'JK'

SECTION 'JL'

SECTION 'JM'

SECTION 'JN'

SECTION 'JO'

SECTION 'JP'

SECTION 'JQ'

SECTION 'JR'

SECTION 'JS'

SECTION 'JT'

SECTION 'JU'

SECTION 'JV'

SECTION 'JW'

SECTION 'JX'

SECTION 'JY'

SECTION 'JZ'

SECTION 'KA'

SECTION 'KB'

SECTION 'KC'

SECTION 'KD'

SECTION 'KE'

SECTION 'KF'

SECTION 'KG'

SECTION 'KH'

SECTION 'KI'

SECTION 'KJ'

SECTION 'KL'

SECTION 'KM'

SECTION 'KN'

SECTION 'KO'

SECTION 'KP'

SECTION



ORDINANCE NO. \_\_\_\_\_

**TITLE**

AN ORDINANCE TO AMEND SECTION H (ROYAL TROON) OF THE RIVERS RUN PLANNED UNIT DEVELOPMENT (PUD) MASTER PLAN TO ELIMINATE THE OPEN SPACE COMMON AREA REQUIREMENT OF LOT T-1.

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

WHEREAS, at their December 16, 2021 meeting, the Oak Ridge Municipal Planning Commission conditionally approved the request to eliminate the open space common area requirement for Lot T-1; and,

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

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

Section 1. That Section H (known as Royal Troon) of the Rivers Run Planned Unit Development, originally platted in 1997, is hereby amended by reducing the open space common area requirement for Lot T-1, as conditionally approved by the Oak Ridge Municipal Planning Commission at their December 16, 2021 meeting. Approval is conditioned upon a resubdivision plat showing the proposed division of the current open space lot amongst adjacent property owners, which resubdivision plat must be recorded at the Anderson County Register of Deeds Office.

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

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
Tammy M. Dunn, City Attorney

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

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

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



**OAK RIDGE CITY COUNCIL MEMORANDUM**

DATE: January 10, 2022

TO: Mark S. Watson, City Manager

FROM: Janice Harris , Personnel Director

SUBJECT: Personnel Ordinance Amendment - Sections 6.1 and 6.2 - Pay Period Cycle Change for Police and Fire Shift Personnel

Introduction

An item for City Council's consideration is an ordinance to amend the Personnel Ordinance pertaining the work period of certain Police and Fire Department personnel.

Funding

There is no funding associated with this item. Departments will still be required to cover personnel salary and overtime costs within their existing budgets.

Background

At present, there are three different work period pay cycles within the City, which pays on a biweekly basis equating to twenty-six (26) pay periods. Police Department shift workers operate on a 28-day work period, while Fire Department shift workers operate on a 27-day work period and all other employees—including administrative employees within the Police and Fire Departments—have a defined 40-hour/7-day work period. These varying pay cycles are the root cause of numerous recurring payroll overtime misalignments, salary misinterpretations, payroll administration processing, overproduction, and rework issues within the Finance, Personnel, Fire, and Police Departments.

The proposed amendment realigns the Police and Fire Departments' work period to a 14-day day work period pay cycle and synchronizes this pay period with other City employees. Such realignment is permissible and in accordance with the Fair Labor Standards Act, which provides that employees engaged in "fire protection activities" or "law enforcement activities" may be paid on a work period anywhere from 7- to 28-consecutive days in length. The 14-day work period will change overtime calculations for applicable fire personnel (over 106 hours) and applicable police personnel (over 86 hours).

Realigning these pay cycles will create a more-predictable work and overtime schedule for first responder employees, will ease the administrative burden of payroll administration—including payroll errors, and make the transition to the Cayenta payroll system overall smoother. The City will also have to make payroll adjustments necessary to bring the pay cycles in sync. Personnel, Police, and Fire are coordinating to minimize the impact to

employees and determined the best pay period to implement these changes will be February 20, 2022.

The Personnel Advisory Board (PAB) met regarding this proposed ordinance on January 4, 2022, and recommended its adoption.

Recommendation

Approval of the attached ordinance is recommended.

Attachments:

[Bold-Strikethrough - Personnel Ordinance Sections 6.1 and 6.2 - Work Periods for Police and Fire.docx](#)

[Personnel Ordinance - Sections 6.1 and 6.2.docx](#)

BOLD-STRIKETHROUGH OF PROPOSED ORDINANCE AMENDMENT  
(CHANGE POLICE AND FIRE TO 14-DAY WORK PERIOD)

ARTICLE 6 – HOURS OF WORK, OVERTIME, AND PREMIUM COMPENSATION

6.1 WORK PERIOD

- a. The City pays on a biweekly basis and there are normally twenty-six (26) pay periods per fiscal year. The annual rate of pay for Fire Department shift positions shall be divided by 2,912 hours and rounded up to the nearest whole cent to determine the basic hourly rate. The annual rate for all other positions shall be divided by 2,080 and rounded up to the nearest whole cent to determine the basic hourly rate.
- b. The normal work period shall be formally established and made available to each regular full-time employee. In order to meet the needs of the City, a formal schedule shall be evaluated by the head of the department and determined to meet the requirements of the Fair Labor Standards Act (FLSA). Employees will be advised of changes to the normal work schedule as soon as practicable.
- c. In accordance with Section 207(k), as amended, of the FLSA ~~Fair Labor Standards Act~~, the work period for employees engaged in "law enforcement activities" as defined by the FLSA will be eighty-six (86) hours in a fourteen (14) day period ~~employees' time will be computed on the basis of a twenty-eight (28) day work period for employees engaged in law enforcement activities.~~
- d. In accordance with Section 207(k), as amended, of the FLSA ~~Fair Labor Standards Act~~, the work period for employees engaged in "fire protection activities" as defined by the FLSA will be one hundred six (106) hours in a fourteen (14) day period ~~employees' time will be computed on the basis of a twenty-seven (27) day work period for employees engaged in fire protection activities.~~
- e. The normal work period for all other employees will consist of a total of forty (40) hours per defined seven (7) day period for all regular full-time employees and shall meet all FLSA guidelines.

6.2 OVERTIME

- a. Overtime Administration. The City Manager may prescribe periods of overtime work to meet operational needs and shall issue such procedures as necessary to implement the provisions of Article 6.
- b. Overtime Compensation. Overtime compensation will be calculated in accordance with the FLSA. When a non-exempt ~~full-time~~ employee is required by their supervisor or another person in the employee's line of supervision to work in excess of ~~the normal schedule in a~~ the hours established for the employee's work period, the employee is entitled to overtime compensation. Employees may not elect on their own to work in excess of ~~their normal schedule in a~~ the hours established for the employee's work period. Holiday leave will be considered as hours worked in calculating overtime compensation. All other types of leave (ex. General, Emergency, Injury, Leave Without Pay, Military, Civil, Administrative Emergency, etc.) will not be considered as hours

worked in calculating overtime compensation. In the event of an emergency as determined by the City Manager or the City Manager's designee, the City Manager or the City Manager's designee may include other types of leave as hours worked for the purposes of calculating overtime compensation. An emergency is defined as an unforeseen circumstance beyond the control of the City which presents a real, immediate, and material threat to the public interests or property of the City.

The formula for calculating the hourly rate is shown below:

$$\frac{(\text{Regular Pay Rate} + \text{Supplemental Pay}) \times \text{Regular Hours Worked} + \text{Stand-by Pay}}{\text{Regular Hours Worked}}$$

~~Overtime will be paid for any hours worked over the regularly scheduled hours in a defined twenty-eight (28) day period after 171 hours for Police Department employees and in a defined twenty-seven (27) day work period after 204 hours for Fire Department employees meeting the requirements of section 207(k) of the Fair Labor Standards Act (FLSA). All other employees must work forty (40) hours during a workweek prior to receiving overtime payments. The Police Department and Fire Department work day period schedule is adopted pursuant to Section 207(k) of the FLSA and 29 CFR Part 553.~~

All overtime compensation will be at the rate of one and one-half times the hourly rate. The City may offer an employee compensatory time off equivalent to one and one-half times the number of extra hours worked. It is the employee's decision whether to accept compensatory time off instead of overtime, however, that decision must be made at the time the offer of compensatory time is made. Said compensatory time may be accrued up to a maximum of forty (40) hours.

Exempt employees are not eligible for overtime compensation.

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 27-85, TITLED "A PERSONNEL PLAN FOR EMPLOYEES OF THE CITY OF OAK RIDGE, TENNESSEE," AS AMENDED, BY UPDATING THE FOLLOWING SECTIONS: SECTION 6.1, TITLED "WORK PERIOD," SUBSECTIONS C AND D, AND SECTION 6.2, TITLED "OVERTIME," SUBSECTION B, FOR THE PURPOSE OF CHANGING THE WORK PERIODS FOR EMPLOYEES WHO ARE ENGAGED IN LAW ENFORCEMENT ACTIVITIES AND FIRE PROTECTION ACTIVITIES.

WHEREAS, the City's Personnel Ordinance currently establishes a 28-day and 27-day work period for employees who are engaged in law enforcement activities and fire protection activities, respectively; and

WHEREAS, in order to provide for a more predictable work and overtime schedule for these employees, as well as ease the administrative burden of payroll administration and assist in the transition to the new Cayenta payroll system, the City desires to change the work periods for both these employees to a 14-day work period, which is allowable under the Fair Labor Standards Act (FLSA); and

WHEREAS, implementing this change requires an amendment to Personnel Ordinance §6.1, Work Period, and §6.2, Overtime; and

WHEREAS, at their January 4, 2022 meeting, the Personnel Advisory Board unanimously supported modifications to the Personnel Ordinance to effect this change and recommended City Council's approval; and

WHEREAS, the City Manager recommends that the Personnel Ordinance be amended as set forth below, with the changes becoming effective on February 20, 2022.

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

Section 1. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," is hereby amended by deleting Section 6.1, titled "Work Period," Subsections c and d, in their entirety and substituting therefor new Section 6.1, titled "Work Period," Subsections c and d, which new subsections shall read as follows and shall become effective with the February 20, 2022 pay period:

6.1 WORK PERIOD

- c. In accordance with Section 207(k), as amended, of the FLSA, the work period for employees engaged in "law enforcement activities" as defined by the FLSA will be eighty-six (86) hours in a fourteen (14) day period.
- d. In accordance with Section 207(k), as amended, of the FLSA, the work period for employees engaged in "fire protection activities" as defined by the FLSA will be one hundred six (106) hours in a fourteen (14) day period.

Section 2. Ordinance No. 27-85, titled "A Personnel Plan for Employees of the City of Oak Ridge, Tennessee," is hereby amended by deleting Section 6.2, titled "Overtime," Subsection b, in its entirety and substituting therefor a new Section 6.2, titled "Overtime," Subsection b, which new subsection shall read as follows and shall become effective with the February 20, 2022 pay period:

6.2 OVERTIME

- b. Overtime Compensation. Overtime compensation will be calculated in accordance

with the FLSA. When a non-exempt employee is required by their supervisor or another person in the employee's line of supervision to work in excess of the hours established for the employee's work period, the employee is entitled to overtime compensation. Employees may not elect on their own to work in excess of the hours established for the employee's work period. Holiday leave will be considered as hours worked in calculating overtime compensation. All other types of leave (ex. General, Emergency, Injury, Leave Without Pay, Military, Civil, Administrative Emergency, etc.) will not be considered as hours worked in calculating overtime compensation. In the event of an emergency as determined by the City Manager or the City Manager's designee, the City Manager or the City Manager's designee may include other types of leave as hours worked for the purposes of calculating overtime compensation. An emergency is defined as an unforeseen circumstance beyond the control of the City which presents a real, immediate, and material threat to the public interests or property of the City.

The formula for calculating the hourly rate is shown below:

$$\frac{(\text{Regular Pay Rate} + \text{Supplemental Pay}) \times \text{Regular Hours Worked} + \text{Stand-by Pay}}{\text{Regular Hours Worked}}$$

All overtime compensation will be at the rate of one and one-half times the hourly rate. The City may offer an employee compensatory time off equivalent to one and one-half times the number of extra hours worked. It is the employee's decision whether to accept compensatory time off instead of overtime, however, that decision must be made at the time the offer of compensatory time is made. Said compensatory time may be accrued up to a maximum of forty (40) hours.

Exempt employees are not eligible for overtime compensation.

Section 3. This ordinance shall become effective ten (10) days after adoption on second reading, the welfare of the City of Oak Ridge requiring it.

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
Tammy M. Dunn, City Attorney

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

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

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

**OAK RIDGE CITY COUNCIL MEMORANDUM**

DATE: January 10, 2022

TO: Honorable Mayor and City Council

FROM: Tammy Dunn , City Attorney

SUBJECT: City Code Amendment - Fireworks (City Code Section 7-109)

SUPPORTING DEPARTMENT: Fire

Introduction

An item for the agenda is an ordinance to amend City Code §7-109 to clarify the City's prohibition on the sale and discharge of fireworks within the city limits.

Funding

No funding is associated with this item.

Background

Under the authority given in Tennessee Code Annotated §68-104-116, City Code §7-109 prohibits the discharge of fireworks in the city limits (without obtaining a permit) and prohibits the sale of fireworks within the city limits. There can be some confusion with this ordinance when reading it in conjunction with the International Fire Code (IFC), therefore, it is proposed to remove the reference to the IFC and instead reference the State's fireworks permitting process.

Public safety concerns are the driving factor for City Code §7-109. Fireworks are explosive devices that can result in accidental fires, serious injury, or even death if proper safety protocols are not followed. City Code §7-109 prohibits the general public from discharging fireworks while still allowing professional firework shows to take place upon obtaining the required permit from the State Fire Marshal's Office in coordination with the City's Fire Marshal. The proposed amendment clarifies this intent by removing the reference to the IFC and instead referencing the state permit. A bold-strikethrough of the proposed amendment is attached.

Recommendation

Approval of the attached ordinance is recommended.

Attachments:

[Bold-Strikethrough of City Code 7-109 - Fireworks.docx](#)

[City\\_Code\\_7-109\\_-\\_Fireworks.pdf](#)

**PROPOSED AMENDMENT TO CITY CODE §7-109  
(FIREWORKS)**

Section 7-109. Fireworks – Discharge **and Sale** Prohibited; **Exceptions**.

- (1) **Discharge of Fireworks.** The discharge of fireworks is prohibited within the City Limits ~~without a permit, as set forth in Chapter 56, *Explosives and Fireworks*, of the International Fire Code.~~  
**Exception – It is lawful to discharge fireworks with a permit issued by the State of Tennessee Fire Marshal's Office, in coordination with the City's Fire Marshal, as set forth in Tennessee Code Annotated §68-104-102 et seq.**
- (2) **Sale of Fireworks Prohibited.** The sale of fireworks is prohibited within the City Limits.



TITLE

AN ORDINANCE TO AMEND TITLE 7, TITLED "FIRE PROTECTION AND FIREWORKS," OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE, BY DELETING SECTION 7-109, TITLED "FIREWORKS – DISCHARGE PROHIBITED," AND SUBSTITUTE THEREFORE A NEW SECTION 7-109, TITLED "FIREWORKS – DISCHARGE AND SALE PROHIBITED: EXCEPTIONS," TO CLARIFY THE PROHIBITION ON DISCHARGING FIREWORKS BY CONSUMERS AND ALLOWING THE DISCHARGE OF FIREWORKS BY PROFESSIONALS WITH PROPER PERMITS IN PLACE.

WHEREAS, City Code §7-109 prohibits the discharge and sale of fireworks, but allows fireworks to be discharged under a permit; and

WHEREAS, this amendment clarifies the permit process for fireworks, which is a State of Tennessee Fire Marshal Office permit process issued in conjunction with the City's Fire Marshal, in an effort to make the ordinance more reader-friendly.

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

Section 1. Title 7, titled "Fire Protection and Fireworks," of the Code of Ordinances, City of Oak Ridge, Tennessee, is hereby amended by deleting Section 7-109, titled "Fireworks – Discharge Prohibited," and substituting a new Section 7-109, titled "Fireworks – Discharge and Sale Prohibited; Exceptions," which new section shall read as follows:

Section 7-109. Fireworks – Discharge and Sale Prohibited; Exceptions.

- (1) Discharge of Fireworks. The discharge of fireworks is prohibited within the City Limits. Exception – It is lawful to discharge fireworks with a permit issued by the State of Tennessee Fire Marshal's Office, in coordination with the City's Fire Marshal, as set forth in Tennessee Code Annotated §68-104-102 et seq.
- (2) Sale of Fireworks Prohibited. The sale of fireworks is prohibited within the City Limits.

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

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
Tammy M. Dunn, City Attorney

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

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

First Reading: 12/13/2021  
Publication Date: 12/17/2021  
Second Reading: \_\_\_\_\_  
Publication Date: \_\_\_\_\_  
Effective Date: \_\_\_\_\_

**OAK RIDGE CITY COUNCIL MEMORANDUM**

DATE: January 10, 2022

TO: Honorable Mayor and City Council

FROM: Mark Watson , City Manager

SUBJECT: Appointment of Mr. Gregory A. (Adam) Vann to the Oak Ridge Industrial Development Board

Funding  
N/A

Background

The City of Oak Ridge Industrial Development Board has actively participated in the reindustrialization of the Horizon Center and various projects on the ORNL and Y-12 campus'. One such project is that of the Jack Case Building, which was financed, constructed and owned by the Oak Ridge IDB.

As a covenant of the agreement to the bondholders, the IDB must have members of their board that have "Q" clearance credentials to investigate and inspect the property at any time. The IDB has had a primary and a secondary person that qualifies for these positions in the past. We currently have only one person that meets the "Q" clearance criteria and need to appoint a second to abide by our financial commitments of over ten years ago. This requirement will go away upon full payment of the bonds.

At the request of the Chairman (see attachment), a qualified appointee has been identified and he has asked that an appointment be made by the City Council. To continue to be compliant, we are asking the City Council to make this appointment of Mr. Vann.

As a future note, and, due to the issuance restrictions we are now seeing of federal credentials, we may wish to identify and appoint a qualified position such as the City Manager or City Attorney to be available should any need arise for inspection of the affected IDB/Department of Energy facilities

Recommendation

Appointment by City Council of Mr. Vann to the Oak Ridge Industrial Development Board

Attachments:

[Letter to City Manager- IDB Applicant.pdf](#)

[VannApplication.pdf](#)



**Industrial Development Board  
of the City of Oak Ridge**  
1400 Oak Ridge Turnpike  
Oak Ridge, TN 37830

ph (865) 362-0002  
oridb01@gmail.com  
www.oridb.net

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## Board of Directors

David E. Wilson  
Chairman

Harold Trapp  
Vice Chairman

Sasha Benjamin  
Secretary-Treasurer

Richard G. Chinn

J.R. Hertwig

Roger Petrie

Timothy Stallings

Phillip Yager

Samantha W. Royster  
Executive Assistant

January 3, 2022

Dr. Mark Watson, City Manager  
City of Oak Ridge  
P.O. Box 1  
Oak Ridge, TN 37832

Re: IDB Appointment

Dear Dr. Watson:

The IDB has had a vacancy on its 9-member board since the resignation of Buzz Patrick on July 1, 2021. Normally, there would be no problem waiting to fill this vacancy until the City's regular board solicitation and appointment schedule; however, Mr. Patrick held a position within the Board that requires a special qualification, and the Board must have another member appointed who possess the same prerequisite. As part of the incentive package for the Y-12 National Security Complex Project in 2005 (\$154,360,000 Taxable Lease Revenue Bonds), the IDB had to create the entity Oak Ridge Project, LLC and appoint one of its members who holds a Q-level security clearance as the Chief Manager of the Project. The IDB must have someone in this position until the bonds mature in 2032. Since there can be no lapse to having a Chief Manager for the Project, we also named another Q-cleared board member, Roger Petrie, as the Assistant Chief Manager. Once Mr. Patrick resigned from the IDB, the Board named Mr. Petrie as Chief Manager, but there are currently no other board members with a security clearance who can be appointed to fill his vacant position.

The City has received a board application from Gregory A. (Adam) Vann, an Oak Ridge resident who currently holds a Q-level security clearance. After speaking with Mr. Vann, it is my understanding that he is from the area and has been in Oak Ridge and employed at Y-12 for over 20 years. I also understand that his employer has approved him to serve on the IDB and to also serve in the capacity of Assistant Chief Manager of Oak Ridge Project, LLC if appointed to the Board by City Council.

Due to the above special circumstances, I am requesting that City Council consider appointing Mr. Vann to the IDB at its January 9<sup>th</sup> meeting to fill the interim vacancy left by the resignation of Buzz Patrick whose term expires 12/31/2023. I feel this might avoid any confusion of having his application submitted for approval at the February City Council meeting with all other board applicants.

Respectfully yours,

David E. Wilson  
Chairman

DEW/swr

Application Form

Profile

Gregory A Vann  
First Name Middle Initial Last Name

gvann1978@gmail.com  
Email Address

102 William Lane  
Home Address

Oak Ridge TN 37830  
City State Postal Code

Mobile: (865) 227-6740  
Primary Phone Alternate Phone

Question applies to multiple boards

Retired

☒ No

Question applies to multiple boards

Company Retired From:

N/A

Which Boards would you like to apply for?

Industrial Development Board: Submitted

Question applies to multiple boards

First Board Choice / Preference

IDB

CNS/Y12 High Voltage Maintenance Electrician Electrician  
Employer Job Title Occupation

### List Education, Professional and/or Current Community Activities

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2 years at ETSU 5 year Electrical Apprenticeship Graduated in 2003 5 years as lead electrician for CSX  
24 years in the electrical field. Majority has been for DOE Volunteer for fund raising for United Way of  
Anderson County DOE contact email gregory.vann@cns.doe.gov

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### Interests & Experiences

### Please Agree with the Following Statement

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

---

☒ I Agree

Signature:

---

Gregory A. Vann

Date:

---

12/15/2021