OAK RIDGE CITY COUNCIL
REGULAR MEETING

Municipal Building Courtroom

March 9, 2026 - 7:00 PM

AGENDA

I. INVOCATION

a. Reverend Ken Sauer - Lead Pastor, First United Methodist Church

II. PLEDGE OF ALLEGIANCE

a. Elena Vogt, Oak Ridge High School Senior and Youth Advisory Board Chair, and Harry Shanafield, Oak Ridge High School Senior and Youth Advisory Board Treasurer

III. ROLL CALL

IV. PROCLAMATIONS AND PUBLIC RECOGNITIONS

a. Oak Ridge Internship Program Recognitions - Eric Ault, Human Resources Director and Lauren Gray, Senior Communications Specialist

b. A Proclamation Recognizing Dr. H.M. "Hash" Hashemian for Receipt of the National Excellence Award from the American Museum of Science and Energy
Dr. Hash Hashemian Proclamation.docx

c. A Proclamation Recognizing Rose Weaver for her Service as the City of Oak Ridge Poet Laureate
Rose Weaver Proclamation.doc

V. SPECIAL REPORTS

a. Presentation of the Annual Financial Reports by Pugh, CPAs

b. Transmittal of the Capital Improvements Program for Fiscal Years 2027-2032
CIP FY2027-FY2032

c. City Manager Evaluation Committee Report - Councilmember Derrick Hammond, Chair
City Manager Evaluation Committee Report 2025.pdf
FY2026 City Manager Evaluation Summary.pdf
Resolution - City Manager Employment Agreement Amendment - Extension and Raise.docx

VI. ELECTIONS/APPOINTMENTS

a. Elections to Fill Vacancies on City Boards/Commissions
Oak Ridge Housing Authority Board Applications.pdf
Recreation and Parks Board Applications.pdf

b. Appointment of City Attorney Evaluation Committee

VII. CONSENT AGENDA

a. Approval of February 9, 2026 Regular Meeting Minutes
February 9, 2026 Regular_Meeting_Minutes.docx

b. Permanent Access to Oak Ridge Turnpike (TN SR-95)
25023_XXX_2026-02-03_Oak_Ridge_TSAB.pdf
C500_OVERALL_PHASE_I___II_SITE_LAYOUT_PLAN.pdf
TSAB__2-17-26_.pdf
Resolution - Permanent Access to Oak Ridge Turnpike (TN SR-95).docx

c. A Resolution to Authorize an Amendment to the Freese and Nichols Professional Services Agreement for the Comprehensive Plan
OAR24479 Oak Ridge TN Amd 3
Professional Services Agreement FY2025-057
Resolution - Amendment to Agreement with Freese and Nichols.docx

d. Approval of Amendments to a Contract with A. Morton Thomas and Associates for Consulting Engineering Services for the Oak Ridge Rails to Trails Project.
Resolution - AMT Rails to Trails.docx

VIII. PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

a. Ratification of Ordinance 18-2024 which Ordinance Amends Zoning Ordinance Section 7.06(f)(4(i) and Sections 13.02(f)(2), (f)(3), and (g)(3)(d) for the Purpose of Promoting Biodiversity and Prohibiting Invasive Species
Ordinance 18-2024 -Agenda Packet.pdf
Zoning Ordinance - Biodiversity and Invasive Species (Ratify Ordinance 18-2024).docx

b. Ratification of Ordinance 1-2025 which Ordinance Amends Zoning Ordinance Sections 6.01(a)(3), 7.02(a)(10), 6.02(a)(11)(b), 7.03(a)(24)(b), and 7.04(a)(21)(b) for the Purpose of Adding Mixed Use Development as a Permitted Principal Use in O-1 and B-1 Districts Provided Certain Conditions are Met, and to Amend Language in O-2, B-2, and UB-2 Districts Pertaining to Mixed Use Development for Consistency in Language
Ordinance 1-2025 - Agenda Packet.pdf
Zoning Ordinance - Mixed Use Development (Ratify Ordinance 1-2025).docx

c. Ratification of Ordinance 8-2025 which Ordinance Amends Zoning Ordinance Sections 14.07, 14.09, 14.10, 14.11, 14.12, and 14.14 Regarding Regulations for Wall Sign Height and Illumination
Ordinance 8-2025 - Agenda Packet.pdf
Zoning Ordinance - Wall Signs (Ratify Ordinance 8-2025).docx

d. Ratification of Ordinance 29-2025 which Ordinance Amends Zoning Ordinance Article II, and Sections 3.18(h), 8.01(c), 8.02(c), and 8.03(c) for the Purpose of Clarifying the Definition of Use of Portable Storage Containers
Ordinance 29-2025 - Agenda Packet.pdf
Zoning Ordinance - Portable Storage Containers (Ratify Ordinance 29-2025).docx

e. Ratification of Ordinance 34-2025 which Ordinance Amends Zoning Ordinance Sections

8.01(e), 8.02(e), and 8.03(e) for the Purpose of Addressing Zero Lot Line Setbacks for Adjoining Industrial Parcels
Ordinance 34-2025 - Agenda Packet.pdf
Zoning Ordinance - Zero Lot Line Setback (Ratify Ordinance 34-2025).docx

f. Ratification of Ordinance 35-2025 which ordinance amends Zoning Ordinance Section 5.05(d) for the purpose of simplifying the process to construct single family attached dwellings on individual lots by modifying R-3 Medium Density Residential District requirements.
Ordinance 35-2025 - Agenda Packet.pdf
Zoning Ordinance - R-3 - Single Family Attached Dwellings (Ratify Ordinance 35-2025).docx

g. Rezoning Request: 141 W Madison Lane and 203 Michigan Avenue R-3 Medium Density Residential District PUD to R-3 Medium Density Residential District
Applicant's Rezoning Request
Parcel Map
R-3 District Regulations
Ordinance - Rezoning 141 Madison and 203 Michigan from R-3 PUD to R-3.docx

h. City Code Amendment - Title 14, Zoning and Land Use Control, Chapter 5, Stormwater Management, Section 14-502, Definitions - Clarification of the Term "Clearing"
City Code Section 14-502(9) - Definition of Clearing - Bold Strikethrough.docx
Ordinance - Stormwater Section 14-502(9) Definition of Clearing.docx

IX. FINAL ADOPTION OF ORDINANCES

X. RESOLUTIONS

a. A Resolution Naming John C. Mannone as the Next Poet Laureate for the City of Oak Ridge for the 2026-2028 term.
Resolution - Poet Laureate - Mannone.docx

b. A Resolution to Amend Resolution 12-0158-2025 Authorizing the City to Contract with Goodwyn Mills Cawood (GMC) in the Amount of $277,175 for Additional Airport Planning Services Including Forecasting, Airport Layout Drawing Update, NPIAS Revalidation for the Oak Ridge General Aviation Airport, and Aerial Imagery Collection
Resolution - Amend Resolution 12-158-2025 - Airport Services Contract with GMC.docx

c. A Resolution to Authorize the Award of a Contract to J.G. Mullins Construction Company, Inc. for Subgrade and Pavement Repair Prior to Resurfacing
FY2026-224 Bid Abstract - Signed.pdf
Resolution - J.G. Mullins - Pavement Repair.docx

d. A Resolution Authorizing the Transfer of Property to Oklo for Development at Heritage Center Industrial Park
Oklo proposed land map.pdf
Resolution - Authorization to Transfer Properties for the Oklo Project.docx

e. Atomic Fall Fest Entertainment Procurement Services
Resolution - Atomic Fall Fest Entertainment Contract.docx

f. A Resolution to Approve a Contract with Truckers Lighthouse LLC in the Amount of $239,723.71 for Outfitting Public Service Vehicles
Trucker's Lighthouse CRF - Emgcy Vehicle Outfitting.pdf
Trucker's Lighthouse Quotes for Safety Vehicle Outfitting.pdf

Resolution - Truckers Lighthouse LLC.docx

g. A Resolution to Authorize the Awarding of a Contract with Jacobs Engineering for Water and Sewer Master Planning Services
Oak Ridge Comprehensive Master Plan_signed.pdf
Resolution - Agreement for Master Water and Sewer Plan.docx

h. Extension of the Administrative Hearing Officer Appointment - Hugh B. Ward, Jr.
Resolution - Hugh Ward - Extension of AHO Appointment.docx

XI. APPEARANCE OF CITIZENS
ALL CITIZENS ARE GIVEN 3 MINUTES

XII. ANNOUNCEMENTS AND SCHEDULING

XIII. COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

XIV. SUMMARY OF CURRENT EVENTS
a. CITY MANAGER'S REPORT
b. CITY ATTORNEY'S REPORT

XV. ADJOURNMENT

PROCLAMATION

WHEREAS, Dr. H.M. "Hash" Hashemian is the recipient of the National Excellence Award from the American Museum of Science and Energy in recognition of his distinguished leadership in advancing STEAM education and nuclear science nationally; and

WHEREAS, Dr. Hashemian is the CEO of Analysis and Measurement Services Corporation (AMS), a nuclear engineering firm headquartered in Knoxville, Tennessee that he co-founded in 1977, and he also currently serves as President of the American Nuclear Society; and

WHEREAS, under Dr. Hashemian's leadership, AMS has developed instrumentation and control system testing analysis equipment, training, and services that have been delivered to 26 countries, and plants serviced by AMS include virtually every United States nuclear power plants, as well as many in Europe and Asia; and

WHEREAS, Dr. Hashemian holds three doctoral degrees in electrical, nuclear, and computer engineering, and he serves as both an adjunct professor of practice at Georgia Institute of Technology's Woodruff School of Mechanical Engineering and as an adjunct professor of nuclear engineering at the University of Tennessee at Knoxville; and

WHEREAS, Dr. Hashemian is the author or co-author of 22 United States patents and has written three books on instrumentation and control in nuclear power plants in addition to hundreds of peer-reviewed journals, magazine articles, conference papers, reports, and guideline documents, and he has also authored standards for the United States Nuclear Regulatory Commission, the Electric Power Research Institute, the International Atomic Energy Agency, and the International Electrotechnical Commission; and

WHEREAS, Dr, Hashemian is a member of the European Nuclear Society and a Fellow of the Institute of Electrical and Electronics Engineers, the International Society of Automation, and the American Nuclear Society; and

WHEREAS, within the American Nuclear Society, Dr. Hashemian has served in a number of roles, including as Vice-Chair of the Development Committee, Chair of the Honors and Awards Committee, and chair of the Human Factors, Instrumentation and Control Division; and

WHEREAS, Dr. Hashemian is also an active nuclear advocate in Tennessee, having served on both the Tennessee Nuclear Energy Advisory Council and the state's Energy Policy Council; and

WHEREAS, Dr. Hashemian has spoken as guest lecturer, keynote speaker, and technical paper presenter in numerous conference worldwide and has taught training courses in over 15 countries on issues related to process instrumentation, automated testing and equipment and process condition monitoring..

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE: that in recognition of his distinguished contributions to nuclear science and the advancement of STEAM education, the Oak Ridge City Council honors

DR. H.M. "HASH" HASHEMIAN

and congratulates him on receiving the National Excellence Award from the American Museum of Science and Energy.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Oak Ridge to be affixed this the 9th day of March in the year 2026.

_____

WARREN L. GOOCH, MAYOR

PROCLAMATION

WHEREAS, Rose Weaver has completed two years of service as the Poet Laureate for the City of Oak Ridge; and

WHEREAS, born and raised in the historic Scarboro community, Ms. Weaver is a graduate of Berea College with a Bachelor's degree in Sociology and Economics and a Master's degree in government contracting before spending 39 years working with United States Department of Energy subcontractors, including Wackenhut Services, UT Battelle, and Y-12 in roles spanning technical writing, diversity management, and small business development; and

WHEREAS, in retirement, Ms. Weaver has continued her passion for education, serving as a preschool teacher and youth mentor, in addition to owning Weaver Consulting, which provides career development and youth enrichment programs; and

WHEREAS, Ms. Weaver has led historical research initiatives on African American contributions to Oak Ridge, with her work being featured in the K-25 History Museum, Oak Ridge History Museum, and the American Museum of Science and Energy, and as the first city-wide exhibit of Black history at a city festival in 2004 along with her brother, Terry and Martin McBride; and

WHEREAS, in 2023, Ms. Weaver helped found an Oak Ridge committee to create a national civil rights monument honoring the amazing Scarboro 85 students and was instrumental in the passage of congressional resolutions honoring the Scarboro 85 and in securing support for a $3.2 million state grant to design and construct the new Oak Ridge Scarboro 85 monument; and

WHEREAS, Ms. Weaver has been recognized for her dedication to social justice, history, and education, and her poetry and activism have inspired everyone who has been touched by her words and love for her community; and

WHEREAS, Ms. Weaver is a dedicated member of Spurgeon Chapel A.M.E. Zion Church and has held several leadership positions, including Christian Education Coordinator for 30 years, Superintendent of Sunday School for 20 years and Publicity Chair for 10 years, and she currently serves as Chairperson for Love Thy Neighbor Ministry that provides outreach ministry to the Oak Ridge community; and

WHEREAS, Ms. Weaver's work has been recognized with statewide honors, and she continues to be an ambassador for the community through her involvement in initiatives that support youth and promote literacy and self-expression.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE, that the City Council recognize

ROSE WEAVER

in celebration of her many accomplishments as a poet, playwright and activist who is committed to preserving history, uplifting youth, and educating young people and adults alike about the rich African American history in Oak Ridge.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the City of Oak Ridge to be affixed, this the 9th day of March in the year 2026.

_____

WARREN L. GOOCH, MAYOR

CITY OF OAK RIDGE, TENNESSEE

CAPITAL IMPROVEMENTS PROGRAM FOR FISCAL YEARS 2027-2032

Oak Ridge Municipal Planning Commission

H. Stephen Whitson, Chairman

Laura Carrington	Jim Dodson
Charlie Hensley	David Kitzmiller
Greta Ownby	Jane Shelton
David Snider	Todd Wilson
Phil Yager	

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Transmittal

CITY OF
OAK RIDGE

OAK RIDGE MUNICIPAL PLANNING COMMISSION

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

February 20, 2026
Honorable Mayor and
Members of City Council
City of Oak Ridge
Attention: Randy Hemann, City Manager

Dear Members of City Council:

The Oak Ridge Municipal Planning Commission voted on February 19, 2026, to approve and transmit to City Council a Capital Improvements Program (CIP) in accordance with the City Charter. The CIP is submitted to provide guidance to the City Manager and staff on how proposed projects align with adopted City plans as they begin preparation of the annual budget.

The Commission has carefully considered the projects of the CIP drafted by departmental staff. In addition to input received at their annual work session with Department Directors, the Planning Commission relied heavily on the City Blueprint and draft Comprehensive Plan to shape the CIP and help guide its evaluations and rankings. The Planning Commission also considered additional criteria when considering their rankings, including community impact and departmental need.

The Planning Commission's highest ranked projects are listed on the following page. The Planning Commission placed a high emphasis on maintaining the City's existing infrastructure to continue providing an exceptional level of service to our citizens.

Respectfully submitted,

H. Stephen Whitson, Chair
Oak Ridge Municipal Planning Commission

Highest Ranked Projects

Fire Station 2
Information Technology Warm Site
Animal Shelter
Joint City/School HVAC Projects
Joint City/School Roof Projects

The Planning Commission's highest ranked projects help ensure the City's existing facilities are maintained, while continuing to meet the technological needs of the future. These include Fire Station number 2, an IT warm site, the new animal shelter, and joint city/school HVAC and Roof Projects.

Electric Distribution System Improvements
Rarity Ridge WWTP
Turtle Park WWTP

The other three highest-ranked projects include electric distribution system improvements, the Rarity Ridge wastewater treatment plant, and Turtle Park wastewater treatment plant. All three projects continue the trend of prioritizing projects which maintain the City's existing infrastructure.

Planning Commissioner Ranking – Capital Projects, FY2027-2032

Department	Project	Ranking (High, Medium, Low)
Education	Blankenship Bleacher Replacement	High
Education	District Paving	High
Education	Glenwood Addition and Renovation	High
Education	Jefferson Middle School Gym Bleacher Replacement	High
Education	New West End School	Medium
Education	Replace School Administration Building	Medium
Education	Willow Brook Elementary School	High
Education	Woodland Elementary School	High
City Manager's Office	Land Bank Property Site Infrastructure	High
City Manager's Office	Oak Ridge General Aviation Airport	Low
Electric	Electric Distribution System Improvements	High
Electric	Electric Substation Improvements	High
Electric	Electric Technology Program	High
Electric	Facilities Expansion for New Loads and Services	High

Electric	Street Light Improvements Program	Medium
Electric	Traffic Signal Control Replacement and Upgrade	Medium
Fire	Fire Station 2 Building Replacement	High
Fire	Fire Station 3 Renovation: Bedrooms, Kitchen, Painting	Medium
Fire	Fire Station 4 Women's Locker Room Renovation	Medium
Fire	Live Fire Training Facility	Medium
Information Technology	IT Warm Site	High
Library	Complete Library Renovations	High
Library	Library Foundation Evaluation	Medium
Library	Library Loading Zone	Medium
Police Department	Animal Shelter	High
Police Department	Police Department Mission-Critical Technologies	High
Police Department	Police Department Tactical Armored Vehicles	Medium
Public Works	City Facilities Improvements	High
Public Works	Rarity Ridge Wastewater Treatment Plant	High
Public Works	Sewer Collection System Rehab/ CMOM	High

Public Works	Stormwater Projects	High
Public Works	Transportation/Pedestrian/Bicycle Safety Improvements	Medium
Public Works	Turtle Park Wastewater Treatment Plant	High
Public Works	Water Distribution Projects	Medium
Public Works	Water Treatment Plant – Existing	High
Public Works	Water Treatment Plant – New	High
Public Works / Board of Education	City/Schools Joint HVAC Projects	High
Public Works / Board of Education	City/Schools Roof Projects	High
Recreation and Parks	AK Bissell Park Improvements	High
Recreation and Parks	Greenway Implementation – Rails to Trails	High
Recreation and Parks	Groves Park	Low
Recreation and Parks	Oak Ridge Gateway	Medium
Recreation and Parks	Recreation Center Administrative Office Space	High
Recreation and Parks	Renovation of Historic House at Haw Ridge Park	Medium
Recreation and Parks	Solway Park Improvements	Medium
Recreation and Parks	Union Valley Landfill Redevelopment	Medium

SEAL OF THE CITY OF OAK RIDGE
FOUNDED
1942
INCORPORATED
1959
TENNESSEE

Summary

Capital Improvements Program - Capital

Summary of Programs - ($000's)

Responsible Department	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
Board of Education	$4,700	$33,150	$21,250	$14,750	$750	$750	$75,350
City Manager's Office	$4,634	$16,042	$16,042	$13,882	$0	$0	$50,600
Electric	$13,130	$7,727	$3,945	$3,445	$2,430	$2,320	$32,997
Fire Department	$704	$6,904	$750	$545	$0	$0	$8,903
Information Technology	$533	$0	$0	$0	$0	$0	$533
Library	$25	$125	$0	$0	$0	$0	$150
Police	$8,520	$0	$0	$375	$0	$0	$8,895
Public Works	$29,405	$27,250	$10,000	$16,550	$12,000	$12,450	$107,655
Public Works / Board of Education	$4,050	$1,630	$1,154	$1,332	$1,120	$1,050	$10,336
Recreation and Parks	$6,719	$8,985	$8,005	$1,750	$0	$300	$25,759
TOTAL CAPITAL IMPROVEMENTS PROGRAM	***$72,420***	***$101,813***	***$61,146***	***$52,629***	***$16,300***	***$16,870***	***$321,178***

Capital Improvements Program - Capital

Summary of Projects By Responsible Department - ($000's)

Project	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
Board of Education							
Blankenship Bleacher Replacement	$1,500	$1,000	$0	$0	$0	$0	**$2,500**
District Paving	$750	$750	$750	$750	$750	$750	**$4,500**
Glenwood Addition and Renovation	$0	$0	$500	$6,000	$0	$0	**$6,500**
Jefferson Middle School Gym Bleacher Replacement	$450	$0	$0	$0	$0	$0	**$450**
New West End School	$2,000	$30,000	$0	$0	$0	$0	**$32,000**
Replace School Administration Building	$0	$500	$12,000	$0	$0	$0	**$12,500**
Willow Brook Elementary School	$0	$900	$7,000	$0	$0	$0	**$7,900**
Woodland Elementary School	$0	$0	$1,000	$8,000	$0	$0	**$9,000**
Board of Education TOTAL:	**$4,700**	**$33,150**	**$21,250**	**$14,750**	**$750**	**$750**	**$75,350**
City Manager's Office							
Land Bank Property Site Infrastructure Work (Wilson Street)	$500	$0	$0	$0	$0	$0	**$500**
Oak Ridge General Aviation Airport	$4,134	$16,042	$16,042	$13,882	$0	$0	**$50,100**
City Manager's Office TOTAL:	**$4,634**	**$16,042**	**$16,042**	**$13,882**	**$0**	**$0**	**$50,600**
Electric							
Electric Distribution System Improvements	$1,950	$1,650	$1,650	$1,650	$1,000	$1,000	**$8,900**
Electric Substation Improvements	$775	$495	$495	$350	$350	$250	**$2,715**
Electric Technology Program	$6,660	$2,187	$605	$635	$320	$410	**$10,817**
Facilities Expansion for New Loads and Services	$865	$715	$665	$555	$555	$455	**$3,810**
Street Light Improvement Program	$430	$230	$180	$180	$180	$180	**$1,380**

Project	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	Total
Traffic Signal Control Replacement and Upgrade	$2,450	$2,450	$350	$75	$25	$25	**$5,375**
Electric TOTAL:	**$13,130**	**$7,727**	**$3,945**	**$3,445**	**$2,430**	**$2,320**	**$32,997**
Fire Department							
Fire Station 2 Building Replacement	$481	$6,300	$0	$0	$0	$0	**$6,781**
Fire Station 3 Renovation - Bedrooms/Kitchen/Painting	$116	$334	$0	$0	$0	$0	**$450**
Fire Station 4 Women's Locker Room Renovation	$37	$200	$150	$0	$0	$0	**$387**
Live Fire Training Facility	$70	$70	$600	$545	$0	$0	**$1,285**
Fire Department TOTAL:	**$704**	**$6,904**	**$750**	**$545**	**$0**	**$0**	**$8,903**
Information Technology							
Information Technology Warm Site	$533	$0	$0	$0	$0	$0	**$533**
Information Technology TOTAL:	**$533**	**$0**	**$0**	**$0**	**$0**	**$0**	**$533**
Library							
Complete Library renovations	$0	$75	$0	$0	$0	$0	**$75**
Library Foundation Evaluation	$0	$50	$0	$0	$0	$0	**$50**
Library Loading Zone	$25	$0	$0	$0	$0	$0	**$25**
Library TOTAL:	**$25**	**$125**	**$0**	**$0**	**$0**	**$0**	**$150**
Police							
Animal Shelter	$5,645	$0	$0	$0	$0	$0	**$5,645**
Police Department Mission-Critical Technologies	$2,500	$0	$0	$0	$0	$0	**$2,500**
Police Department Tactical Armored Vehicles	$375	$0	$0	$375	$0	$0	**$750**
Police TOTAL:	**$8,520**	**$0**	**$0**	**$375**	**$0**	**$0**	**$8,895**
Public Works							
City Facilities Improvements	$2,880	$3,250	$1,500	$1,000	$1,000	$1,000	**$10,630**
Rarity Ridge Wastewater Treatment Plant	$3,000	$3,000	$0	$2,000	$4,000	$1,500	**$13,500**

Project	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
Sewer Collection System Rehab/CMOM	$4,550	$1,750	$2,000	$6,600	$1,500	$3,500	**$19,900**
Stormwater Projects	$250	$450	$250	$250	$250	$250	**$1,700**
Transportation/Pedestrian/Bicycle Safety Improvements	$3,950	$4,300	$0	$200	$0	$200	**$8,650**
Turtle Park Wastewater Treatment Plant	$6,975	$7,000	$3,000	$6,000	$2,600	$4,000	**$29,575**
Water Distribution Projects	$2,250	$3,250	$3,250	$500	$2,650	$2,000	**$13,900**
Water Treatment Plant - Existing	$3,550	$4,050	$0	$0	$0	$0	**$7,600**
Water Treatment Plant - New	$2,000	$200	$0	$0	$0	$0	**$2,200**
Public Works TOTAL:	**$29,405**	**$27,250**	**$10,000**	**$16,550**	**$12,000**	**$12,450**	**$107,655**
Public Works / Board of Education							
City / Schools Joint HVAC Projects	$550	$550	$550	$550	$550	$550	**$3,300**
City / Schools Joint Roof Projects	$3,500	$1,080	$604	$782	$570	$500	**$7,036**
Public Works / Board of Education TOT	**$4,050**	**$1,630**	**$1,154**	**$1,332**	**$1,120**	**$1,050**	**$10,336**
Recreation and Parks							
AK Bissell Park Improvements	$1,205	$1,530	$765	$0	$0	$0	**$3,500**
Greenway Implementation - Rails to Trails	$3,000	$3,000	$3,000	$0	$0	$0	**$9,000**
Groves Park Visitor Parking	$0	$0	$0	$0	$0	$300	**$300**
Oak Ridge Gateway	$596	$0	$0	$0	$0	$0	**$596**
Recreation Center Administrative Office Space	$250	$0	$0	$0	$0	$0	**$250**
Renovation of the Historic House at Haw Ridge Park	$0	$200	$1,250	$1,750	$0	$0	**$3,200**
Solway Park Improvements	$1,080	$1,380	$690	$0	$0	$0	**$3,150**
Union Valley Landfill Redevelopment	$588	$2,875	$2,300	$0	$0	$0	**$5,763**
Recreation and Parks TOTAL:	**$6,719**	**$8,985**	**$8,005**	**$1,750**	**$0**	**$300**	**$25,759**
TOTAL CAPITAL IMPROVEMENTS PROGRAM	**$72,420**	**$101,813**	**$61,146**	**$52,629**	**$16,300**	**$16,870**	**$321,178**

Capital Improvements Program - Capital

Summary of Projects By Funding - ($000's)

Project	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
Capital Improvement Fund (20%)							
AK Bissell Park Improvements	$241	$306	$153	$0	$0	$0	**$700**
Capital Improvement Fund (20%	**$241**	**$306**	**$153**	**$0**	**$0**	**$0**	**$700**
Anticipated CMAQ Grant							
Traffic Signal Control Replacement and Upgrade	$1,980	$1,980	$0	$0	$0	$0	**$3,960**
Anticipated CMAQ Grant TOTAL	**$1,980**	**$1,980**	**$0**	**$0**	**$0**	**$0**	**$3,960**
ARC Grant TN-18621-A							
Oak Ridge General Aviation Airport	$1,836	$175	$0	$0	$0	$0	**$2,011**
ARC Grant TN-18621-A TOTAL:	**$1,836**	**$175**	**$0**	**$0**	**$0**	**$0**	**$2,011**
Capital Improvements Fund							
Fire Station 4 Women's Locker Room Renovation	$37	$200	$150	$0	$0	$0	**$387**
Capital Improvements Fund TOT	**$37**	**$200**	**$150**	**$0**	**$0**	**$0**	**$387**
Capital Project Fund							
Animal Shelter	$5,645	$0	$0	$0	$0	$0	**$5,645**
City / Schools Joint HVAC Projects	$550	$550	$550	$550	$550	$550	**$3,300**
City / Schools Joint Roof Projects	$3,500	$1,080	$604	$782	$570	$500	**$7,036**
City Facilities Improvements	$2,880	$3,250	$1,500	$1,000	$1,000	$1,000	**$10,630**
Fire Station 2 Building Replacement	$481	$6,300	$0	$0	$0	$0	**$6,781**
Fire Station 3 Renovation - Bedrooms/Kitchen/Painting	$116	$334	$0	$0	$0	$0	**$450**
Groves Park Visitor Parking	$0	$0	$0	$0	$0	$300	**$300**
Information Technology Warm Site	$533	$0	$0	$0	$0	$0	**$533**
Land Bank Property Site Infrastructure Work (Wilson Str	$500	$0	$0	$0	$0	$0	**$500**
Live Fire Training Facility	$70	$70	$600	$545	$0	$0	**$1,285**
Oak Ridge Gateway	$200	$0	$0	$0	$0	$0	**$200**
Capital Project Fund TOTAL:	**$14,475**	**$11,584**	**$3,254**	**$2,877**	**$2,120**	**$2,350**	**$36,660**

Project	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	Total
Capital Projects Fund							
Recreation Center Administrative Office Space	$250	$0	$0	$0	$0	$0	**$250**
Renovation of the Historic House at Haw Ridge Park	$0	$200	$625	$875	$0	$0	**$1,700**
Union Valley Landfill Redevelopment	$118	$575	$460	$0	$0	$0	**$1,153**
Capital Projects Fund TOTAL:	**$368**	**$775**	**$1,085**	**$875**	**$0**	**$0**	**$3,103**
Capital Projects Fund 20%							
Solway Park Improvements	$216	$276	$138	$0	$0	$0	**$630**
Capital Projects Fund 20% TOTA	**$216**	**$276**	**$138**	**$0**	**$0**	**$0**	**$630**
CDBG							
Transportation/Pedestrian/Bicycle Safety Improvements	$0	$200	$0	$200	$0	$200	**$600**
CDBG TOTAL:	**$0**	**$200**	**$0**	**$200**	**$0**	**$200**	**$600**
CWSRF							
Sewer Collection System Rehab/CMOM	$0	$0	$0	$2,000	$0	$2,000	**$4,000**
Turtle Park Wastewater Treatment Plant	$0	$0	$500	$5,000	$0	$0	**$5,500**
CWSRF TOTAL:	**$0**	**$0**	**$500**	**$7,000**	**$0**	**$2,000**	**$9,500**
DOE							
Rarity Ridge Wastewater Treatment Plant	$2,500	$2,500	$0	$0	$0	$0	**$5,000**
Water Treatment Plant - Existing	$25	$25	$0	$0	$0	$0	**$50**
DOE TOTAL:	**$2,525**	**$2,525**	**$0**	**$0**	**$0**	**$0**	**$5,050**
Electric Fund							
Electric Distribution System Improvements	$1,950	$1,650	$1,650	$1,650	$1,000	$1,000	**$8,900**
Electric Substation Improvements	$775	$495	$495	$350	$350	$250	**$2,715**
Electric Technology Program	$2,660	$1,187	$595	$625	$310	$400	**$5,777**
Facilities Expansion for New Loads and Services	$865	$715	$665	$555	$555	$455	**$3,810**
Street Light Improvement Program	$430	$230	$180	$180	$180	$180	**$1,380**
Traffic Signal Control Replacement and Upgrade	$470	$520	$350	$25	$25	$25	**$1,415**
Electric Fund TOTAL:	**$7,150**	**$4,797**	**$3,935**	**$3,385**	**$2,420**	**$2,310**	**$23,997**
EPA Grant							

Project	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	Total
Water Distribution Projects	$0	$2,000	$2,000	$0	$0	$0	**$4,000**
EPA Grant TOTAL:	**$0**	**$2,000**	**$2,000**	**$0**	**$0**	**$0**	**$4,000**
FAA Contribution							
Oak Ridge General Aviation Airport	$0	$0	$10,000	$0	$0	$0	**$10,000**
FAA Contribution TOTAL:	**$0**	**$0**	**$10,000**	**$0**	**$0**	**$0**	**$10,000**
Federal/State/Other (80%)							
Greenway Implementation - Rails to Trails	$2,400	$2,400	$2,400	$0	$0	$0	**$7,200**
Federal/State/Other (80%) TOT	**$2,400**	**$2,400**	**$2,400**	**$0**	**$0**	**$0**	**$7,200**
General Fund							
Library Loading Zone	$25	$0	$0	$0	$0	$0	**$25**
Storm Water Project List	$150	$350	$150	$150	$150	$0	**$950**
Stormwater Projects	$150	$350	$150	$150	$150	$150	**$1,100**
General Fund TOTAL:	**$325**	**$700**	**$300**	**$300**	**$300**	**$150**	**$2,075**
General Obligation Bonds							
Blankenship Bleacher Replacement	$1,500	$1,000	$0	$0	$0	$0	**$2,500**
District Paving	$750	$750	$750	$750	$750	$750	**$4,500**
Glenwood Addition and Renovation	$0	$0	$500	$6,000	$0	$0	**$6,500**
Jefferson Middle School Gym Bleacher Replacement	$450	$0	$0	$0	$0	$0	**$450**
New West End School	$2,000	$30,000	$0	$0	$0	$0	**$32,000**
Replace School Administration Building	$0	$500	$12,000	$0	$0	$0	**$12,500**
Willow Brook Elementary School	$0	$900	$7,000	$0	$0	$0	**$7,900**
Woodland Elementary School	$0	$0	$1,000	$8,000	$0	$0	**$9,000**
General Obligation Bonds TOTA	**$4,700**	**$33,150**	**$21,250**	**$14,750**	**$750**	**$750**	**$75,350**
Grant							
Water Treatment Plant - Existing	$1,000	$4,000	$0	$0	$0	$0	**$5,000**
Grant TOTAL:	**$1,000**	**$4,000**	**$0**	**$0**	**$0**	**$0**	**$5,000**
ARC Grant TN- 18621-C1-302-20							

Project	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	Total
Oak Ridge General Aviation Airport	$0	$1,000	$0	$0	$0	$0	**$1,000**
ARC Grant TN- 18621-C1-302-20	**$0**	**$1,000**	**$0**	**$0**	**$0**	**$0**	**$1,000**
Grants							
Transportation/Pedestrian/Bicycle Safety Improvements	$3,918	$4,100	$0	$0	$0	$0	**$8,018**
Grants TOTAL:	**$3,918**	**$4,100**	**$0**	**$0**	**$0**	**$0**	**$8,018**
Grants - TBD							
Renovation of the Historic House at Haw Ridge Park	$0	$0	$625	$875	$0	$0	**$1,500**
Grants - TBD TOTAL:	**$0**	**$0**	**$625**	**$875**	**$0**	**$0**	**$1,500**
placeholder in need of funding source							
Library Foundation Evaluation	$0	$50	$0	$0	$0	$0	**$50**
placeholder in need of funding s	**$0**	**$50**	**$0**	**$0**	**$0**	**$0**	**$50**
State of TN Direct Appropriation Grant							
Oak Ridge General Aviation Airport	$1,458	$0	$0	$0	$0	$0	**$1,458**
Police Department Mission-Critical Technologies	$2,500	$0	$0	$0	$0	$0	**$2,500**
State of TN Direct Appropriation	**$3,958**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,958**
TN Aeronautics Economic Development							
Oak Ridge General Aviation Airport	$0	$13,007	$1,419	$0	$0	$0	**$14,426**
TN Aeronautics Economic Devel	**$0**	**$13,007**	**$1,419**	**$0**	**$0**	**$0**	**$14,426**
TN Aeronautics Economic Development							
Oak Ridge General Aviation Airport	$840	$1,860	$0	$0	$0	$0	**$2,700**
TN Aeronautics Economic Devel	**$840**	**$1,860**	**$0**	**$0**	**$0**	**$0**	**$2,700**
TN Aeronautics Economic Development							
Oak Ridge General Aviation Airport	$0	$0	$900	$0	$0	$0	**$900**
TN Aeronautics Economic Devel	**$0**	**$0**	**$900**	**$0**	**$0**	**$0**	**$900**
Matching Funds (City)/ADA Match							
Transportation/Pedestrian/Bicycle Safety Improvements	$33	$0	$0	$0	$0	$0	**$33**
Matching Funds (City)/ADA Mat	**$33**	**$0**	**$0**	**$0**	**$0**	**$0**	**$33**
NRDA Grant (80 %)							

Project	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
AK Bissell Park Improvements	$964	$1,224	$612	$0	$0	$0	**$2,800**
NRDA Grant (80 %) TOTAL:	**$964**	**$1,224**	**$612**	**$0**	**$0**	**$0**	**$2,800**
Other Funds							
Oak Ridge General Aviation Airport	$0	$0	$3,723	$13,882	$0	$0	**$17,605**
Other Funds TOTAL:	**$0**	**$0**	**$3,723**	**$13,882**	**$0**	**$0**	**$17,605**
Other Grant TBD							
Union Valley Landfill Redevelopment	$0	$0	$1,840	$0	$0	$0	**$1,840**
Other Grant TBD TOTAL:	**$0**	**$0**	**$1,840**	**$0**	**$0**	**$0**	**$1,840**
Capital Projects Fund (20%)							
Greenway Implementation - Rails to Trails	$600	$600	$600	$0	$0	$0	**$1,800**
Capital Projects Fund (20%) TOT	**$600**	**$600**	**$600**	**$0**	**$0**	**$0**	**$1,800**
Potential Grant Funding							
Police Department Tactical Armored Vehicles	$375	$0	$0	$375	$0	$0	**$750**
Potential Grant Funding TOTAL:	**$375**	**$0**	**$0**	**$375**	**$0**	**$0**	**$750**
Settlement Funds							
Turtle Park Wastewater Treatment Plant	$500	$1,300	$0	$0	$0	$0	**$1,800**
Settlement Funds TOTAL:	**$500**	**$1,300**	**$0**	**$0**	**$0**	**$0**	**$1,800**
SRF (30 year loan) 51%							
Water Treatment Plant - New	$1,000	$0	$0	$0	$0	$0	**$1,000**
SRF (30 year loan) 51% TOTAL:	**$1,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,000**
State Street Aid							
Storm Water Project List	$100	$100	$100	$100	$100	$0	**$500**
Stormwater Projects	$100	$100	$100	$100	$100	$100	**$600**
State Street Aid TOTAL:	**$200**	**$200**	**$200**	**$200**	**$200**	**$100**	**$1,100**
TBD							
Complete Library renovations	$0	$75	$0	$0	$0	$0	**$75**
TBD TOTAL:	**$0**	**$75**	**$0**	**$0**	**$0**	**$0**	**$75**
TDEC BRAG Redevelopment							

Project	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
Union Valley Landfill Redevelopment	$470	$2,300	$0	$0	$0	$0	**$2,770**
TDEC BRAG Redevelopment TOT	**$470**	**$2,300**	**$0**	**$0**	**$0**	**$0**	**$2,770**
TDEC NRDA Grant 80%							
Solway Park Improvements	$864	$1,104	$552	$0	$0	$0	**$2,520**
TDEC NRDA Grant 80% TOTAL:	**$864**	**$1,104**	**$552**	**$0**	**$0**	**$0**	**$2,520**
TDOT							
Oak Ridge Gateway	$396	$0	$0	$0	$0	$0	**$396**
TDOT TOTAL:	**$396**	**$0**	**$0**	**$0**	**$0**	**$0**	**$396**
Water/Sewer							
Electric Technology Program	$4,000	$1,000	$10	$10	$10	$10	**$5,040**
Water/Sewer TOTAL:	**$4,000**	**$1,000**	**$10**	**$10**	**$10**	**$10**	**$5,040**
Waterworks Fund							
Rarity Ridge Wastewater Treatment Plant	$500	$500	$0	$2,000	$4,000	$1,500	**$8,500**
Sewer Collection System Rehab/CMOM	$4,550	$1,750	$2,000	$4,600	$1,500	$1,500	**$15,900**
Turtle Park Wastewater Treatment Plant	$6,475	$5,700	$2,500	$1,000	$2,600	$4,000	**$22,275**
Water Distribution Projects	$2,250	$1,250	$1,250	$500	$2,650	$2,000	**$9,900**
Water Treatment Plant - Existing	$2,525	$25	$0	$0	$0	$0	**$2,550**
Water Treatment Plant - New	$1,000	$200	$0	$0	$0	$0	**$1,200**
Waterworks Fund TOTAL:	**$17,300**	**$9,425**	**$5,750**	**$8,100**	**$10,750**	**$9,000**	**$60,325**
TOTAL CAPITAL IMPROVEMENTS PROGRAM	**$72,670**	**$102,313**	**$61,396**	**$52,829**	**$16,550**	**$16,870**	**$322,628**

Board of Education

Capital Improvements Program - Capital

Summary of Projects - ($000's) Board of Education

Project	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***
Board of Education							
Blankenship Bleacher Replacement	$1,500	$1,000	$0	$0	$0	$0	**$2,500**
District Paving	$750	$750	$750	$750	$750	$750	**$4,500**
Glenwood Addition and Renovation	$0	$0	$500	$6,000	$0	$0	**$6,500**
Jefferson Middle School Gym Bleacher Replacement	$450	$0	$0	$0	$0	$0	**$450**
New West End School	$2,000	$30,000	$0	$0	$0	$0	**$32,000**
Replace School Administration Building	$0	$500	$12,000	$0	$0	$0	**$12,500**
Willow Brook Elementary School	$0	$900	$7,000	$0	$0	$0	**$7,900**
Woodland Elementary School	$0	$0	$1,000	$8,000	$0	$0	**$9,000**
TOTALS	**$4,700**	**$33,150**	**$21,250**	**$14,750**	**$750**	**$750**	**$75,350**

Project:	***Blankenship Bleacher Replacement***	**Project Type:**	***Capital***
Program:		**Responsible Department:**	***Board of Education***

Project Origination:	2025	Project Status:	Ongoing	Project Budgeted:	2500
Project Completion:		Commission Status:			

Description	Replace the existing home-side bleachers to comply with current Life Safety Code requirements, address ADA accessibility deficiencies, and resolve structural issues caused by age and wear.
Status	The current bleachers, installed over 50 years ago, have undergone numerous repairs to seating and foundations. A full replacement is necessary to ensure compliance with modern safety and accessibility standards.
Justification	Annual inspections consistently identify age-related deterioration and safety concerns. Replacement is critical to protect public safety and maintain compliance with applicable codes and regulations. The urgency of this project has increased due to the facility's expanded use after being converted into a public park, significantly raising the risk associated with outdated infrastructure.

Complies with Policies: N/A

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Bleacher Replacement	$1,500	$1,000	$0	$0	$0	$0	**$2,500**	$0
							TOTAL EXPENDITURES	**$2,500**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
General Obligation Bonds	$1,500	$1,000	$0	$0	$0	$0	**$2,500**	$0
							TOTAL FUNDS	**$2,500**

Project:	***District Paving***	**Project Type:**	***Capital***
Program:		**Responsible Department:**	***Board of Education***

Project Origination:	2025	Project Status:	New	Project Budgeted:	4500
Project Completion:		Commission Status:			

Description	Paving and repaving of district parking lots, access roads, and facility entrances to improve safety, functionality, and overall infrastructure quality.
Status	District parking lots and access drives are in varying states of deterioration, creating hazards for both vehicle traffic and pedestrians walking from vehicles to school facilities. These conditions negatively impact accessibility, safety, and the overall experience for staff, students, and visitors.
Justification	Many parking areas and access roads are in poor or hazardous condition, posing risks such as tripping hazards, vehicle damage, and traffic congestion. Multiple schools require additional parking to accommodate vehicles during large events, such as athletic competitions, performances, and community gatherings. The majority of existing surfaces are overdue for repair or replacement, and continued neglect will lead to higher long-term costs and liability risks. Immediate action is critical to address these safety concerns and prevent potential accidents or injuries.

Complies with Policies: N/A

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Paving	$750	$750	$750	$750	$750	$750	**$4,500**	$0
							TOTAL EXPENDITURES	**$4,500**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
General Obligation Bonds	$750	$750	$750	$750	$750	$750	**$4,500**	$0
							TOTAL FUNDS	**$4,500**

Project:	***Glenwood Addition and Renovation***	**Project Type:**	***Capital***
Program:	***Schools***	**Responsible Department:**	***Board of Education***

Project Origination:	2023	Project Status:	Ongoing	Project Budgeted:	
Project Completion:		Commission Status:			

Description: Glenwood Elementary School was constructed in 1988 and has had some renovations to maintain the facility for its expected lifespan. Additional growth in the city, changing program needs, and general age of the facility necessitate the need for renovation and expansion.

Status: District wide student enrollment has impacted the available space for programs in all facilities. The HVAC system was replaced in 2007 and is fast approaching its anticipated life. The building received a new roof in 2022 and some sidewalk replacements for improved ADA access has been recently completed. Parking lots, bus and parent access, ADA, cafeteria capacity, and special area programs will need addition attention in the near future.

Justification: The Glenwood School facility was evaluated utilizing the facility study completed in 2007 by Cope and Associates Inc. An updated facility study performed in 2020 indicates that the current building may need an addition and renovation to meet expected student population growth and programming needs. Their recommendation calls for a 6.5 million renovation using 2023 construction costs and known deficiencies. An in-depth study and construction estimate would have to be performed prior to project approval to determine actual costs.

Complies with Policies: F-1, F-16, P-12, P-13, Q-6, Q-9, and Q-12

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Glenwood Addition and Renovation	$0	$0	$500	$6,000	$0	$0	**$6,500**	$0
							TOTAL EXPENDITURES	**$6,500**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
General Obligation Bonds	$0	$0	$500	$6,000	$0	$0	**$6,500**	$0
							TOTAL FUNDS	**$6,500**

Project:	***Jefferson Middle School Gym Bleacher Replacement***	**Project Type:**	***Capital***
Program:		**Responsible Department:**	***Board of Education***

Project Origination:	2025	Project Status:	Ongoing	Project Budgeted:	450
Project Completion:		Commission Status:			

Description	Replace the bleachers at Jefferson Middle School Gym to meet current safety and accessibility standards.
Status	The bleachers at Jefferson Middle School are original to the 1968 building construction and require replacement due to age, code compliance issues, and overall condition.
Justification	The current rolling bleachers with wood seats and risers do not meet current Life Safety Code and lack ADA accommodations. They have far exceeded their recommended lifespan and have undergone multiple renovations and repairs to remain operational. Parts for this model are no longer available, making future repairs impossible. The gym has all seating on one side, so loss of seating would prevent home games from being played at JMS. The urgency of this project is amplified because any failure of the existing bleachers would immediately disrupt athletic programs and community events, leaving the school without a viable seating solution.

Complies with Policies: N/A

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
JMS Gym Bleacher Replacement	$450	$0	$0	$0	$0	$0	**$450**	$0
							TOTAL EXPENDITURES	**$450**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
General Obligation Bonds	$450	$0	$0	$0	$0	$0	**$450**	$0
							TOTAL FUNDS	**$450**

Project:	***New West End School***	**Project Type:**	***Capital***
Program:	***Schools***	**Responsible Department:**	***Board of Education***

Project Origination:	2020	Project Status:	Ongoing	Project Budgeted:	
Project Completion:		Commission Status:	New		

Description: A new K-5 school is needed on the West end of the city to accommodate the growth anticipated over the next 20 years and to reduce the overcrowding in the district.

Status: A location and design is needed as other adjustments to district facilities are implemented to handle the student enrollment growth until a new facility is constructed.

Justification: A capacity study, in conjunction with the facility study, was completed in 2020 by Cope and Associates. The study used current growth projections as well as data collected from housing developers with projects in construction or planning phases and information from the City Planning and Development Department. Additional planning with School Administration, a project management consulting firm, and the City Planning and Development Department for the past 2 years has established the need and urgency for the new facility. An estimated cost of $32 million for an 800 student K - 5th grade facility is proposed in the school's facility / capacity study.

Complies with Policies: L-16, F-15, F-16, P-2, Q-11, Q-12, & M-2

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
New West End K - 5th Grade School	$0	$30,000	$0	$0	$0	$0	**$30,000**	$0
Engineering and Architectural Planning	$2,000	$0	$0	$0	$0	$0	**$2,000**	$0
							TOTAL EXPENDITURES	**$32,000**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
General Obligation Bonds	$2,000	$30,000	$0	$0	$0	$0	**$32,000**	$0
							TOTAL FUNDS	**$32,000**

Project:	***Replace School Administration Building***	**Project Type:**	***Capital***
Program:	***Schools***	**Responsible Department:**	***Board of Education***

Project Origination:	2005	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description

The School Administration Building, housed in the old Pine Valley School, is a WW II vintage facility in the Oak Ridge School system that has been renovated, remodeled, and expanded at least six times and has exceeded its useful life. The original building was not intended to be a long term facility, and due to its wood frame type construction does not lend itself to another major renovation to correct numerous Life Safety Code and ADA deficiencies. In addition this facility is at a point that does not allow for additional expansion of technology, electrical needs, or parking needs.

Status

A programming and Master Plan Study of the School Administration Building was completed By Barber and McMurry, Inc. during FY 2000. The plan evaluated current space requirements and building deficiencies, provided concepts for site options, and gave an estimated cost for implementation of the plan. Also, an architectural study was completed for the Preschool and Alternative School programs, but with failure of a referendum, the projects were tabled pending available funding. In 2007, Cope and Associates Inc. completed a facility study for all the facilities in the Oak Ridge Schools except for the High School, which was under construction. The findings by Cope and Associates indicated that significant to critical deficiencies existed in the School Administration and Preschool program and in the physical conditions of the buildings. Their recommendation echoed the same recommendations of the earlier study from 2000, that it would be more cost effective to abandon the current facility and seek a new or remodeled facility.

Justification

The present School Administration Building is housed in the old Pine Valley School, constructed in 1944. The wood frame building is at a stage where major systems including electric, flooring, exterior siding, windows and doors, HVAC systems, plumbing, and fire and life safety systems are nearing or have exceeded their useful life. An in-depth study and construction estimate would have to be performed prior to project approval. Past delays in approval of these projects have only increased long term costs. Future delays will require not only additional construction costs but, will also increase the risk of health and safety problems for the occupants of this facility.

Complies with Policies: F-1, F-16, Q-6, Q-9, Q-12, P-12, and P-13

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Admin. Bldg. Arch. & Eng.	$0	$500	$0	$0	$0	$0	**$500**	
Replace School Administration Building	$0	$0	$12,000	$0	$0	$0	**$12,000**	
	$0	$0	$0	$0	$0	$0	**$0**	$0
						TOTAL EXPENDITURES		**$12,500**

Project:	***Replace School Administration Building***	**Project Type:**	***Capital***
Program:	***Schools***	**Responsible Department:**	***Board of Education***

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
General Obligation Bonds	$0	$500	$12,000	$0	$0	$0	**$12,500**	$0
	$0	$0	$0	$0	$0	$0	**$0**	$0
							TOTAL FUNDS	**$12,500**

Project:	***Willow Brook Elementary School***	**Project Type:**	***Capital***
Program:	***Schools***	**Responsible Department:**	***Board of Education***

Project Origination:	2010	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description: Willow Brook Elementary School was originally constructed in 1949 with an addition and major renovation in 1989. Two portables were added in 2010 to provide for the increasing student enrolment and programming needs. This school operates on a balanced calendar with intercession programs between the grading periods.

Status: The kitchen and cafeteria are vastly undersized for the number of student lunches prepared and served each day. Also the cafeteria doubles as the space used for before and after school care which limits that program's effectiveness and places a burden on the staff to clean and prepare the area each morning and afternoon for the next program needs. The Media Center, administration, guidance, special area, parking, parent and student drop off; need design upgrades and improvements to meet current education and code requirements. This facility also needs improvements in electrical, mechanical, and data systems to address code or program deficiencies. Expected student growth and the use of aging portable classrooms may require a future addition to meet student needs.

Justification: The Willow Brook Elementary School facility was evaluated utilizing the facility study completed in 2007 by Cope and Associates Inc. An updated facility study completed in 2020 indicates the need for possible expansion due to expected student population and lack of program space. The recommendation calls for a 7.9 million dollar renovation and expansion using 2023 construction costs and known deficiencies. An in-depth study and construction estimate would have to be performed prior to project approval to determine actual costs.

Complies with Policies: F-1, F-16, P-12, P-13, Q-6, Q-9, and Q-12

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Renovation of Willow Brook Design	$0	$900	$0	$0	$0	$0	**$900**	$0
Renovation of Willow Brook School Construction	$0	$0	$7,000	$0	$0	$0	**$7,000**	$0
							TOTAL EXPENDITURES	**$7,900**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
General Obligation Bonds	$0	$900	$7,000	$0	$0	$0	**$7,900**	$0
	$0	$0	$0	$0	$0	$0	**$0**	$0
							TOTAL FUNDS	**$7,900**

Project:	***Woodland Elementary School***	**Project Type:**	***Capital***
Program:	***Schools***	**Responsible Department:**	***Board of Education***

Project Origination:	2010	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description

The Woodland Elementary School building was originally constructed in 1948 and has undergone many renovations and expansions over the years. This facility, located in the Woodland community currently utilizes portable classrooms to accommodate the existing programs. Also, due to the increasing enrollment numbers at this facility, several special area classes, the cafeteria, kitchen, media center, guidance, administration, technology, parking, building storage , and drop off and pick up areas are inadequate for current program needs.

Status

The last major renovation that impacted the learning environment was conducted in 1988. A renovation to the building façade and correction of some structural issues was performed in 2010. Space continues to be an ongoing issue with a portable classroom being utilized for additional classroom and program functions. The size of the cafeteria places a burden on the school to be able to serve the current size student body within a reasonable timeframe. Parking and student drop off areas are inadequate which causes considerable traffic backup along Manhattan Avenue.

Justification

The Woodland School facility was evaluated utilizing the facility study completed in 2007 by Cope and Associates Inc. An updated facility study performed in 2020 indicates that the current building may need an addition and renovation to meet expected student population growth and programming needs. Their recommendation calls for a 9 million renovation using 2023 construction costs and known deficiencies. An in-depth study and construction estimate would have to be performed prior to project approval to determine actual costs.

Complies with Policies: F-1, F-16, P-12, P-13, Q-6, Q-9, and Q-12

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Renovation of Woodland School	$0	$0	$1,000	$8,000	$0	$0	**$9,000**	$0
							TOTAL EXPENDITURES	**$9,000**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
General Obligation Bonds	$0	$0	$1,000	$8,000	$0	$0	**$9,000**	$0
							TOTAL FUNDS	**$9,000**

Board of Education

Placeholder Projects

Capital Improvements Program - Capital
Summary of Placeholder Projects By Responsible Department - ($000's)

Project	*Placeholder*
Board of Education	
Renovation of Jefferson Middle School	**$12,500**
Robertsville Middle School	**$14,500**
Board of Education TOTAL:	**$27,000**
TOTAL CAPITAL IMPROVEMENTS PROGRAM	**$27,000**

Project:	***Renovation of Jefferson Middle School***	**Project Type:**	***Capital***
Program:	***Schools***	**Responsible Department:**	***Board of Education***

Project Origination:	2010	Project Status:	Placeholder	Project Budgeted:
Project Completion:	0	Commission Status:		

Description

Jefferson Middle School was constructed in 1968 with a major addition in 1994 to incorporate a new grade level. This school like Robertsville serves 5th through 8th grade. The school has need of additional parking space to accommodate sporting events and programs. The gymnasium has bleachers on one side and the little theater is in need of upgrades in stage size. The Administration offices, located on the second level, are not ideally located to provide for current security needs. Structurally the building is sound but doors, windows, and interior finishes need to be upgraded to meet current code, educational, or design standards.

Status

Some of the original mechanical systems have been upgraded while some still remain. A large portion of the ACBMs have been removed but, some quantities still remain. Upgrades in electrical, mechanical, and data systems are still needed as well as renovations to meet current life safety codes, building and fire codes, ADA, and 21st century classroom standards. Regular maintenance and some capital maintenance projects have improved this facility's IAQ and energy management, but this facility is still in need of a major renovation to address long term issues.

Justification

The Jefferson Middle School facility was evaluated utilizing the facility study completed in 2007 and re-evaluated in 2020 by Cope and Associates Inc. Their recommendations call for a 12.5 million dollar renovation using 2023 construction costs and known deficiencies. The updated facility study indicates that several deficiencies remain and additional space may be required in the future to address a growing student population and changes in educational programming needs. An in-depth study and construction estimate would have to be performed prior to project approval to determine actual costs.

Complies with Policies: F-1, F-16, P-12, P-13, Q-6, Q-9, and Q-12

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Renovation of JMS Design	$0	$0	$0	$0	$0	$0	**$0**	$500
Renovation of JMS Construction	$0	$0	$0	$0	$0	$0	**$0**	$12,000
							TOTAL EXPENDITURES	**$0**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
General Obligation Bonds	$0	$0	$0	$0	$0	$0	**$0**	$12,500
							TOTAL FUNDS	**$0**

Project:	***Robertsville Middle School***	**Project Type:**	***Capital***
Program:	***Schools***	**Responsible Department:**	***Board of Education***

Project Origination:	2010	Project Status:	Placeholder	Project Budgeted:
Project Completion:	0	Commission Status:		

Description

Robertsville Middle School was originally constructed in 1953 with a major addition in 1994. This facility has had many of the original systems from 1953 replaced or upgraded, but serious and significant deficiencies are yet to be addressed and would be cost prohibitive in any project short of a major renovation. The building is in need of plumbing, electrical, mechanical, and technology upgrades to meet current 21st century classroom standards. Due to the age of the facility, it is known to have asbestos containing building materials (ACBMs) that will also require remediation during any future construction project. Guidance, administration, faculty parking, special areas, fire and life safety systems, and science programs are some of the areas known to be deficient in programming or current code standards. Additional room space may be needed in the near future to accommodate student growth in the city.

Status

The 2007 and 2020 facility studies noted many issues including, the middle school science program working in classrooms designed for 1953 and even with minor changes made over the years; it is still inefficient for teaching modern lab technique and effectively incorporating technology. Regular maintenance and some capital maintenance projects have aided this facility in improving its IAQ, energy management. The student lockers, science lab casework, and Auditorium seats and lights are vintage and need replacement. Additional space is needed for Administration, CDC, the Media Center, and classrooms for anticipated growth in student enrollment.

Justification

The Robertsville Middle School facility was evaluated utilizing the facility study completed in 2007 and again in 2020 by Cope and Associates Inc. Their recommendation called for a 14.5 million dollar renovation using 2023 construction costs and known deficiencies. An in-depth study and construction estimate would have to be performed prior to project approval to determine actual costs. An updated facility study indicates some deficiencies still exist and space for expected student growth may be required.

Complies with Policies: F-1, F-16, P-12, P-13, Q-6, Q-9, and Q-12

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Renovation of RMS Design	$0	$0	$0	$0	$0	$0	**$0**	$1,500
Renovation of RMS Construction	$0	$0	$0	$0	$0	$0	**$0**	$13,000
							TOTAL EXPENDITURES	**$0**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
General Obligation Bonds	$0	$0	$0	$0	$0	$0	**$0**	$14,500
							TOTAL FUNDS	**$0**

City Manager's Office

Capital Improvements Program - Capital

Summary of Projects - ($000's) City Manager's Office

Project	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
City Manager's Office							
Land Bank Property Site Infrastructure Work (Wilson Street)	$500	$0	$0	$0	$0	$0	**$500**
Oak Ridge General Aviation Airport	$4,134	$16,042	$16,042	$13,882	$0	$0	**$50,100**
TOTALS	**$4,634**	**$16,042**	**$16,042**	**$13,882**	**$0**	**$0**	**$50,600**

Project:	***Land Bank Property Site Infrastructure Work (Wilson Street)***	**Project Type:**	***Capital***
Program:		**Responsible Department:**	***City Manager's Office***

Project Origination:	2026	Project Status:	Ongoing	Project Budgeted:	500
Project Completion:		Commission Status:			

Description	In August, 2025 City Council authorized the City Manager to enter into an MOU with JME LLC and M&P Land regarding the Land Bank's property on Wilson Street. The MOU identified the City's commitement to provide infrastructure/utility relocation assistance to increase the viability of a mixed use development on the site.
Status	The property is currently under contract with a private developer (JME LLC and M&P Land). The exact scope and cost of infrastructure work is under development.
Justification	Infrastructure work is necessary to increase the viability of a mixed use development on this site, in alignment with the City Blueprint and Comprehensive Plan.

Complies with Policies: N/A

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Infrastructure Assistance	$500	$0	$0	$0	$0	$0	**$500**	$0
							TOTAL EXPENDITURES	**$500**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Project Fund	$500	$0	$0	$0	$0	$0	**$500**	$0
							TOTAL FUNDS	**$500**

Project:	***Oak Ridge General Aviation Airport***	**Project Type:**	***Capital***
Program:		**Responsible Department:**	***City Manager's Office***

Project Origination:	2020	Project Status:	Ongoing	Project Budgeted:
Project Completion:		Commission Status:		

Description

The Oak Ridge General Aviation Airport was conceived as a regional reliever airport to alleviate a growing, unmet need for general aviation service, and to facilitate access to the region's innovation corridor of advanced technology and research. In 2020, the City assumed sponsorship of the project from the Metropolitan Knoxville Airport Authority (MKAA). The City will plan and construct a 5000+ foot runway general aviation airport.

Status

A Benefit-Cost Analysis (BCA) has been completed and submitted to the Federal Aviation Administration (FAA). The project has secured diverse funding sources, including two Appalachian Regional Commission (ARC) grants, funding from Tennessee Department of Transportation Aeronautics Division's Aeronautics Economic Development Fund, and a State-budgeted direct appropriation for property acquisition. The City anticipates further funding from the FAA during the construction phases.

The airport was originally planned for the Heritage Center/ETTP site. Following the announcement of a major enrichment facility locating in close proximity to this area, the City determined that it is in the best interest of both projects to reevaluate the proposed airport site and revisit site selection.

To support this effort, the City issued a new Request for Qualifications (RFQ) and selected an airport planning consultant. The next steps include updating the Site Selection Study, completing land appraisals and appraisal reviews, negotiating with property owners, and evaluating potential property acquisition and development options

Justification

This project will enhance regional connectivity by providing critical aviation infrastructure to support the rapidly expanding nuclear industry. With nuclear companies choosing to locate in Oak Ridge, the City recognizes that a general aviation airport is essential to meeting the access and transportation needs of this growing sector. These firms are drawn to Oak Ridge by the State of Tennessee's support, the established nuclear research ecosystem of the corridor, a strong and growing talent pipeline, and a network of existing industries that provide services ranging from manufacturing to specialized transportation. The future airport represents the optimal solution to increasing air capacity in the region, serving both business operations and broader community needs. The project will strengthen the region's ability to attract and retain talent, enable business expansion, and support specialized transportation needs critical to ongoing research, development, and industrial activity.

Complies with Policies: T-14

Project:	***Oak Ridge General Aviation Airport***	**Project Type:**	***Capital***
Program:		**Responsible Department:**	***City Manager's Office***

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Land Acquisition Related Activities	$178	$0	$0	$0	$0	$0	**$178**	$0
Environmental Assessment	$400	$0	$0	$0	$0	$0	**$400**	$0
Preliminary Engineering	$1,298	$0	$0	$0	$0	$0	**$1,298**	$0
Permitting	$800	$0	$0	$0	$0	$0	**$800**	$0
Final Design	$0	$2,160	$2,160	$0	$0	$0	**$4,320**	$0
Construction	$0	$13,882	$13,882	$13,882	$0	$0	**$41,646**	$0
Land Acquisition	$1,458	$0	$0	$0	$0	$0	**$1,458**	$0
							TOTAL EXPENDITURES	**$50,100**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
TN Aeronautics Economic Development Fund FY2018 Grant	$0	$13,007	$1,419	$0	$0	$0	**$14,426**	$0
TN Aeronautics Economic Development Fund FY2019 Grant	$840	$1,860	$0	$0	$0	$0	**$2,700**	$0
TN Aeronautics Economic Development Fund FY2020 Grant	$0	$0	$900	$0	$0	$0	**$900**	$0
ARC Grant TN-18621-A	$1,836	$175	$0	$0	$0	$0	**$2,011**	$0
ARC Grant TN- 18621-C1-302-20	$0	$1,000	$0	$0	$0	$0	**$1,000**	$0
FAA Contribution	$0	$0	$10,000	$0	$0	$0	**$10,000**	$0
State of TN Direct Appropriation Grant	$1,458	$0	$0	$0	$0	$0	**$1,458**	$0
Other Funds	$0	$0	$3,723	$13,882	$0	$0	**$17,605**	$0
							TOTAL FUNDS	**$50,100**

Electric

Capital Improvements Program - Capital

Summary of Projects - ($000's) Electric

Project	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
Electric							
Electric Distribution System Improvements	$1,950	$1,650	$1,650	$1,650	$1,000	$1,000	**$8,900**
Electric Substation Improvements	$775	$495	$495	$350	$350	$250	**$2,715**
Electric Technology Program	$6,660	$2,187	$605	$635	$320	$410	**$10,817**
Facilities Expansion for New Loads and Services	$865	$715	$665	$555	$555	$455	**$3,810**
Street Light Improvement Program	$430	$230	$180	$180	$180	$180	**$1,380**
Traffic Signal Control Replacement and Upgrade	$2,450	$2,450	$350	$75	$25	$25	**$5,375**
TOTALS	**$13,130**	**$7,727**	**$3,945**	**$3,445**	**$2,430**	**$2,320**	**$32,997**

Project:	***Electric Distribution System Improvements***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Electric***

Project Origination:	2005	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description: This project provides for the upgrade of existing system components, including conductors, underground service vaults, and the addition of specific protection devices. It describes non-routine work done by the department to rectify identified inadequacies, along with items required to enhance system performance.

Status: All circuits are continually monitored for overloading, deterioration or other conditions that require updating. Cost are included for this.

The underground replacement program continues to be a major project. There has been an increase in pole replacement and spacer cable replacement that is resulting in a spike in this cost area.

Justification: Line segments, both overhead and underground, are routinely evaluated via the Department's system model for potential use in switching operations, alternate feeds and line loss; as well as age, condition and functionality. A large effort for pole replacement is underway. Other structures, particularly underground vaults, need to be upgraded. With new equipment installed, annual operating costs should decrease and system safety improved.

Complies with Policies: F-1

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Circuit Improvement	$1,100	$950	$950	$950	$300	$300	**$4,550**	$0
Underground Cable Replacement	$550	$450	$450	$450	$450	$450	**$2,800**	$0
Site Specific Automation	$300	$250	$250	$250	$250	$250	**$1,550**	$0
								$0
							TOTAL EXPENDITURES	**$8,900**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Electric Fund	$1,950	$1,650	$1,650	$1,650	$1,000	$1,000	**$8,900**	$0
							TOTAL FUNDS	**$8,900**

Project:	***Electric Substation Improvements***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Electric***

Project Origination:	2004	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description	This project allows for equipment upgrades and replacement in substations.
Status	Replacement of protective relays continues with a view toward standardization and future electronic (SCADA) control. New voltage regulator controls are being examined as well as various communication equipment. Broadband communications and improved security systems are enhancing the stations and preparing them for the future volt/VAR control. In 2023 selected 13KV breakers will be changed at Substation 200. Beginning in 2023, 69KV breakers installed in 1989 and 1990 will need to be changed out due to obsolescence.
Justification	Without routine replacement, equipment in substations becomes antiquated and then obsolete. Replacement parts become expensive and then unavailable. Replacement equipment has a higher reliability and extensive communication ability which can be used in a SCADA and Volt/VAR controlled environment. Some older metering equipment and relays require replacement. The enhancements in communications and control will also provide a gateway into better security for the facilities.

Complies with Policies: F-1, F-9, PH-12, and Q-6

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Security Upgrades	$100	$100	$100	$100	$100	$0	**$500**	$0
Switch House Meter Upgrade	$45	$45	$45	$0	$0	$0	**$135**	$0
Communication Equipment (SCADA Ready)	$200	$100	$100	$0	$0	$0	**$400**	$0
Routine Equipment Replacement	$430	$250	$250	$250	$250	$250	**$1,680**	$0
							TOTAL EXPENDITURES	**$2,715**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Electric Fund	$775	$495	$495	$350	$350	$250	**$2,715**	$0
							TOTAL FUNDS	**$2,715**

Project:	***Electric Technology Program***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Electric***

Project Origination:	2005	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description

This item supports the implementation of the Electric Department Reliability and Resiliency Plan. The Plan was designed to provide an orderly path forward for implementation of areas of Engineering, Operational Control and accommodation of changing industry models. Focus areas include Network Reliability, Staking and Mapping, SCADA, Substation Automation, Peak Demand Reduction, Automatic Meter Infrastructure and Outage Management. Details are included in roadmap documents.

Status

Plans have been developed for a server room at the CSC to accommodate necessary servers and associated equipment. Vendors for engineering software have been selected and integration issues discussed. The fiber optic ring is functioning and being used by both the City general government, schools and utilities at some substations. Substation automation is nearing completion at Substations 100, 200, 400 and 900.

For 2024:
Substation Automation should be completed at Substation 600. Work will begin on Substation 800.

The new data center, servers, backup systems and security systems including cyber defense systems were delayed due to Covid-19 impacts, but are on track for Calendar Year 2023.

Supply chain challenges delayed full implementation of AMI Phase I.

Advanced Metering Infrastructure AMI full deployment should begin during calendar year 2023.

The design for a pilot project on distribution automation for 3 circuits will be performed in calendar year 2023. If implemented successfully, it would be extended across our distribution grid over time.

Justification

Changes in the electric landscape are necessitating upgrades to the technology associated with monitoring, control and billing of electric power. For example, TVA has already placed Oak Ridge on a Wholesale Time of Use Rate (TOU) that rewards demand reduction through voltage control and direct load control. TVA is supporting a push toward retail TOU programs and has already issued strong economic incentives for adoption of retail TOU, especially in the industrial area.Special rates, such as those for electric transportation, are under development

The upgrade of billing software, and the addition of SCADA and Remote Metering will be required for us to participate in and benefit from these new rates. Failure to offer them will place Oak Ridge at a disadvantage, both from an economic development and job retention standpoint.

In addition to savings for our customers overall, other benefits include replacement of obsolete equipment and software, removing limitations inherent in the systems; smoother integration of distributed and renewable resurces into the system; push notifications to customers of unusual events such as leaks or unusual electric use at customer's premises; better employee safety through customer handling; providing available alternatives to disconnect for non-payment through a pre-payment or similar program; and reduction of carbon emissions through reduced truck rolls and energy efficiency.

Project:	***Electric Technology Program***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Electric***

Most importantly, however, is that this program will position the City of Oak Ridge to be able to respond to future mandates and benefit from economic incentives necessary for us to operate in the modern energy market, enabling us to provide savings and increased levels of service on to our customers.

Complies with Policies: F-1, F-9, PH-12, and Q-6

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Fiber Optic Ring Expansion	$100	$50	$20	$20	$20	$20	**$230**	$0
Substation Automation	$900	$302	$150	$150	$150	$20	**$1,672**	$0
Operational Network	$100	$100	$15	$15	$40	$40	**$310**	$0
Operational Technology	$380	$185	$40	$90	$40	$270	**$1,005**	$0
Advance Metering Infrastructure	$5,000	$1,400	$20	$20	$15	$15	**$6,470**	$0
Transmission & Distribution Automation	$150	$150	$350	$340	$45	$45	**$1,080**	$0
Testing Equipment	$30	$0	$10	$0	$10	$0	**$50**	$0
							TOTAL EXPENDITURES	**$10,817**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Electric Fund	$2,660	$1,187	$595	$625	$310	$400	**$5,777**	$0
Water/Sewer	$4,000	$1,000	$10	$10	$10	$10	**$5,040**	$0
Other Funds	$0	$0	$0	$0	$0	$0	**$0**	$0
							TOTAL FUNDS	**$10,817**

Project:	***Facilities Expansion for New Loads and Services***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Electric***

Project Origination:	2005	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description	This item includes various elements of the Department's efforts to serve new loads with the exception of Substations and major feeder lines. These include line extensions, construction within subdivisions and other such activities. Cost depends on development activity and should be treated as a place holder.
Status	The cost and timelines for these projects are development driven, and thus difficult to predict. We have seen an uptick in residential expenditures and commercial expenditures are accelerating as well. These trends are anticipated to continue for the next three years. Re-evaluation of trends is an ongoing process.
Justification	This expense is required to serve new loads under existing council policy. All cost expended in this item are protected by the City's justified investment policy, which should provide for cost recovery through the rate over time.

Complies with Policies: F-1, F-9, PH-12, and Q-6

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
UG Residential	$450	$450	$400	$300	$300	$200	**$2,100**	$0
OH Residential	$65	$65	$65	$55	$55	$55	**$360**	$0
UG Commercial	$250	$150	$150	$150	$150	$150	**$1,000**	$0
OH Commercial	$100	$50	$50	$50	$50	$50	**$350**	$0
							TOTAL EXPENDITURES	**$3,810**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Electric Fund	$865	$715	$665	$555	$555	$455	**$3,810**	$0
							TOTAL FUNDS	**$3,810**

Project:	***Street Light Improvement Program***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Electric***

Project Origination:	2005	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description: This project provides for the correction of problems to improve the level of street lighting within the city. Current funding allows for minor improvements to critical need locations. Based on interest expressed in past years, an item has been added for "high-efficiency" and dark sky compliant lighting.

Status: Street light improvements are ongoing, depending on needs. We plan to continue our replacement program to include State Routes.

Justification: The Electric Department has a street light survey of the City and has policies and guidelines for street lighting. This program will address the street lights in areas with deteriorated or inadequate lighting. No money is included for significant new lighting, but a small extension of lighting is being considered in a developed section of the City.
Council and Planning Commission have expressed interest in dark skies, high-efficiency lighting. Funds are provided to support this interest.

Complies with Policies: F-1, F-9, PH-12, and Q-6

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Design & Construction	$30	$30	$30	$30	$30	$30	**$180**	$0
High Efficiency Lighting	$200	$200	$150	$150	$150	$150	**$1,000**	$0
State Route High Efficiency Lighting	$200	$0	$0	$0	$0	$0	**$200**	$0
						TOTAL EXPENDITURES		**$1,380**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Electric Fund	$430	$230	$180	$180	$180	$180	**$1,380**	$0
							TOTAL FUNDS	**$1,380**

Project:	***Traffic Signal Control Replacement and Upgrade***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Electric***

Project Origination:	2015	Project Status:	New	Project Budgeted:	
Project Completion:		Commission Status:			

Description: This project will provide funding to replace existing traffic signal cabinets and controllers. A new communication system is also included. Some replacement or modification of traffic signal devices, such as the addition of pedestrian signals, is also anticipated.

Status: The City has completed a major study of the traffic signal system. The study, in combination with staff experience, indicates that a major upgrade is required both of the signal controllers as well as the communication systems. Replacement of the system through grant funding is proceeding. Funding for any match from the grants will be included.

Justification: Improvements in technology, ranging from vehicle detection to flow optimization have occurred over the last several years. These improved systems are currently being installed at selected intersections along ORTP. Replacement of the remainder of the 2000 era signal controllers is needed. A failing communication system along with outmoded controllers makes further optomization of traffic flow impossible. Implementation of this plan will result in improved traffic flow in the City as well as improved provisions for bicycles and pedestrians.

Complies with Policies: N/A

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Traffic Signal Upgrades	$250	$300	$300	$25	$25	$25	**$925**	$0
Traffic Signal System Replacement	$2,200	$2,150	$50	$50	$0	$0	**$4,450**	$0
							TOTAL EXPENDITURES	**$5,375**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Electric Fund	$470	$520	$350	$25	$25	$25	**$1,415**	$0
Anticipated CMAQ Grant	$1,980	$1,980	$0	$0	$0	$0	**$3,960**	$0
							TOTAL FUNDS	**$5,375**

Electric

Placeholder Projects

Capital Improvements Program - Capital
Summary of Placeholder Projects By Responsible Department - ($000's)

Project	*Placeholder*
Electric	
Long Term Electric System Needs	**$19,045**
Electric TOTAL:	**$19,045**
TOTAL CAPITAL IMPROVEMENTS PROGRAM	**$19,045**

Project:	***Long Term Electric System Needs***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Electric***

Project Origination:	2005	Project Status:	Placeholder	Project Budgeted:
Project Completion:	0	Commission Status:		

Description: These projects reflect anticipated system needs that will be triggered by specific events or new loads, but which are unlikely over the next few years.

Status: These projects are all conceptual in nature and awaiting need. Cost can vary significantly based on a number of factors.

Justification: Transmission line project will improve reliability in remote areas such as extreme west end and provide alternate feeds for large loads.
Power transformer will be needed upon failure at Substation 600.
A remote substation might be required at any of several sites, depending on load distribution and nature.
Continued interest in the Heritage Center for large power users may require a station on site at that location.

Complies with Policies: F-1, F-9, PH-12, and Q-6

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Power Transformer Replacement	$945	$2,600	$3,000	$2,000	$2,000	$0	**$10,545**	$10,545
New Substations	$1,500	$2,500	$2,500	$0	$0	$0	**$6,500**	$6,500
Transmission System Expansion	$0	$0	$0	$0	$0	$0	**$0**	$2,000
							TOTAL EXPENDITURES	**$17,045**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Electric Fund	$0	$0	$0	$0	$0	$0	**$0**	$19,045
							TOTAL FUNDS	**$0**

Fire Department

Capital Improvements Program - Capital

Summary of Projects - ($000's) Fire Department

Project	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
Fire Department							
Fire Station 2 Building Replacement	$481	$6,300	$0	$0	$0	$0	**$6,781**
Fire Station 3 Renovation - Bedrooms/Kitchen/Painting	$116	$334	$0	$0	$0	$0	**$450**
Fire Station 4 Women's Locker Room Renovation	$37	$200	$150	$0	$0	$0	**$387**
Live Fire Training Facility	$70	$70	$600	$545	$0	$0	**$1,285**
TOTALS	**$704**	**$6,904**	**$750**	**$545**	**$0**	**$0**	**$8,903**

Project:	***Fire Station 2 Building Replacement***	**Project Type:**	***Capital***
Program:	***Relocation Fire Sta.***	**Responsible Department:**	***Fire Department***

Project Origination:	2016	Project Status:	Ongoing	Project Budgeted:	1650
Project Completion:		Commission Status:			

Description

Acquire at least 2 acres of property, design, and construct Fire Station 2. A station relocation study revealed that the location of Station 2 needs to remain near its current location. An additional station must be added to cover the Southeastern region. GeoServices final assessement stated that "the building is experienceing what appears to be very minor settlement, likely related to the underlying rock fill material (as determined in the previous geotechnical exploration on site). At this time, the distress observed appears relatively minor, however it is likely that as additional structural movements occur, the distress may become more apparent and/or worsen." In addition, the fire department has outgrown the facility.

Status

A relocation study was conducted and it was determined that the location of Station 2 needs to remain near its current location. An additional Station is needed to cover the southeast portion. In 2022, GeoServices have completed their assessment and recommended to either continue the observation of the crack monitors or conduct a limited remediation program of the underlying fill materials and/or extend helical or push piles thru unsuitable material for more suitable foundation report. The City has contracted with Barber McMurry Architects to provide a building program and conceptual design, which completion was placed on hold. On December 19, 2024, the City closed on land for Fire Station 2. The design started around August of 2025 and is on-going. It is estimated that the full design will be completed around August of 2026. It is projected that bids for the construction will start around Sept. 2026 with construction commencing after council approval.

Justification

GeoServices final assessement stated that "the building is experienceing what appears to be very minor settlement, likely related to the underlying rock fill material (as determined in the previous geotechnical exploration on site). At this time, the distress observed appears relatively minor, however it is likely that as additional structural movements occur, the distress may become more apparent and/or worsen." Their recommendation included two options, either continue the observation of the crack monitors or conduct a limited remediation program of the underlying fill materials and/or extend helical or push piles thru unsuitable material for more suitable foundation report. The foundation has been fixed once before in the past. Over the years, the size of our apparatus has increased and has decreased the space around our apparatus. This creates safety issues. Firefighter Health and Safety is important and design of a new station will include a suitable design for decon of contaminants and physical fitness. Due to the age and history of issues with the facility, it was determined that it would be in the interest to build a new station.

Complies with Policies: F-1

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Purchase of land	$0	$0	$0	$0	$0	$0	**$0**	$0
New Station Design	$481	$0	$0	$0	$0	$0	**$481**	$0
Construct New Station	$0	$6,300	$0	$0	$0	$0	**$6,300**	$0
	$0	$0	$0	$0	$0	$0	**$0**	$0
							TOTAL EXPENDITURES	**$6,781**

Project:	***Fire Station 2 Building Replacement***	**Project Type:**	***Capital***
Program:	***Relocation Fire Sta.***	**Responsible Department:**	***Fire Department***

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Project Fund	$481	$6,300	$0	$0	$0	$0	**$6,781**	$0
							TOTAL FUNDS	**$6,781**

Project:	***Fire Station 3 Renovation - Bedrooms/Kitchen/Painting***	**Project Type:**	***Capital***
Program:		**Responsible Department:**	***Fire Department***

Project Origination:		Project Status:	Ongoing	Project Budgeted:	
Project Completion:		Commission Status:			

Description	Renovation of the bedroom exterior walls and windows to enhance energy efficiency to improve the climate in the habitable space. Reconfigure the kitchen and install a new kitchen hood with suppression system. Painting of the facility.
Status	January of 2026 staff will meet with an architect to assist with the design and estimating of the project.
Justification	During a recent HVAC renovation, it was discovered that the bedroom windows and walls are in desperate need of repairs. This would include installation of new windows and insulating the block walls. This would assist with energy efficiency for the bedrooms. In addition, the kitchen needs renovated. This includes reconfiguring the kitchen area to accommodate moving the hood because of vertical clearance. Currently, firefighters are striking their heads on the kitchen hood system that poses a safety hazard. Additionally, a suppression system with adequate ventilation will be provided to enhance the safety of the fire station. Last is painting the facility. It has been several years since the station was painted.

Complies with Policies: N/A

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Design	$41	$0	$0	$0	$0	$0	**$41**	$0
Construction - Bedroom Remodel	$75	$75	$0	$0	$0	$0	**$150**	$0
Construction - Kitchen Remodel	$0	$150	$0	$0	$0	$0	**$150**	$0
Painting Fire Station	$0	$50	$0	$0	$0	$0	**$50**	$0
Permits	$0	$6	$0	$0	$0	$0	**$6**	$0
Contigency (15%)	$0	$53	$0	$0	$0	$0	**$53**	$0
							TOTAL EXPENDITURES	**$450**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Project Fund	$116	$334	$0	$0	$0	$0	**$450**	$0
							TOTAL FUNDS	**$450**

Project:	***Fire Station 4 Women's Locker Room Renovation***	**Project Type:**	***Capital***
Program:		**Responsible Department:**	***Fire Department***

Project Origination:		Project Status:	Ongoing	Project Budgeted:	
Project Completion:		Commission Status:			

Description	Renovation to women's locker room and showers.
Status	January of 2026 staff will meet with an architect to assist with the design and estimating of the project. Staff met with an architect for a preliminary cost.
Justification	The women's locker room is in need to be renovated. This includes renovating the restroom and showers.
Complies with Policies:	N/A

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Architectual Design	$37	$0	$0	$0	$0	$0	**$37**	$0
Construction	$0	$150	$150	$0	$0	$0	**$300**	$0
Permits and Contigency (15%)	$0	$50	$0	$0	$0	$0	**$50**	$0
Permits & Contigency (15%)								
							TOTAL EXPENDITURES	**$387**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Improvements Fund	$37	$200	$150	$0	$0	$0	**$387**	$0
							TOTAL FUNDS	**$387**

Project:	***Live Fire Training Facility***	**Project Type:**	***Capital***
Program:	***Fire Training***	**Responsible Department:**	***Fire Department***

Project Origination:	2024	Project Status:	New	Project Budgeted:	
Project Completion:		Commission Status:			

Description	Plan and upgrade training facilities by purchasing a facility for live fire training, in order to safely train firefighters for emergencies.
Status	New project
Justification	Training of firefighters is essential for personnel safety and services to our citizens/visitors of the City. Currently, the department is in need of "live" fire training facility. This facility would compliment the training tower and enhance the capabilities of the department's training program. This would simulate to fire personnel the real aspects of fighting fires; however, doing so in a controlled environment. This facility would also be available to the Police Department for training. Facilities will be compliant with all required standards and regulations.

Complies with Policies: F-1

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Design	$70	$70	$0	$0	$0	$0	**$140**	$0
Purchase of Facility/Construction	$0	$0	$600	$545	$0	$0	**$1,145**	$0
							TOTAL EXPENDITURES	**$1,285**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Project Fund	$70	$70	$600	$545	$0	$0	**$1,285**	$0
							TOTAL FUNDS	**$1,285**

Fire Department

Placeholder Projects

Capital Improvements Program - Capital
Summary of Placeholder Projects By Responsible Department - ($000's)

Project	*Placeholder*
Fire Department	
Fire Station 5	**$0**
Fire Department TOTAL:	**$0**
TOTAL CAPITAL IMPROVEMENTS PROGRAM	**$0**

Project:	***Fire Station 5***	**Project Type:**	***Capital***
Program:	***Fire Station 5***	**Responsible Department:**	***Fire Department***

Project Origination:	2021	Project Status:	Placeholder	Project Budgeted:
Project Completion:		Commission Status:		

Description: Plan and construct an additional Fire Station (Fire Station # 5) to cover the Southeastern portion of the City per relocation study conducted for Station 2.

Status: Staff is evaluating and planning for location and funding to add a fifth fire station.

Justification: Residential development along the Edgemoor Rd and Melton Lake Drive area continues to grow. The Fire Department anticipates the calls for service to these areas to increase as more residences are added. Currently, these homes are served by Stations 2 & 3, with above average response times and beyond 5 miles from a Fire Station per Insurance Service Office (ISO) requirements. Hence, increases their ISO rating, which may result in a higher insurance premium paid by the homeowner. The relocation of Station 2 drove a relocation study to verify if the relocating the station closer to Melton Lake could incorporate the 5 miles of the newly developed area without affecting the response for the other areas of the city. It was verified that Station 2 should remain in the general area and an additional station would need to be built to cover this area.

Complies with Policies: F-1

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
New Station Design	$0	$0	$0	$0	$250	$0	**$250**	$0
Construct New Station	$0	$0	$0	$0	$0	$6,000	**$6,000**	$0
	$0	$0	$0	$0	$0	$0	**$0**	$0
							TOTAL EXPENDITURES	**$6,250**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Projects Fund	$0	$0	$250	$0	$6,000	$0	**$6,250**	$0
							TOTAL FUNDS	**$6,250**

Information Technology

Capital Improvements Program - Capital

Summary of Projects - ($000's) Information Technology

Project	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
Information Technology							
Information Technology Warm Site	$533	$0	$0	$0	$0	$0	**$533**
TOTALS	**$533**	**$0**	**$0**	**$0**	**$0**	**$0**	**$533**

Project:	***Information Technology Warm Site***	**Project Type:**	***Capital***
Program:	***General***	**Responsible Department:**	***Information Technology***

Project Origination:	2016	Project Status:	New	Project Budgeted:	
Project Completion:		Commission Status:			

Description	Information Technology has identified the need to establish a separate "warm site" for City data. This initiative will enhance the City's infrastructure reliability, resiliency, and security.
Status	The Information Technology Department has applied for a federal cybersecurity grant to fund the majority of the required hardware equipment.
Justification	Establishing an off-site warm site will provide the City with redundancy and a more secure location for backups, while also serving as a failover point for critical network systems.

Complies with Policies: N/A

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
	$533	$0	$0	$0	$0	$0	**$533**	$0
							TOTAL EXPENDITURES	**$533**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Project Fund	$533	$0	$0	$0	$0	$0	**$533**	$0
							TOTAL FUNDS	**$533**

SEAL OF THE CITY OF OAK RIDGE
FOUNDED
1942
INCORPORATED
1959
TENNESSEE

Library

Capital Improvements Program - Capital

Summary of Projects - ($000's) Library

Project	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***
Library							
Complete Library renovations	$0	$75	$0	$0	$0	$0	**$75**
Library Foundation Evaluation	$0	$50	$0	$0	$0	$0	**$50**
Library Loading Zone	$25	$0	$0	$0	$0	$0	**$25**
TOTALS	**$25**	**$125**	**$0**	**$0**	**$0**	**$0**	**$150**

Project:	***Complete Library renovations***	**Project Type:**	***Capital***
Program:	***Library Renovations***	**Responsible Department:**	***Library***

Project Origination:		Project Status:	Ongoing	Project Budgeted:	75
Project Completion:		Commission Status:			

Description	This is a placeholder to accommodate any library renovations that were not completed in the previous projects, including the Library café.
Status	Place holder in need of a funding source.
Justification	
Complies with Policies:	F-10

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
TBD	$0	$75	$0	$0	$0	$0	**$75**	
	$0	$0	$0	$0	$0	$0	**$0**	
							TOTAL EXPENDITURES	**$75**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
TBD	$0	$75	$0	$0	$0	$0	**$75**	
	$0	$0	$0	$0	$0	$0	**$0**	
							TOTAL FUNDS	**$75**

Project:	***Library Foundation Evaluation***	**Project Type:**	***Capital***
Program:	***Library Foundation***	**Responsible Department:**	***Library***

Project Origination:	2028	Project Status:	New	Project Budgeted:	
Project Completion:	2028	Commission Status:			

Description	This is a placeholder to designate funding for a study of the library's foundation and determine the need for any remedial work.
Status	New -- projected to start and be completed in FY 28
Justification	To protect existing city assets
Complies with Policies:	F-10

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
	$0	$50	$0	$0	$0	$0	**$50**	$0
							TOTAL EXPENDITURES	**$50**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
placeholder in need of funding source	$0	$50	$0	$0	$0	$0	**$50**	$0
							TOTAL FUNDS	**$50**

Project:	***Library Loading Zone***	**Project Type:**	***Capital***
Program:	***Loading Zone***	**Responsible Department:**	***Library***

Project Origination:	2026	Project Status:	New	Project Budgeted:
Project Completion:	2027	Commission Status:		

Description	This project will convert the legacy book return into a new donations receiving facility, define a loading zone and an ADA or short term parking space, address the failing gate, and beautify the side of the library facing Oak Ridge Turnpike.
Status	New
Justification	This project will support fundraising efforts on behalf of the library by making bulk book donations more convenient. It will also clarify permissable parking and beautify the side of the library with the most exposure to the traffic along the Turnpike.

Complies with Policies: F-10

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Contruction	$25	$0	$0	$0	$0	$0	**$25**	$0
							TOTAL EXPENDITURES	**$25**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
General Fund	$25	$0	$0	$0	$0	$0	**$25**	$0
							TOTAL FUNDS	**$25**

Police Department

Capital Improvements Program - Capital

Summary of Projects - ($000's) Police

Project	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
Police							
Animal Shelter	$5,645	$0	$0	$0	$0	$0	**$5,645**
Police Department Mission-Critical Technologies	$2,500	$0	$0	$0	$0	$0	**$2,500**
Police Department Tactical Armored Vehicles	$375	$0	$0	$375	$0	$0	**$750**
TOTALS	**$8,520**	**$0**	**$0**	**$375**	**$0**	**$0**	**$8,895**

Project:	***Animal Shelter***	**Project Type:**	***Capital***
Program:		**Responsible Department:**	***Police***

Project Origination:	2021	Project Status:	Ongoing	Project Budgeted:
Project Completion:	2028	Commission Status:	New	

Description

This project supports the design and construction of a new animal shelter facility.

Status

In February 2025, the City purchased real property on Fairbanks Road upon which to construct a new animal shelter (Resolution 11-158-2024). Subsequently, a topographic survey and geotechnical exploration of the property were completed, confirming the site's suitability for the construction of a new animal shelter. In the FY26 Budget, $5,000,000.00 was designated in the Capital Projects Fund for the design and construction of a new animal shelter. In July 2025, City Council authorized a professional services agreement with BarberMcMurry Architects (BMA) for architectural and engineering services for the new animal shelter in an amount not to exceed $315,000.00 (Resolution 7-94-2025). BMA completed the schematic design phase in November 2025. BMA is currently in the design development phase, which is slated for completion in February 2026. Production of construction documents should occur in Spring 2026. Final project submission is scheduled for May 2026. BMA is currently recommending the construction of a 14,113 total square foot (interior and exterior gross square feet) facility. Construction cost analysis is not complete at this time; however, BMA estimates that construction costs could be approximately $5,645,200.00 based on current per-square-foot construction costs ($400 per square foot).

Justification

The Police Department desires to replace the current animal shelter facility. The City constructed the original shelter building in 1974, adding office space in 1993, and police service dog kennels in 2001. The original building is a 4,000 sq. ft. steel-frame structure that houses 40 dogs and 40 cats. The office addition is a 1,200 sq. ft. concrete-block and wood-frame building used by the shelter and clinical staff to perform spays and neuters, facilitate animal adoptions, and conduct daily operations. A 900 sq. ft. detached steel-frame building houses kennels for the Police Department’s police service dogs.

The facility is not appropriately sized for current operations, does not meet operational requirements, and does not meet the Standards of Care in Animal Shelters guidelines. The main kennel area is vastly undersized for the number of dogs and cats the shelter can accommodate. The kennel area lacks sufficiently separated quarantine areas for dogs and cats, preventing the spread of disease and illness. The facility lacks sufficient office space for staff and clinical operations, secure storage for sensitive clinical items, supply storage areas, an employee break area, and separate restrooms for employees and visitors. The facility’s electrical, HVAC, plumbing, drainage, fire, and life safety systems have neared or exceeded their useful lives and do not meet current building, electrical, fire, mechanical, or plumbing code requirements.

Overall, the facility is a poor representation of the City, has surpassed its service expectancy, and requires replacement. Construction of a replacement for the existing facility is desperately needed. Delaying the continuation of this project will increase long-term costs and jeopardize the health and safety of shelter staff, visitors, and the animals housed there.

Complies with Policies: F-1, M-1, M-2, M-9

Project:	***Animal Shelter***	**Project Type:**	***Capital***
Program:		**Responsible Department:**	***Police***

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Construction	$5,645	$0	$0	$0	$0	$0	**$5,645**	$0
							TOTAL EXPENDITURES	**$5,645**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Project Fund	$5,645	$0	$0	$0	$0	$0	**$5,645**	$0
							TOTAL FUNDS	**$5,645**

Project:	***Police Department Mission-Critical Technologies***	**Project Type:**	***Capital***
Program:		**Responsible Department:**	***Police***

Project Origination:	2023	Project Status:	New	Project Budgeted:
Project Completion:	2027	Commission Status:		

Description

This project supports the implementation of body-worn cameras, the replacement of in-car video cameras, and the replacement of less-lethal energy weapons for the Police Department through cost-effective bundling options.

Status

The Police Department currently does not have body-worn cameras for its officers to deploy and record crucial point-of-view video and audio evidence of citizen encounters, calls for service, and critical incidents. The in-car video cameras in the Police Department's vehicle fleet are technologically outdated and lack live streaming and body-worn camera pairing capabilities. The Police Department's less-lethal energy weapons are at end-of-life and require replacement with safer, more effective, and advanced devices with body-worn camera pairing capabilities. In October 2025, City Council authorized the acceptance of a direct appropriation grant from the State of Tennessee to purchase body-worn cameras for the Police Department in the amount of $2,500,000.00. City Council also authorized the City Manager to request the expansion of the scope of use of those funds to include all necessary items to implement a fully operational digital evidence system, such as hardware, software, accessories, and related systems, equipment, and mission-critical technologies (Resolution 10-136-2025). The Police Department is working with state legislators to determine the appropriate course of action to expand the scope of use of the funding.

Justification

To achieve its mission to reduce the incidence and fear of crime and to enhance public safety, the Police Department relies on mission-critical technologies. Existing mission-critical technologies are outdated, at end-of-life, lack advanced capabilities, and hinder effective and efficient operations. The safety and well-being of the citizens served by the Police Department and the police officers who serve them will eventually be jeopardized if current mission-critical technologies are not replaced and if advanced technologies, such as body-worn cameras, are not purchased and implemented. Additionally, using cost-effective bundling options will ensure responsible stewardship of taxpayer funds.

Complies with Policies: F-1, M-1, M-2, M-9

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Body-Worn Cameras; In-Car Cameras; Related Hardware, Software, and Services	$2,000	$0	$0	$0	$0	$0	**$2,000**	$0
Less-Lethal Energy Weapons	$500	$0	$0	$0	$0	$0	**$500**	$0
							TOTAL EXPENDITURES	**$2,500**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Direct Appropriation Grant	$2,500	$0	$0	$0	$0	$0	**$2,500**	$0
							TOTAL FUNDS	**$2,500**

Project:	***Police Department Tactical Armored Vehicles***	**Project Type:**	***Capital***
Program:		**Responsible Department:**	***Police***

Project Origination:	2026	Project Status:	New	Project Budgeted:
Project Completion:	2030	Commission Status:	New	

Description: This project supports the purchase of two tactical armored vehicles – one in FY27 to replace an existing armored vehicle and one in FY30 to replace another – to strengthen the Police Department's tactical response capabilities to high-risk incidents.

Status: The Police Department currently has two tactical armored vehicles. One vehicle is a Mine-Resistant Ambush-Protected (MRAP) vehicle, a heavily armored vehicle built in 2008 to shield combat personnel from blasts and ambushes, on loan to the City from the U.S. Department of War through the Law Enforcement Support Office (LESO) 1033 Program. The other vehicle is an armored 2005 Ford F-350 Crew Cab pickup truck, donated to the City by the U.S. Department of Energy in 2012. Maintenance costs for the Police Department's aging armored vehicles are high, and parts for the MRAP are expensive and increasingly difficult to source. Fuel efficiency is poor for both vehicles, especially the MRAP, due to its weight and design. Maneuverability and operational usefulness, particularly for the MRAP, are limited by its size, high center of gravity, and poor visibility.

Justification: The Police Department's Special Weapons and Tactics (SWAT) Team uses armored vehicles for ballistic protection during high-risk operations, such as active shooter situations, hostage rescues, and armed and barricaded standoffs. Tactical armored vehicles provide officers protection from high-powered weapons, which standard patrol cars do not, allowing officers to approach dangerous situations more closely, and enabling the rescue of trapped civilians or officers under fire. Newer tactical armored vehicles built on commercial truck chassis, such as the Ford F-550, are easier and less expensive to maintain, more fuel-efficient, and offer far greater operational usefulness than military surplus vehicles like the MRAP. Grant funding opportunities may be available to cover or offset the cost of the armored vehicles, as could the Drug Enforcement Program Fund.

Complies with Policies: F-1, M-1, M-2, M-9

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
First Replacement Vehicle	$375	$0	$0	$0	$0	$0	**$375**	$0
Second Replacement Vehicle	$0	$0	$0	$375	$0	$0	**$375**	$0
							TOTAL EXPENDITURES	**$750**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Potential Grant Funding	$375	$0	$0	$375	$0	$0	**$750**	$0
							TOTAL FUNDS	**$750**

Public Works

Capital Improvements Program - Capital

Summary of Projects - ($000's) Public Works

Project	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
Public Works							
City Facilities Improvements	$2,880	$3,250	$1,500	$1,000	$1,000	$1,000	**$10,630**
Rarity Ridge Wastewater Treatment Plant	$3,000	$3,000	$0	$2,000	$4,000	$1,500	**$13,500**
Sewer Collection System Rehab/CMOM	$4,550	$1,750	$2,000	$6,600	$1,500	$3,500	**$19,900**
Stormwater Projects	$250	$450	$250	$250	$250	$250	**$1,700**
Transportation/Pedestrian/Bicycle Safety Improvements	$3,950	$4,300	$0	$200	$0	$200	**$8,650**
Turtle Park Wastewater Treatment Plant	$6,975	$7,000	$3,000	$6,000	$2,600	$4,000	**$29,575**
Water Distribution Projects	$2,250	$3,250	$3,250	$500	$2,650	$2,000	**$13,900**
Water Treatment Plant - Existing	$3,550	$4,050	$0	$0	$0	$0	**$7,600**
Water Treatment Plant - New	$2,000	$200	$0	$0	$0	$0	**$2,200**
TOTALS	**$29,405**	**$27,250**	**$10,000**	**$16,550**	**$12,000**	**$12,450**	**$107,655**

Project:	***City Facilities Improvements***	**Project Type:**	***Capital***
Program:		**Responsible Department:**	***Public Works***

Project Origination:	2025	Project Status:	New	Project Budgeted:	
Project Completion:		Commission Status:			

Description

Status

Justification

Complies with Policies: N/A

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Civic Center Boiler Replacement	$650	$0	$0	$0	$0	$0	**$650**	$0
Civic Center HVAC Upgrade	$600	$500	$0	$0	$0	$0	**$1,100**	$0
CSC covered Metal Buildling in yard	$80	$250	$0	$0	$0	$0	**$330**	$0
CSC Mechanic Bay Expansion	$200	$1,500	$500	$0	$0	$0	**$2,200**	$0
City Wide HVAC aging Replacements	$500	$500	$500	$500	$500	$500	**$3,000**	$0
City Wide Roof Replacement	$500	$500	$500	$500	$500	$500	**$3,000**	$0
Server Room in Warehouse (CSC)	$200	$0	$0	$0	$0	$0	**$200**	$0
Fire Station Painting 1,2,& 4 (Fire Department)	$150	$0	$0	$0	$0	$0	**$150**	$0
							TOTAL EXPENDITURES	**$10,630**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Project Fund	$2,880	$3,250	$1,500	$1,000	$1,000	$1,000	**$10,630**	$0
							TOTAL FUNDS	**$10,630**

Project:	***Rarity Ridge Wastewater Treatment Plant***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Public Works***

Project Origination:	2026	Project Status:	New	Project Budgeted:
Project Completion:		Commission Status:		

Description	This project describes identified wastewater treatment plant improvements for development of the western portion of the City.
Status	These improvements are development driven.
Justification	Significant development is occurring in the west end of the City, (commercial and residential) the existing plant will need to be expanded for capacity reasons.

Complies with Policies: F-1 and F-7

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Plant Expansion - Phase I (increase capacity to 1.8 MGD)	$0	$0	$0	$2,000	$4,000	$1,500	**$7,500**	$0
Dewatering	$3,000	$3,000	$0	$0	$0	$0	**$6,000**	$0
							TOTAL EXPENDITURES	**$13,500**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Waterworks Fund	$500	$500	$0	$2,000	$4,000	$1,500	**$8,500**	$0
CWSRF	$0	$0	$0	$0	$0	$0	**$0**	$0
ARPA	$0	$0	$0	$0	$0	$0	**$0**	$0
DOE	$2,500	$2,500	$0	$0	$0	$0	**$5,000**	$0
							TOTAL FUNDS	**$13,500**

Project:	***Sewer Collection System Rehab/CMOM***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Public Works***

Project Origination:	2015	Project Status:	Ongoing	Project Budgeted:
Project Completion:		Commission Status:		

Description

This program is to provide funding for the Management-Operations-Maintenance (MOM) program for the sewer collection lines, pump stations and equalization basins. Sewer Lift/Pump Stations and WWTP rehabilitation costs are included as a separate item in the CIP.

Status

A requirement of the 2010 EPA Administrative Order was the development of a MOM program to ensure that the sewer collection system inclusive of lines and equalization basins are properly managed, operated and maintained, and not allow it to fall into disrepair to help mitigate sanitary sewer overflows (SSOs).

Justification

Annual wastewater collection system rehabilitation/replacement is required to help mitigate SSOs and to reduce the amount of I/I that enters into the collection system, which impacts treatment. Projects and estimated costs are taken from February 2017 Post Remediation Plan completed by LDA & developed by the PWD Engineering Division based on repeat overflow locations, work orders and on-going sewer evaluations.

1. Turtle Park Sewer Shed
2. Central City Sewer Shed
3. East Plant Sewer Shed
4. Y-12 Sewer Shed
5. Rarity Ridge Sewer Shed
6. System Wide Rehab

Complies with Policies: F-6, F-1 and P-12

Project: ***Sewer Collection System Rehab/CMOM*** **Project Type:** ***Capital***

Program: ***Utilities*** **Responsible Department:** ***Public Works***

Expenditure Allocation ($000s)	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*	*Placeholder*
East Plant Pump Station Rehab (Pump & Screen)	$2,400	$0	$0	$2,000	$0	$0	**$4,400**	$0
Sewer Shed Rehab/Imrovements	$1,500	$1,500	$1,500	$1,500	$1,500	$1,500	**$9,000**	$0
CWSRF Year Sewer Rehab (On-Going)	$0	$0	$0	$2,000	$0	$2,000	**$4,000**	$0
Claremont Lane Sewer Line Repair	$0	$0	$0	$600	$0	$0	**$600**	$0
CRIP Sewer Line Repair	$0	$0	$0	$500	$0	$0	**$500**	$0
ETTP Pump Station Improvments	$450	$250	$500	$0	$0	$0	**$1,200**	$0
ETTP Splashpad Relocation	$200	$0	$0	$0	$0	$0	**$200**	$0
							TOTAL EXPENDITURES	**$19,900**

Source of Funds ($000s)	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*	*Placeholder*
Waterworks Fund	$4,550	$1,750	$2,000	$4,600	$1,500	$1,500	**$15,900**	$0
CWSRF	$0	$0	$0	$2,000	$0	$2,000	**$4,000**	$0
ARPA Funds	$0	$0	$0	$0	$0	$0	**$0**	$0
							TOTAL FUNDS	**$19,900**

Project:	***Stormwater Projects***	**Project Type:**	***Capital***
Program:	***Stormwater***	**Responsible Department:**	***Public Works***

Project Origination:	2025	Project Status:	New	Project Budgeted:	
Project Completion:		Commission Status:			

Description: Until the creating of a stormwater utility, public works will have stormwater issue that will need to be repaired both in house but there are larger projects that will need to be contracted out.

Status: Florida Hollow was a storm ditch armoring project that the City did several years ago and now it is starting to fail cause erosion issues. The other listed projects are know stormwater issues that need to be repair and have been causing paving and flooding issues over the last year or so.

Justification

Complies with Policies: N/A

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Florida Hollow Ditch Repair	$0	$200	$0	$0	$0	$0	**$200**	$0
Storm Repairs (Miramar, EVR,Bethel Valley Road, Union Valley, etc.)	$250	$250	$250	$250	$250	$250	**$1,500**	$0
							TOTAL EXPENDITURES	**$1,700**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
General Fund	$150	$350	$150	$150	$150	$150	**$1,100**	$0
State Street Aid	$100	$100	$100	$100	$100	$100	**$600**	$0
							TOTAL FUNDS	**$1,700**

Project:	***Transportation/Pedestrian/Bicycle Safety Improvements***	**Project Type:**	***Capital***
Program:	***Transportation***	**Responsible Department:**	***Public Works***

Project Origination:	2017	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description

These projects are to provide funding to improve traffic capacity/safety, school crossings, and bicycle/pedestrian safety at various locations within the City as identified by transportation enhancement projects and the Oak Ridge Bicycle and Pedestrian Plan. Initial projects are located at intersections along Oak Ridge Turnpike and other residential streets. Improvements include crosswalks, pedestrian signals with countdown timers, traffic signs, pavement markings, and new sidewalks to connect missing link sections.

Status

In FY2017, TDOT awarded the City $927,021 in Multimodal Access Funds. This is 95% of a $975,811 project for the purpose of constructing approximately 43 - ADA accessible ramps, 30 crosswalks and over one mile of new sidewalk to fill gaps between existing sidewalk sections along the south side of Oak Ridge Turnpike. This project was designed by Kimley-Horn.

In FY2019, the City also received a 100% Funded Signalization Improvement Grant totaling $2,855,440, which includes 11 new controls, fiber links to 14 intersections, LED signal head and radar detectors. In FY2020, the City received $2.9M in grant funding to fund signalization/sidewalk improvement.

Justification

Improvements are intended to provide traffic calming to enhance safety.

Complies with Policies: N/A

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
SR95 Phase I Project 95/5 SPLIT MultiModal	$650	$0	$0	$0	$0	$0	**$650**	$0
SR95 Phase II Project 100% CMAQ	$2,500	$2,000	$0	$0	$0	$0	**$4,500**	$0
Signalization Phase III Project 100% CMAQ	$800	$2,100	$0	$0	$0	$0	**$2,900**	$0
Sidewalk Replacements	$0	$200	$0	$200	$0	$200	**$600**	$0
							TOTAL EXPENDITURES	**$8,650**

Project:	***Transportation/Pedestrian/Bicycle Safety Improvements***	**Project Type:**	***Capital***
Program:	***Transportation***	**Responsible Department:**	***Public Works***

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Matching Funds (City)/ADA Match	$33	$0	$0	$0	$0	$0	**$33**	$0
Grants	$3,918	$4,100	$0	$0	$0	$0	**$8,018**	$0
CDBG	$0	$200	$0	$200	$0	$200	**$600**	$0
							TOTAL FUNDS	**$8,650**

Project:	***Turtle Park Wastewater Treatment Plant***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Public Works***

Project Origination:	2005	Project Status:	Ongoing	Project Budgeted:
Project Completion:	0	Commission Status:		

Description

The different projects listed provides funding for proactive maintenance, repair and replacement of equipment that is critical to the operation of the plant and meeting our NPDES permit.

Status

This is part of the ongoing maintenance of the City's wastewater treatment system. Several projects have been completed including the following:

1. Rehab of the TPPS to replace antiquated pumps.
2. Installation of a new UV system which should save the City money from reduced electrical costs.
3. WWTP Evaluation has been completed that provides short and long term recommendations for the operation of the plant and to meet Tier III requirements that are anticipated to be included in our next NPDES permit.
4. Installation of new drum screens to replace failing drum screens. Project will be started in FY21 and completed in FY22.

Justification

The Turtle Park Wastewater Treatment Plant was originally constructed in the 1980's and renovations were completed in the 1990's. Some of the equipment is over 30 years old and requires replacement.

The following projects are recommended at the WWTP to help the City remain in compliance with our State NPDES permit, increase efficiency of operation, and reduce electrical consumption.

1. Annual Capital Maintenance - For unknowns that often occur.
2. NPDES Tier III Biological Process - Includes new blowers, upgrades to Aeration Basins and automation of operation of blowers and assist in upcoming Tier III nutrient removal requirements.
3. Clarification and Filtration Upgrades - To replace older systems so we can maintain compliance.
4. Sludge Dewatering - Future FY29 project
5. Electric Gear Replacement & SCADA - To replace older equipment and new SCADA that matches the WTP SCADA
6. Odor Control - For Screening Building, future project FY29.
7. Drum Screen Replacement - Ongoing should finish in FY22.
8. Turtle Park Pump Station Screen Replacement - Future Project FY30.

Complies with Policies: F-1 and F-7

Project:	***Turtle Park Wastewater Treatment Plant***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Public Works***

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Biological Process NPDES Tier III	$5,000	$5,000	$0	$0	$0	$0	**$10,000**	$0
Clarification & Filtration Upgrades	$0	$0	$0	$3,000	$1,800	$4,000	**$8,800**	$0
Solids Handling (Digestion & Dewatering	$0	$500	$3,000	$2,000	$0	$0	**$5,500**	$0
TPPS Bar Screen Replacement	$0	$0	$0	$1,000	$0	$0	**$1,000**	$0
P-Chem Flocculators Upgrade	$1,575	$1,500	$0	$0	$0	$0	**$3,075**	$0
Filtration Media Replacement	$400	$0	$0	$0	$0	$0	**$400**	$0
Site Electrical Improvements	$0	$0	$0	$0	$800	$0	**$800**	$0
							TOTAL EXPENDITURES	**$29,575**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Waterworks Fund	$6,475	$5,700	$2,500	$1,000	$2,600	$4,000	**$22,275**	$0
CWSRF	$0	$0	$500	$5,000	$0	$0	**$5,500**	$0
Settlement Funds	$500	$1,300	$0	$0	$0	$0	**$1,800**	$0
							TOTAL FUNDS	**$29,575**

Project:	***Water Distribution Projects***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Public Works***

Project Origination:	2024	Project Status:	New	Project Budgeted:	
Project Completion:	2027	Commission Status:			

Description	This is a list of currently know issues with the water distribution system. The AMI project is a replacement of all water meter across town. The other project are either repair that are need or areas of know problem where replacement would minimize continual maintenance.
Status	All new AMI meter have been purchased and are being stored at rental property at old Mall site. Other project require constant maintenance to maintain service to residents.
Justification	Replacing or repair they know problems should reduce constant maintenance cost and free up crew to focus on other maintenance issue that could extend the life of aging infrastructure.

Complies with Policies: N/A

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
AMI Water Meter Swapout	$700	$0	$0	$0	$0	$0	**$700**	$0
Summit Ridge Water Booster	$850	$0	$0	$0	$0	$0	**$850**	$0
Commerce Park Booster Pump Upgrades	$0	$0	$0	$250	$0	$0	**$250**	$0
8 Elevated Tank Rehab/Painting	$100	$250	$250	$250	$150	$0	**$1,000**	$0
West Outer Wtr Replacement west of Louisiana (3000lf-10")	$0	$1,500	$1,500	$0	$0	$2,000	**$5,000**	$0
Orchard Feed Line Replacement along Utah (3500lf-12")	$0	$0	$0	$0	$0	$0	**$0**	$0
SCADA & Remote Telemetry	$0	$1,500	$1,500	$0	$0	$0	**$3,000**	$0
Louisiana Reservior Leak Repair	$300	$0	$0	$0	$0	$0	**$300**	$0
Orchard Reservior Leak Repair	$300	$0	$0	$0	$0	$0	**$300**	$0
Park Meade Water Tank	$0	$0	$0	$0	$2,500	$0	**$2,500**	$0
						TOTAL EXPENDITURES		**$13,900**

Project:	***Water Distribution Projects***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Public Works***

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Waterworks Fund	$2,250	$1,250	$1,250	$500	$2,650	$2,000	**$9,900**	$0
EPA Grant	$0	$2,000	$2,000	$0	$0	$0	**$4,000**	$0
							TOTAL FUNDS	**$13,900**

Project:	***Water Treatment Plant - Existing***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Public Works***

Project Origination:	2005	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description

Projects associated with this category include the rehabilitation, upgrades and/or replacement of key assets associated with the raw water intake, intermediate raw water booster pump station and existing water treatment plant to keep it operational until the new WTP is online. The Public Works Department has evaluated the long term use of the existing water treatment plant and associated assets versus the construction of a new water treatment plant at a different location. The results of this study conclude that a new plant is the best option, but the existing plant will have to remain fully operational until a new plant can be constructed and placed into service. This project represents the estimated costs associated with the general capital maintenance needed to maintain the existing plant until the new plant is fully constructed and on-line or the rehabilitation work is completed.

Status

To date, the controller at the operations center, which includes meters and telemetry, has been replaced along with the turbidimeter, particle counter system, the filter control system, and numerous valves on the incoming raw water lines. The roofs on the maintenance building the main plant building have been replaced. The up flow clarifiers have been repaired and painted. Structural repairs have been done. Windows have been replaced and the surge tank rehab was completed in FY17. In
FY25 , the original concrete 3 MG treated water storage reservoir will be rehabbed. In FY23, a new liner will be purchased and installed for the existing 4MG water reservoir. Both of these projects have been recommended in a recent tank evaluation completed by CTI Engineering for long term use of the tanks and it compliments the New WTP Project.

Justification

For the continued safe production of potable water in accordance with state and federal regulations. Note that WTP maintenance is a 50/50 split with DOE and City Waterworks Fund.

Complies with Policies: F-1 and F-4

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
***Existing WTP/Assets Capital Maintenance**	$50	$50	$0	$0	$0	$0	**$100**	$0
2 MG Tank	$2,000	$4,000	$0	$0	$0	$0	**$6,000**	$0
Valve Pit Replacements	$1,500	$0	$0	$0	$0	$0	**$1,500**	$0
							TOTAL EXPENDITURES	**$7,600**

Project:	***Water Treatment Plant - Existing***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Public Works***

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Waterworks Fund	$2,525	$25	$0	$0	$0	$0	**$2,550**	$0
DOE	$25	$25	$0	$0	$0	$0	**$50**	$0
Grant	$1,000	$4,000	$0	$0	$0	$0	**$5,000**	$0
							TOTAL FUNDS	**$7,600**

Project:	***Water Treatment Plant - New***	**Project Type:**	***Capital***
Program:	***Utilities***	**Responsible Department:**	***Public Works***

Project Origination:	2017	Project Status:	New	Project Budgeted:	
Project Completion:		Commission Status:			

Description

The Public Works Department commissioned a study of the existing water plant in April 2016 to determine if the plant should be extensively rehabilitated or a new plant constructed at a different location. The results of this study recommend the construction of a new plant to be located on the property with the raw water intake. The costs of project reflect the following activities:

1. Completion of a preliminary design report that discusses hydraulic and design needs of the City and the DOE complex (Completed).
2. Professional engineering design and bid fees. (FY21 Completion)
3. Estimated construction costs associated with the construction of a new water treatment plant. (FY21 Completion)
4. Construction FY22 - FY25.

Status

The evaluation study was completed in FY2017. Funding for this project will be through three loan programs (WIFIA, 2-DWSRF, and two EPA Grants). The new water treatment plant is $75.6M ($62M for New Plant and $13.6M for New Waterline).

Justification

The City's current water supply facilities and infrastructure is old and needs replacing for the continued production of safe potable water production, in accordance with state and federal regulations.

Complies with Policies: F-1 and F-4

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Construction FY23-FY26	$1,000	$0	$0	$0	$0	$0	**$1,000**	$0
New Maintenance Building	$1,000	$200	$0	$0	$0	$0	**$1,200**	$0
							TOTAL EXPENDITURES	**$2,200**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Waterworks Fund	$1,000	$200	$0	$0	$0	$0	**$1,200**	$0
SRF (30 year loan) 51%	$1,000	$0	$0	$0	$0	$0	**$1,000**	$0
ARPA	$0	$0	$0	$0	$0	$0	**$0**	$0
							TOTAL FUNDS	**$2,200**

Public Works/Board of Education

Capital Improvements Program - Capital

Summary of Projects - ($000's) Public Works / Board of Education

Project	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
Public Works / Board of Education							
City / Schools Joint HVAC Projects	$550	$550	$550	$550	$550	$550	**$3,300**
City / Schools Joint Roof Projects	$3,500	$1,080	$604	$782	$570	$500	**$7,036**
TOTALS	**$4,050**	**$1,630**	**$1,154**	**$1,332**	**$1,120**	**$1,050**	**$10,336**

Project:	***City / Schools Joint HVAC Projects***	**Project Type:**	***Capital***
Program:	***Capital Maintenance***	**Responsible Department:**	***Public Works / Board of***

Project Origination:	2018	Project Status:	Ongoing	Project Budgeted:	
Project Completion:		Commission Status:			

Description	Replace aging HVAC equipment at Oak Ridge High School (ORHS), Robertsville Middle School (RMS), and Glenwood Elementary to ensure reliable climate control and energy efficiency.
Status	HVAC equipment at ORHS, RMS, and Glenwood has reached or exceeded its expected life cycle. Multiple units are beginning to fail, and the district is currently operating under a fix-on-failure approach.
Justification	The current HVAC systems serving multiple schools are 20 or more years old, requiring increased service costs to maintain. Extended equipment outages negatively impact the health and learning environments of students. The urgency of this project is elevated because continued failures could lead to prolonged classroom disruptions, unsafe temperature conditions, and costly emergency repairs if proactive replacement is not initiated.

Complies with Policies: N/A

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Schools								
HVAC Repair/Replacement Projects	$500	$500	$500	$500	$500	$500	**$3,000**	$0
City								
HVAC Repair/Replacement Projects	$50	$50	$50	$50	$50	$50	**$300**	$0
							TOTAL EXPENDITURES	**$3,300**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Project Fund	$550	$550	$550	$550	$550	$550	**$3,300**	$0
							TOTAL FUNDS	**$3,300**

Project:	***City / Schools Joint Roof Projects***	**Project Type:**	***Capital***
Program:	***Capital Maintenance***	**Responsible Department:**	***Public Works / Board of***

Project Origination:	2018	Project Status:	Ongoing	Project Budgeted:	
Project Completion:		Commission Status:			

Description

A roofing study was completed in December 2017 by RoofConnect, for all City and School buildings. The results of the analysis indicated that over the next 10 to 12 years, a total combined cost of $12M is needed to rehabilitate and/or replace these roofs. The proposed budget represents the required funding needed over multiple fiscal years. The actual roofs completed in a fiscal year may vary from the roof study.

Replace the roof at Oak Ridge High School and Jefferson Middle School due to age, deteriorating condition, and multiple significant leaks.

Status

The following roofs have been completed or are in the process of completion:
RMS
CSC
1010 Building
Section 3 Municipal Building
Library
Centennial Golf Course
Glenwood Elementary
Portions of ORHS
Willowbrook Elementary

Roof inspections confirm widespread deterioration and active leaks.

Justification

Over the next 10 years, the City and School roofs will have reached the end of their useful lives and require replacement. Many have on-going leaks that require repairs.

Several sections of the roof are Polyurethane Foam (PUF) and have exceeded their scheduled life by more than 15 years. The remaining sections, constructed with PVC sheet vinyl, have reached their predicted life expectancy. All roof sections are experiencing significant leaks, which can cause extensive facility damage and pose health hazards due to moisture intrusion and potential mold growth. The urgency of this project is heightened because continued roof failure could disrupt school operations, damage critical infrastructure, and lead to costly emergency repairs if not addressed promptly.

Complies with Policies: N/A

Project:	***City / Schools Joint Roof Projects***	**Project Type:**	***Capital***
Program:	***Capital Maintenance***	**Responsible Department:**	***Public Works / Board of***

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Schools								
Roof Repair / Replacement Projects	$3,500	$500	$500	$500	$500	$500	**$6,000**	$0
City								
Roof Repair / Replacement Projects	$0	$580	$104	$282	$70	$0	**$1,036**	
							TOTAL EXPENDITURES	**$7,036**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Project Fund	$3,500	$1,080	$604	$782	$570	$500	**$7,036**	$0
							TOTAL FUNDS	**$7,036**

Recreation and Parks

Capital Improvements Program - Capital

Summary of Projects - ($000's) Recreation and Parks

Project	*FY2027*	*FY2028*	*FY2029*	*FY2030*	*FY2031*	*FY2032*	*Total*
Recreation and Parks							
AK Bissell Park Improvements	$1,205	$1,530	$765	$0	$0	$0	**$3,500**
Greenway Implementation - Rails to Trails	$3,000	$3,000	$3,000	$0	$0	$0	**$9,000**
Groves Park Visitor Parking	$0	$0	$0	$0	$0	$300	**$300**
Oak Ridge Gateway	$596	$0	$0	$0	$0	$0	**$596**
Recreation Center Administrative Office Space	$250	$0	$0	$0	$0	$0	**$250**
Renovation of the Historic House at Haw Ridge Park	$0	$200	$1,250	$1,750	$0	$0	**$3,200**
Solway Park Improvements	$1,080	$1,380	$690	$0	$0	$0	**$3,150**
Union Valley Landfill Redevelopment	$588	$2,875	$2,300	$0	$0	$0	**$5,763**
TOTALS	**$6,719**	**$8,985**	**$8,005**	**$1,750**	**$0**	**$300**	**$25,759**

Project:	***AK Bissell Park Improvements***	**Project Type:**	***Capital***
Program:	***Recreation & Parks***	**Responsible Department:**	***Recreation and Parks***

Project Origination:	2025	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description: The City's centrally located park, Alvin K. Bissell Park, will receive improvements centered around the creek running the length of the park. Planned improvements include removal of the culvert behind the Civic Center to daylight the creek; restoration of the daylighted stream, improvements to the main walking trail in the park to include bridges over the creek, removal of invasive species and enhancement of the creek habitat and tree canopy along the creek.

Status: The current galvanized steel culvert that carries the creek behind the Civic Center is showing significant signs of corrosion and the need for attention. This provides an opportunity to daylight the stream, address stormwater management in the creek, enhance the creek habitat and develop environmental education opportunities in the park. Removal of the culvert will create a need for trail improvements, including bridges and improved accessibility. This provides an opportunity to widen the trail and install an ADA-compliant, pervious surface to improve its function in the park. It is also provide opportunities to enhance bike and pedestrian connections into the community beyond the park.

Justification: As the community of Oak Ridge continues to grow, improvements to this centrally located park will enhance the lives of residents and visitors to the City. NRDA grant funding will make these improvements achievable.

Complies with Policies: L-2, L-8, L-14, F-1, P-2, Q-2, Q-6, Q-12

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
AK Bissell Park Improvements	$1,205	$1,530	$765	$0	$0	$0	**$3,500**	$0
							TOTAL EXPENDITURES	**$3,500**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
NRDA Grant (80 %)	$964	$1,224	$612	$0	$0	$0	**$2,800**	$0
Capital Improvement Fund (20%)	$241	$306	$153	$0	$0	$0	**$700**	$0
							TOTAL FUNDS	**$3,500**

Project:	***Greenway Implementation - Rails to Trails***	**Project Type:**	***Capital***
Program:	***Recreation and Parks***	**Responsible Department:**	***Recreation and Parks***

Project Origination:	2005	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description: The Citywide Greenway system recommended by the Greenway Task Force and endorsed by City Council has moved into the implementation stage. The City has been awarded a Transportation Alternatives Plan (TAP) Grant from the Tennessee Department of Transportation (TDOT) in the amount of $1.887M for Design & Engineering and Right of Way Acquisition. To date, approximately $390K has been expended, including approximately $312K of TAP grant funds and $78k of Capital Improvement Plan funds for development of design plans. The balance of available funds will be used for the right-of-way acquisition. $2.232M in additional funding for construction has been included in the Knoxville Regional Transportation Planning Organization (TPO) Transportation Improvement Program (TIP). Additonal funding will be required to offset cost escalation for property acquisition and construction.

Status: The City Council, Planning Commission, and EQAB have all adopted the Greenway Concept and it is now in the implementation stage. In 2002, Phase III of the Melton Lake Greenway was completed. The Emory Valley Greenway was completed in 2006. Phase IV of the Melton Lake Greenway was completed in 2012.

Justification: The Greenway system will bring the advantage of parkland nearer to all Oak Ridge citizens. Other advantages include: (1) provides for the opportunity for motorless commuting; (2) provides flora and fauna habitat and learning experiences about wildlife; (3) provides a means of enjoyable physical exercise; (4) links strategic locations in the community including parks, schools, and shopping areas; (5) reduces short trip auto traffic; (6) provides a buffer zone.

Complies with Policies: PK-2, Q-6, and T-10

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Property Acquisition	$3,000	$0	$0	$0	$0	$0	**$3,000**	$0
Construction	$0	$3,000	$3,000	$0	$0	$0	**$6,000**	$0
							TOTAL EXPENDITURES	**$9,000**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Projects Fund (20%)	$600	$600	$600	$0	$0	$0	**$1,800**	$0
Federal/State/Other (80%)	$2,400	$2,400	$2,400	$0	$0	$0	**$7,200**	$0
							TOTAL FUNDS	**$9,000**

Project:	***Groves Park Visitor Parking***	**Project Type:**	***Capital***
Program:	***Recreation and Parks***	**Responsible Department:**	***Recreation and Parks***

Project Origination:	2005	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description	Development of a neighborhood park on city property on Tuskegee Dr was started after the closure of South Hills Golf Course in the early 2000's. The proposed project consists of a 40-car parking area in FY 2030 to enhance community access.
Status	Former land fill area. An 18-hole disc golf course was built in 2008 and Oak Ridge High School uses open space at the park to host Cross Country meets. The Recreation & Parks Master Plan, currently underway, will help to identify additional recreational development opportunties at the park.
Justification	Adjacent residential area and development across the street support the need for a neighborhood park.

Complies with Policies: F-1, P-3, P-12, PK-3, and Q-6

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Parking	$0	$0	$0	$0	$0	$300	**$300**	$0
	$0	$0	$0	$0	$0	$0	**$0**	$0
	$0	$0	$0	$0	$0	$0	**$0**	$0
							TOTAL EXPENDITURES	**$300**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Project Fund	$0	$0	$0	$0	$0	$300	**$300**	$0
							TOTAL FUNDS	**$300**

Project:	***Oak Ridge Gateway***	**Project Type:**	***Capital***
Program:	***Recreation & Parks***	**Responsible Department:**	***Recreation and Parks***

Project Origination:	2019	Project Status:	Ongoing	Project Budgeted:	FY2020
Project Completion:		Commission Status:			

Description

In 2015, City staff engaged the East Tennessee Community Design Center to develop preliminary designs for enhancement of the entrance to Oak Ridge along South Illinois Avenue. The first phase of this project will be the design and construction of a Gateway Monument in the median between South Illinois Ave and Bethel Valley Road.

Status

In FY2019, the City of Oak Ridge was awarded a State appropriation of $500K for the construction of a Gateway Monument. This allocation is managed through the Tennessee Department of Transportation (TDOT). The city has awarded an engineering and design consultant contract for the project. The Gateway Monument will be designed, using the original work of the East Tennessee Community Design Center as inspiration. A design has been completed and approved by TDOT, but efforts to award a bid within the project budget have been unsuccessful. Staff are collaborating with the consultant to develop revisons to the plans and construction process that allow the project to move to construction. To date, approximately $104K has been spent on design and bidding. Additional funding from the Capital Improvements program will be required to fully fund the project. Completion is tentatively planned for the summer of 2027.

Justification

Because the City Center is located some distance from the main city entry on South Illinois Avenue, visitors to Oak Ridge and the DOE facilities are often unaware when they have entered the city. The Gateway Monument will provide visitors with a clear indication that they have arrived at the City of Oak Ridge. The Gateway Monument will be designed specifically for Oak Ridge, complete with imagery to define a sense of place and arrival.

Complies with Policies: E-5, L-17, P-3

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Design & Construction	$596	$0	$0	$0	$0	$0	**$596**	$0
							TOTAL EXPENDITURES	**$596**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
TDOT	$396	$0	$0	$0	$0	$0	**$396**	$0
Capital Project Fund	$200	$0	$0	$0	$0	$0	**$200**	$0
							TOTAL FUNDS	**$596**

Project:	***Recreation Center Administrative Office Space***	**Project Type:**	***Capital***
Program:	***Recreation and Parks***	**Responsible Department:**	***Recreation and Parks***

Project Origination:	2026	Project Status:	New	Project Budgeted:	
Project Completion:		Commission Status:			

Description	Renovate open space located behind the front desk at the Oak Ridge Recreation Center to provide office space for the Recreation Center Manager and Aquatics Manager. Changes will also include an improved workspace for department staff and improvements to the front desk to better serve the community.
Status	The Oak Ridge Conference Center, opened in 2025, was constructed on space formerly occupied by several Reacreation & parks staff offices. Most offices have been relocated to the Scarboro Community Center, but space constraints and the need for facility manager's to be on-site with staff have left the Recreation Center Manager and Aquatics Manager without office space to conduct their administrative duties.
Justification	Management staff need office space to conduct the business of the City, including being able to conduct meetings and phone calls wthout interruption and secure work products.

Complies with Policies: P-12, PK-2, Q-6, Q-12

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Construction of offices and supporting infrastructure	$250	$0	$0	$0	$0	$0	**$250**	$0
							TOTAL EXPENDITURES	**$250**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Projects Fund	$250	$0	$0	$0	$0	$0	**$250**	$0
							TOTAL FUNDS	**$250**

Project:	***Renovation of the Historic House at Haw Ridge Park***	**Project Type:**	***Capital***
Program:	***Recreaton and Parks***	**Responsible Department:**	***Recreation and Parks***

Project Origination:	2026	Project Status:	New	Project Budgeted:	
Project Completion:		Commission Status:			

Description	The City of Oak Ridge aquired a parcel of approximately fifteen (15) acres from the Anderson County Board of Education in 2024. This property, located at Haw Ridge Park and adjacent to Melton Lake Greenway, will serve as a primary access point for both the park and greenway. Included in the sale of the property is the JB Jones house, a farmhouse built around 1910 that is one of two buildings in Oak Ridge on the National Historic Register.
Status	The historic farmhouse is in need of substantial renovations in order to preserve the structure and repurpose it as a main entry to Haw Ridge Park and Melton Lake Greenway.
Justification	In addition to preserving the historic building, it provides a unique opportunity to enhance the user experience at the park and greenway. Future uses of the building could include providing interpretive experiences along with bicycle rentals, a coffee shop and/or other economic development opportunities. The house can also become a hub for future events and activities on the surrounding park property.

Complies with Policies: E-7, T-10, PK-2, PK-3, PK-7, Q-2, Q-6

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Engineering Study - bulding structure	$0	$100	$0	$0	$0	$0	**$100**	$0
Design of building renovations	$0	$100	$0	$0	$0	$0	**$100**	$0
Building Renovation	$0	$0	$1,250	$1,750	$0	$0	**$3,000**	$0
							TOTAL EXPENDITURES	**$3,200**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Projects Fund	$0	$200	$625	$875	$0	$0	**$1,700**	$0
Grants - TBD	$0	$0	$625	$875	$0	$0	**$1,500**	$0
							TOTAL FUNDS	**$3,200**

Project:	***Solway Park Improvements***	**Project Type:**	***Capital***
Program:	***Recreation and Parks***	**Responsible Department:**	***Recreation and Parks***

Project Origination:	2005	Project Status:	Ongoing	Project Budgeted:	
Project Completion:	0	Commission Status:			

Description

In 2025, the City of Oak Ridge applied for, and was awarded, a Natural Resource Damage Assesment (NRDA) grant of $2.6M for Solway Park. The proposed project includes improvements to the traffic flow within the park, rehabilitation of the accessible fishing pier, construction of an accessible canoe / kayak launch with ADA transfer station, reconstruction of and improvements to the boat ramp parking lot, replacement of the roat ramp courtesy dock (including the addiiton of an accessible route and ADA transfer station), invasive plant removal and shoreline stabilization.

Status

The park area, a previous TVA park site, was deeded to the City with a recreational restriction from TVA. Past improvements include paving of the gravel roadway at the central park site, the installation of traffic control barriers, security lighting at the west boat launch site, boat dock renovations, and erosion control planting. FY 2001 included the construction of a handicap accessible fishing pier and handicap parking adjacent to the pier, in which TVA and TWRA contributed $60,000 toward the project, which was 70% of the total cost.

Justification

No major improvements have been funded at the site other than the paving of the existing gravel roadway, the installation of security lighting at the boat launch site and, in conjunction with TVA and TWRA, a handicapped accessible fishing pier and parking. With a growing residential population and already heavy use of the park facilities, the basic improvements and upgrading of the area are needed as the site will become a focal point for the southeast section of the City.

Complies with Policies: E-5, L-20, P-3, PK-2, PK-3, PK-4, Q-6

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Solway Park Improvements	$1,080	$1,380	$690	$0	$0	$0	**$3,150**	$0
	$0	$0	$0	$0	$0	$0	**$0**	$0
	$0	$0	$0	$0	$0	$0	**$0**	$0
							TOTAL EXPENDITURES	**$3,150**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Projects Fund 20%	$216	$276	$138	$0	$0	$0	**$630**	$0
TDEC NRDA Grant 80%	$864	$1,104	$552	$0	$0	$0	**$2,520**	$0
							TOTAL FUNDS	**$3,150**

Project:	***Union Valley Landfill Redevelopment***	**Project Type:**	***Capital***
Program:	***Recreation and Parks***	**Responsible Department:**	***Recreation and Parks***

Project Origination:	2025	Project Status:	New	Project Budgeted:	
Project Completion:		Commission Status:			

Description: In 2025, the City applied for and received a Brownfield Redevelopment Assistance Grant (BRAG) from the Tennessee Department of Environment and Conservation (TDEC) in the amount of $95,000 for Phase I and Phase II Environmental Site Assessment (ESA) of a closed landfill site on city property at 120 Union Valley Rd. The goal of the project is to evaluate the suitability of the site for the construction of multi-use athletic fields, along with parking and other ameneities. A portion of the site may also be use for industrial/office redevelopment.

Status: The Phase I ESA has been completed and the consultant is working to complete the Phase II ESA by the end of the fourth quarter of FY2026. Once the ESA's have been completed and evaluated, designa and construction of appropriate recreational amenities will follow to complete redevelopment of the site. A portion of the site may be used for industrial/office redevelopment.

Justification: There is a need for additional multipurpose field space in Oak Ridge, especially for youth soccer. Participation in youth soccer is increasing beyond current facility capacity. In addition, Oak Ridge does not have a centralized soccer complex for tournament play, which can provide an increase in the economic impact of those events. Fields could also be used for other sports, such as rugby, field hockey, etc.

Complies with Policies: P-12, PK-2, PK-3, PK-9, Q-2, Q-6

Expenditure Allocation ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Planning for Site Remediation and Field Development	$588		$0	$0	$0	$0		$0
Site Remediation	$0	$1,725	$0	$0	$0	$0	**$1,725**	$0
Redevelopment - athletic fields	$0	$1,150	$2,300	$0	$0	$0	**$3,450**	$0
							TOTAL EXPENDITURES	**$5,175**

Source of Funds ($000s)	***FY2027***	***FY2028***	***FY2029***	***FY2030***	***FY2031***	***FY2032***	***Total***	***Placeholder***
Capital Projects Fund	$118	$575	$460	$0	$0	$0	**$1,153**	$0
TDEC BRAG Redevelopment	$470	$2,300	$0	$0	$0	$0	**$2,770**	$0
Other Grant TBD	$0	$0	$1,840	$0	$0	$0	**$1,840**	$0
							TOTAL FUNDS	**$5,763**

AGENDA ID: V.c

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Beth Hickman , City Clerk

SUBJECT: City Manager Evaluation Committee Report - Councilmember Derrick Hammond, Chair

Introduction

An item for City Council's consideration is a report from the City Manager Evaluation Committee and accompanying resolution, which outlines the Committee's recommendation. As stated in the City Manager's employment agreement, City Council shall complete a performance evaluation for the City Manager on an annual basis. Membership on the City Manager Evaluation Committee is rotated among Councilmembers as specified by Resolution 11-106-07. This year's City Manager Evaluation Committee is comprised of Councilmember Derrick Hammond (Chair), Mayor Warren Gooch, and Councilmember Chuck Hope.

Funding

N/A

Background

The City Manager Evaluation Committee met on January 5, 2026 to establish the protocol and timeline for the evaluations, and again on February 2, 2026 to review the evaluations and make a recommendation as to the City Manager's compensation and contract extension. Councilmember Hammond submitted the attached report, which outlines the Committee's recommendations. A summary of the evaluations is also attached.

Recommendation

Approval of the attached resolution is recommended.

Attachments:

City Manager Evaluation Committee Report 2025.pdf

FY2026 City Manager Evaluation Summary.pdf

Resolution - City Manager Employment Agreement Amendment - Extension and Raise.docx

CITY MANAGER EVALUATION COMMITTEE
MEMORANDUM

DATE: February 23, 2026

TO: Fellow Members of City Council

FROM: City Manager Evaluation Committee
Councilmember Derrick Hammond, Chair
Mayor Warren Gooch
Councilmember Chuck Hope

SUBJECT: CITY MANAGER EVALUATION COMMITTEE REPORT AND RECOMMENDATIONS

The City Manager Evaluation Committee met twice. The first meeting, on January 5, 2026, was to set the protocol for evaluations. The three Committee members were present along with City Manager Randy Hemann and City Clerk Mary Beth Hickman.

The Committee met again on February 2, 2026 to review the Council's completed performance evaluations of the City Manager and develop its recommendations to the Council regarding a possible change in compensation and contract extension. Again, all three Committee members were present, along with City Clerk Mary Beth Hickman and member of the public Doug Colclasure.

In this second meeting, the Committee reviewed the evaluation forms and discussed the Council's ratings and comments. A summary of the evaluations is attached. The Committee noted that the overall ratings were very favorable and that the City Manager has accomplished a number of the goals set by City Council in the City's Strategic Plan while dealing with multiple complex issues and projects.

The Committee voted unanimously to recommend that the City Manager's salary be increased by approximately four percent (4%), retroactive to the pay period beginning October 26, 2025. A four percent increase would bring his annual salary to $245,315.20. The Committee further recommends that the Manager's employment agreement be extended by one year, from November 1, 2029 to November 1, 2030.

The attached resolution amends the City Manager's Employment Agreement to provide for the recommended salary increase and contract extension.

Councilmember Derrick Hammond, Chair
City Manager Evaluation Committee, 2025

Attachments:
Evaluation Summary
Resolution

FY2026 CITY MANAGER EVALUATION SUMMARY

INDIVIDUAL CHARACTERISTICS

- **Appropriately responds to advice and constructive criticism**

Exceeds Expectations -2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Attentive and thorough in the discharge of his/her duties**

Exceeds Expectations - 4

Meets Expectations - 3

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Exercises good judgment with good strategic visioning skills**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Displays enthusiasm, cooperation, and willingness to adapt**

Exceeds Expectations - 4

Meets Expectations - 3

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Knowledge and experience appropriate for the position**

Exceeds Expectations - 5

Meets Expectations - 2

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Exhibits composure and attitude appropriate for executive position**

Exceeds Expectations - 4

Meets Expectations - 3

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Projects a positive personal and professional image**

Exceeds Expectations - 3

Meets Expectations - 3

Needs Improvement -

Unsatisfactory -

Not Applicable –

Comments:

Randy is a joy to work with and I'm proud of my role in hiring him. I do wish for a more visionary approach to (Oak Ridge's) long term role in the area. With all the amazing open space available we need to be visionary and not proceed with business as usual as the open space is parted out one section at a time, and with little interconnected vision for livability of Oak Ridge. DOE's label for the available uncontaminated open space is "under utilized property." That should serve as a warning going forward.

City Manager Hemann exceeds expectations in two key functions within individual characteristics: knowledge and experience and strategic visioning skills. These two individualized areas combine to permit him to execute effectively during a period of transitional economic development within the City and to balance all aspects of growth. The fortuitous combination of skills, at a time of urgent need, benefits our citizens greatly.

I had great expectations for Mr. Hemann when he was selected City Manager! He has met every expectation, and that is why I have rated him as "meeting expectations." His leadership is outstanding, and our city is blessed to have him as our City Manager.

POLICY EXECUTION

- **Implements governing body actions in accordance with the intent of council**

Exceeds Expectations - 1

Meets Expectations - 6

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Supports the actions of the governing body after a decision has been reached, both inside and outside the organization**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Offers workable alternatives to the governing body for changes in law or policy when an existing policy or ordinance requires modification**

Exceeds Expectations - 1

Meets Expectations - 6

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Encourages staff advice in providing policy solutions**

Exceeds Expectations - 1

Meets Expectations - 6

Needs Improvement -

Unsatisfactory -

Not Applicable –

Comments:

I feel that sometimes requests from individual Council persons may get lost in the shuffle.

As expected, the City Manager shows requisite capacity in the execution of policy.

PROFESSIONAL SKILLS AND STATUS

- **Maintains knowledge of current developments affecting the practice of local government management**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Takes a pragmatic approach to issues**

Exceeds Expectations – 4

Meets Expectations - 3

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Demonstrates a capacity for innovation and creativity**

Exceeds Expectations - 5

Meets Expectations - 2

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Anticipates and analyzes problems to develop effective approaches for solving them**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Willing to try new ideas proposed by governing body members and/or staff**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Sets a professional example by handling affairs of the public office in a fair and impartial manner**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Projects a positive and professional image**

Exceeds Expectations - 4

Meets Expectations - 3

Needs Improvement -

Unsatisfactory -

Not Applicable –

- **Develops programs to strength of organization**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable –

- **Adaptable in responding to changing conditions and impacts on community**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable –

Comments:

We are lucky to have Mr. Hemann as our CM. Some additional innovation on difficult problems such as the Noble Metals noise issue would be helpful for our impacted residents and our image as a livable community.

Adaptability and capacity for innovation are two areas of excellence for Mr. Hemann. This has been proven over the last year with the approach to comprehensive planning and his ability to balance multiple strident voices at that local, regional, state, and federal level.

RELATIONS WITH ELECTED MEMBERS OF THE GOVERNING BODY

- **Carries out directives of the governing body as a whole**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Sets meeting agendas that reflect the guidance of the governing body and avoids unnecessary involvement in administrative actions**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable –

- **Disseminates complete and accurate information equally to all members in a timely manner**

Exceeds Expectations - 1

Meets Expectations - 6

Needs Improvement -

Unsatisfactory -

Not Applicable –

- **Assists by facilitating decision making without usurping authority**

Exceeds Expectations - 1

Meets Expectations - 6

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Responds well to requests, advice, and constructive criticism**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Ensures City ordinances/policies are recommended when revisions are needed**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Works with City Council in establishing and achieving specific goals**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable –

Comments:

Mr. Hemann is always available and always listens to individual council persons' perspectives.

REPORTING

- **Provides regular information to the governing body concerning matters of importance to the local government**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Responds in a timely manner to requests from the governing body for special reports**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Takes the initiative to provide information, advice, and recommendations to the governing body on matters that are nonroutine**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Reports produced by the manager are accurate, comprehensive, concise, and written to their intended audiences**

Exceeds Expectations - 4

Meets Expectations - 3

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Produces and handles reports in a transparent manner to the public**

Exceeds Expectations - 1

Meets Expectations - 6

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Demonstrates awareness of laws, procedures, and policies adopted by state and federal agencies**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

Comments:

From my perspective, this is a strong point for Mr. Hemann.

The fast pace of economic development activity during the year made it extra difficult to stay current in communicating with the Council and the public. The Council, and to a greater extent the interested public, were not always "in the loop."

CITIZEN RELATIONS

- **Responsive to requests from citizens**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable –

- **Demonstrates a dedication to the community and its citizens**

Exceeds Expectations - 5

Meets Expectations - 2

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Maintains a nonpartisan approach in dealing with community matters**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Meets with and listens to members of the community and strives to understand their interests**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Gives an appropriate effort to maintain citizen satisfaction with city services**

Exceeds Expectations - 4

Meets Expectations - 3

Needs Improvement -

Unsatisfactory -

Not Applicable -

Comments:

My opinion, there is not enough time in the day to be 100% on this one.

It is rare conversation with the City Manager that does not include analysis of impacts of any policy or innovation on the daily life of our citizens. The City Manager clearly understands his obligations to the community and drives a culture of customer service throughout the staff.

I appreciated seeing timely responses to citizen expressions of concern about specific small problems related to streets, streetlights, and similar matters. Attentiveness to citizen concerns and needs has been excellent, but results are not always as satisfactory. Lack of resolution for the industrial noise that

is reducing quality of life and property values in the Emory Heights neighborhood has been a shortcoming this year. After watching contractor crews collect leaves in the fall, I can't help but think that there would be a more efficient way to organize the work, and I hope that new methods can be found that would increase citizen satisfaction with this service.

STAFFING

- **Recruits and retains competent personnel for staff positions**

Exceeds Expectations - 4

Meets Expectations - 3

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Applies an appropriate level of supervision to improve any areas of city service**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Stays accurately informed and appropriately empathetic about employee relations**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Supports training and development opportunities for employees at all levels of the organization**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

Comments:

Mr. Hemann's hires and promotions have been top tier.

Mr. Hemann has done a superlative job hiring for key staff positions throughout his tenure. He understands clearly how to staff for current need and high probability future events.

SUPERVISION

- **Delegates authority of departments to make decisions within their jurisdictions with an appropriate level of oversight**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Instills confidence and promotes initiative in subordinates**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Develops and maintains a friendly and supportive relationship with the staff and work force in general**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Sustains or improves staff performance by evaluating the performance of key staff members at least annually, setting goals and objectives in annual budget assessing and assessing accomplishment**

Exceeds Expectations - 2

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -1

- **Encourages teamwork, innovation, and effective problem-solving with supportive public communication**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Inspires, encourages, and facilitates the activities of subordinates and peers**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable –

Comments:

The ME represents my lack of awareness on that one.

I hear positive reports from city staff regarding their job satisfaction. This is an indication that the efforts of city leadership are having the desired effect.

FISCAL MANAGEMENT

- **Prepares a balanced budget as required by City Charter**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Allocates available funds, with awareness of avoiding future costs**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Prepares a budget and budgetary recommendations in an intelligent and useful format**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Makes decisions that reflect an appropriate level of responsibility for financial planning and accountability**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Appropriately monitors fiscal activities of the organization and long-term financing programs**

Exceeds Expectations - 3

Meets Expectations - 4

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Ensures purchasing policies are followed and informs council when revisions are needed**

Exceeds Expectations - 1

Meets Expectations - 6

Needs Improvement -

Unsatisfactory -

Not Applicable -

Comments:

COMMUNITY

- **Collaborates with City Council on addressing the difficult issues facing the city**

Exceeds Expectations - 5

Meets Expectations - 2

Needs Improvement -

Unsatisfactory -

Not Applicable –

- **Avoids unnecessary controversy**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable –

- **Collaborates with neighboring communities and Anderson and Roane counties**

Exceeds Expectations - 5

Meets Expectations - 2

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Helps the council address future needs and develop adequate plans to address long term trends**

Exceeds Expectations - 4

Meets Expectations - 3

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Cooperates with other regional, state, and federal government agencies to the benefit of the City**

Exceeds Expectations - 4

Meets Expectations - 3

Needs Improvement -

Unsatisfactory -

Not Applicable -

- **Deals effectively with the media**

Exceeds Expectations - 2

Meets Expectations - 5

Needs Improvement -

Unsatisfactory -

Not Applicable -

Comments:

"Unnecessary" is the key word. Some controversy cannot be avoided.

Mr. Hemann has created an environment of collaboration with our community and community partners. He operates with integrity and respect and has proven to be a fair and optimistic representative of the City of Oak Ridge.

Collaboration with our neighbors and other levels of government has been strong this year.

Please provide recommendations and comments on a possible change in compensation and a contract extension.

I would recommend a 5% pay increase in compensation.

Suggest continuation of current contract through November 1, 2030 and a 3% pay raise (242,964.80).

I am 100% in favor of the contract extension, and a 4% raise is my recommendation.

I recommend that the City Manager's compensation and contract term be evaluated for adjustment in a manner consistent with documented performance and with what is reasonable for continued effective leadership.

Given the number of expectations exceeded, the key strategic milestones achieved, and the groundwork conducted to ensure a significant and prosperous future for the City, I recommend a 4% base salary increase to Mr. Hemann's compensation.

City Manager Hemann has served us well and the City needs to maintain continuity in his leadership as we face a period of unprecedented opportunity and challenge. Therefore, I support a contract extension for two years (to November 1, 2031) as a tangible expression of our confidence in him. As for compensation, I suggest a pay raise of 4%.

NUMBER _____

RESOLUTION

A RESOLUTION TO AMEND THE EMPLOYMENT AGREEMENT WITH RANDALL W. HEMANN AS CITY MANAGER TO EXTEND THE TERM BY ONE YEAR AND PROVIDE FOR AN APPROXIMATE FOUR PERCENT (4%) INCREASE IN COMPENSATION.

WHEREAS, Article V, Section 1, of the City Charter states City Council shall appoint a chief administrative officer of the City who shall be entitled City Manager and who shall serve at the pleasure of the Council; and

WHEREAS, by Resolution 8-112-2023, City Council authorized an employment agreement with Randall W. “Randy” Hemann effective November 1, 2023; and

WHEREAS, said employment agreement provides for formal evaluations of the City Manager to be conducted on an annual basis; and

WHEREAS, to this end, City Council appointed a City Manager Evaluation Committee comprised of Chairperson Derrick Hammond, Mayor Warren Gooch, and Councilman Chuck Hope to develop an evaluation procedure, establish a timeframe for evaluations, review completed evaluations, and make a recommendation on any salary adjustments and agreement modifications; and

WHEREAS, the Committee has completed its work and, in light of the positive evaluations received, recommends one-year term extension and an approximate four percent (4%) increase in compensation.

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

That the Employment Agreement between the City of Oak Ridge, Tennessee, and Randall W. “Randy” Hemann as City Manager is hereby amended as follows:

- Section 1.01, Term, be amended to provide the agreement shall continue in effect until November 1, 2030, to give a one-year term extension; and

- Section 2.01, Compensation, Subsection A, Base Salary, be amended to provide for a new base salary amount of $245,315.20, which is an approximate four percent (4%) salary increase, and shall be retroactively effective with the pay period beginning October 26, 2025 (the pay period in which November 1st falls).

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

This 9th day of March 2026.

APPROVED AS TO FORM AND LEGALITY:

_____
Tammy M. Rackard, City Attorney

CITY OF OAK RIDGE, TENNESSEE

_____
Warren L. Gooch, Mayor

_____
Mary Beth Hickman, City Clerk

AGENDA ID: VI.a

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Beth Hickman , City Clerk

SUBJECT: Elections to Fill Vacancies on City Boards/Commissions

Introduction

During the March 9, 2026 meeting, City Council will elect representatives to fill vacancies on the Oak Ridge Housing Authority Board of Directors and the Recreation and Parks Advisory Board. No applications were received for the Board of Zoning Appeals.

Funding

No funding is associated with this request.

Background

The recruitment process for City Boards and Commissions continued until the end of February to fill vacancies for the Oak Ridge Housing Authority Board of Directors (1 vacancy) and the Recreation and Parks Advisory Board (2 vacancies).

There were seventeen applications received for three vacancies. An election notice ran weekly in The Oak Ridger during the months of January and February, and vacancies were publicized on the City's social media page and the City's website. Citizens who turned in applications for vacancies on those Boards during the last election period but were not selected were contacted by email to see if they were interested in being reconsidered for the additional vacancies. The applications of those who responded favorably are included in the attached packet in addition to new applicants.

Recommendation

Elect one (1) representative to the Beer Permit Board for a three-year term.

Elect one (1) representative to the Disability Advisory Board for a three-year term.

Elect two (2) representatives to the Environmental Quality Advisory Board for three-year terms.

Elect one (1) representative to the Recreation and Parks Advisory Board for a three-year term.

Attachments:

Oak Ridge Housing Authority Board Applications.pdf

Recreation and Parks Board Applications.pdf

OAK RIDGE

HOUSING AUTHORITY

Vacancies – 1

Term of Office – 5 Years

Applicants

Michael Blair
Becky Dodson
Jeff Shaw
Aaron Wooten

Outlook

Online Form Submittal: Application for Boards and Commissions (March 2026)

From noreply@civicplus.com <noreply@civicplus.com>
Date Thu 2/5/2026 3:57 PM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions (March 2026)

First & Last Name	Michael Blair
Email Address	michael.a.blair@outlook.com
Cell Phone Number (Primary)	8657220071
Home Phone Number	*Field not completed.*
Address	103 s seneca rd
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Male

CAREER INFORMATION

Retired	No
Company retired from:	*Field not completed.*
Current Employer	Eythos
Current position/title	CEO

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	Disability Advisory Board

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**

- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this board?	Once before as a second preference.
Explain why you are interested in being appointed to this board or commission	I'm working to build stronger maker and community spaces in Oak Ridge, and recreation infrastructure is a critical piece of that puzzle. I've seen firsthand how quality recreational facilities can anchor community programs—especially for underserved populations. I want to help ensure Oak Ridge's parks and recreation resources are accessible, well-utilized, and aligned with what residents actually need. I'm also organizing the Oak Ridge Makers Group and believe there's overlap between maker culture, recreation, and public space planning that I can help bridge.
Describe any special knowledge or past experience qualifying you for this appointment	I have nonprofit leadership experience through my work with Eythos Foundation and as former Interim Executive Director of Spark, an assistive technology nonprofit in Knoxville. I currently serve on the Oak Ridge Disability Advisory Board, which has given me direct insight into accessibility planning and inclusive design for public spaces. I have a technical background (Azure AI-900 certified, systems and automation experience) that helps me think through operational efficiency, data-driven decision-making, and community engagement strategies. I also have practical experience with facility management, program development, and community-building initiatives.
List education, professional and/or current community activities	Education: Associate of Occupational Science in Information Technology, Fountainhead College of Technology (2010) Bachelor of Applied Science in Network Security & Forensics, Fountainhead College of Technology (2014) Certifications: Microsoft Certified: Azure AI Fundamentals (AI-900) Career Essentials in Generative AI (Microsoft/LinkedIn) Sophos Certified Sales Consultant Business Value-Oriented Project Management (BVOPM)

	National Training Standards: NSTISSI 4011, 4012, 4013, 4014A, 4015, 4016 (Systems Security Professional) Professional: Founder/Operator, Eythos Foundation (nonprofit tech-for-good initiatives) Former Interim Executive Director, Spark (assistive technology nonprofit, Knoxville, Oct 2025 – Jan 2026) Escalation Engineer, The IT Company (Nov 2024 – Aug 2025) IT Project Manager, Summit Medical Group (May 2023 – Nov 2024) Current Community Activities: Oak Ridge Disability Advisory Board (appointed member) Organizer, Oak Ridge Makers Group (building local maker community)
Second preference of board or commission (pick one):	Oak Ridge Housing Authority
How many times have you previously applied to this board?	I do not belive so, if I have it was as a third preference.
Explain why you are interested in being appointed to this board or commission	Housing stability is foundational to everything else—employment, education, health, community participation. I've seen this firsthand through my nonprofit work and community organizing. I'm interested in the Housing Authority because I believe Oak Ridge can do better at ensuring accessible, affordable housing options, particularly for people with disabilities, low-income families, and individuals transitioning out of crisis situations. I currently serve on the Disability Advisory Board, and housing accessibility is one of the most frequent gaps I hear about. I want to help the Housing Authority think strategically about how housing policy, facility management, and community programs intersect—and how technology and partnerships can improve outcomes for residents.
Describe any special knowledge or past experience qualifying you for this appointment	I have nonprofit leadership experience as Founder/Operator of Eythos Foundation and as former Interim Executive Director of Spark, an assistive technology nonprofit in Knoxville, where I managed operations, budgets, compliance, and program delivery. I currently serve on the Oak Ridge Disability Advisory Board, which has given me direct insight into accessibility challenges and inclusive design needs in housing and public infrastructure. I bring a decade of IT project management and systems leadership experience across healthcare, telecom, and nonprofit sectors, with expertise in operational efficiency, risk management, compliance frameworks (HIPAA, SOC2, HITRUST), vendor management, and strategic planning. I

	understand facility operations, data-driven decision-making, partnership development, and how to translate complex regulations into actionable policies.
List education, professional and/or current community activities	Education: Associate of Occupational Science in Information Technology, Fountainhead College of Technology (2010) Bachelor of Applied Science in Network Security & Forensics, Fountainhead College of Technology (2014) Certifications: Microsoft Certified: Azure AI Fundamentals (AI-900) Career Essentials in Generative AI (Microsoft/LinkedIn) Sophos Certified Sales Consultant Business Value-Oriented Project Management (BVOPM) National Training Standards: NSTISSI 4011, 4012, 4013, 4014A, 4015, 4016 (Systems Security Professional) Professional: Founder/Operator, Eythos Foundation (nonprofit tech-for-good initiatives) Former Interim Executive Director, Spark (assistive technology nonprofit, Knoxville, Oct 2025 – Jan 2026) Escalation Engineer, The IT Company (Nov 2024 – Aug 2025) IT Project Manager, Summit Medical Group (May 2023 – Nov 2024) Current Community Activities: Oak Ridge Disability Advisory Board (appointed member) Oak Ridge Recreation and Parks Advisory Board (applicant/pending appointment) Organizer, Oak Ridge Makers Group (building local maker community)
Third preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*

List education, professional and/or current community activities	*Field not completed.*
Additional Attachments	Michael Blair.pdf
Additional Attachments	*Field not completed.*

Disclaimer & Digital Signature

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 requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in the application are true to the best of my knowledge.*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

Please Check	I agree
Signature	Michael Blair
	X

Email not displaying correctly? View it in your browser.

MICHAEL A BLAIR

Contact

865-722-0071
Michael.a.blair@outlook.com
linkedin.com/in/michael-a-blair-8113609a/

Education

Fountainhead College of Technology, Knoxville, TN

- Associate of Occupational Science in Information Technology, August 2010
- Bachelor of Applied Science in Network Security & Forensics, August 2014

Certifications

- Microsoft Certified: Azure AI Fundamentals
  Issing organization: Microsoft
  Issued Jun 2024
  Credential ID 6B72112E7BC4433B
  |
- Career Essentials in Generative AI by Microsoft and LinkedIn
  Issing organization: Microsoft
  Issued: Dec 2023

- Sophos Certified Sales Consultant
  Issing organization: Sophos
  Issued: March 2021

- Business Value-Oriented Project Management (BVOPM)
  Issing organization: BVOP™
  Business Value-Oriented Principles©
  Issued: Jun 2021

- National Training Standard NSTISSI 4011 Systems Security Professional
- Issing organization: National Security Agency
- Issued: 2014

PERSONAL PROFILE

Energetic and visionary IT Manager with a decade of experience in technological innovation and project leadership across multifaceted IT environments. Exceptionally skilled in integrating AI and machine learning technologies to streamline operations and fortify cybersecurity. Known for driving significant digital transformations that yield robust business outcomes and enhance stakeholder satisfaction.

CORE COMPETENCIES

- **Strategic IT Leadership**: Steers large-scale IT projects and AI-driven initiatives, consistently achieving milestones and exceeding performance targets.
- **AI and Machine Learning Expertise**: Champions the adoption and implementation of AI technologies to revolutionize business operations and decision-making processes.
- **Cybersecurity Enhancements**: Implements cutting-edge cybersecurity measures to safeguard organizational data and infrastructure.
- **Technical Savvy**: Mastery over a wide array of software and operating systems, including but not limited to Microsoft Office/365, Salesforce, and various RMM tools.
- **Stakeholder Engagement**: Excels at translating complex technical details into actionable insights for all stakeholders, ensuring alignment and collaborative success.
- **Risk Management and Compliance**: Develops and enforces stringent IT policies and risk assessments to preemptively address potential security threats.

PROFESSIONAL EXPERIENCE

Interim Executive Director Spark (Nonprofit) | Oct 2025 – Jan 2026

- Lead Organizational Transformation – Oversee day-to-day operations and guide Spark's transition into a technology-driven, data-secure nonprofit.
- AI for Accessibility – Integrate AI-powered tools and assistive technologies to enhance independence and communication for individuals with disabilities.
- Leadership & Oversight – Manage staff, programs, and budgets while aligning operations with board-approved strategic goals.
- Partnership & Funding Development – Build partnerships with universities, corporations, and community organizations to expand impact and secure grants.
- Security & Compliance – Establish risk management policies, ensure data privacy, and embed ethical AI practices into organizational processes.

Certifications continued:

- National Information Assurance Training Standard CNSSI-4012: Senior System Manager
- Issing organization: National Security Agency
- Issued: 2014

- National Information Assurance Training Standard CNSSI-4013: System Administrator
- Issing organization: National Security Agency
- Issued: 2014

- National Information Assurance Training Standard CNSSI-4014A: Information Systems Security Officer
- Issing organization: National Security Agency
- Issued: 2014

- National Information Assurance Training Standard CNSSI-4015: System Certifiers
- Issing organization: National Security Agency
- Issued: 2014

- National Information Assurance Training Standard CNSSI-4016: Risk Analyst
- Issing organization: National Security Agency
- Issued: 2014

Professional experience countnes

Escalation Egineer **The IT Company | Nov 2024 – Aug 2025**

- Identify & Resolve Escalated Issues – Handle complex tickets unresolved by first-line support, ensuring timely resolution and following up with engineers for knowledge sharing.
- Technical Leadership & Mentorship – Provide hands-on guidance to engineers and analysts in secure AI design, fostering a culture of proactive defense, innovation, and compliance awareness.
- Root Cause Analysis & Prevention – Conduct deep forensic reviews of AI and data infrastructure incidents, identifying systemic weaknesses and implementing preventive controls to enhance system resilience.
- Secure Framework Development – Collaborate with cross-functional teams to design and integrate secure AI pipelines, applying SDLC principles across Azure environments (Databricks, Data Lake, Machine Learning).
- Governance, Compliance & Quality Assurance – Ensure alignment with HIPAA, SOC2, and HITRUST frameworks; perform regular audits of AI processes and tools to maintain data integrity, risk transparency, and best-practice adherence.

IT Project Manager **Summit Medical Group | May 2023 – Nov 2024**

Member of the Artificial Intelligence Management Committee, AI PM & Innovation

- AI Governance & Policy Development – Establish and enforce secure AI governance policies, addressing data privacy, ethical use, and model protection across Azure-based environments.
- Secure Systems Integration – Lead post-merger and enterprise integrations, embedding AI and cybersecurity controls into infrastructure and application layers.
- Operational Security Alignment – Drive alignment between IT, operations, and compliance to ensure AI and data systems meet HIPAA, SOC2, and HITRUST standards.
- Disaster Recovery & Continuity Planning – Design and execute resilient AI and data recovery strategies to safeguard critical infrastructure and model integrity.
- AI-Driven Enterprise Projects – Architect and implement AI solutions that improve performance, automation, and risk visibility across business units.
- Infrastructure & Cloud Security Oversight – Oversee the secure deployment of cloud and network systems, including Azure Data Lake, Databricks, and Machine Learning environments.

- Vendor & Third-Party Risk Management – Manage AI vendors and third-party integrations, operating a comprehensive TPRM program to evaluate and mitigate emerging security risks.
- Cross-Functional Leadership – Collaborate with data scientists, engineers, and compliance teams to embed security into every phase of the AI lifecycle.
- Stakeholder Engagement & Training – Communicate complex AI security principles to non-technical leaders, fostering awareness and adoption of secure AI practices.

IT Project Manager **C Spire Business | 6 years 9 months**

- **Spearhead Project Initiatives:** Diligently prepare comprehensive Statements of Work, laying the groundwork for project success.
- **Master of Coordination:** Seamlessly orchestrate project activities, resources, and equipment, ensuring all elements align perfectly for smooth execution.
- **Client Relations Expert:** Build robust relationships with clients, defining project scopes and capturing essential requirements to tailor solutions that meet their needs.
- **Schedule Architect:** Craft detailed project timelines and schedules, driving processes forward to adhere to tight deadlines.
- **Progress Tracker:** Keep a pulse on project milestones, utilizing advanced project management tools to monitor, schedule, and oversee all activities, ensuring targets are met promptly.
- **Communication Hub:** Serve as the primary point of contact for projects, ensuring all stakeholders are informed of the status and progress through clear and effective communication.
- **Data Analyst:** Assist in the aggregation and analysis of project data, enhancing portfolio reporting and strategic insights.
- **Prioritization Strategist:** Expertly plan and prioritize work assignments to maximize productivity and meet critical project deliverables.
- **Presentation Guru:** Develop compelling presentation materials for high-stake meetings, supporting strategic decision-making and project updates.
- **Administrative Leader:** Provide top-tier administrative support to management, optimizing operational efficiency.
- **CRM Custodian:** Manage and enhance the utility of C Spire's CRM systems, ensuring data integrity and accessibility to drive business decisions.

Project Field Technician Tier 2 **C Spire Business | Aug 2018 - July 2021**

- **Service Management and Incident Resolution:** Created and managed service requests, incidents, and problems using a ticketing system, ensuring timely and effective resolution of technical issues.
- **Project Leadership and Coordination:** Planned, managed, delegated, communicated, and executed tasks across multiple concurrent projects, demonstrating strong leadership and project management skills.

- **Complex Problem Management:** Addressed and resolved complex technical and relational issues, providing expert guidance and support to ensure smooth project execution and customer satisfaction.
- **Customer Onboarding and Infrastructure Management:** Facilitated the successful onboarding of new customers, overseeing the integration and management of their IT infrastructure.
- **Technical Quality Control and Testing:** Conducted a wide range of technical, quality control, and testing tasks to ensure the reliability and performance of IT systems.
- **Collaboration with Technical Teams:** Worked closely with fellow technicians, engineers, and project managers to complete project milestones and tasks, fostering a collaborative and productive work environment.
- **IT Infrastructure Operations:** Ensured the day-to-day operations of IT infrastructure, troubleshooting and administering Windows-based applications, operating systems (desktop and server), and server roles (AD DS, DHCP, DNS, DFS, Print Server, File Server). Additionally, provided robust support for Electronic Health Records (EHR) and Electronic Medical Records (EMR) systems, including Epic, Athena, and AllScripts, to ensure smooth operation within healthcare environments.
- **Security and Remediation:** Performed virus and malware remediation, ensuring the security and integrity of customer systems.
- **System Imaging and Buildouts:** Conducted computer and server imaging/buildouts, ensuring systems were configured and deployed efficiently.
- **Peripheral Troubleshooting:** Troubleshot and resolved issues with MFPs, scanners, and faxes, as well as configuring printers and basic switch setups.
- **Technical Documentation:** Completed technical documentation for installed and configured equipment, maintaining accurate and up-to-date records.
- **Network Connectivity Troubleshooting:** Addressed WiFi and network connectivity issues, ensuring stable and reliable network performance.
- **General Technical Support:** Provided comprehensive support to C Spire employees, including setup, configuration, and troubleshooting of PCs, laptops, and IP phones.
- **Process Documentation and Improvement:** Documented and updated processes, contributing to continuous improvement initiatives within the organization.
- **Customer Service Excellence:** Delivered excellent customer service to employees, ensuring their technical needs were met promptly and effectively.
- **Hardware Maintenance and Organization:** Assisted with maintaining and organizing hardware in the build room, assessing and managing equipment for optimal use and recycling when necessary.
- **Team Collaboration and Cross-Training:** Supported team members and cross-trained with co-workers, fostering a culture of knowledge sharing and continuous learning.
- **Operational Support and Cleanliness:** Helped maintain clean and organized build areas, ensuring a safe and efficient working environment.

Systems Administrator **C Spire Business | Sept 2016 - Aug 2018**

- **Network Installation and Configuration:** Expertly installed, configured, and supported LAN, WAN, and internet systems for commercial data corporations, ensuring seamless connectivity and optimal performance.
- **Proactive Network Monitoring and Maintenance:** Continuously monitored network systems to guarantee availability and reliability for all users, performing necessary maintenance to prevent downtime and address issues promptly.
- **Provided robust support for Electronic Health Records (EHR) and Electronic Medical Records (EMR) systems:** Including Epic, Athena, and AllScripts, to ensure smooth operation within healthcare environments.
- **Strategic Technology Assessment:** Identified and evaluated business technology opportunities, conducting cost-benefit analyses to recommend and implement effective technological solutions that drive business growth.
- **Performance Management and Optimization:** Maintained high levels of availability, reliability, and performance for advanced partner technology, implementing best practices and innovative strategies to enhance system efficiency.
- **Leadership in Network Administration:** Demonstrated leadership in managing network infrastructure, fostering a proactive approach to network maintenance and performance optimization, and driving continuous improvement initiatives.

Network Administrator **Visit Knoxville | Sept 2015 – Sept 2016**

- **Strategic Network Planning and Implementation:** Planned, executed, and oversaw the installation, configuration, and testing of network equipment, establishing and enforcing comprehensive network policies and procedures.
- **User Training and Support:** Designed and conducted training programs to educate users on network usage and best practices, providing ongoing support and resources to ensure optimal network utilization.
- **Project Coordination and Communication:** Coordinated project meetings, effectively communicating progress and updates to all stakeholders, ensuring alignment and timely completion of network-related projects.
- **Network Upgrades and Vendor Management:** Led network upgrade initiatives by collaborating with vendors, developing, testing, evaluating, and installing network enhancements to improve overall performance and reliability.
- **Technology Assessment and Implementation:** Identified, recommended, and implemented necessary technologies to maintain an optimal business computing environment, staying ahead of emerging trends and innovations.
- **Network Security Management:** Developed and enforced network access controls, monitoring systems, and evaluation processes to secure the network, while maintaining thorough documentation for compliance and auditing purposes.
- **LAN/WAN Performance Monitoring:** Monitored and maintained the availability and performance of LAN/WAN networks by evaluating key metrics such as utilization, throughput, and latency, ensuring a high level of network efficiency and reliability.
- **Leadership in Network Administration:** Demonstrated leadership in managing network infrastructure, driving continuous improvement in network operations and fostering a secure and efficient IT environment.

Lead Support Technician **Cellular Sales, Verizon | Nov 2014 – Sept 2015**

- **Technical Support and Device Repair:** Expertly troubleshot and repaired a wide range of devices including smartphones, tablets, laptops, and desktops, ensuring minimal downtime and maximum user satisfaction.
- **Technician Training and Development:** Led comprehensive training programs for new technicians, focusing on customer service excellence, advanced troubleshooting techniques, and effective repair methodologies.
- **Data Recovery Process Implementation:** Developed and implemented a robust data recovery process, safeguarding critical customer data and enhancing overall service reliability.
- **System Updates and Configuration:** Proficiently installed and configured updates for various operating systems, including Windows, Android, and iOS, ensuring devices operated with the latest features and security enhancements.
- **Backup Management:** Managed and maintained backup solutions for customers' mobile devices, ensuring data integrity and quick restoration in case of data loss.
- **Office 365 Setup and Support:** Provided expert setup and ongoing support for Office 365, optimizing productivity tools for business and individual clients.

Manager\Repair Technician **CPR Cell Phone Repair | Nov 2012 – Nov 2014**

- **Comprehensive Device Repair and Troubleshooting:** Expertly diagnosed and repaired a diverse range of devices, including smartphones, tablets, laptops, desktops, and game stations, ensuring high-quality service and customer satisfaction.
- **Security and Backup Management:** Effectively managed anti-virus software and implemented backup solutions for customers' mobile devices, enhancing device security and data protection.
- **System Updates and Configuration:** Proficiently installed and configured updates for multiple operating systems, including Windows, Android, and iOS, maintaining device functionality and security.
- **Customer Device Management:** Provided comprehensive support for Windows, Android, and iOS devices through various channels, including in-person consultations, email assistance, and phone support, ensuring seamless customer experience.
- **Team Leadership and Process Improvement:** Led a team of technicians, fostering a collaborative environment and continuously improving repair processes to enhance service efficiency and effectiveness.

Outlook

Online Form Submittal: Application for Boards and Commissions

From noreply@civicplus.com <noreply@civicplus.com>
Date Wed 12/31/2025 2:54 PM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions

First & Last Name	Rebecca (Becky) Dodson
Email Address	beckybo40@aol.com
Cell Phone Number (Primary)	865-548-6452
Home Phone Number	865-548-6452
Address	10 Presidential Drive, Oak Ridge, TN 37830
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Female

CAREER INFORMATION

Retired	No
Company retired from:	*Field not completed.*
Current Employer	Tennova Healthcare
Current position/title	Regional Vice President

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	No, I've never served on a board or commission

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**

- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):	Oak Ridge Housing Authority
How many times have you previously applied to this board?	None, this is my first time
Explain why you are interested in being appointed to this board or commission	I have been very involved where I work in the Knoxville community and as I anticipate retiring in the next couple of years, I'm searching for ways to give back to my Oak Ridge Community. I have past professional experience in HUD housing and personally I believe in Housing First as a way to empower people to rise from poverty and/or being unhoused. I also have worked with entry level employees who struggle with affordable housing and believe the HUD programs are one way to assist those with living wage challenges.
Describe any special knowledge or past experience qualifying you for this appointment	In my professional career, I have worked with a consultant (Anne Dunthorn) to apply for two HUD 202 housing grants. Once granted, I was responsible for oversight of the construction of the two campuses and oversight of the management of the projects until we sold them to Mercy Housing. I also supervised a program that coordinated health outreach to various Knoxville Community Development Corporation's (KCDC) sites - both 202 and 811 funded. Additionally, I was the lead organizer for my company to build two HABITAT houses in Knoxville. One of the houses was one of the first in the nation to be designed specifically to support aging in the home and the effort was featured on the NBC Today Show. And finally, I co-founded Samaritan Place, an emergency shelter for elderly people in housing crisis which continues to serve as a Catholic Charities program in Knoxville.
List education, professional and/or current community activities	FROM MY BIO: I have been with St. Mary's Health System/Mercy/Tennova since 1985 and currently serve as Regional Vice President. I have both a Masters in Social Work from the University of Tennessee and a Masters in Health Care from Aquinas Institute in St. Louis. I have presented at several national conferences, including the American Society on Aging and the National Council on Aging. I currently serve on the boards of the Cancer Support

	Community. the Emory Valley Center, Flatwater Tales, and I am a Rotarian in the OR Sunset Club. I previously served as a board member for United Way of Greater Knoxville, Alzheimer's Tennessee, St. Mary's Legacy Clinic, North Knoxville Business & Professional Association, Catholic Charities of East Tennessee, YWCA, Arthritis Foundation, and the Knoxville Rape Crisis Center. (See CV for full list of Boards) I am humbled to have received the following honors: Knoxville Business Journal's 2015 Healthcare Hero, selection into the 2007 Leadership Knoxville Class, Mental Health Association's Diamond Award, and the Knox Area Social Worker of the Year.
Second preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Third preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Additional Attachments	CV.BDREV2025.docx

Additional Attachments	*Field not completed.*

Disclaimer & Digital Signature

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 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.*

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Please Check	I agree
Signature	Rebecca K. Dodson
	X

Email not displaying correctly? View it in your browser.

CURRICULUM VITAE

REBECCA K. DODSON
10 Presidential Drive
Oak Ridge, Tennessee 37830
(865)548-6452

Education

Aquinas Institute, Masters in Health Care Mission 2004 University of Tennessee 1 year, Doctoral Work 1986-1987 University of Tennessee M.S.,Social Work 1984 University of Tennessee B.A., Human Services 1982

Current Position

Vice President, Community & Government Relations May 2004 - Current Leadership Development; Customer Culture; Community & Government Relations Co-Led TNCPE Application Process, Tennova Metro Awarded Level 4 Excellence; Spiritual Care & Regional Ethics Program

Regional Mission Integration throughout the system, including:

- 8 Acute Care Hospitals
- 2 Long Term Care Complexes
- Fitness Center
- Residential Hospice

Previous Positions

Regional Leader, Pastoral & Community Services 2000-2004 PrimeLife Program – 26,000 + Members

- Mercy Caring: Community Health Management Program
- Samaritan Place - Respite Center and Transitional Housing
- Care Van Transportation Services
- School Nursing Program
- Senior Housing (HUD 202) – 3 Facilities
- Hospital Chaplain Program

Health Service Line Leader, St. Mary's Senior Services 1997-2000

St. Mary's Alzheimer's Center 1985-1997 Manager 1987-1997
Social Worker 1985-1987

Manager, St. Mary's Memory Assessment Clinic 1992-1994 Manager, St. Mary's Geropsychiatric

Unit 1991-1993 Manager, St. Mary's Weight Management Program 1988-1989

Director Social Services, Home Health Care of East Tennessee 1983-1985
East Tennessee Baptist Hospital, Medical Social Work Intern,
Geriatric and Cardiac Units,
East Tennessee Baptist Hospital 1983-1984 Catholic Charities, Social Work Intern 1982-1983

Association Memberships: Past and Present

Academy of Certified Social Workers (ACSW)
National Association of Social Workers, Former State Board, Secretary
Tennessee Association of Adult Day Care/Day Treatment,
Former State President & Secretary
Tennessee Conference on Social Welfare
National Council on Aging - Knox County Council on Aging
American Society on Aging
Mid-East Council of Health Care Social Workers
Tennessee Association of Home Health Social Workers,
Former State Secretary-Treasurer
Knox Area Association of Home Health Social Workers
Oncology Counseling Association, Former Vice President

Honors

Selected to participate, Leadership Knoxville 2007 CHP Sponsorship Recognition Award for Outstanding Senior Services 1997 Selected to participate, Leadership St. Mary's Initial Class 1997

Honoree, Greater Knoxville Mental Health Professional's "Diamond Award" for distinguished service to those with mental illness 1994 Social Worker of the Year, NASW - Knox Area Branch 1992

Outstanding Leadership in Social Welfare Award, Tennessee Conference on Social Welfare - East Tennessee Branch 1992
University of Tennessee Chancellor's Citation for Graduate School of Social Work Outstanding Student 1984

National Presentations

American Society on Aging Annual Meeting March 1997 "Emergency Shelter for Victims of Elder Abuse & Neglect"
"Healthcare & Higher Education: Graduate Student Service Learning"

American Society on Aging (ASA), "Intergenerational Programming" March 1997 National Council on Aging, "Caregiver Classes: Educational & Marketing Tool" April 1993 ASA, "Capitalizing on Existing Strengths in Dementia Groups" March 1991 American Society on Aging, "Caregiver Classes: Educational & Marketing Tool" April 1990

State/Regional Presentations

Catholic Healthcare Partners, Management Conference
"Marketing with Mission" September 2001

Catholic Healthcare Partners, Management Conference

"Samaritan Place: Elder Shelter Model" September 1999

Tennessee Conference on Social Welfare November 1994 "Empowering Families to Cope with Dementia"

Tennessee Conference on Social Welfare March 1992 "Capitalizing on Existing Strengths in Dementia Groups"

Tennessee Conference on Social Welfare March 1990 "Helping Families Help: Developing Seminars for Caregivers of the Aging"

Tennessee Conference on Social Welfare May 1989 "Dementia Day Treatment in the Hospital Setting"

Tennessee Conference of Social Welfare May 1987 "Model for Adult Day Treatment for AD"

Tennessee Association of Adult Day Care Workshop October 1986 "Creative Management of Dementia Patients through Adult Day Treatment"

Training/Teaching Experience

RISEN: Nurse Spirituality Workshop, Certified Faculty Member 2004 - Present "Ethics & Healthcare Panel" for Knox Area College of Healthcare Executives January 2011 "Health Care Policy Update" for UTK College of Social Work 2005- 2007

Developed and Lead Alzheimer's Disease Caregiver Workshop,
Held Quarterly at St. Mary's Medical Center 1988-1996 Alzheimer's Association Caregiver Trainer 1991-Current

Student Supervisor:
PHD Student in Child & Family Studies 1996-1998 Masters in Social Work 1990-Current
Bachelors in Social Work 1988-1995 Bachelors in Human Services 1988,1991-1993

Knox County Council on Aging Annual
"Aging is a Family Affair", Guest Speaker October 1994

East Tennessee Regional Trainer,
Tennessee Association of Nursing Homes January-February 1993

Alzheimer's Association Support Group Facilitator Training
"Group Facilitator Techniques" May 1988

Remotivation Society Annual Workshop
"Reminiscence Therapy with Demented Patients" May 1988

State Technical Institute of Knoxville
Non Credit Class: "Sandwich Generation:Caring for an Elderly Parent" April 1988

Continuing Medical Education Program: St. Mary's Medical Center:
"Creative Strategies for Caring for AD Patients" April 1988

Continuing Education Program: Asbury Acres Nursing Home,
Maryville: "Effective Communication with the Demented Patient" March 1988

Church of the Ascension Volunteer Training Program:
"Caring for Yourself as a Volunteer" February 1988

Continuing Education Program: Hillhaven Nursing Home, Maryville
"AD and Effective Intervention" January 1988

Maryville College Nursing Students
"AD and Effective Intervention" November 1988
Office on Aging: Senior Companion Training Workshop
"Caring for the Demented Patient" Quarterly 1988-89

St. Mary's Church Volunteer Training, Oak Ridge
"Dealing with Chronically Ill Elderly" May 1987

St. Mary's Medical Center, Geriatric Workshop May 1987 & November 1986 "Working with the Confused Patient"

Adult Education Guest Speaker, LPN Class
"Communication Techniques with AD Patients" April 1987

U.T., College of Social Work
Gerontology Class Guest Speaker April 1987

U.T. College of Nursing
"Interventions with AD Patients/Families" November 1987

Continuing Education, Home Health Care of East Tennessee
"Communication Techniques with AD Patients" September 1986
Five (5) Blount County Senior Citizens Centers
"Stress Management Workshop" Spring 1985

Community Activities And Services

Rotarian - Knoxville Club,Oak Ridge Sunset Club 2010 - Current Cancer Support Community of East TN 2018- Current Board Member, Program Chair, Chair, Past Chair
Emory Valley Center
Board Member, Finance Chair, Chair, Past Chair 2020- Current
Alzheimer's Association East Tennessee Chapter 1988-1991, 2006 - 2012 Board Chair,Vice Chair,Public Policy Committee Chair

United Way Allocations Committee 1988-1991, and 2006 – 2010 North Knoxville Business &

Professional Association Board 2010 - 2018

Catholic Charities of East Tennessee – Board Member, President 2002 - 2008
Senior Citizens Home Assistance Service Board 2002- 2006

Positively Living - Board Member, President 2001-2006
Girl Scout Troop Leader 1996-2002 Geriatric Screening Team 1984-1991

YWCA Board of Directors 1985-1991 Tribute to Women, Chairman 1988 Second Vice-President 1990 Tribute to Women, Committee Member 1993-1995

Knox County Arthritis Foundation 1980-1981, 1985-1989 Secretary 1987-1988

Knoxville Rape Crisis Center Board of Directors
Board Member 1982-1985 President of the Board 1983-1984 Interim Director October 1983 - January 1984

Outlook

Online Form Submittal: Application for Boards and Commissions

From noreply@civicplus.com <noreply@civicplus.com>
Date Wed 12/31/2025 10:03 AM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions

First & Last Name	Jeff Shaw
Email Address	director@hopeofet.org
Cell Phone Number (Primary)	865-323-9377
Home Phone Number	*Field not completed.*
Address	899 West Outer Dr. Oak Ridge, TN
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Male

CAREER INFORMATION

Retired	No
Company retired from:	Hope of East Tennessee, Inc.
Current Employer	Hope of East Tennessee, Inc.
Current position/title	Executive Director/CEO

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	No, I've never served on a board or commission

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**

- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this board?	0
Explain why you are interested in being appointed to this board or commission	Outdoor recreation and sports have been a lifelong passion of mine and I believe a robust parks system is vital to the growth, development and overall health of a community.
Describe any special knowledge or past experience qualifying you for this appointment	I have spent several years coaching youth sports in Oak Ridge and have been a longtime patron of our beautiful parks, lakes and greenways during the 22 years I have resided here. I also have experience writing and administering government grants and the state and federal level.
List education, professional and/or current community activities	Graduate< northside="" high="" school,="" jackson,="" tn="" attnded="" lambuth="" university.="" i="" have="" been="" a="" state="" licensed="" and="" internationally="" certified="" addiction="" counselor="" since="" 2007.="" board="" member,="" executive="" committee="" and="" legislative="" committee="" member="" tennessee="" association="" of="" alcohol,="" drug="" and="" other="" addiction="" services="" (taadas).="" member,="" tennessee="" addiction="" medicine="" council.="" prospective="" member="" (awaiting="" confirmation)="" rotary="" club="" of="" oak="" ridge.="">
Second preference of board or commission (pick one):	Oak Ridge Housing Authority
How many times have you previously applied to this board?	0
Explain why you are interested in being appointed to this board or commission	I have worked in the field of addiction and mental health treatment for over 20 years and have spent a great deal of time working with the uninsured and underinsured population. Many of the clients I have worked with over the years have utilized government subsidized housing and other programs which I am familiar with. Working with this population has constituted the majority of my career and safe and affordable housing is an area in which I have a great deal of interest.

Describe any special knowledge or past experience qualifying you for this appointment	I have worked with helping clients find housing, employment and other government programs as a part of my work over the past 20 years. This is the population that my staff and I work with on a daily basis. I also have experience writing and administering government grants at both the state and federal level.
List education, professional and/or current community activities	Graduate< northside="" high="" school,="" jackson,="" tn="" attended="" lambuth="" university.="" i="" have="" been="" a="" state="" licensed="" and="" internationally="" certified="" addiction="" counselor="" since="" 2007.="" board="" member,="" executive="" committee="" and="" legislative="" committee="" member="" tennessee="" association="" of="" alcohol,="" drug="" and="" other="" addiction="" services="" (taadas).="" member,="" tennessee="" addiction="" medicine="" council.="" prospective="" member="" (awaiting="" confirmation)="" rotary="" club="" of="" oak="" ridge.="">
Third preference of board or commission (pick one):	Traffic Safety Advisory Board
How many times have you previously applied to this board?	0
Explain why you are interested in being appointed to this board or commission	As Oak Ridge continues to grow, I believe this will become an even more important aspect of maintaining a safe infrastructure in our city. I believe this board will have the opportunity to face many challenging issues as the city continues to grow and I would consider it great honor to be a part in navigating this process.
Describe any special knowledge or past experience qualifying you for this appointment	In addition to my career in the mental health and addiction field, I also have 6 years' experience in law enforcement. I have an understanding how safe and properly maintained road and traffic systems impact overall community safety.
List education, professional and/or current community activities	Graduate< northside="" high="" school,="" jackson,="" tn="" attended="" lambuth="" university.="" i="" have="" been="" a="" state="" licensed="" and="" internationally="" certified="" addiction="" counselor="" since="" 2007.="" board="" member,="" executive="" committee="" and="" legislative="" committee="" member="" tennessee="" association="" of="" alcohol,="" drug="" and="" other="" addiction="" services="" (taadas).="" member,="" tennessee="" addiction="" medicine="" council.="" prospective="" member="" (awaiting="" confirmation)="" rotary="" club="" of="" oak="" ridge.="">
Additional Attachments	*Field not completed.*
Additional Attachments	*Field not completed.*

Disclaimer & Digital Signature

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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 requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in the application are true to the best of my knowledge.*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

Please Check	I agree
Signature	Jeffrey A. Shaw
	X

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Outlook

Online Form Submittal: Application for Boards and Commissions

From noreply@civicplus.com <noreply@civicplus.com>
Date Tue 12/30/2025 6:07 PM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions

First & Last Name	Aaron Wooten
Email Address	Macleod22@gmail.com
Cell Phone Number (Primary)	8657654778
Home Phone Number	*Field not completed.*
Address	146 Newport Drive
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Male

CAREER INFORMATION

Retired	No
Company retired from:	*Field not completed.*
Current Employer	ORNL Federal Credit Union
Current position/title	Network and Security Admin

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	No, I've never served on a board or commission

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**

- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):	Arts, Culture, and History Alliance Advisory Board
How many times have you previously applied to this board?	0
Explain why you are interested in being appointed to this board or commission	I am a huge advocate for the arts.
Describe any special knowledge or past experience qualifying you for this appointment	I was a professional stage actor for many years. I was president of the Arts Council of Oak Ridge.
List education, professional and/or current community activities	Father of 4, two adults two small.
Second preference of board or commission (pick one):	Oak Ridge Housing Authority
How many times have you previously applied to this board?	0
Explain why you are interested in being appointed to this board or commission	I worked with the unhoused in Florida.
Describe any special knowledge or past experience qualifying you for this appointment	I worked with the unhoused in Florida.
List education, professional and/or current community activities	*Field not completed.*
Third preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this	0

board?

Explain why you are interested in being appointed to this board or commission	I have two small children and would love to help influence how our money is spent in regards to parks and recreation.
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Additional Attachments	*Field not completed.*
Additional Attachments	*Field not completed.*

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Please Check	I agree
Signature	Aaron J. Wooten
	X

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RECREATION AND PARKS ADVISORY BOARD

Vacancies – 2

Term of Office – One balance of an unexpired term ending on December 31, 2027 and one balance of an unexpired term ending on December 31, 2028

Applicants

Michael Blair
Sharon Bourgeois
Jason Brant
Robert Fortney
Justin Kingrea
Dr. Fay Martin
Robert Mindrup
Fran Pisano
Amanda Roberson
Kenneth Rueter
Jeff Shaw
Phillip Stephenson
Aaron Wooten

Outlook

Online Form Submittal: Application for Boards and Commissions (March 2026)

From noreply@civicplus.com <noreply@civicplus.com>
Date Thu 2/5/2026 3:57 PM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions (March 2026)

First & Last Name	Michael Blair
Email Address	michael.a.blair@outlook.com
Cell Phone Number (Primary)	8657220071
Home Phone Number	*Field not completed.*
Address	103 s seneca rd
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Male

CAREER INFORMATION

Retired	No
Company retired from:	*Field not completed.*
Current Employer	Eythos
Current position/title	CEO

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	Disability Advisory Board

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**

- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this board?	Once before as a second preference.
Explain why you are interested in being appointed to this board or commission	I'm working to build stronger maker and community spaces in Oak Ridge, and recreation infrastructure is a critical piece of that puzzle. I've seen firsthand how quality recreational facilities can anchor community programs—especially for underserved populations. I want to help ensure Oak Ridge's parks and recreation resources are accessible, well-utilized, and aligned with what residents actually need. I'm also organizing the Oak Ridge Makers Group and believe there's overlap between maker culture, recreation, and public space planning that I can help bridge.
Describe any special knowledge or past experience qualifying you for this appointment	I have nonprofit leadership experience through my work with Eythos Foundation and as former Interim Executive Director of Spark, an assistive technology nonprofit in Knoxville. I currently serve on the Oak Ridge Disability Advisory Board, which has given me direct insight into accessibility planning and inclusive design for public spaces. I have a technical background (Azure AI-900 certified, systems and automation experience) that helps me think through operational efficiency, data-driven decision-making, and community engagement strategies. I also have practical experience with facility management, program development, and community-building initiatives.
List education, professional and/or current community activities	Education: Associate of Occupational Science in Information Technology, Fountainhead College of Technology (2010) Bachelor of Applied Science in Network Security & Forensics, Fountainhead College of Technology (2014) Certifications: Microsoft Certified: Azure AI Fundamentals (AI-900) Career Essentials in Generative AI (Microsoft/LinkedIn) Sophos Certified Sales Consultant Business Value-Oriented Project Management (BVOPM)

	National Training Standards: NSTISSI 4011, 4012, 4013, 4014A, 4015, 4016 (Systems Security Professional) Professional: Founder/Operator, Eythos Foundation (nonprofit tech-for-good initiatives) Former Interim Executive Director, Spark (assistive technology nonprofit, Knoxville, Oct 2025 – Jan 2026) Escalation Engineer, The IT Company (Nov 2024 – Aug 2025) IT Project Manager, Summit Medical Group (May 2023 – Nov 2024) Current Community Activities: Oak Ridge Disability Advisory Board (appointed member) Organizer, Oak Ridge Makers Group (building local maker community)
Second preference of board or commission (pick one):	Oak Ridge Housing Authority
How many times have you previously applied to this board?	I do not belive so, if I have it was as a third preference.
Explain why you are interested in being appointed to this board or commission	Housing stability is foundational to everything else—employment, education, health, community participation. I've seen this firsthand through my nonprofit work and community organizing. I'm interested in the Housing Authority because I believe Oak Ridge can do better at ensuring accessible, affordable housing options, particularly for people with disabilities, low-income families, and individuals transitioning out of crisis situations. I currently serve on the Disability Advisory Board, and housing accessibility is one of the most frequent gaps I hear about. I want to help the Housing Authority think strategically about how housing policy, facility management, and community programs intersect—and how technology and partnerships can improve outcomes for residents.
Describe any special knowledge or past experience qualifying you for this appointment	I have nonprofit leadership experience as Founder/Operator of Eythos Foundation and as former Interim Executive Director of Spark, an assistive technology nonprofit in Knoxville, where I managed operations, budgets, compliance, and program delivery. I currently serve on the Oak Ridge Disability Advisory Board, which has given me direct insight into accessibility challenges and inclusive design needs in housing and public infrastructure. I bring a decade of IT project management and systems leadership experience across healthcare, telecom, and nonprofit sectors, with expertise in operational efficiency, risk management, compliance frameworks (HIPAA, SOC2, HITRUST), vendor management, and strategic planning. I

	understand facility operations, data-driven decision-making, partnership development, and how to translate complex regulations into actionable policies.
List education, professional and/or current community activities	Education: Associate of Occupational Science in Information Technology, Fountainhead College of Technology (2010) Bachelor of Applied Science in Network Security & Forensics, Fountainhead College of Technology (2014) Certifications: Microsoft Certified: Azure AI Fundamentals (AI-900) Career Essentials in Generative AI (Microsoft/LinkedIn) Sophos Certified Sales Consultant Business Value-Oriented Project Management (BVOPM) National Training Standards: NSTISSI 4011, 4012, 4013, 4014A, 4015, 4016 (Systems Security Professional) Professional: Founder/Operator, Eythos Foundation (nonprofit tech-for-good initiatives) Former Interim Executive Director, Spark (assistive technology nonprofit, Knoxville, Oct 2025 – Jan 2026) Escalation Engineer, The IT Company (Nov 2024 – Aug 2025) IT Project Manager, Summit Medical Group (May 2023 – Nov 2024) Current Community Activities: Oak Ridge Disability Advisory Board (appointed member) Oak Ridge Recreation and Parks Advisory Board (applicant/pending appointment) Organizer, Oak Ridge Makers Group (building local maker community)
Third preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*

List education, professional and/or current community activities	*Field not completed.*
Additional Attachments	Michael Blair.pdf
Additional Attachments	*Field not completed.*

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Please Check	I agree
Signature	Michael Blair
	X

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MICHAEL A BLAIR

Contact

865-722-0071
Michael.a.blair@outlook.com
linkedin.com/in/michael-a-blair-8113609a/

Education

Fountainhead College of Technology, Knoxville, TN

- Associate of Occupational Science in Information Technology, August 2010
- Bachelor of Applied Science in Network Security & Forensics, August 2014

Certifications

- Microsoft Certified: Azure AI Fundamentals
  Issing organization: Microsoft
  Issued Jun 2024
  Credential ID 6B72112E7BC4433B
  |
- Career Essentials in Generative AI by Microsoft and LinkedIn
  Issing organization: Microsoft
  Issued: Dec 2023
- Sophos Certified Sales Consultant
  Issing organization: Sophos
  Issued: March 2021
- Business Value-Oriented Project Management (BVOPM)
  Issing organization: BVOP™
  Business Value-Oriented Principles©
  Issued: Jun 2021
- National Training Standard NSTISSI 4011 Systems Security Professional
- Issing organization: National Security Agency
- Issued: 2014

PERSONAL PROFILE

Energetic and visionary IT Manager with a decade of experience in technological innovation and project leadership across multifaceted IT environments. Exceptionally skilled in integrating AI and machine learning technologies to streamline operations and fortify cybersecurity. Known for driving significant digital transformations that yield robust business outcomes and enhance stakeholder satisfaction.

CORE COMPETENCIES

- **Strategic IT Leadership**: Steers large-scale IT projects and AI-driven initiatives, consistently achieving milestones and exceeding performance targets.
- **AI and Machine Learning Expertise**: Champions the adoption and implementation of AI technologies to revolutionize business operations and decision-making processes.
- **Cybersecurity Enhancements**: Implements cutting-edge cybersecurity measures to safeguard organizational data and infrastructure.
- **Technical Savvy**: Mastery over a wide array of software and operating systems, including but not limited to Microsoft Office/365, Salesforce, and various RMM tools.
- **Stakeholder Engagement**: Excels at translating complex technical details into actionable insights for all stakeholders, ensuring alignment and collaborative success.
- **Risk Management and Compliance**: Develops and enforces stringent IT policies and risk assessments to preemptively address potential security threats.

PROFESSIONAL EXPERIENCE

Interim Executive Director — Spark (Nonprofit) | Oct 2025 – Jan 2026

- Lead Organizational Transformation – Oversee day-to-day operations and guide Spark's transition into a technology-driven, data-secure nonprofit.
- AI for Accessibility – Integrate AI-powered tools and assistive technologies to enhance independence and communication for individuals with disabilities.
- Leadership & Oversight – Manage staff, programs, and budgets while aligning operations with board-approved strategic goals.
- Partnership & Funding Development – Build partnerships with universities, corporations, and community organizations to expand impact and secure grants.
- Security & Compliance – Establish risk management policies, ensure data privacy, and embed ethical AI practices into organizational processes.

Certifications continued:

- National Information Assurance Training Standard CNSSI-4012: Senior System Manager
- Issing organization: National Security Agency
- Issued: 2014

- National Information Assurance Training Standard CNSSI-4013: System Administrator
- Issing organization: National Security Agency
- Issued: 2014

- National Information Assurance Training Standard CNSSI-4014A: Information Systems Security Officer
- Issing organization: National Security Agency
- Issued: 2014

- National Information Assurance Training Standard CNSSI-4015: System Certifiers
- Issing organization: National Security Agency
- Issued: 2014

- National Information Assurance Training Standard CNSSI-4016: Risk Analyst
- Issing organization: National Security Agency
- Issued: 2014

Professional experience countnes

Escalation Egineer **The IT Company | Nov 2024 – Aug 2025**

- Identify & Resolve Escalated Issues – Handle complex tickets unresolved by first-line support, ensuring timely resolution and following up with engineers for knowledge sharing.
- Technical Leadership & Mentorship – Provide hands-on guidance to engineers and analysts in secure AI design, fostering a culture of proactive defense, innovation, and compliance awareness.
- Root Cause Analysis & Prevention – Conduct deep forensic reviews of AI and data infrastructure incidents, identifying systemic weaknesses and implementing preventive controls to enhance system resilience.
- Secure Framework Development – Collaborate with cross-functional teams to design and integrate secure AI pipelines, applying SDLC principles across Azure environments (Databricks, Data Lake, Machine Learning).
- Governance, Compliance & Quality Assurance – Ensure alignment with HIPAA, SOC2, and HITRUST frameworks; perform regular audits of AI processes and tools to maintain data integrity, risk transparency, and best-practice adherence.

IT Project Manager **Summit Medical Group | May 2023 – Nov 2024**

Member of the Artificial Intelligence Management Committee, AI PM & Innovation

- AI Governance & Policy Development – Establish and enforce secure AI governance policies, addressing data privacy, ethical use, and model protection across Azure-based environments.
- Secure Systems Integration – Lead post-merger and enterprise integrations, embedding AI and cybersecurity controls into infrastructure and application layers.
- Operational Security Alignment – Drive alignment between IT, operations, and compliance to ensure AI and data systems meet HIPAA, SOC2, and HITRUST standards.
- Disaster Recovery & Continuity Planning – Design and execute resilient AI and data recovery strategies to safeguard critical infrastructure and model integrity.
- AI-Driven Enterprise Projects – Architect and implement AI solutions that improve performance, automation, and risk visibility across business units.
- Infrastructure & Cloud Security Oversight – Oversee the secure deployment of cloud and network systems, including Azure Data Lake, Databricks, and Machine Learning environments.

- Vendor & Third-Party Risk Management – Manage AI vendors and third-party integrations, operating a comprehensive TPRM program to evaluate and mitigate emerging security risks.
- Cross-Functional Leadership – Collaborate with data scientists, engineers, and compliance teams to embed security into every phase of the AI lifecycle.
- Stakeholder Engagement & Training – Communicate complex AI security principles to non-technical leaders, fostering awareness and adoption of secure AI practices.

IT Project Manager **C Spire Business | 6 years 9 months**

- **Spearhead Project Initiatives:** Diligently prepare comprehensive Statements of Work, laying the groundwork for project success.
- **Master of Coordination:** Seamlessly orchestrate project activities, resources, and equipment, ensuring all elements align perfectly for smooth execution.
- **Client Relations Expert:** Build robust relationships with clients, defining project scopes and capturing essential requirements to tailor solutions that meet their needs.
- **Schedule Architect:** Craft detailed project timelines and schedules, driving processes forward to adhere to tight deadlines.
- **Progress Tracker:** Keep a pulse on project milestones, utilizing advanced project management tools to monitor, schedule, and oversee all activities, ensuring targets are met promptly.
- **Communication Hub:** Serve as the primary point of contact for projects, ensuring all stakeholders are informed of the status and progress through clear and effective communication.
- **Data Analyst:** Assist in the aggregation and analysis of project data, enhancing portfolio reporting and strategic insights.
- **Prioritization Strategist:** Expertly plan and prioritize work assignments to maximize productivity and meet critical project deliverables.
- **Presentation Guru:** Develop compelling presentation materials for high-stake meetings, supporting strategic decision-making and project updates.
- **Administrative Leader:** Provide top-tier administrative support to management, optimizing operational efficiency.
- **CRM Custodian:** Manage and enhance the utility of C Spire's CRM systems, ensuring data integrity and accessibility to drive business decisions.

Project Field Technician Tier 2 **C Spire Business | Aug 2018 - July 2021**

- **Service Management and Incident Resolution:** Created and managed service requests, incidents, and problems using a ticketing system, ensuring timely and effective resolution of technical issues.
- **Project Leadership and Coordination:** Planned, managed, delegated, communicated, and executed tasks across multiple concurrent projects, demonstrating strong leadership and project management skills.

- **Complex Problem Management:** Addressed and resolved complex technical and relational issues, providing expert guidance and support to ensure smooth project execution and customer satisfaction.
- **Customer Onboarding and Infrastructure Management:** Facilitated the successful onboarding of new customers, overseeing the integration and management of their IT infrastructure.
- **Technical Quality Control and Testing:** Conducted a wide range of technical, quality control, and testing tasks to ensure the reliability and performance of IT systems.
- **Collaboration with Technical Teams:** Worked closely with fellow technicians, engineers, and project managers to complete project milestones and tasks, fostering a collaborative and productive work environment.
- **IT Infrastructure Operations:** Ensured the day-to-day operations of IT infrastructure, troubleshooting and administering Windows-based applications, operating systems (desktop and server), and server roles (AD DS, DHCP, DNS, DFS, Print Server, File Server). Additionally, provided robust support for Electronic Health Records (EHR) and Electronic Medical Records (EMR) systems, including Epic, Athena, and AllScripts, to ensure smooth operation within healthcare environments.
- **Security and Remediation:** Performed virus and malware remediation, ensuring the security and integrity of customer systems.
- **System Imaging and Buildouts:** Conducted computer and server imaging/buildouts, ensuring systems were configured and deployed efficiently.
- **Peripheral Troubleshooting:** Troubleshot and resolved issues with MFPs, scanners, and faxes, as well as configuring printers and basic switch setups.
- **Technical Documentation:** Completed technical documentation for installed and configured equipment, maintaining accurate and up-to-date records.
- **Network Connectivity Troubleshooting:** Addressed WiFi and network connectivity issues, ensuring stable and reliable network performance.
- **General Technical Support:** Provided comprehensive support to C Spire employees, including setup, configuration, and troubleshooting of PCs, laptops, and IP phones.
- **Process Documentation and Improvement:** Documented and updated processes, contributing to continuous improvement initiatives within the organization.
- **Customer Service Excellence:** Delivered excellent customer service to employees, ensuring their technical needs were met promptly and effectively.
- **Hardware Maintenance and Organization:** Assisted with maintaining and organizing hardware in the build room, assessing and managing equipment for optimal use and recycling when necessary.
- **Team Collaboration and Cross-Training:** Supported team members and cross-trained with co-workers, fostering a culture of knowledge sharing and continuous learning.
- **Operational Support and Cleanliness:** Helped maintain clean and organized build areas, ensuring a safe and efficient working environment.

Systems Administrator **C Spire Business | Sept 2016 - Aug 2018**

- **Network Installation and Configuration:** Expertly installed, configured, and supported LAN, WAN, and internet systems for commercial data corporations, ensuring seamless connectivity and optimal performance.
- **Proactive Network Monitoring and Maintenance:** Continuously monitored network systems to guarantee availability and reliability for all users, performing necessary maintenance to prevent downtime and address issues promptly.
- **Provided robust support for Electronic Health Records (EHR) and Electronic Medical Records (EMR) systems:** Including Epic, Athena, and AllScripts, to ensure smooth operation within healthcare environments.
- **Strategic Technology Assessment:** Identified and evaluated business technology opportunities, conducting cost-benefit analyses to recommend and implement effective technological solutions that drive business growth.
- **Performance Management and Optimization:** Maintained high levels of availability, reliability, and performance for advanced partner technology, implementing best practices and innovative strategies to enhance system efficiency.
- **Leadership in Network Administration:** Demonstrated leadership in managing network infrastructure, fostering a proactive approach to network maintenance and performance optimization, and driving continuous improvement initiatives.

Network Administrator **Visit Knoxville | Sept 2015 – Sept 2016**

- **Strategic Network Planning and Implementation:** Planned, executed, and oversaw the installation, configuration, and testing of network equipment, establishing and enforcing comprehensive network policies and procedures.
- **User Training and Support:** Designed and conducted training programs to educate users on network usage and best practices, providing ongoing support and resources to ensure optimal network utilization.
- **Project Coordination and Communication:** Coordinated project meetings, effectively communicating progress and updates to all stakeholders, ensuring alignment and timely completion of network-related projects.
- **Network Upgrades and Vendor Management:** Led network upgrade initiatives by collaborating with vendors, developing, testing, evaluating, and installing network enhancements to improve overall performance and reliability.
- **Technology Assessment and Implementation:** Identified, recommended, and implemented necessary technologies to maintain an optimal business computing environment, staying ahead of emerging trends and innovations.
- **Network Security Management:** Developed and enforced network access controls, monitoring systems, and evaluation processes to secure the network, while maintaining thorough documentation for compliance and auditing purposes.
- **LAN/WAN Performance Monitoring:** Monitored and maintained the availability and performance of LAN/WAN networks by evaluating key metrics such as utilization, throughput, and latency, ensuring a high level of network efficiency and reliability.
- **Leadership in Network Administration:** Demonstrated leadership in managing network infrastructure, driving continuous improvement in network operations and fostering a secure and efficient IT environment.

Lead Support Technician **Cellular Sales, Verizon | Nov 2014 – Sept 2015**

- **Technical Support and Device Repair:** Expertly troubleshot and repaired a wide range of devices including smartphones, tablets, laptops, and desktops, ensuring minimal downtime and maximum user satisfaction.
- **Technician Training and Development:** Led comprehensive training programs for new technicians, focusing on customer service excellence, advanced troubleshooting techniques, and effective repair methodologies.
- **Data Recovery Process Implementation:** Developed and implemented a robust data recovery process, safeguarding critical customer data and enhancing overall service reliability.
- **System Updates and Configuration:** Proficiently installed and configured updates for various operating systems, including Windows, Android, and iOS, ensuring devices operated with the latest features and security enhancements.
- **Backup Management:** Managed and maintained backup solutions for customers' mobile devices, ensuring data integrity and quick restoration in case of data loss.
- **Office 365 Setup and Support:** Provided expert setup and ongoing support for Office 365, optimizing productivity tools for business and individual clients.

Manager\Repair Technician **CPR Cell Phone Repair | Nov 2012 – Nov 2014**

- **Comprehensive Device Repair and Troubleshooting:** Expertly diagnosed and repaired a diverse range of devices, including smartphones, tablets, laptops, desktops, and game stations, ensuring high-quality service and customer satisfaction.
- **Security and Backup Management:** Effectively managed anti-virus software and implemented backup solutions for customers' mobile devices, enhancing device security and data protection.
- **System Updates and Configuration:** Proficiently installed and configured updates for multiple operating systems, including Windows, Android, and iOS, maintaining device functionality and security.
- **Customer Device Management:** Provided comprehensive support for Windows, Android, and iOS devices through various channels, including in-person consultations, email assistance, and phone support, ensuring seamless customer experience.
- **Team Leadership and Process Improvement:** Led a team of technicians, fostering a collaborative environment and continuously improving repair processes to enhance service efficiency and effectiveness.

Outlook

Online Form Submittal: Application for Boards and Commissions

From noreply@civicplus.com <noreply@civicplus.com>
Date Fri 12/5/2025 3:00 PM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions

First & Last Name	Sharon Bourgeois
Email Address	cupck3816@yahoo.com
Cell Phone Number (Primary)	8656609250
Home Phone Number	*Field not completed.*
Address	102 Westoverlook Dr.
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Female

CAREER INFORMATION

Retired	Yes
Company retired from:	Ut-Battelle
Current Employer	Retired
Current position/title	Retired

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	No, I've never served on a board or commission

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**

- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):	Arts, Culture, and History Alliance Advisory Board
How many times have you previously applied to this board?	None
Explain why you are interested in being appointed to this board or commission	I am interested in the arts and my brother-in-law is Bill Capshaw
Describe any special knowledge or past experience qualifying you for this appointment	I was a Girl Scout and Girl Scout Leader for my daughter and granddaughter.
List education, professional and/or current community activities	Graduated from Sevier County High School. I have a Bachelor's Degree from Tusculum in Organizational Management. I worked 20 years at Oak Ridge National Laboratory as a buyer and supervisor. I volunteer at church at Celebrate Recovery and Stephen Ministries. I also volunteer at the Anderson County Democratic Office
Second preference of board or commission (pick one):	[Oak Ridge] Convention and Visitors Bureau/Explore Oak Ridge (At-Large Representatives)
How many times have you previously applied to this board?	None
Explain why you are interested in being appointed to this board or commission	I am interested in the convention and vistors bureau because it's important to have an area that others want to visit.
Describe any special knowledge or past experience qualifying you for this appointment	I was a Girl Scout and Girl Scout Leader for my daughter and granddaughter.
List education, professional and/or current community activities	Graduated from Sevier County High School. I have a Bachelor's Degree from Tusculum in Organizational Management. I worked 20 years at Oak Ridge National Laboratory as a buyer and supervisor. I volunteer at church at Celebrate Recovery and Stephen

	Ministries. I also volunteer at the Anderson County Democratic Office.
Third preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this board?	None
Explain why you are interested in being appointed to this board or commission	I interested in Recreation and Parks, because it's good to have a place for the people of our community to gather.
Describe any special knowledge or past experience qualifying you for this appointment	I was a Girl Scout and Girl Scout Leader for my daughter and granddaughter.
List education, professional and/or current community activities	Graduated from Sevier County High School. I have a Bachelor's Degree from Tusculum in Organizational Management. I worked 20 years at Oak Ridge National Laboratory as a buyer and supervisor. I volunteer at church at Celebrate Recovery and Stephen Ministries. I also volunteer at the Anderson County Democratic Office.
Additional Attachments	Resume 2025.docx
Additional Attachments	*Field not completed.*

Disclaimer & Digital Signature

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By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

Please Check	I agree

Sharon Bourgeois Capshaw

Contact

102 Westoverlook Dr., Oak Ridge, TN 37830
(865)660-9250
cupck3816@yahoo.com
sbcapshaw@yahoo.com

Education

Roane State Community College, Oak Ridge, TN, Associates Degree in Contemporary Management

East Tennessee State University, Johnson City, TN

Tusculum College, Greenville, TN, Bachelor's Degree in Organizational Management with a concentration in Human Resources

Communication

Have great interpersonal, communication, multitasking, & organization skills. Communicates with ORNL research and support organizational staff along with vendors via in-person, email, phone & text. Familiar with labor relations principles and the union contract environment.

Leadership

Materials Supervisor-ORNL

Head Teller-First Tennessee Bank, Cumberland Avenue Branch, Knoxville, Tn

Troop Leader, Service Unit Manager (Supervision of troops within a service area) Troop and Service Unit Cookie Manager (cookie inventory controller) - Girl Scouts, Knoxville and Oak Ridge.

Meeting facilitator- ORNL

ORNL Leadership Training

Objective

Experience

May 2020-August 2025
Materials Supervisor UT-Battelle

May 2008-April 2020
Material Assistant • UT-Battelle

October 2005-May 2008
Material Assistant • MPI Business Solutions

Promote and maintain the values, ethics, business and safety cultures of Department of Energy (DOE), ORNL and Materials Management to focus on the needs of research, craft and maintenance personnel. Work independently with limited supervision to accomplish task and planning in a safe, compliant, timely and efficient manner. Work closely with division counterparts to support administrative functions, time keeping, feedback, overtime and work force instruction. Have working knowledge of Materials Management functions such as: receiving and distribution of incoming materials including; bulk, fragile, hazardous and radioactive materials; material handling equipment such as forklifts, pallet jacks, liftgates, etc. Support Materials Management activities such as: ensuring that Marketplace scans, vendor manifest and non-procurement purchases are entered accurately. Work daily with Contracts, Property Management, Accounts Payable, and vendors to resolve purchase order issues and items to be returned to vendors. Download vendor's purchase order, print barcode, and label unmarked incoming packages. Prepare Marketplace delivery spreadsheet used by Contracts for vendor annual reviews and participate in annual vendor reviews. Order material through P-Card, Marketplace, and requisitions. Update the ORNL stores catalog in Vinimaya daily. Download material clerks' scanners and review drivers' service logs for discrepancies and

On-site training: 7 Habits of Highly Effective People, Results through Influencing, Career Crossroads: Exploring a Transition into Management, Fostering a Team Culture, The Five Dysfunctions of a Team & Decision Making and Delegation workshop.
ORNL Supervisor Boot Camp
LOSA

Volunteer Work

Celebrate Recovery
Stephen Ministry

ensure corrections are made before going to Transportation Management. Schedule laborer's overtime, enter laborer's overtime in PALS and participated in meetings for over 50 laborers. Provide backup support for the fuel system, P-Card orders, cylinder scanning and loss of use report.

1992-1995
Head Teller-First Tennessee Bank
Cumberland Avenue Branch, Knoxville, Tn

Customer service, meet all needs of banking including: vault money inventory controller, cashier checks and cash draw balancing. Supervision of other tellers and their monetary needs.

1985-1992
Cashier-Sam's Wholesale Club
Walker Springs, Knoxville

Customer service, cash drawer inventory & balancing, 10 Key number pad.

Key Skills

ORNL system's skills: SAP (Systems, Applications, and Products in data Processing), PAS (Personnel Access System), STOP (Stop Audit Observations), Acutrax (Cylinder Tracking System), PALS (Payroll, Absence, and Labor System), OATS (Overtime Assignment Tracking System), P-Card (Purchase Card), Marketplace Purchaser), EMP (Employee Performance Management), Fuel System, Vinimaya Catalog, e-Prop (Property Management) and ACT (Assessment and Commitment Tracking System)
Other skills: team player, customer service, interpersonal and written communication skills, filing (paper & electronic), faxing, and copying. Create and compose documents with Microsoft Excel, PowerPoint, Outlook and Word.

Outlook

Online Form Submittal: Application for Boards and Commissions (March 2026)

From noreply@civicplus.com <noreply@civicplus.com>
Date Thu 2/12/2026 7:47 AM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions (March 2026)

First & Last Name	Jason Brant
Email Address	Jbnaturelover28@gmail.com
Cell Phone Number (Primary)	8657486565
Home Phone Number	*Field not completed.*
Address	131 w farragut rd
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Male

CAREER INFORMATION

Retired	No
Company retired from:	*Field not completed.*
Current Employer	7/11
Current position/title	Store Manager

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	No, I've never served on a board or commission

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**

- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this board?	Zero
Explain why you are interested in being appointed to this board or commission	Having an 8 year old daughter, I truly understand the importance of having parks and recreational opportunities with the community. I believe it strengthens the community to have the ability to enjoy our local parks, and also have the chance to come together for events.
Describe any special knowledge or past experience qualifying you for this appointment	Ive led the summer fire camp for Marlow Fire Department. As a father, I have had the chance to enjoy most of the parks in town.
List education, professional and/or current community activities	Marlow Volunteer Fire Department
Second preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Third preference of board or commission (pick one):	*Field not completed.*

How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Additional Attachments	inbound2933178512908995106.pdf
Additional Attachments	*Field not completed.*

Disclaimer & Digital Signature

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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 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.*

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Please Check	I agree
Signature	Jason L Brant
	X

Email not displaying correctly? View it in your browser.

Jason Brant

Customer Service Manager
Oak Ridge, TN 37830
jbnaturelover28@gmail.com
+1 865 748 6565

Authorized to work in the US for any employer

Work Experience

Store Manager

Weigel Stores, Inc.-Knoxville, TN
June 2024 to Present

• Oversaw all aspects of store operations, including sales, customer service, inventory management, and staff supervision

• Implemented effective strategies to drive sales growth and achieve revenue targets on a consistent basis

• Developed and executed marketing campaigns to increase brand awareness and attract new customers

• Managed a team of 30 employees, providing training, coaching, and performance evaluations to ensure high levels of productivity and customer satisfaction

• Developed employee schedules based on business needs while effectively managing labor costs within budget constraints

• Utilized POS systems to track sales data, monitor inventory levels, analyze trends, and generate reports for informed decision-making

• Created comprehensive training programs for new hires as well as ongoing development plans for existing staff members

• Managed store budgets, tracking expenses, and implementing cost-saving measures to maximize profitability

Department Manager

Wal-Mart-Knoxville, TN
January 2017 to June 2024

Former Assistant Manager who oversaw the Lawn and Garden and seasonal departments. In charge of daily execution of department standards, customer service, and freight management processes. Overseeing a staff of 10 or more at times.

Store Manager

Speedway-Louisville, KY
November 2005 to January 2017

As the Store Manager, I was responsible in making sure everything was done to ensure the successful operation of the store from day to day. This included daily paperwork, product ordering, maintaining gas equipment, cleaning, and preparing food.

Regional Loss Prevention Specialist

Target Corporation-Kingston, NY
June 2001 to November 2005

As the Regional Loss Prevention Specialist I was responsible of a staff of 8 in the 6 different locations. I ensured the highest levels of customer service while maintaining the safety of the store staff and the reduction of theft.

Education

Business Management, Criminal Justice (Associates)
American Intercontinental University
2010 to 2011

Skills

- Interviewing
- Payroll
- Store Management Experience
- Marketing
- Expense reports
- Customer service
- Profit and loss analysis
- Human resources
- Performance reviews
- Hiring
- Recruiting

Languages

- English

Certifications and Licenses

ServSafe

Alcohol Beverage Control (ABC) license

Outlook

Online Form Submittal: Application for Boards and Commissions

From noreply@civicplus.com <noreply@civicplus.com>
Date Thu 12/18/2025 2:53 PM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions

First & Last Name	Robert Fortney
Email Address	pfortney4579@comcast.net
Cell Phone Number (Primary)	8658055209
Home Phone Number	(865) 805-5209
Address	117 East Irving Lane
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Male

CAREER INFORMATION

Retired	Yes
Company retired from:	self-employed and Y-12
Current Employer	none
Current position/title	none

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	No, I've never served on a board or commission

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**

- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):	Traffic Safety Advisory Board
How many times have you previously applied to this board?	First time.
Explain why you are interested in being appointed to this board or commission	I am going to be fully retired on New Year's Eve 2025. I have lived in Oak Ridge for the past 41 years, and Oak Ridge is as near to a hometown as I have (I was a military dependent moving around a lot growing up, and then college and graduate school were the longest I lived somewhere before here, both of which are by definition transient places). Now that I'm retired I want to give back to the City of Oak Ridge. Not that it should count for much, my wife retired in 2019 from working at the Oak Ridge Public Library, and she kept me informed about the City.
Describe any special knowledge or past experience qualifying you for this appointment	For the Traffic and Safety Board, I have been a driver in Oak Ridge for the past 41 years and an avid bicyclists for the past 20 years. Therefore, I feel like I have a vested interest in this Board.
List education, professional and/or current community activities	High School: Miami Palmetto High School Undergraduate: College of William and Mary Graduate: University of Florida Licensed Clinical Psychologist in Tennessee (I have notified the licensing board of my retirement plans) Worked initially at Ridgeview in Oak Ridge, then in private practice in Oak Ridge. Starting briefly in 2003, but continuously from 2006 to 2023 worked part-time (20-30 hours a week) at Y-12.
Second preference of board or commission (pick one):	Arts, Culture, and History Alliance Advisory Board
How many times have you previously applied to this board?	None
Explain why you are interested in being appointed to this board or commission	I have a lifetime interest in history, art, and culture, which acquired through frequent moves. I have visited 22 countries and 48 States. I want to see the City of Oak Ridge prosper, and tourists dollars are a major asset for any city, as tourists leave money in the community but do not need services like schools.

	Plus, Oak Ridge is a fascinating town, and I would like more people to appreciate it.
Describe any special knowledge or past experience qualifying you for this appointment	None, except for a lay interest in these areas.
List education, professional and/or current community activities	College classes I have attended any Ray Smith lecture I can find, as well as National Park Service tours. My fantasy baseball team is the Oak Ridge Bombers :)
Third preference of board or commission (pick one):	~~Recreation and Parks Advisory Board~~
How many times have you previously applied to this board?	None
Explain why you are interested in being appointed to this board or commission	I have utilized the Park system in Oak Ridge repeatedly over the past 41 years. They are a wonderful asset, and I have been impressed by the City's maintenance of the parks. I am looking forward to the rails-to-trails that will run through Oak Ridge, and I hope some day that the bike trail that ends at the Haw Ridge parking lot will be connected to the ones in Knoxville (probably not in my lifetime).
Describe any special knowledge or past experience qualifying you for this appointment	Personal use of the parks.
List education, professional and/or current community activities	Personal use of the parks.
Additional Attachments	*Field not completed.*
Additional Attachments	*Field not completed.*

Disclaimer & Digital Signature

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Please Check	I agree
Signature	Robert Fortney
	X

Email not displaying correctly? View it in your browser.

Outlook

Online Form Submittal: Application for Boards and Commissions (March 2026)

From noreply@civicplus.com <noreply@civicplus.com>
Date Thu 2/26/2026 12:05 PM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions (March 2026)

First & Last Name	Justin Kingrea
Email Address	j.kingrea@outlook.com
Cell Phone Number (Primary)	865-816-4552
Home Phone Number	*Field not completed.*
Address	132 Summit Ridge Ln. Oak Ridge, TN 37830
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Male

CAREER INFORMATION

Retired	No
Company retired from:	*Field not completed.*
Current Employer	Clayton Homes
Current position/title	Project Manager

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	No, I've never served on a board or commission

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**

- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this board?	0
Explain why you are interested in being appointed to this board or commission	I'm interested in serving on the Recreation and Parks Advisory Board because our parks and community spaces are an important part of our city. I'd like to give back by helping make sure these areas stay welcoming, well-maintained, and accessible for everyone.
Describe any special knowledge or past experience qualifying you for this appointment	My family and I frequently use the various Oak Ridge parks. Having been involved in the 2025 Oak Ridge Citizens Academy, I gained an even better understanding of how people use our parks and recreation programs. I feel confident that I can bring a practical, organized, and community-focused perspective to the board.
List education, professional and/or current community activities	Education: Master's Degree Professional Experience: 7+ Years in Project Management Community & Personal Involvement: - 2025 Oak Ridge Citizens Academy - Regular user of the city's parks and trails - Weekly open play and tournament player at local pickleball club
Second preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*

List education, professional and/or current community activities	*Field not completed.*
Third preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Additional Attachments	*Field not completed.*
Additional Attachments	*Field not completed.*

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Please Check	I agree
Signature	Justin Kingrea
	X

Form Center

By signing in or creating an account, some fields will auto-populate with your information.

Application for Boards and Commissions

Sign in to Save Progress

First & Last Name*

~~John Smith~~ Fay Martin

Email Address*

faymart@bellsouth.net

Cell Phone Number (Primary)*

865-719-8663

Home Phone Number

865-482-2969

Address*

108 Meadow Rd., Oak Ridge, TN 37830

Applicants must live in Oak Ridge

Race (Optional)

- [x] White
- [x] Black or African American
- [ ] Asian
- [ ] Native American or Other Pacific Islander
- [x] Other Jewish

Other:

Other Race

Gender (Optional)

- [x] Female
- [ ] Male
- [ ] Transgender
- [ ] Non-binary/non-conforming
- [ ] Prefer Not To Say

CAREER INFORMATION

Retired*

- [x] Yes
- [ ] No

Company retired from:

ORNL

Current Employer*

Current position/title*

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?*

- [ ] Anderson County Board of Equalization
- [ ] Anderson County Economic Development Association
- [ ] Anderson County Community Action Commission
- [ ] Anderson County Tourism Council
- [ ] Arts, Culture and History Alliance Advisory Board
- [ ] Board of Building and Housing Code Appeals
- [ ] Oak Ridge Convention and Visitors Board
- [ ] Industrial Development Board
- [ ] Oak Ridge Housing Authority
- [ ] Oak Ridge Municipal Planning Commission
- [ ] Environmental Quality Advisory Board
- [ ] Trade Licensing Board
- [ ] Oak Ridge Beer Permit Board
- [ ] Board of Zoning Appeals
- [ ] Disability Advisory Board
- [x] Health and Educational Facilities Board
- [ ] Oak Ridge Heritage Railroad Authority
- [ ] Oak Ridge Land Bank Corporation Board of Directors
- [ ] Personnel Advisory Board
- [ ] Recreation and Parks Advisory Board
- [x] Senior Advisory Board
- [ ] Traffic Safety Advisory Board
- [ ] No, I've never served on a board or commission

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**
- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):*

- ☐ Anderson County Board of Equalization
- ☐ Anderson County Economic Development Association
- ☐ Arts, Culture, and History Alliance Advisory Board
- ☐ Beer Permit Board
- ☐ Board of Building and Housing Code Appeals
- ☐ [Oak Ridge] Convention and Visitors Bureau/Explore Oak Ridge (Hotel Representatives)
- ☐ [Oak Ridge] Convention and Visitors Bureau/ Explore Oak Ridge (At-large Representatives)
- ☐ Disability Advisory Board
- ☐ Environmental Quality Advisory Board
- ☐ Industrial Development Board
- ☐ Oak Ridge Housing Authority
- ☐ Oak Ridge Land Bank Corporation Board of Directors
- ☐ Oak Ridge Municipal Planning Commission
- ☐ Personnel Advisory Board
- ☒ Recreation and Parks Advisory Board
- ☒ Senior Advisory Board
- ☐ Trade Licensing Board
- ☐ Traffic Safety Advisory Board

How many times have you previously applied to this board?*

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

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

I have served on ~~both~~ this board~~s~~ in the past

List education, professional and/or current community activities*

Second preference of board or commission (pick one):

- ☐ Anderson County Board of Equalization
- ☐ Anderson County Economic Development Association
- ☐ Arts, Culture, and History Alliance Advisory Board
- ☐ Beer Permit Board
- ☐ Board of Building and Housing Code Appeals
- ☐ [Oak Ridge] Convention and Visitors Bureau/Explore Oak Ridge (Hotel Representatives)
- ☐ [Oak Ridge] Convention and Visitors Bureau/Explore Oak Ridge (At-Large Representatives)
- ☐ Disability Advisory Board
- ☐ Environmental Quality Advisory Board
- ☐ Industrial Development Board
- ☐ Oak Ridge Housing Authority
- ☐ Oak Ridge Land Bank Corporation Board of Directors
- ☐ Oak Ridge Municipal Planning Commission
- ☐ Personnel Advisory Board
- ☒ Recreation and Parks Advisory Board
- ☐ Senior Advisory Board
- ☐ Trade Licensing Board
- ☐ Traffic Safety Advisory Board

How many times have you previously applied to this board?

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

I have served on this Board in the past

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

List education, professional and/or current community activities

B Sc. University of the West Indies
M. Sc. Mac Master University, Hamilton, Ontario, Canada
Ph. D. The University of TN, Knoxville

Third preference of board or commission (pick one):

- ☐ Anderson County Board of Equalization
- ☐ Anderson County Economic Development Association
- ☐ Arts, Culture, and History Alliance Advisory Board
- ☐ Beer Permit Board
- ☐ Board of Building and Housing Code Appeals
- ☐ [Oak Ridge] Convention and Visitors Bureau/Explore Oak Ridge (Hotel Representatives)
- ☐ [Oak Ridge] Convention and Visitors Bureau/Explore Oak Ridge (At-Large Representatives)
- ☐ Disability Advisory Board
- ☐ Environmental Quality Advisory Board
- ☐ Industrial Development Board
- ☐ Oak Ridge Housing Authority
- ☐ Oak Ridge Land Bank Corporation Board of Directors
- ☐ Oak Ridge Municipal Planning Commission
- ☐ Personnel Advisory Board
- ☐ Recreation and Parks Advisory Board
- ☐ Senior Advisory Board
- ☐ Trade Licensing Board
- ☐ Traffic Safety Advisory Board

How many times have you previously applied to this board?

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

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

List education, professional and/or current community activities

Additional Attachments

Choose File No file chosen

Include a resume or any other supplemental materials.

Additional Attachments

Choose File No file chosen

Disclaimer & Digital Signature

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 requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in the application are true to the best of my knowledge.*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

Please Check*

☐ I agree

Signature*

First M. Last Fay Maureen Martin

Please type out your digital signature.

FAY MAUREEN MARTIN

Outlook

Online Form Submittal: Application for Boards and Commissions (March 2026)

From noreply@civicplus.com <noreply@civicplus.com>
Date Wed 2/11/2026 4:39 PM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions (March 2026)

First & Last Name	Robert Mindrup
Email Address	rmindrup@gmail.com
Cell Phone Number (Primary)	865 360 7990
Home Phone Number	*Field not completed.*
Address	130 Amanda Dr. Oak Ridge, TN 37830
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Male

CAREER INFORMATION

Retired	No
Company retired from:	*Field not completed.*
Current Employer	University of Tennessee-Knoxville
Current position/title	Clinical Professor and BSSW Programs Director

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	No, I've never served on a board or commission

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**

- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this board?	Zero
Explain why you are interested in being appointed to this board or commission	I am interested in being appointed to the Recreation and Parks Advisory Board for several primary reasons. First, my wife and I are blessed with four children ages (14, 11, 9, and 4), three of which are school aged and attend Oak Ridge schools. My wife is a native Oak Ridger and we have lived in Oak Ridge for the last 11 years and we are deeply committed to helping make Oak Ridge a great place to raise a family. As a family who lives very near to Melton Lake Park, we spend a great deal of time and have a profound appreciation for the outdoor experiences that Oak Ridge has to offer. I am particularly interested in the Oak Ridge master plan and how this committee can be at the forefront of how we can continue to improve upon our parks and recreation infrastructure moving forward.
Describe any special knowledge or past experience qualifying you for this appointment	I have never served on a public board or commission, but I have had a great deal of community leadership experience in my previous role as Vice-Chair and Board Development Chair of the Boys and Girls Club of Oak Ridge. In these roles, I assisted with oversight of club leadership, operations, and fundraising. I also led efforts to vet prospective board members, prepare board members for service, and to make sure the board operations were functioning optimally. In my leadership role at UTK, I have previously served as Chair of the Undergraduate Council, which governs all academic and academic policies for the entire university. I am very accustomed to serving on committees in many other roles at the university. What all these experiences have in common is my commitment to helping shape the development and wellbeing of others, particularly our youth and young adults.
List education, professional and/or current community activities	In addition to what is described above, my training and work as a Clinical Psychologist working in primary care and other settings has afforded me the great privilege of helping others who need it most. While I will not bore you with research and data, I will say that one of the best and most evidenced based strategies that a person can do to positively impact their overall

	health and wellbeing is to engage in physical activity and recreation. It is imperative that as citizens of Oak Ridge, we do everything we can to ensure to invest in our parks and recreation infrastructure and opportunities, which I believe is crucial to the vitality and wellbeing of our city and those who reside here.
Second preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Third preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Additional Attachments	CV (2025).docx
Additional Attachments	*Field not completed.*

Disclaimer & Digital Signature

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 requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in the application are true to the best of my knowledge.*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

Please Check	I agree
Signature	Robert Matthew Mindrup
	X

Email not displaying correctly? View it in your browser.

CURRICULUM VITAE

Robert M. Mindrup

EDUCATION:

2005-2009

Forest Institute of Professional Psychology, Springfield, MO
Degree: Doctor of Psychology (Summa Cum Laude)
Program: Clinical Psychology
Accredited by the American Psychological Association
Dissertation title: *The Relationship Between White Privilege Attitudes and Multicultural Counseling Competence Among Graduate Students in Three Fields of Study.*

2008

Washington University School of Law, St. Louis, MO
Certification: Mediation
Concentration: Civil and Family Mediation

2006-2008

Forest Institute of Professional Psychology, Springfield, MO
Post-Graduate Certification in Marriage and Family Therapy
Commission on Accreditation for Marriage and Family Therapy Education

2003-2005

University of Tennessee, Knoxville, TN
Degree: Master of Science in Social Work
Program: Clinical Social Work
Accredited by the Council on Social Work Education

1999-2003

Blackburn College, Carlinville, IL
Degree: Bachelor of Arts
Program: Psychology (Experimental emphasis)

PROFESSIONAL LICENSURE:

Licensed Psychologist-HSP TN License Number: 2924

ACADEMIC EXPERIENCE:

2015-Present

University of Tennessee, Knoxville, TN
College of Social Work

Position: ***Clinical Professor***
Director of BSSW Programs (current)

Interim Director of DSW Program (Fall 2015 semester only)
Chair, Undergraduate Council (2018-2019)

- Courses taught in the Doctor of Social Work (DSW) program
  - (SW 610) Cognitive Behavior Therapy I
  - (SW 611) Cognitive-Behavior Therapy II
  - (SW 615) Psychopathology and Psychopharmacology
- Course taught in the Master of Science in Social Work (MSSW) online program
  - SW (537) Introduction to Psychopathology and Social Work Practice
  - (SW 562) Evidence-based Interpersonal Practice with Adult Individuals
- Courses taught in the Bachelor of Science in Social Work (BSSW) program
  - (FYS 101) First Year Studies
  - (SW 460) Integrative Seminar
  - (TRNS 201) Transitions to Rocky Top
- Serve as chair of numerous DSW student capstone committees
- Committee member on dissertation committee in UT Counseling Psychology Program
- Service to the university committees (past and/or current)
  - University Honors and Scholars Committee
  - Academic Advising Leadership Group (AALG) Committee
  - University Undergraduate Council (Chair)
  - University Undergraduate Curriculum Committee (Ex-officio)
  - University Undergraduate Academic Policy Committee (Ex-officio)
  - University Undergraduate General Education Committee (Ex-officio)
  - University Vol Core Implementation Committee
  - University Engaged Inquires General Education Subcommittee
  - University Research Advisory Committee (URAC)
  - Wellness Living and Learning Community Liaison Committee
  - Center for Career Services Advisory Council
  - Student Success Advisory Council
  - Online Pedagogy Taskforce
  - Online Institutional Processes Taskforce
  - 5-year Dean Reappointment Committee for Dean Lori Messinger
- Oversee the day to day operations of the BSSW Programs (Knoxville and Online)
  - Chair BSSW Program Committee and subcommittees
  - Program development and evaluation
  - Faculty mentor for the Bachelors of Social Work Organization (BSWO)

June 2013- July 2015
Lincoln Memorial University
College of Education (Counseling and Guidance Program)
Master's Degree Program
Course Name: Evidenced-based Treatment Planning (2 semesters)
Adjunct Professor

- Developed syllabus

- Developed and graded course materials
- Instructed on evidence-based treatments for psychiatric disorders
- Instructed on principles and practices of Motivational Interviewing

August 2012- June 2015

University of Tennessee
College of Social Work
Doctor of Social Work Program
Course Name: Psychopathology and Psychopharmacology (3 semesters)
Co-Adjunct Professor

- Co-developed syllabus
- Co-developed and graded course materials
- Instructed on diagnosis and psychotropic treatment of psychopathology

January 2012- May 2015

Lincoln Memorial University
College of Education (Counseling and Guidance Program)
Master's Degree Program
Course Name: Psychopathology (3 semesters)
Adjunct Professor

- Developed syllabus
- Developed and graded course materials
- Instructed on diagnosis and treatment of psychopathology

June 2011-July 2011

Lincoln Memorial University
College of Education (Counseling and Guidance Program)
Master's Degree Program
Course Name: Child and Adolescent Psychopathology (1 semester)
Adjunct Professor

- Developed syllabus
- Developed and graded course materials
- Instructed on diagnosis and treatment of child and adolescent psychopathology

January 2010-December 2010

Lincoln Memorial University
College of Education (Counseling and Guidance Program)
Master's Degree Program
Course Name: Individual Assessment (3 semesters)
Adjunct Professor

- Developed syllabus
- Developed and graded course materials
- Instructed on the administration, scoring, and interpretation of behavioral, cognitive, and achievement assessments

March 2009-June 2009

Wright State University
College of Education and Human Services
Master's Degree Program
Course Name: Student Development in Human Diversity Issues (1 semester)
Instructor

- Developed syllabus
- Developed and graded course materials
- Lectured and facilitated discussions on human diversity issues

August 2008-November 2008
Wright State University
School of Professional Psychology
Doctoral Degree Program
Course Name: Interviewing I (1 semester)
Teaching Assistant

- Developed quizzes and examinations
- Evaluated student performance on clinical interviewing techniques (paraphrasing, reframing, reflection of feeling, conveying empathy, formulation of goals, and assessing for suicide risk)

PROFESSIONAL NON-ACADEMIC EXPERIENCE:

2023-current
Spring Health
Position: Clinical Psychologist (Part-time)

- Provide telehealth individual therapy to adults

2015-2023
Cherokee Health Systems, Maynardville, TN
Position: **Clinical Psychologist (Part-time)**

- Provide individual therapy to children, adolescents, and adults
- Supervise doctoral level clinical/counseling psychology students

2010-2015
Cherokee Health Systems, Maynardville, TN
Position: **Senior Clinician (Full-time)**
Behavioral Health Consultant
Clinical Psychologist

- Lead weekly integrated healthcare treatment teams (MD's, NP's, LCSW's)
- Provide individual therapy to children, adolescents, and adults
- Provide couples, group, and family therapy
- Provide consultation and training to Federally Qualified Health Centers
- Provide comprehensive psychological assessments
- Conduct behavioral health consultations
- Supervise case managers

- Supervise day treatment program
- Supervise graduate level practicum students
- Served in the National Health Service Corps (2011-2015)

2009-2010

Cherokee Health Systems, Maynardville, TN

Position: **Post-Doctoral Fellow** (Full-time)

- Provide individual therapy to children, adolescents, and adults
- Provide couples, group, and family therapy
- Provide comprehensive psychological assessments
- Conduct behavioral health consultations

2007-2008

Operation US Grant, Springfield, MO

5.1 million dollar Federally Funded Grant

Position: **Group facilitator** (Part-time)

- Facilitated evidenced-based psycho-educational and relational groups
  - *How to Avoid Marrying a Jerk* (PICK A PARTNER)
  - *Prevention and Relationship Enhancement Program* (PREP)
  - *Within My Reach*
  - *Within Our Reach*

2004-2005

Dialectical Behavior Therapy Resources of East Tennessee, Knoxville, TN

Position: **Co-therapist** (Part-time)

- Co-facilitated DBT groups
  - Interpersonal Effectiveness
  - Emotion Regulation
  - Distress Tolerance
  - Mindfulness

2003-2004

Private Practice, Nancy Truett, M.S., NCC, LPC-MHSP, Knoxville, TN

Position: **Co-therapist** (Part-time)

- Co-facilitated couple and family therapy
- Co-coordinated court-mandated supervised child-parent visitations

CONSULTATION/TRAINING EXPERIENCE:

2012-2015

Cherokee Health Systems, Knoxville TN

Integrated Healthcare Academy

Behavioral Health Consultant Academy

Audience: CEO's, CFO's, and Clinicians (MD's, LCSW's, others) from Federally Qualified Health Centers from over 40 states
Position: **Co-Trainer/Presenter**

- Presentations on Implementation of Integrated Healthcare Model
- Facilitation of clinical training on evidenced-based practices in integrated healthcare

2013

Cherokee Health Systems, Knoxville, TN
Consultation and Training
Position: **Professional Consultant** (3 months)
Audience: Kentucky Primary Care Association
Best Practices and Implementation in Integrated Healthcare

2006- 2008

Forest Institute of Professional Psychology, Springfield, MO
Child Welfare Training Grant
Graduate Assistantship for 1.2 million dollar Federally Funded Grant
Supervisor: Kristina Brown, Ph.D.
Position: **Clinical Trainer**

- Co-drafted program curriculum and outreach
- Presentation of training modules to mental health professionals and students
- Data collection to assess and establish community need for training resources
- Co-developed and revised training modules:
  - Domestic Violence
  - Substance Abuse and Intimate Relationships
  - Immigration Issues
  - Relationship Education for Singles
  - Stepfamilies
  - Fragile Families and Environmental Issues
  - Infidelity
  - Fatherhood Involvement

PUBLICATIONS/PROFESSIONAL PRESENTATIONS:

Garland, B.H., **Mindrup, R.M.,** Zottarelli, L.K., and McCarley, J.D. (2021). Effects of a same day post-detoxification alcohol use disorder treatment admission policy. *Journal of Social Work Practice in Addictions.* https://doi.org/10.1080/1533256X.2021.1996839

Smith, R. G., **Mindrup, R. M**, Foley, L. T., Porter, R., Herron, F. B., Patterson, D. A. & Wooten, R. M. (2020). Engagement in mental health services after CIT: A small pilot study in rural Mississippi. *Journal for Advancing Justice, 3*, 15-36.

Jones, N.V., **Mindrup, R.M.,** Herron, F.B., Patterson, D.A., Conner, L.R. (2019). Discrimination, stress, variability: What affords black gay women protection? *Journal of Behavior and Social Science, 6,* 133-142.

Mindrup, R., Gandy, A., Duncan, T., & Donahue, M. (2019, October). *Promoting Student Success in Undergraduate Social Work: Implications for the Implicit Curriculum.* Panel Presentation at Council on Social Work Education (CSWE) APM, Denver CO.

Mindrup, R., Mzorinski, E., & McPhetridge, M. (2019, March). *Transfer Student Peer Mentoring.* Interactive Workshop at Bachelors Program Director (BPD) APM, Jacksonville, FL.

Mindrup, R. & Mastrogiovanni, J., Bararillo, L., & Francis, B. (2018, September). *The Advising Intake: An Integrated and Targeted Approach to Academic Advising.* Presentation at the UTK 2nd Annual Advising Conference, Knoxville, TN.

Rust, C., Ford, J., Esters, B., Dougherty, T., Yarnell, R., Bruce, H., **Mindrup, R.,** & Schriver, R. (2018, July). *Behavioral Intent among Health Professionals in Assessing Patients for and Addressing Medication Nonadherence.* Presentation at the American Association of Colleges of Pharmacy (AACP) Annual Meeting, *Pharmacy Education 2018* in Boston, MA.

Mindrup, R. & Gandy, A. (2018, April). *Hemingway and First Year Studies: A Time for Reflection.* Presentation at the UTK First Year Studies Annual Conference, Knoxville, TN.

Dougherty, T., Esters, B., Bruce, L., **Mindrup, R.,** & Schriver, R. (2018, January). *Addressing Medication Adherence Across the Lifespan: An Interdisciplinary Approach.* Presentation at South College, School of Pharmacy, Knoxville, TN.

Mindrup, R., Held, M., Schriver, R., & Mallory, K. (2017, November). *"Closing the health gap" and Integrated Health Care: Implications for graduate social work education.* Panel Presentation at Council of Social Work Education (CSWE) APM, Dallas, TX.

Mindrup, R. (2016, January). *Ethical/clinical radar in integrated health care.* Presentation to Cherokee Health Systems, Inc., Knoxville, TN.

Mindrup, R. (2015, October). *The doctor will see you now....and so will the clinical social worker.* Presentation to the College of Social Work at the University of Tennessee, Knoxville, TN.

Mindrup, R., Spray, B., & Lamberghini-West, A. (2011). White privilege and multicultural counseling competence: The Influence of field of study, sex, and racial/ethnic exposure. *Journal of Ethnic and Cultural Diversity in Social Work, 20*(1), 20-38.

Mindrup, R. & Zafar, M. (2009, April). *Grandparents Raising Grandchildren: Clinical Considerations*. Presentation to Wright State University School of Professional Psychology, Dayton, OH.

Mindrup, R. (2008, October). *White Privilege and Multicultural Counseling Competence Among Graduate Students*. Poster session presented at the annual conference of the Ohio Psychological Association, Columbus, OH.

Mindrup, R. (2008). The Relationship Between White Privilege Attitudes and Multicultural Counseling Competence Among Graduate Students in Three Fields of Study. Unpublished doctoral dissertation, School of Professional Psychology at Forest Institute, MO.

Mindrup, R. (2008, April). *Tales From A Federally Funded Grant on Child Welfare: A Graduate Student Perspective.* Poster session presented at the annual conference of the Missouri Association of Marriage and Family Therapy, St. Louis, MO.

Baker, J., Larson, A., Johnson, R., **Mindrup, R**., & Sweatt, D. (2007, July). *Marriage Education For Good Ole' Boys.* Presentation at the annual conference of Smart Marriages, Denver, CO.

Mindrup, R. (2007, September). Marriage and Family Concerns for Immigrants. Presentation at the annual conference of Building the Foundation, Ozark, MO.

INTERNSHIP/PRACTICUM EXPERIENCE:

September 2008-September 2009

Wright State University SOPP Internship Program, Dayton, OH
Accredited by the American Psychological Association
Director of Internship Training: Victor McCarley, Psy.D.

Counseling and Wellness Services at Wright State University
Supervisors: Robert Rando, Ph.D. ABPP
Jeffrey Allen, Ph.D. ABPP
Martyn Whittingham, Ph.D.
Erin Frick, Psy.D.
Daniela Burnworth, Ph.D.
Jeanne Robinson-Kyles, Ph.D.

- Provided individual and couples therapy to college students
- Facilitated a process group for Men's issues
- Conducted comprehensive psychological assessments
- Conducted ADHD/Learning Disability assessments
- Supervised a fourth year doctoral student in individual therapy
- Provided outreach, consultation, and mediation services to students and staff in residence halls on the campus of Wright State University

South Community Behavioral Healthcare
Brief Therapy Center

Supervisor: J. Scott Fraser, Ph.D. ABPP

- Provided individual therapy to children, adolescents, and adults
- Conducted couple and family therapy
- Provided individual therapy for the Employee Assistance Program
- Co-facilitated a DBT informed skills group
- Conducted comprehensive psychological assessments
- Provided consultation and program evaluation to local businesses
- Developed and conducted seminars and training to therapists, case managers, and physicians on various clinical issues and topics
- Provided supervision for two practicum students in psychological assessment and group therapy

July 2007-March 2008

Hand in Hand Multicultural Center, Springfield, MO

Supervisor: Judith Gonzalez, Psy.D. LMFT

- Conducted individual, couple, and family therapy with Hispanic and Vietnamese populations
- Completed comprehensive psychological assessments and integrative reports

July 2007-December 2007

Sac River Counseling, Greenfield, MO

Supervisor: Rebecca Roller, Psy.D, LMFT.

- Completed comprehensive psychological assessments and integrated reports for children, adolescents, and adults
- Conducted individual (child & adult), couple, and family therapy

April 2007-December 2007

Greene County Jail, Springfield, MO

Supervisor: Jennifer L. Baker, Psy.D., LMFT

- Conducted anger management groups to inmates

April 2007-June 2007

Victory Mission, Springfield, MO

Supervisor: Jennifer L. Baker, Psy.D., LMFT

- Conducted relationship education (Within My Reach) groups to low-income residents

July 2006-June 2007

Robert J. Murney Clinic, Springfield, MO

Supervisors: Darryl Haslam, Ph.D., LCSW
Judith Gonzalez, Psy.D., LMFT
Jennifer L. Baker, Psy.D., LMFT

- Conducted individual, couple, and family therapy
- Completed comprehensive psychological assessments and integrated reports
- Completed theoretical case conceptualizations

- Trained in theory and application of cognitive behavioral, experiential, solution-focused, and strategic approaches to psychotherapy

August 2004-May 2005

St. Mary's Health System, Knoxville, TN
Intensive-Outpatient Program
Supervisors: Joquetta Hutchens, M.S.S.W., LCSW, BCD
B.E. Colway, M.S.S.W., LSCW

- Conducted individual, family, process groups, and psycho-educational groups
- Trained in theory and application of Dialectical Behavior Therapy (DBT)
- Experience with the following populations/presenting problems:
  - Dual diagnosis
  - Severe mental illness
  - Personality disorders (specifically, Borderline Personality Disorder)
- Conducted psychosocial assessments, intakes, insurance pre-certifications and reviews
- Participated in weekly treatment teams with psychiatrists, psychotherapists, social workers, and psychiatric nurses

August 2003-May 2004

Catholic Charities of East Tennessee, Knoxville, TN
Knoxville Catholic High School
Supervisors: Fr. Ragan Schriver, Psy.D., M.S.S.W., M.A.
Nancy Truett, M.S., NCC, LPC-MHSP

- Conducted individual and group therapy
- Facilitated social skills, anger-management, and grief groups
- Developed treatment plans and Individualized Education Plans
- Facilitated weekly treatment teams with school psychologists, special needs counselor, guidance counselors, principals, and teachers

PROFESSIONAL ORGANIZATION:

- American Psychological Association (APA)
- Council of Social Work Education (CSWE)
- The Association of Baccalaureate Social Work Program Directors (BPD)
- Knoxville Area Psychological Association
  - Board of Directors (Secretary) 2011-2014

HONORS/AWARDS/RECOGNITIONS:

- Nominated for inaugural Inspirational Teaching Award, 2022
- UTK Instructor of the Year (Transitions to Rocky Top, TRNS 201), 2020
- Supervisor of the Year Nominee (UT College of Social Work), 2012
- President's List: 2005-2008
- The Forest Institute Research Award ($1,000), 2007
- Nominee for the Robert J. Murney Memorial Award, 2007

- Grand Marshall for Forest Institute Commencement Ceremony, 2007
- Outstanding Performance to the Diversity Committee of the Forest Institute, 2006

PROFESSIONAL CONFERENCES/TRAINING:

- Annual Psychiatric Symposium
- Annual UTK College of Social Work eVOLve Conference
- Council on Social Work Education (CSWE) Annual Conference
- Bachelor's Program Director (BPD) Annual Conference
- University of Tennessee Leadership Academy, 2017-2018
- Council on Social Work Education (CSWE) New Program Director Academy, 2016-2017
- Mindfulness and Cognitive Behavior Therapy
- Acceptance and Commitment Therapy in Practice
- Behavioral Activation for the Treatment of Avoidance in Depression
- Cognitive Processing Therapy (Treatment for PTSD) Training
- Motivational Interviewing: Preparing People to Change Health Behaviors
- University of Tennessee-College of Social Work Field Instructor Training
- State of Tennessee, Mandatory Pre-Screening Agent Training
- Wright State University School of Professional Psychology Seminars
    - Treatment of Eating Disorders
    - Forensic and Clinical Issues
    - Evidenced Based Behavioral Medicine
    - Integrative Psychological Assessment
    - Disability Issues
    - Adaptive Model of Supervision
- Prevention and Relationship Enhancement Program Training
- Love and Logic Facilitator Training
- Bridging Differences: Training in Clinical Strategies for Healing Strained Relationships
- Grief Support Training for Children and Adolescents

COMMUNITY/EXTRACURRICULAR INVOLVMENT:

- State of Tennessee, Department of Education, Division of College, Career, and Technical Education (CCTE), Advisory Council Member for Human Services Industry.
- Boys and Girls Club of Oak Ridge, 2019-present
    - Co-Vice Chair, Board of Directors
    - Chair, Board Development Committee
    - Board Liaison to the Boys and Girls Club of America
- Awakening and De-privileging Our Whiteness (ADOW) developer and group facilitator for graduate students in mental health, 2007-2009
- Study Circles Against Racism (SCAR) group facilitator for professors, graduate students, and local community, 2004-2009
- Alzheimer's support group facilitator, 2007

- Student member of the Diversity Committee at the Forest Institute of Professional Psychology, 2006-2009
- Students Promoting Multicultural Appreciation and Awareness (SPMAA), Vice-President, 2006
- Masters of Social Work Organization (MSWO), Treasurer, 2004-2005

Outlook

Online Form Submittal: Application for Boards and Commissions

From noreply@civicplus.com <noreply@civicplus.com>
Date Sun 11/30/2025 8:07 PM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions

First & Last Name	Fran Pisano
Email Address	fppmd2@gmail.com
Cell Phone Number (Primary)	865-250-4198
Home Phone Number	*Field not completed.*
Address	108 Euclid Place, Oak Ridge TN 27820
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Female

CAREER INFORMATION

Retired	No
Company retired from:	*Field not completed.*
Current Employer	ETCH/Oak Ridge Pediatrics
Current position/title	Physician

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	No, I've never served on a board or commission

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**

- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this board?	none
Explain why you are interested in being appointed to this board or commission	I enjoy all the amenities of living in Oak Ridge, especially the green space, and would like to serve to help the city. This is the only Board to which I am applying
Describe any special knowledge or past experience qualifying you for this appointment	As a pediatrician and a physician Board Certified in Obesity Medicine, recreation and exercise is an important part of a healthy lifestyle. I also hike and use many of the greenways and exercise paths.
List education, professional and/or current community activities	Medical Degree Board of Directors, Child Advocacy Center of Anderson County
Second preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Third preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this	*Field not completed.*

board?

Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Additional Attachments	*Field not completed.*
Additional Attachments	*Field not completed.*

Disclaimer & Digital Signature

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Please Check	I agree
Signature	Frances P Pisano
	Field not completed.

Email not displaying correctly? View it in your browser.

Outlook

Online Form Submittal: Application for Boards and Commissions

From noreply@civicplus.com <noreply@civicplus.com>
Date Wed 12/31/2025 12:53 PM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions

First & Last Name	Amanda J Roberson
Email Address	ajrobers@gmail.com
Cell Phone Number (Primary)	6145615847
Home Phone Number	*Field not completed.*
Address	119 Blue Ridge Court
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Female

CAREER INFORMATION

Retired	No
Company retired from:	*Field not completed.*
Current Employer	Magnolia, LLC
Current position/title	Senior Manager, Planning + Strategy

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	No, I've never served on a board or commission

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**

- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this board?	None
Explain why you are interested in being appointed to this board or commission	I have many years of experience participating in athletics and different recreational events, which has built a strong community sense for me and those around me. I understand first hand how valuable these programs are toa city and to people of all ages. I would love an opportunity to help these programs grow and succeed and possibly expand their reach within the ever-growing Oak Ridge community. Servicing on this board would give me an opportunity to give back to that same group that has given me lasting friendships, a sense of belonging and a strong network within my hometown.
Describe any special knowledge or past experience qualifying you for this appointment	Most of my career has been spent in planning and strategy. Within my day to day, I coordinate with outside departments to find strategy or solution that meets our shared goals. With that, it takes organization and communication, both seem to be strong needs for an appointment to the Parks + Rec board.
List education, professional and/or current community activities	I possess a Bachelors of Science in Education, where I majored in Recreation + Sport Management. I have previously been employed by the Oak Ridge Parks + Recreation department (2010-2012) where I served as a "Facility Monitor" for the Civic Center. I am a longtime member of the Oak Ridge Slow-Pitch Softball community, where my husband and I have contributed a team to Coed + Men's leagues for 10+ years. I currently support my own children's athletic endeavors as being a Coach for my daughter's fastpitch softball team as a part of the CBFO softball community in Farragut, TN. Additionally, we will volunteer and support our children's sports teams in any capacity needs (organization, additional volunteering, scorekeeping, etc.)
Second preference of board or commission (pick one):	[Oak Ridge] Convention and Visitors Bureau/Explore Oak Ridge (At-Large Representatives)
How many times have you previously applied to this	None

board?

Explain why you are interested in being appointed to this board or commission	As a community member, I am interested in getting involved in bringing different groups in to experience Oak Ridge. We have a lot to offer in this small town and we're always looking for ways to expand our reach to be "that spot" for groups to host their events.
Describe any special knowledge or past experience qualifying you for this appointment	I have worked in the Hospitality industry for 10+ years. Seven of those were spent working for a large Hospitality company in Pigeon Forge/Sevierville, TN.
List education, professional and/or current community activities	I possess a Bachelors of Science in Education, where I majored in Recreation + Sport Management. I have previously been employed by the Oak Ridge Parks + Recreation department (2010-2011) where I served as a "Facility Monitor" for the Civic Center. I worked for "Travel + Leisure" (Wyndham) from 2012 - through 2018 as a part of Resort Management team for both Wyndham Smoky Mountains and Wyndham Great Smokies Lodge. Both of these were very large establishments with 300+ rooms. My time at Great Smokies Lodge required coordinating with Wilderness at the Smokies for large-scale events, conventions and sports tournaments.
Third preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Additional Attachments	Roberson Resume.pdf
Additional Attachments	*Field not completed.*

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Please Check	I agree
Signature	Amanda J Roberson
	X

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Amanda Roberson

Senior Manager, Digital – Planning & Strategy

Oak Ridge, TN 37830 | Cell: (614) 561-5847 | Email: ajrobers@gmail.com

PROFESSIONAL SUMMARY

Proven record of delivering top-notch customer service at all parts of the customer experience. Successful in working in a high pace environment, while simultaneously supporting multiple different product releases and promotions. Played an integral part of creating and maintaining relationships with various internal and external business partners. Created processes used in project management and daily operations. Strong communication skills, both written and verbal.

SKILLS

Communication Skills	Project Management	Building Business Partnerships
Reporting	Collaborative	Leadership Experience

WORK EXPERIENCE

SENIOR MANAGER – STRATEGY & PLANNING — Jan '18 – Jan '25
Magnolia, LLC

- Lead a team of four Specialists; directly supported the Guest Services team; lead the internal escalation pathway
- Responsible for relationship with external business partners, such as various outside retailers, Shipping Carriers, SaaS companies

MANAGER, DIGITAL – STRATEGY & PLANNING — Jan '18 – Jan '25
Discovery, Inc/Warner Bros. Discovery

- Supported the Strategy and Planning team by leaning in on various product releases and launches, upcoming promotions and expansions
- Connected on a regular cadence with internal business partners (copywriting, marketing, product)
- Managed and supported the creation of Help Center articles and standard texts

GUEST SERVICES MANAGER — Feb '15 – Jan '18
Wyndham Vacation Ownership

- Lead a team of 19 individuals, 17 front-line associates and two leaders; owned the hiring and onboarding process for new team members; ongoing coaching through on-the-job training
- Owned the Internal Audit, supported resort leaderships through the Quality Assurance audits
- Prepared the annual departmental budget, maintained monthly budget through purchasing, forecasting and variance explanations

ASST. GUEST SERVICES MANAGER — June '14 – Feb '15
Wyndham Vacation Ownership

- Oversaw the daily check-in/check-outs, by creating and maintaining a positive environment and compliance to standard operating procedures
- Managed payroll, team member attendance, additional daily reports as required

EDUCATION & PROFESSIONAL DEVELOPMENT

The University of Tennessee | Bachelor of Science in Education | Knoxville, TN — 2010

TECHNOLOGY

| Zendesk - Support (agent workspace) Guide (help center management) Explore (reporting/analytics)
| JIRA - Project management and planning | Nice/CXOne - Workforce Mgmt. | OneTrust – Data Mgmt.

Outlook

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From noreply@civicplus.com <noreply@civicplus.com>
Date Thu 2/12/2026 6:19 AM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions (March 2026)

First & Last Name	Kenneth Rueter
Email Address	kjrueter@aol.com
Cell Phone Number (Primary)	5095213670
Home Phone Number	*Field not completed.*
Address	106 Center Park In Oak Ridge, TN 37830
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Male

CAREER INFORMATION

Retired	Yes
Company retired from:	UCOR
Current Employer	UCOR
Current position/title	CEO/President

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	No, I've never served on a board or commission

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First preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this board?	1
Explain why you are interested in being appointed to this board or commission	Be part of the next steps and future of recreation within COR as the future is so bright with opportunities
Describe any special knowledge or past experience qualifying you for this appointment	I am a IMBA certified trail builder. Founding member of CVTA and long standing member of
List education, professional and/or current community activities	Until my retirement I lead the Oak Ridge corridor land redevelopment efforts
Second preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Third preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this	*Field not completed.*

board?

Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Additional Attachments	Rueter_Ken_R11.pdf
Additional Attachments	Outdoor Activities in Oak Ridge- Get Ready to Soar! - Livability.com.pdf

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Please Check	I agree
Signature	Kenneth Rueter
	X

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Ken Rueter

President and Chief Executive Officer

Education

Bachelor of Science
Chemical Engineering
Cleveland State University

Executive Management Program
Moore School of Business
University of South Carolina

Previous Positions

President and CEO
URS | CH2M Oak Ridge (UCOR)
Oak Ridge, Tennessee

President and CEO
Savannah River Remediation LLC
Savannah River Site
Aiken, South Carolina

Chief Operating Officer
UCOR
Oak Ridge, Tennessee

Chief Operating Officer
Washington River Protection Solutions
Hanford Site
Richland, Washington

Director, Project Integration
Washington River Protection Solutions
Hanford Site
Richland, Washington

Ken Rueter is President and Chief Executive Officer of UCOR, the Department of Energy's (DOE) environmental cleanup prime contractor for the Oak Ridge Reservation. He leads a professional and skilled labor workforce of 2,500 on the $8.3 billion Oak Ridge Reservation Cleanup Contract.

Under the previous $4.1 billion 2011-2022 cleanup contract for the former Oak Ridge Gaseous Diffusion Plant, UCOR safely completed the largest Superfund cleanup in U.S. history four years ahead of schedule and $100 million under budget, reducing taxpayer environmental liability by $7 billion. This effort also delivered 1,800 acres for establishing a commercial nuclear innovation hub that has attracted $16 billion in next-gen nuclear investments and significant job creation in the Oak Ridge Corridor; preserved 3,500 acres for conservation; and established key facilities for the Manhattan Project National Historical Park. UCOR delivered an unmatched record of success, not only finishing major projects ahead of schedule and under budget, but doing so safely as demonstrated by DOE awarding UCOR Star status in its Voluntary Protection Program. In 2019, the National Safety Council recognized Ken's personal commitment to safety and his philosophy of safety as a prerequisite to all work by naming him a CEO who "Gets It." Under his leadership, UCOR has opened a Mental Wellbeing Center to ensure employees have timely access to mental health resources.

In Oak Ridge, Ken is an active community leader, representing UCOR as a member of local organizations that promote economic development, entrepreneurship, health and wellness, outdoor recreational opportunities, and civic pride. Under Ken's oversight, UCOR, its workforce, and subcontractors have donated over $3 million to local and regional organizations focused on children's advocacy, education and workforce development, health and wellness, and conservation and preservation.

He serves on the Boards of Directors of Helmets to Hardhats, Center for Construction Research and Training, and the Tennessee Chamber of Commerce. He also serves as a management trustee on the Board of Trustees for the Laborers' Health and Safety Fund of North America, which is composed of LiUNA and employer representatives. He is a trustee for the Center for Military Recruitment, Assessment, and Veterans Employment. He was appointed to Governor Bill Lee's Tennessee Nuclear Energy Advisory Council. He is also a member of the American Nuclear Society.

Ken received the 2016 American Institute of Chemical Engineers' Management Division Award. In 2017, he was presented with the East Tennessee Economic Council Muddy Boot Award, recognizing his contributions to the Oak Ridge community.

Throughout his four decades of industry experience, Ken has led all aspects of site cleanup and remediation, radioactive waste treatment, and project integration, including construction, risk management, and cost and schedule development.

Ken previously served as President of Savannah River Remediation LLC and as Project Manager for the Savannah River Site Liquid Waste Project. Earlier in his career, Ken served as Chief Operating Officer for the Hanford Tank Operations Contract in Washington State and as Director of Project Integration for Washington River Protection Solutions at DOE's Hanford site.

Ken is most proud of building investment-worthy enterprises that deliver more value to the customer for every dollar spent as well as instituting his shared governance model, which brings all stakeholders to the table to build equity and ownership in decision making.

< https://www.y12.doe.gov/careers>

Outdoor Activities in Oak Ridge: Get Ready to Soar!

Strong community support for nature makes this stunning region a great place to explore.

By Cary Estes on June 7, 2023

Nathan Lambrecht

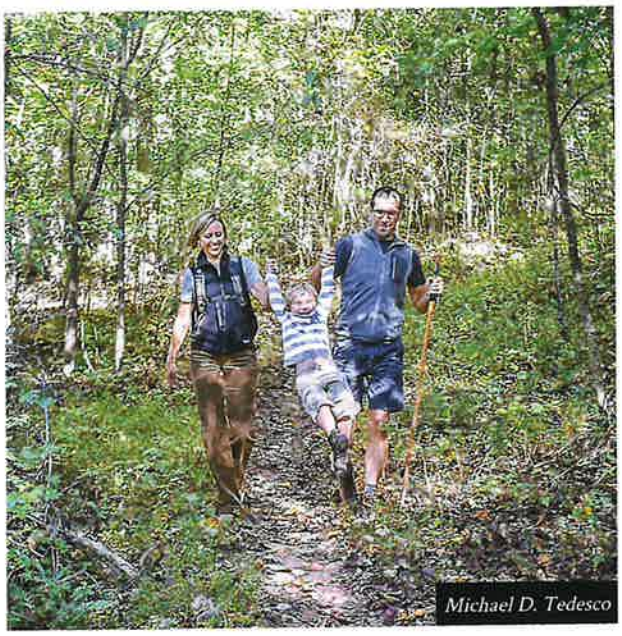
The outdoors in Oak Ridge < https://livability.com/oak-ridge-chamber-of-commerce/> are fabulous, and so are the people. Put the two together, and you have the ability to create recreational assets that can be enjoyed by the entire community.

Sure, nature has taken care of establishing the groundwork (literally) for the outdoor playground in the Oak Ridge area and throughout East Tennessee. Simply being at the

doorstep of the Great Smoky Mountains – the most popular national park in the country – is enough to provide Oak Ridge with an array of recreational options.

But it is the people power that propels Oak Ridge to heights rivaling the surrounding mountains, with projects made possible by the collaborative efforts of volunteers, local businesses and other strategic partners.

"We've had tremendous support from a lot of people and businesses in the area," says Lisa Mueller, president of the Clinch Valley Trail Alliance < https://www.clinchvalleytrailalliance.org/> (CVTA), which works to build and maintain biking and hiking trails throughout the region. "So many people have championed us and our events. Even if they have no desire to go on the trail themselves, they've been supportive of what we're doing."


Michael D. Tedesco

Working Together to Create Great Trails

Since its formation in 2018, CVTA has worked with such organizations as United Cleanup Oak Ridge (UCOR), the Legacy Parks Foundation and the Appalachian Mountain Bike Club to preserve and create multiuse trails in the region. These include more than 30 miles of trails at 780-acre Haw Ridge Park < https://exploreoakridge.com/attractions/haw-ridge-park/> (located on a peninsula along the Clinch River) as well as the Boulder and Sinkhole trails that connect to the North Boundary Greenway System.

The organization has raised money to build trails and make improvements to existing trails.

"We're especially highlighting trails that are beginner-friendly, that are smoother and have fewer climbs. We're working on building a small trail just for kids," Mueller says. "We listen to the community to see what they're looking for. We want to make these trails fun and give people a lot of variety. Then it takes a big group effort of a lot of entities to come together and make it happen."

LIVABILITY <
https://livability.com/>

Get Dirty

The Dirt Lab is a mountain bike skills park that opened in 2020 at Haw Ridge Park in Oak Ridge, TN.

This type of collaboration also led to the creation of The Dirt Lab < https://vimeo.com/466865162> . CVTA worked with UCOR and several local businesses to establish this outdoor biking laboratory, where cyclists can test their moves and improve their ability.

"One of our fundamental responsibilities at UCOR is to be investing in our community, and The Dirt Lab is a great example of that," UCOR President and CEO Ken Rueter said following the official Dirt Lab ribbon-cutting.

"None of this would be possible without partnerships, and how community members have come together with city leaders and industrial leaders like UCOR to ultimately produce something of this magnitude at no financial expense to our regional or city taxpayers."

WORK+INVEST IN OBION COUNTY NORTHWEST TENNESSEE
Lindsay Theobald, CEcD
O: (731) 885.0211
lindsay@obioncounty.org
< https://obioncounty.org/>

ORS Maintenance and Operations Dept.

Staying on Track in Oak Ridge

Outdoor recreation doesn't always mean venturing into the mountains or other natural areas. Simply running or walking around a track also is a great way to get fresh air and enjoy the weather.

Oak Ridge residents now have a new $1.3 million track-and-field facility to use, as do members of the Oak Ridge High School < https://oakridgeathletics.com/> track team. After more than five years of planning and fundraising, the school's new track was completed earlier this year.

"It's 1,000 times better than what we had," says Allen Etheridge, Oak Ridge High School's assistant athletic director and former track coach. "There's a new shot-put area that's outstanding. There's a new high-def video board that can show replays. We now have a lot of things that you just don't find at most high schools. This will allow us to bid for any event in track and field, and host youth track meets that will bring in thousands of people."

Etheridge says city officials worked with the school on the creation of the new facility. In addition, a fundraising campaign generated more than $70,000 that was used for the purchase of hurdles, steeplechase barriers and other track equipment.

"It was a cooperative effort," says Etheridge. "This has always been a community track facility that anybody can use, and the community came together to help make this new one happen."

EXPERIENCES & ADVENTURES

10 Family-Friendly Fun Things to Do in Oak Ridge, TN

This East Tennessee city has plenty of great attractions and activities for all ages. < https://livability.com/tn/oak-ridge/experiences-adventures/10-family-friendly-fun-things-to-do-in-oak-ridge-tn/>

Set Your Sights on a Fun Outing

Outdoor enthusiasts who are aiming to do something beyond hiking and biking can hit an entertainment bullseye at Windrock Shooting Range and Training Center < https://windrockshootingrange.com/>, located less than 10 miles from Oak Ridge near the town of Oliver Springs.

"It's gorgeous in the valley where we are located," says Eric Matson, Windrock Shooting Range and Training Center operating partner. "This is a great place to experience Tennessee's beautiful outdoors."

The facility accommodates a variety of firearms, as well as different levels of expertise.

"Everybody is welcome, whether you're experienced with firearms or new to it," Matson says. "We like to spend time with people and make sure that they enjoy what they're doing in a safe manner. We conduct training, from basic firearms fundamentals to personal protection. We also have a very large competitive shooting team and host competitive events at our facility."

In addition, Matson says the shooting range stays involved with the local community by hosting fundraising events each year for Norwood Elementary School in Oliver Springs, as well as the local fire department. He says the facility also is used free of charge for training by area police departments.

"We like to do as much as we can for our community," Matson says. "The people in this area are absolutely amazing. They are such giving people, and we try to give back to them whenever we can."

Get to Know Oak Ridge

Want to learn more about living and working in Oak Ridge, TN? Check out the latest edition of Livability Oak Ridge, Tennessee < https://livability.com/oak-ridge-chamber-of-commerce/>.

< https://www.addtoany.com/share#url=https%3A%2F%2Flivability.com%2Ftn%2
ridge%2Fexperiences-adventures%2Foutdoor-activities-in-oak-ridge-get-ready-to
soar%2F&title=Outdoor%20Activities%20in%20Oak%20Ridge%3A%20Get%20Ready%
%20Livability.com>

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- **The Secret's Out About This Tennessee City <** **https://livability.com/tn/oak-ridge/affordable-places-to-live/the-secrets-out-about-this-tennessee-city/>**
- **Cultivating Community Leaders in Oak Ridge, TN <** **https://livability.com/tn/oak-ridge/education-careers-opportunity/cultivating-community-leaders-in-oak-ridge-tn/>**

< https://www.orau.org>

Moving to Tennessee

Sponsored by Farm Bureau Insurance of Tennessee < https://www.fbitn.com/>

Get Outside: Things To Do in East Tennessee in Every Season

< https://livability.com/tn/experiences-adventures/get-outside-things-to-do-in-east-tennessee-in-every-season/>

The Best Cities Across Tennessee for Youth Sports

< https://livability.com/tn/healthy-places/the-best-cities-across-tennessee-for-youth-sports/>

Volunteer Spirit: How Communities Come Together in Tennessee

< https://livability.com/tn/love-where-you-live/volunteer-spirit-how-communities-come-

Outlook

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From noreply@civicplus.com <noreply@civicplus.com>
Date Wed 12/31/2025 10:03 AM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions

First & Last Name	Jeff Shaw
Email Address	director@hopeofet.org
Cell Phone Number (Primary)	865-323-9377
Home Phone Number	*Field not completed.*
Address	899 West Outer Dr. Oak Ridge, TN
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Male

CAREER INFORMATION

Retired	No
Company retired from:	Hope of East Tennessee, Inc.
Current Employer	Hope of East Tennessee, Inc.
Current position/title	Executive Director/CEO

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	No, I've never served on a board or commission

BOARDS & COMMISSIONS SELECTION

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First preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this board?	0
Explain why you are interested in being appointed to this board or commission	Outdoor recreation and sports have been a lifelong passion of mine and I believe a robust parks system is vital to the growth, development and overall health of a community.
Describe any special knowledge or past experience qualifying you for this appointment	I have spent several years coaching youth sports in Oak Ridge and have been a longtime patron of our beautiful parks, lakes and greenways during the 22 years I have resided here. I also have experience writing and administering government grants and the state and federal level.
List education, professional and/or current community activities	Graduate< northside="" high="" school,="" jackson,="" tn="" attnded="" lambuth="" university.="" i="" have="" been="" a="" state="" licensed="" and="" internationally="" certified="" addiction="" counselor="" since="" 2007.="" board="" member,="" executive="" committee="" and="" legislative="" committee="" member="" tennessee="" association="" of="" alcohol,="" drug="" and="" other="" addiction="" services="" (taadas).="" member,="" tennessee="" addiction="" medicine="" council.="" prospective="" member="" (awaiting="" confirmation)="" rotary="" club="" of="" oak="" ridge.="">
Second preference of board or commission (pick one):	Oak Ridge Housing Authority
How many times have you previously applied to this board?	0
Explain why you are interested in being appointed to this board or commission	I have worked in the field of addiction and mental health treatment for over 20 years and have spent a great deal of time working with the uninsured and underinsured population. Many of the clients I have worked with over the years have utilized government subsidized housing and other programs which I am familiar with. Working with this population has constituted the majority of my career and safe and affordable housing is an area in which I have a great deal of interest.

Describe any special knowledge or past experience qualifying you for this appointment	I have worked with helping clients find housing, employment and other government programs as a part of my work over the past 20 years. This is the population that my staff and I work with on a daily basis. I also have experience writing and administering government grants at both the state and federal level.
List education, professional and/or current community activities	Graduate< northside="" high="" school,="" jackson,="" tn="" attended="" lambuth="" university.="" i="" have="" been="" a="" state="" licensed="" and="" internationally="" certified="" addiction="" counselor="" since="" 2007.="" board="" member,="" executive="" committee="" and="" legislative="" committee="" member="" tennessee="" association="" of="" alcohol,="" drug="" and="" other="" addiction="" services="" (taadas).="" member,="" tennessee="" addiction="" medicine="" council.="" prospective="" member="" (awaiting="" confirmation)="" rotary="" club="" of="" oak="" ridge.="">
Third preference of board or commission (pick one):	Traffic Safety Advisory Board
How many times have you previously applied to this board?	0
Explain why you are interested in being appointed to this board or commission	As Oak Ridge continues to grow, I believe this will become an even more important aspect of maintaining a safe infrastructure in our city. I believe this board will have the opportunity to face many challenging issues as the city continues to grow and I would consider it great honor to be a part in navigating this process.
Describe any special knowledge or past experience qualifying you for this appointment	In addition to my career in the mental health and addiction field, I also have 6 years' experience in law enforcement. I have an understanding how safe and properly maintained road and traffic systems impact overall community safety.
List education, professional and/or current community activities	Graduate< northside="" high="" school,="" jackson,="" tn="" attended="" lambuth="" university.="" i="" have="" been="" a="" state="" licensed="" and="" internationally="" certified="" addiction="" counselor="" since="" 2007.="" board="" member,="" executive="" committee="" and="" legislative="" committee="" member="" tennessee="" association="" of="" alcohol,="" drug="" and="" other="" addiction="" services="" (taadas).="" member,="" tennessee="" addiction="" medicine="" council.="" prospective="" member="" (awaiting="" confirmation)="" rotary="" club="" of="" oak="" ridge.="">
Additional Attachments	*Field not completed.*
Additional Attachments	*Field not completed.*

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Please Check	I agree
Signature	Jeffrey A. Shaw
	X

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Online Form Submittal: Application for Boards and Commissions (March 2026)

From noreply@civicplus.com <noreply@civicplus.com>
Date Thu 2/5/2026 3:31 PM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions (March 2026)

First & Last Name	Phillip Stephenson
Email Address	phillipleestephenson@gmail.com
Cell Phone Number (Primary)	731-225-4336
Home Phone Number	*Field not completed.*
Address	133 Hendrix Drive, Oak Ridge, TN 37830
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Male

CAREER INFORMATION

Retired	No
Company retired from:	*Field not completed.*
Current Employer	U.S. Fish and Wildlife Service
Current position/title	Program Coordinator

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	~~Recreation and Parks Advisory Board~~

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
- **Ranking does not guarantee selection.**

- **Please answer the questions that follow your board preference(s).**
- **If you are applying for more than one (1) board then you will be required to answer the questions for each of your board choices.**

First preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this board?	1
Explain why you are interested in being appointed to this board or commission	I want to see Oak Ridge grow and attract others to put down roots here. I have been in and around the area since 2009 and I have not seen much development. The Melton Hill park has looked the same for 15 years, even though it is one of the top rowing venues in the country. I consistently get in traffic when going towards turkey creek because people are living in Knoxville and Farragut and not investing in Oak Ridge. I travel the country and see parks that can easily be created in most areas and I wonder why Oak Ridge is not at that level. With a small child now, I see why this is so important to have resources for families to use, but to also be proud of their community. I know this sounds like a lot of complaining, but you cannot improve something if you cannot be critical of what you currently have. This will be needed to meet the objectives in the vision plan. I want Oak Ridge to attract people the way Aspire does for Clinton. Clinton should not be showing up Oak Ridge. As all these investments keep coming for nuclear in Oak Ridge, I want people to live and stay in Oak Ridge, but we have to give them reasons to want to be here.
Describe any special knowledge or past experience qualifying you for this appointment	I have never served on a city board or committee, but I have served for 10 years on various committees and boards for The Wildlife Society. I believe I would be a valued asset to this board.
List education, professional and/or current community activities	Bachelors in Wildlife and Fisheries Science with minors in Forestry and Watersheds from the University of Tennessee and a Masters in Biology from the University of Arkansas. I am a professional member of The Wildlife Society.
Second preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*

Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Third preference of board or commission (pick one):	*Field not completed.*
How many times have you previously applied to this board?	*Field not completed.*
Explain why you are interested in being appointed to this board or commission	*Field not completed.*
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Additional Attachments	StephensonCV2025.docx
Additional Attachments	*Field not completed.*

Disclaimer & Digital Signature

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 requirements of the office for which I am applying and to which I may be appointed. All statements and information provided in the application are true to the best of my knowledge.*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you

to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

Please Check	I agree
Signature	Phillip Stephenson
	X

Email not displaying correctly? View it in your browser.

Phillip L. Stephenson

133 Hendrix Drive | Oak Ridge, TN | 37830 | (731) 225-4336 | phillipleestephenson@gmail.com

EDUCATION

The University of Arkansas, Fayetteville August 2017
Master of Science: Biology, Advisor: Dr. David G. Krementz
Thesis: Bee Communities on managed emergent wetlands in the lower Mississippi Alluvial Valley of Arkansas
Overall GPA: 3.51

The University of Tennessee, Knoxville May 2013
Bachelor of Science: Wildlife and Fisheries Management
Minors: Forestry & Watersheds
Overall GPA: 3.43/4.00 Wildlife and Fisheries Management: 3.80/4.00

GRANTS and AWARDS

Group Champion of the Year, USFWS Southwest Region	2023
Early Career Professional of the Year, USFWS Southwest Region	2021
USFWS Inventory & Monitoring Grant ($15,632)	2015
USDA Southern SARE Graduate Student Grant ($11,000)	2015
Arkansas Audubon Society Trust ($750)	2015
Provost's Collaborative Research Grant ($1,500)	2014
UT's College of Agricultural Sciences and Natural Resources Outstanding Senior Award	2013
UT's Environmental and Soil Science Outstanding Freshman Award	2010
Eagle Scout, Boy Scouts of America	2007

PROFESSIONAL EXPERIENCE

Intern and Fellow Coordinator Albuquerque, NM
U.S. Fish and Wildlife Service *September 2022 – Present*

- Manages and coordinates a complex portfolio of internship programs and partnerships for the region, including but not limited to the Public Lands Corps (PLC) hiring authority and associated partner internships, Directorate Fellows Program (DFP), and Pathways Program.
- Consolidates regional youth programs and outreach efforts across all programs to align internship and fellowship programs with Service initiatives.
- Plans and facilitates hiring workshops for interns and fellows on how to effectively seek permanent positions.
- Serves as a liaison between regional and national efforts related to internships, fellowships, and targeted recruitment.
- Directly administers the recruitment, development, and permanent hiring for regional internships.
- Develops region-specific guidance to increase efficiency and effectiveness of internship and fellowship program procedures and operating systems, as appropriate.
- Advises hiring managers on best practices related to reducing bias in the candidate selection process and conducting competency-based interviews.
- Serves on regional/national teams and committees, as appropriate.
- Analyzes youth programs for gaps and develops appropriate guidance, procedures, and standard operating procedures to be used by affected groups.

- Guides hiring managers in the implementation of best practices for recruitment, selection, and placement of candidates into entry-level positions.
- Meets with a variety of staff, groups, and organizations to solicit input into the development and management of intern/fellow programs and to form partnerships.
- Establishes and maintains partnerships with Tribal partners, Tribal youth, and other groups to provide appropriate and effective communication to establish administrative and recruitment relationships.
- Builds productive working relationships/networks with a wide variety of people/entities such as employees, general public, contractors, non-government organizations, faith groups, civic organizations, special interest groups, etc. to achieve desirable results.
- Analyzes new and existing employment programs to determine effective recruitment strategies that accomplish recruitment goals and objectives.
- Develops proposals for new employment programs and initiatives at an agency or equivalent level.
- Identifies specific and systematic information gaps related to conservation social science and develop processes to gather and make available necessary information.
- Coordinates meetings and consultations between a variety of partners and interested parties with an interest in youth education and employment programs.

Wildlife Biologist Vian, OK
U.S. Fish and Wildlife Service *September 2019 – September 2022*

- Coordinated the Oklahoma Junior Duck Stamp Program through building partnerships with traditional and non-traditional partners.
- Managed the cooperative farming program to maintain the energetic demands of migrating waterbirds on over 2,200 acres.
- Worked with tribal partners to promote and expand the rivercane resources for cultural collection and use.
- Planned and executed wildlife surveys to determine population trends, patterns in reproductive success, timing of nesting events, and other demographic parameters of a suite of indicator species.
- Assisted with the development of biological study proposals, survey designs, and conduction of biological field investigations involving wildlife species and habitats.
- Studied important habitat characteristics to recommend strategies to conserve and protect particular habitats and their associated populations.
- Assisted in public outreach activities by creating social media content and by preparing materials and/or formally or informally responding to requests for information.
- Implemented succession minded file storage of data, historical documents, and reports for future reference.
- Followed standard procedures, instruction, or precedence actions to analyze findings, to include biological data in geographic information systems (GIS).

Hydrologic Technician Knoxville, TN
U.S. Geological Survey *September 2018 – September 2019*

- Installed, adjusted, inspected, and serviced crest-stage indicators, well-recorders, and other instruments for the collection of ground and surface water data.

- Checked gage settings to ensure continuing accuracy of the records obtained from instruments and collect water samples for chemical analysis.
- Measured stream discharge utilizing various devices; observing and noting conditions that may have a bearing on stage-discharge relationships.
- Computed 20 surface-water records from field data and specialized equipment.
- Prepared and delivered briefing materials on water resources and programs to executive level leadership.
- Reviewed data for accuracy and reporting for entry into electronic databases.

Past Chair Bethesda, MD
Student Development Working Group, The Wildlife Society *September 2017 – September 2019*

- Represented ~5000 natural resource students across the United States of America and Canada as the student liaison to The Wildlife Society's governing body.
- Developed symposia, student-professional networking events, and leadership development programs for the Annual Wildlife Society Conferences.
- Reviewed research-in-progress abstracts, travel grant applications, and various professional service award applications.
- Oversaw the executive committee and various committee chairs.
- Produced newsletters, social media content, annual budgets, tax reports, and annual reports.
- Reviewed multi-faceted reports for errors and accuracy to determine if all objectives were accomplished.

Conservation Program Technician Fort Smith, AR
Arkansas Game and Fish Commission *April 2018 – September 2018*

- Operated tractors with various implements (roller drum, roller chopper, seed-drill, brushhog, disk, and boom-sprayer) to conduct mechanical and chemical disturbance on ~300 acres of moist-soil wetlands for the benefit of shorebirds, waterfowl, reptiles and amphibians, and various other wetland dependent species.
- Implemented supplemental food plantings, escape cover, and forb establishment to benefit quail, pollinators, and other grassland related species.
- Conduct biological studies and surveys for non-game and game wildlife species to estimate populations.
- Managed and maintained pumps, power-heads, and water-control structures to maintain moist-soil conditions.
- Created and incorporated QR code stickers on management area signs to link various user groups to information on the Arkansas Game and Fish Commission's website.
- Conducted vegetative management with emphasis on wildlife habitat improvement for wetland dependent species.
- Used maps and GPS equipment to verify site locations in remote locations across the Arkansas River Valley.
- Managed project priorities to maximize efficiency to complete tasks within predetermined timelines.
- Worked independently to accomplish time sensitive goals in isolated and remote areas, operating 4-wheel drive vehicles and tractors.

Park Guide Garfield, AR

Pea Ridge National Military Park, National Park Service *May 2017 – September 2017*

- Assisted visitors with general questions and information about the park to enhance their experience at our National Parks.
- Conducted battlefield tours, cannon firing reenactments, birding trips, and pollinator lectures for over 3,000 people to educate them about the historic events and current wildlife management activities at the park.
- Collected entry fees from park visitors to sustain the legacy of our National Parks.
- Opened and closed facility to ensure protection of sensitive material and historic displays.
- Presented technical and non-technical information through verbal presentations, outreach, or other activities to the general public.

Graduate Research Assistant Fayetteville, AR

USGS, Arkansas Cooperative Fish and Wildlife Research Unit *August 2014 – July 2017*

- Designed, developed, secured funding, and implemented the first native bee study in the lower Mississippi Alluvial Valley in emergent wetlands.
- Secured $28,882 in federal, university, and non-profit grants to conduct this project.
- Documented 83 bee species that visit emergent wetlands that were previously unknown, with 37 species representing the first record of those species in Arkansas.
- Conducted insect surveys, collected vegetation data, and processed samples to gather data related to species composition and plant use in emergent wetlands.
- Supervised three technicians and one honors student thesis project to process over 17,000 specimens for identification.
- Coordinated with federal, state, and private landowners/managers on writing grants, acquiring collection permits, and gaining access to land/sites, while building partnerships.
- Presented over 10 presentations to farmers/landowners, students, university faculty, state personnel, and federal employees educating them on the habitat requirements of these sensitive pollinators.
- Generated final reports for federal agencies and provided input on NRCS pollinator initiatives in Arkansas.
- Published our results to serve as a benchmark of emergent wetland bee communities for future generations as we focus on pollinator community stability.
- Interpreted results from statistical analyses to draw rational and objective conclusions.

IPM Field/Lab Research Technician III Jackson, TN

University of Tennessee Extension *March 2014 – August 2014*

- Collected, prepared, evaluated, and verified plant samples while maintaining detailed records of experimental data.
- Lead a field crew of 3 technicians establishing research plots and collecting various data from row crops (corn, cotton, soybeans, and sorghum) related to pest insects.
- Established and managed honey bee hives to test effects of neonicotinoids on honey bees.
- Coordinated bark beetle trapping for the West Tennessee portion of a statewide survey.
- Collected and documented a variety of crop pest insects using sweep nets, drop clothes, bucket traps, Lindgren funnel traps, and microscopes, and used various specialized equipment.
- Maintained, calibrated, and modified plant science equipment.

- Measured, mixed, and applied insecticides, pesticides, and experimental chemicals while maintaining inventory of chemicals and reagents.
- Assisted with an integrated pest management program, including the application of herbicides to control invasive weeds.

Waterfowl Tracking Technician Lambert, MS
Mississippi State University *January 2014 – March 2014*

- Captured, banded, and applied backpack telemetry units to waterfowl to track female mallard use of different habitat types 24 hours a day during and after the hunting season.
- Tracked waterfowl throughout the Upper Mississippi Delta using ATS telemetry units, GPS, and LOAS software.
- Used geographic information and global positioning systems.

Waterfowl Technician Tallahassee, FL
Florida Fish and Wildlife Conservation Commission *June 2013 – January 2014*

- Captured, banded, and recorded biological information of waterfowl via night lighting/bait trapping.
- Entered data into Band-it software for records and USGS reporting purposes.
- Collected and reported biological information from harvested waterfowl to document harvest data throughout the season and to compare over years.
- Managed wetland vegetation using mechanical, chemical, and prescribed fire treatments to benefit migratory birds and other wetland dependent species.
- Maintained office facilities, airboat, and banding equipment to insure the efficiency of our work area and tools.
- Assisted visitors with information about the area as well as guidance on the regulations.
- Conducted investigations of the status, life history requirements, habitat availability, and conservation/recovery needs for various wildlife species and other species of special concern.
- Conducted studies and monitoring of species lifecycle requirements and develop management activities to address issues.
- Conducted population and harvest surveys to assess the health of wildlife species.
- Participated in wildland fire management using variety of equipment such as fire-plow/pumper units, back-pack pumps, backfire torches and hand tools.

Biological Aid Tallulah, LA
Tensas River National Wildlife Refuge, USFWS *May 2012 – August 2012*

- Rocket netted, banded, aged, and sexed wood ducks and entered data into band-it software to meet state and federal objectives.
- Banded woodland birds through the monitoring avian productivity and survival (MAPS) program as a yearly effort to document migrant survival and recruitment.
- Manipulated water level in moist-soil impoundments and cut and replaced 60 water control structure drop-boards with aluminum boards.
- Marked timber for future timber sales and to create an uneven-aged hardwood stand.
- Assembled and monitored feral pig corral traps to reduce wildlife damage on the refuge.
- Controlled invasive trifoliate orange on 40 acres of refuge property with herbicide application to inhibit the spread of this plant into other desirable areas.

- Used specialized computer software or applications to produce reports based on biological surveys.

PUBLICATIONS

Stephenson, P.L., A.P.G. Dowling, and D.G. Krementz. 2020. Bee Communities of Emergent Wetlands under Restoration in the Lower Mississippi Alluvial Valley of Arkansas. Southeastern Naturalist 19(3):472-490.

Stephenson, P.L., T.L. Griswold, M.S. Arduser, A.P.G. Dowling, and D.G. Krementz. 2018. Checklist of bees (Hymenoptera: Apoidea) from managed emergent wetlands in the lower Mississippi Alluvial Valley of Arkansas. Biodiversity Data Journal 6: e24071.

INVITED PRESENTATIONS

Stephenson, P.L. 2017. What's the Buzz? Pea Ridge National Military Park. Arkansas Game and Fish Commission.

Stephenson, P.L. 2016. Impacts of Managed Emergent Wetlands on Bee Communities in the Arkansas Delta. Mississippi State University. Department of Wildlife, Fisheries, and Aquaculture.

PRESENTATIONS

Stephenson, P.L. 2021. Careers in Conservation. Southeastern Association of Fish and Wildlife Agencies Annual Meeting. Virtual.

Stephenson, P. L. 2020. Often-overlooked exclusivity of some volunteer and internship programs. Southeastern Association of Fish and Wildlife Agencies Annual Meeting. Virtual.

Stephenson, P. L. 2017. Bee Communities in Emergent Wetlands of Eastern Arkansas. Arkansas Cooperative Fish & Wildlife Research Unit Annual Meeting. Little Rock, AR.

Stephenson, P. L. 2017. Bee Communities in Emergent Wetlands and Adjacent Soybean Fields in the Lower Mississippi Alluvial Valley of Arkansas. Arkansas Chapter of the Wildlife Society Annual Meeting. Little Rock, AR.

Stephenson, P.L. 2016. Impacts of Managed Emergent Wetlands on Bee Communities in the Arkansas Delta. Arkansas Entomological Society Meeting. Fayetteville, AR.

Stephenson, P. L. 2016. Bee Communities on Actively and Passively Emergent Wetlands in the Lower Mississippi Alluvial Valley of Arkansas. Arkansas Cooperative Fish & Wildlife Research Unit Annual Meeting. Fayetteville, AR.

Stephenson, P. L. 2016. UFO's: What's in our Wetlands? Arkansas Chapter of the Wildlife Society Annual Meeting. Little Rock, AR.

Stephenson, P. L. 2015. Emergent Wetland Pollinators: An Unknown Story. Entomological Society of America Annual Meeting. Minneapolis, MN.

Stephenson, P. L. 2015. Pollinator Communities on Native and Managed Emergent Wetlands in the Lower Mississippi Alluvial Valley of Arkansas. Natural Areas Conference. Little Rock, AR.

Stephenson, P. L., A. P. G. Dowling and D. G. Krementz. 2015. Emergent Wetland Pollinators: An Unknown Story. Joint Kansas Entomological and Arkansas Entomological Society Meeting. Fayetteville, AR.

Stephenson, P. L., A. P. G. Dowling and D. G. Krementz. 2015. Pollinator Communities on Native and Managed Emergent Wetlands in the Lower Mississippi Alluvial Valley of Arkansas. Arkansas Cooperative Fish & Wildlife Research Unit Annual Meeting. Mayflower, AR.

TEACHING EXPERIENCE

Graduate Teaching Assistant, The University of Arkansas, Fayetteville, AR

Spring 2017
Course: BIOL 1584L Biology for Majors Lab (Dr. Kim Smith)

Fall 2016
Course: ENTO 1021 Insects, Science, and Society (Dr. Robert Wiedenmann)

Spring 2016
Course: BIOL 4734 Wildlife Management Techniques (Dr. David G. Krementz)

Fall and Spring: 2013 – 2015
Course: BIOL 1541L Principles of Biology Lab (Dr. Greig Roberts)

VOLUNTEER EXPERIENCE

Coordinated contracts with the Arkansas Game and Fish Commission to allow the UA Wildlife Society volunteers to gain valuable field experience, while also raising chapter funds (2014 - 2016)
Conducted Golden-winged warbler habitat restoration on reclaimed surface mining site by planting a variety of desired tree species for the Office of Surface Mining (2013)
Aided in planting 3,200 loblolly pines on the Oak Ridge Wildlife Management Area to control erosion (2013)
Organized and assisted the Tennessee Wildlife Resources Agency (TWRA) / Department of Energy (DOE) deer check stations in Oak Ridge, TN for annual quota hunts (2011, 2012);
Collected various measurements (weight, antler spread, antler length, and circumference of antlers, and age) and bone and muscle sample for radiation testing.

PROFESSIONAL AFFILIATIONS, LEADERSHIP, AND SERVICE

- Member of The Wildlife Society (2011-Present)
  - President, Oklahoma Chapter of The Wildlife Society (2021)
  - Chair, Wetlands Working Group (2020)
  - Chair, Student Development Working Group (2018)
- University of Arkansas Student Chapter of The Wildlife Society
  - President (2014-2016)
  - Generated $6,785.96 through contracts, fundraisers, and AR state chapter grants, while also increasing membership by 140%
- University of Tennessee Student Chapter of The Wildlife and Fisheries Society
  - Past President, Awards Chair, and Guest Speaker Coordinator (2012)
  - Underclassmen Representative and Deer Check Station Coordinator (2011)
  - Fundraising Chair for the UT WFS Annual Game Dinner and Auction 2011-2013 ($5,115) and 2012 Southeastern Wildlife Society Conclave ($18,075)

TRAINING AND OTHER SKILLS

Handled, banded, aged, and sexed over 1,000 birds across multiple families
Wildland Firefighter Certified (S-130, S-190, S-134, S-110, L-180, I-100)

Proficient with Microsoft Word, Excel, Access, PowerPoint, ArcGIS, GPS technology, and drone flight operating and data manipulation
Wetland Restoration Workshop by Thomas Biebighauser (USFS, Center for Wetlands and Stream Restoration)
Southeastern Cooperative Wildlife Disease Study Workshop
Experience using firearms, auditory devices, exclusion structures, and non-lethal strategies
Familiar with operating, maintaining, and safely handling chainsaws, weed eaters, brush mowers, and pesticide sprayers
4-Wheel drive truck and trailer experience
ATV Certified (USFWS)
Adult First Aid/CPR/AED Certified
Wilderness First Aid Certified (NOLS)
10+ years' experience operating motorized boats, canoes, kayaks, and airboats
R3 Train the Trainer Course

REFERENCES

Emily DeLanzo
USFWS – Southwest Region, Regional Visitor and Community Engagement Lead
Work: (505) 205-0519
Emily_delanzo@fws.gov

Damon Taylor
USFWS – Sequoyah National Wildlife Refuge, Refuge Manager
Work: (918) 773-5251
Damon_taylor@fws.gov

Dr. David Krementz
USGS – Arkansas Cooperative Fish and Wildlife Research Unit, Emeritus
Work: (479) 575-7560
Krementz@uark.edu

Outlook

Online Form Submittal: Application for Boards and Commissions

From noreply@civicplus.com <noreply@civicplus.com>
Date Tue 12/30/2025 6:07 PM
To Beth Hickman <BHickman@oakridgetn.gov>; Lauren Gray <Lgray@oakridgetn.gov>

Application for Boards and Commissions

First & Last Name	Aaron Wooten
Email Address	Macleod22@gmail.com
Cell Phone Number (Primary)	8657654778
Home Phone Number	*Field not completed.*
Address	146 Newport Drive
Race (Optional)	White
Other:	*Field not completed.*
Gender (Optional)	Male

CAREER INFORMATION

Retired	No
Company retired from:	*Field not completed.*
Current Employer	ORNL Federal Credit Union
Current position/title	Network and Security Admin

BOARDS & COMMISSIONS INFORMATION

Do you currently serve on a Board or Commission as a City Representative?	No, I've never served on a board or commission

BOARDS & COMMISSIONS SELECTION

- **Select a board or commission from the list (s) below. If interested, you may select up to three (3) boards.**
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First preference of board or commission (pick one):	Arts, Culture, and History Alliance Advisory Board
How many times have you previously applied to this board?	0
Explain why you are interested in being appointed to this board or commission	I am a huge advocate for the arts.
Describe any special knowledge or past experience qualifying you for this appointment	I was a professional stage actor for many years. I was president of the Arts Council of Oak Ridge.
List education, professional and/or current community activities	Father of 4, two adults two small.
Second preference of board or commission (pick one):	Oak Ridge Housing Authority
How many times have you previously applied to this board?	0
Explain why you are interested in being appointed to this board or commission	I worked with the unhoused in Florida.
Describe any special knowledge or past experience qualifying you for this appointment	I worked with the unhoused in Florida.
List education, professional and/or current community activities	*Field not completed.*
Third preference of board or commission (pick one):	Recreation and Parks Advisory Board
How many times have you previously applied to this	0

board?

Explain why you are interested in being appointed to this board or commission	I have two small children and would love to help influence how our money is spent in regards to parks and recreation.
Describe any special knowledge or past experience qualifying you for this appointment	*Field not completed.*
List education, professional and/or current community activities	*Field not completed.*
Additional Attachments	*Field not completed.*
Additional Attachments	*Field not completed.*

Disclaimer & Digital Signature

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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 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.*

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Please Check	I agree
Signature	Aaron J. Wooten
	X

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AGENDA ID: VI.b

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Beth Hickman , City Clerk

SUBJECT: Appointment of City Attorney Evaluation Committee

Introduction

At the March 9, 2026 City Council meeting, City Council will need to confirm appointments to the City Attorney Evaluation Committee. Given that this committee is appointed on an annual basis, City Council will be utilizing the appointment methods provided in Resolution No. 11-106-07, which provides for a method of rotation of Councilmembers between the City Attorney and City Manager Evaluation Committees with one Councilmember rotating off annually.

Funding

No funding is associated with this request.

Background

As outlined in the City Attorney's employment agreement, City Council shall complete performance evaluations for the City Attorney on an annual basis. In December, 2020, City Council approved Resolution 12-102-2020, which included as an attachment the City Attorney's employment agreement. As part of that agreement, it was stipulated that evaluations of the City Attorney's performance shall be conducted on an annual basis by March 1st of each year.

Resolution No. 11-106-07 established a policy of rotating Councilmembers from committees, and that policy has been in practice for the selection of Councilmembers for the Evaluation Committees for the City Attorney and City Manager. The most recent City Attorney Evaluation Committee consisted of Councilmember Charlie Hensley, Councilmember Sean Gleason, and Mayor Pro Tem Jim Dodson. For this year, the following composition for the City Attorney Evaluation Committee is recommended:

Councilmember Sean Gleason, Chair
Mayor Pro Tem Jim Dodson
Councilmember Ellen Smith

Following the established membership of the Committee, it is recommended that all members

of City Council receive the evaluation forms utilized for the prior evaluation. Upon receipt by staff of all completed forms, the committee members will meet with the City Attorney to review the evaluations and discuss recommendations to provide to City Council.

Recommendation

Staff recommends the appointment of the City Attorney Evaluation Committee as presented.

OAK RIDGE CITY COUNCIL MEETING
Municipal Building Courtroom

February 9, 2026

Minutes

The regular meeting of the City Council of the City of Oak Ridge, Tennessee convened at 7:00 p.m. on February 9, 2026 with Mayor Warren Gooch presiding.

INVOCATION

The invocation was given by Daniel Crosby, Second Counselor, Poplar Creek Ward, Church of Jesus Christ of Latter-day Saints.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by David Schlesser, Oak Ridge High School Sophomore, Eagle Scout and member of Troop 45.

ROLL CALL

Upon roll call the following Councilmembers were present: Mayor Pro Tem Jim Dodson; Councilmember Sean Gleason; Mayor Warren Gooch; Councilmember Derrick Hammond; Councilmember Charlie Hensley; Councilmember Charles J. Hope, Jr. and Councilmember Ellen Smith.

Also present were Randy Hemann, City Manager; Tammy Rackard, City Attorney; and Mary Beth Hickman, City Clerk.

PROCLAMATIONS/PUBLIC RECOGNITIONS

Mayor Gooch recognized members of Leadership Oak Ridge who were in the audience.

Jean Lantrip was recognized for ten years of service as Chairperson of the Oak Ridge Housing Authority.

CONSENT AGENDA

Councilmember Hope moved for approval of the Consent Agenda, and Councilmember Hammond seconded. The motion was approved by voice vote with Councilmembers Gleason, Hammond, Hensley, Hope, Smith, Mayor Gooch and Mayor Pro Tem Dodson voting “Aye.”

Approval of the December 15, 2025 City Council regular meeting minutes

Resolution No. 2-9-2026
A RESOLUTION AUTHORIZING THE CITY TO APPLY FOR AND ACCEPT, IF AWARDED, A STATE OF TENNESSEE RESCUE SQUAD GRANT IN THE ESTIMATED AMOUNT OF $100,000.00, WITH NO CITY MATCH REQUIREMENT, TO BE USED TO PURCHASE SWIFT WATER RESCUE EQUIPMENT.

Resolution No. 2-10-2026
A RESOLUTION TO AMEND RESOLUTION 5-60-2025 TO AUTHORIZE AN ANNUAL SUPPORT AND MAINTENANCE FOR TRAFFIC CONTROLLERS, A CENTRAL TRAFFIC SIGNAL MASTER CONTROLLER, AND DATABASE FROM TRANSPORTATION CONTROL SYSTEMS, INC., TAMPA, FLORIDA, FOR A TOTAL COST OF $54,400.00 OVER A FIVE-YEAR TERM.

Resolution No. 2-11-2026
A RESOLUTION AWARDING A CONTRACT (FY2026-186) TO BREWSTER BUILDERS, INC., ONEIDA, TENNESSEE, FOR MOWING AND TRIMMING SERVICES FOR PARKS AND GREENWAYS FOR CALENDAR YEAR 2026 IN AN AMOUNT NOT TO EXCEED $472,500.00.

Resolution No. 2-12-2026
A RESOLUTION AWARDING A CONTRACT (FY2026-190) TO KMF III SERVICES, LLC, KNOXVILLE, TENNESSEE, FOR MOWING OF BETHEL VALLEY INDUSTRIAL PARK FOR CALENDAR YEAR 2026 IN AN AMOUNT NOT TO EXCEED $16,906.42.

Resolution No. 2-13-2026
A RESOLUTION AWARDING A CONTRACT (FY2026-191) TO EAST UNITED SERVICES, LLC, KNOXVILLE, TENNESSEE, FOR MOWING AND LANDSCAPE SERVICES FOR HERITAGE CENTER INDUSTRIAL PARK AND HORIZON CENTER INDUSTRIAL PARK FOR CALENDAR YEAR 2026 IN AN AMOUNT NOT TO EXCEED $60,237.00.

Resolution No. 2-14-2026
A RESOLUTION AWARDING A CONTRACT (FY2026-193) TO EAST UNITED SERVICES, LLC, KNOXVILLE, TENNESSEE, FOR MOWING OF NON-RIGHTS-OF-WAY PARCELS FOR CALENDAR YEAR 2026 IN AN AMOUNT NOT TO EXCEED $186,954.27.

Resolution No. 2-15-2026
A RESOLUTION AWARDING A CONTRACT (FY2026-192) TO LAWSON LAWN CARE SERVICE, LLC, OAK RIDGE, TENNESSEE, FOR MOWING OF STATE ROUTE MEDIANS, RIGHTS-OF-WAY, EASEMENTS, BRIDGES/CULVERTS, AND ISLANDS PARCELS FOR CALENDAR YEAR 2026 IN AN AMOUNT NOT TO EXCEED $425,599.34.

PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED, “THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE,” BY DELETING SECTION 3.14, TITLED “NIGHT CLUBS, DANCE CLUBS, TAVERNS, CLUBS (PRIVATE), AND LODGES,” AND SUBSTITUTING THEREFOR A NEW SECTION 3.14 OF THE SAME TITLE FOR THE PURPOSE OF REMOVING THE PROHIBITION ON OUTDOOR ACTIVITIES, REMOVING A REFERENCE TO A CITY CODE PROVISION THAT IS NOT LAND USE RELATED, AND REMOVING DISTANCE REQUIREMENTS.

Mayor Pro Tem Dodson moved for approval of the ordinance, and Councilmember Hope seconded. City Attorney Tammy Rackard provided an overview of the ordinance, and Planning and Development Director Jennifer Williams answered questions from Council.

After discussion, Mayor Gooch moved to refer the ordinance back to Planning Commission for further review, and Mayor Pro Tem Dodson seconded. The motion was approved unanimously by voice vote.

AN ORDINANCE TO AMEND THE CODE OF ORDINANCE, CITY OF OAK RIDGE, TENNESSEE, TITLE 8, TITLED “ALCOHOLIC BEVERAGES,” CHAPTER 6, TITLED “BEER AND OTHER LIGHT BEVERAGES – GENERALLY,” TO DELETE CITY CODE SECTION 8-607, TITLED “DISTANCE REQUIREMENT,” IN ITS ENTIRETY WITHOUT REPLACEMENT DUE TO THE COMPANION ZONING ORDINANCE PROVISION (SECTION 3.14) BEING AMENDED TO REMOVE THE DISTANCE REQUIREMENT FOR NIGHT CLUBS, DANCE CLUBS, TAVERNS, CLUBS (PRIVATE), AND LODGES.

Since this item is a companion to the prior ordinance that was referred back to Planning Commission, Councilmember Smith moved to defer this ordinance until the companion ordinance comes back from Planning Commission. Mayor Gooch seconded, and the motion was approved unanimously by voice vote.

FINAL ADOPTION OF ORDINANCES

Ordinance No. 2-2026
AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE ZONING MAP WHICH IS MADE A PART OF THE ZONING ORDINANCE BY CHANGING THE ZONING DISTRICTS OF ROANE COUNTY TAX MAP 030 PARCELS 001.09 AND 001.12, FROM IND-2, INDUSTRIAL, TO IND-3, INDUSTRIAL, AND ROANE COUNTY TAX MAP 030 PARCELS 001.10, 001.11, 001.46, AND 001.47, FROM FIR, FEDERAL INDUSTRY AND RESEARCH, TO IND-3, INDUSTRIAL; SAID PARCELS TOTALING APPROXIMATELY 146 ACRES.

Mayor Pro Tem Dodson moved for adoption of the ordinance, and Councilmember Hope seconded.

Councilmember Smith moved to open the public hearing, and Councilmember Hope seconded. The motion was approved unanimously by voice vote.

Seeing no citizen who wished to address Council on this ordinance, Mayor Pro Tem Dodson moved to close the public hearing, and Councilmember Hope seconded. The motion was approved unanimously by voice vote.

Planning and Development Director Jennifer Williams provided an overview of the ordinance and answered questions from Council.

The ordinance was adopted unanimously by voice vote with Councilmembers Gleason, Hammond, Hensley, Hope, Smith, Mayor Gooch and Mayor Pro Tem Dodson voting "Aye."

Ordinance No. 3-2026
AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE ZONING MAP WHICH IS MADE A PART OF THE ORDINANCE BY CHANGING THE ZONING DISTRICT OF ROANE COUNTY TAX MAP 029, PARCELS 010.02, 010.03, 010.18, 010.19, AND 010.20, AND ROANE COUNTY TAX MAP 030, PARCELS 001.05 AND 001.36, TOTALING APPROXIMATELY 56.99 ACRES, FROM FIR, FEDERAL INDUSTRY AND RESEARCH, TO IND-2, INDUSTRIAL.

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

Mayor Pro Tem Dodson moved to open the public hearing, and Councilmember Hammond seconded. The motion was approved unanimously by voice vote.

Seeing no citizen who wished to address Council on this ordinance, Councilmember Hope moved to close the public hearing, and Councilmember Hensley seconded. The motion was approved unanimously by voice vote.

The ordinance was adopted unanimously by voice vote with Councilmembers Gleason, Hammond, Hensley, Hope, Smith, Mayor Gooch and Mayor Pro Tem Dodson voting "Aye."

Ordinance No. 4-2026
AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE ZONING MAP WHICH IS MADE A PART OF THE ORDINANCE BY CHANGING THE ZONING DISTRICT OF PARCEL 040.00, ROANE COUNTY TAX MAP 014 (100 IMPERIUM DRIVE), CONTAINING APPROXIMATELY 11.59 ACRES, FROM IND-2, INDUSTRIAL DISTRICT, TO B-2, GENERAL BUSINESS DISTRICT.

Mayor Pro Tem Dodson moved for adoption of the ordinance, and Councilmember Hope seconded. The motion was approved unanimously by voice vote.

Mayor Pro Tem Dodson moved to open the public hearing, and Councilmember Hammond seconded. The motion was approved unanimously by voice vote.

Doug Colclasure, 103 Monticello Road, spoke in opposition of the ordinance.

Councilmember Hensley moved to close the public hearing, and Councilmember Hammond seconded. The motion was approved unanimously by voice vote.

The ordinance was adopted unanimously by voice vote with Councilmembers Gleason, Hammond, Hensley, Hope, Smith, Mayor Gooch and Mayor Pro Tem Dodson voting "Aye."

Ordinance No. 5-2026
AN ORDINANCE TO RATIFY ORDINANCE NOS. 19-2024, 23-2024, 2-2025, 4-2025, 25-2025, 28-2025, 33-2025, 38-2025, AND 40-2025 ALL OF WHICH AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE ZONING MAP TO REZONE VARIOUS PARCELS AS SET FORTH BELOW, WHICH ORDINANCES WERE PREVIOUSLY APPROVED WITHOUT MEETING THE NEW 21-DAY LEGAL NOTICE PUBLICATION TIMEFRAME SET FORTH IN TENNESSEE CODE ANNOTATED §13-7-203(A)

Mayor Pro Tem Dodson moved for approval of the ordinance, and Councilmember Hope seconded.

Councilmember Hope moved to open the public hearing, and Mayor Pro Tem Dodson seconded. The motion was approved unanimously by voice vote.

Seeing no citizen who wished to address Council on this ordinance, Councilmember Hope moved to close the public hearing, and Councilmember Hammond seconded. The motion was approved unanimously by voice vote.

The ordinance was adopted unanimously by voice vote with Councilmembers Gleason, Hammond, Hensley, Hope, Smith, Mayor Gooch, and Mayor Pro Tem Dodson voting "Aye."

Ordinance No. 6-2026
AN ORDINANCE TO AMEND ORDINANCE NOT. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE ZONING MAP WHICH IS MADE A PART OF THE ORDINANCE BY CHANGING THE ZONING DISTRICT OF PARCELS 048.00, 049.00, 050.00, 051.00, 052.00, 053.00, 054.00, 055.00, AND 056.00 ANDERSON COUNTY TAX MAP 106A GROUP B, CONTAINING APPROXIMATELY 3.79 ACRES, FROM R-1-C/MDO, SINGLE FAMILY RESIDENTIAL DISTRICT, IN THE MANAHATTAN DISTRICT OVERLAY TO UB-2/PUD, UNIFIED GENERAL BUSINESS DISTRICT WITH A PLANNED UNIT DEVELOPMENT OVERLAY, SAID PARCLES BEING LOCATED AT THE CORNER OF LAFAYETTE DRIVE AND SOUTH ILLINOIS AVENUE.

Mayor Pro Tem Dodson moved for approval of the ordinance, and Councilmember Hensley seconded.

Councilmember Hope moved to open the public hearing, and Councilmember Hammond seconded. The motion was approved unanimously by voice vote.

Doug Colclasure, 103 Monticello Road, spoke in opposition to the ordinance and stated that the City needed more affordable housing, and this location would be appropriate for it.

Councilmember Hope moved to close the public hearing, and Councilmember Hammond seconded. The motion was approved unanimously by voice vote.

The ordinance was adopted by roll call vote with Councilmembers Gleason, Hensley, Hope, Mayor Gooch, and Mayor Pro Tem Dodson voting "Aye," and Councilmembers Smith and Hammond voting "No."

Ordinance No. 7-2026
AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE ZONING MAP WHICH IS MADE A PART OF THE ORDINANCE BY CHANGING THE ZONING DISTRICT OF DEVELOPMENT AREA 5 IN HORIZON CENTER INDUSTRIAL PARK OFF RENOVARE BOULEVARD (ROANE COUNTY CONTROL MAP 021 PARCEL 002.04), CONTAINING APPROXIMATELY 96.5 ACRES, FROM IND-2, INDUSTRIAL TO IND-3 INDUSTRIAL.

Mayor Pro Tem Dodson moved to adopt the ordinance, and Councilmember Hope seconded.

Councilmember Hope moved to open the public hearing, and Councilmember Hensley seconded. The motion was approved unanimously by voice vote.

Doug Colclasure, 103 Monticello Road, spoke in opposition of the ordinance.

Mayor Pro Tem Dodson moved to close the public hearing, and Councilmember Hensley seconded. The motion was approved unanimously by voice vote.

The ordinance was adopted by board vote with Councilmembers Gleason, Hensley, Hope, Mayor Gooch, and Mayor Pro Tem Dodson voting "Aye," and Councilmembers Hammond and Smith voting "No."

RESOLUTIONS

Resolution No. 2-16-2026
A RESOLUTION AWARDING A CONTRACT (FY2026-198) TO SPORT SURFACE PROS, LLC, LAKE FOREST, ILLINOIS, FOR THE CONVERSION OF THREE (3) TENNIS COURTS TO PICKLEBALL COURTS AND THE RESURFACING OF THE REMAINING ELEVEN (11) TENNIS COURTS AT THE OAK RIDGE HIGH SCHOOL FACILITY IN A TOTAL AMOUNT NOT TO EXCEED $121,000.00.

Mayor Pro Tem Dodson moved for approval of the resolution, and Councilmember Hammond seconded. Recreation and Parks Director Jon Hetrick provided an overview of the resolution and answered questions from Council.

The resolution was approved unanimously by roll Call vote with Councilmembers Gleason, Hammond, Hensley, Hope, Smith, Mayor Gooch and Mayor Pro Tem Dodson voting "Aye."

Resolution 2-17-2026
A RESOLUTION AUTHORIZING AN AGREEMENT WITH COUNSILMAN-HUNSAKER & ASSOCIATES, INC., ST. LOUIS, MISSOURI, FOR AQUATIC DESIGN SERVICES FOR THE OUTDOOR POOL IN A TOTAL AMOUNT NOT TO EXCEED $268,500.00.

Councilmember Smith moved for approval of the resolution, and Councilmember Hope seconded. Deputy Recreation and Parks Director Seth Rodgers provided an overview of the resolution and answered questions from Council.

The resolution was approved unanimously by roll call vote with Councilmembers Gleason, Hammond, Hensley, Hope, Smith, Mayor Gooch and Mayor Pro Tem Dodson voting "Aye."

Resolution No. 2-18-2026
A RESOLUTION AWARDING A CONTRACT TO FLOWPROS, LLC, NOBLESVILLE, INDIANA, FOR THE INSTALLATION OF NEW ADVANCED METERING INFRASTRUCTURE (AMI) WATER METERS IN AN AMOUNT NOT TO EXCEED $455,350.00.

Councilmember Smith moved for approval of the resolution, and Councilmember Hope seconded. City Engineer Bryan Mills provided an overview of the resolution and answered questions from Council.

The resolution was approved unanimously by roll call vote with Councilmembers Gleason, Hammond, Hensley, Hope, Smith, Mayor Gooch and Mayor Pro Tem Dodson voting "Aye."

Resolution No. 2-19-2026
A RESOLUTION AWARDING A CONTRACT TO NIXON POWER SERVICES COMPANY, BLOUNTVILLE, TENNESSEE, FOR AN AS-NEEDED SERVICES CONTRACT TO REPAIR KOHLER GENERATORS USED IN THE CITY'S WATER DISTRIBUTION SYSTEM IN AN AMOUNT NOT TO EXCEED $100,000.00.

Councilmember Hope moved for approval of the resolution, and Councilmember Smith seconded. City Engineer Bryan Mills provided an overview of the resolution and answered questions from Council.

The resolution was approved unanimously by roll call vote with Councilmembers Gleason, Hammond, Hensley, Hope, Smith, Mayor Gooch and Mayor Pro Tem Dodson voting "Aye."

Resolution No. 2-20-2026
A RESOLUTION AWARDING A CONTRACT TO NIXON POWER SERVICES COMPANY, BLOUNTVILLE, TENNESSEE, FOR AN AS-NEEDED SERVICES CONTRACT TO REPAIR KOHLER GENERATORS USED IN THE CITY'S WASTEWATER COLLECTION SYSTEM AND WASTEWATER PLANTS IN AN AMOUNT NOT TO EXCEED $100,000.00.

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

The resolution was approved unanimously by roll call vote with Councilmembers Gleason, Hammond, Hensley, Hope, Smith, Mayor Gooch and Mayor Pro Tem Dodson voting "Aye."

Resolution No. 2-21-2026
A RESOLUTION AUTHORIZING AN AGREEMENT WITH MILLER & MARTIN PLLC, CHATTANOOGA, TENNESSEE, FOR LEGAL SERVICES ASSOCIATED WITH ELECTRIC AND OTHER UTILITY AGREEMENTS IN AN AMOUNT NOT TO EXCEED $250,000.00 FOR THE INITIAL TWO-YEAR TERM.

Mayor Pro Tem Dodson moved for approval of the resolution, and Councilmember Hammond seconded. Deputy City Manager Tom Pessemier provided an overview of the resolution, and Electric Director Ardo Ba answered questions from Council. Mayor Gooch requested that the Legal Department review any invoices before payment.

The resolution was approved unanimously by roll call vote with Councilmembers Gleason, Hammond, Hensley, Hope, Smith, Mayor Gooch and Mayor Pro Tem Dodson voting "Aye."

Resolution No. 2-22-2026
A RESOLUTION APPROVING POLICIES AND PROCEDURES FOR A PROPERTY TAX INCENTIVE PROGRAM RELATING TO THE NEGOTIATION AND ACCEPTANCE OF PAYMENTS IN LIEU OF AD VALOREM TAX WITH RESPECT TO CERTAIN FACILITIES LOCATED IN THE CITY OF OAK RIDGE, TENNESSEE, AND FINDING THAT SUCH PAYMENTS ARE DEEMED TO BE IN FURTHERANCE OF THE PUBLIC PURPOSES OF THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF OAK RIDGE AS DEFINED IN TENNESSEE CODE ANNOTATED SECTION 7-53-305.

Mayor Pro Tem Dodson moved for approval of the resolution, and Councilmember Smith seconded. City Manager Randy Heman provided an overview of the resolution and answered questions from Council.

Councilmember Smith requested a more generic definition of data centers than referencing Artificial Intelligence (AI) data centers. City Attorney Tammy Rackard also proposed an amendment to remove a chart from the back of the attached document that was superfluous to the document.

Mayor Gooch moved to amend the attachment to remove the chart and references to Artificial Intelligence (AI) models from the document. Councilmember Smith seconded. The amendment was approved unanimously by voice vote.

Doug Colclasure, 103 Monticello Road, spoke in favor of the resolution.

The resolution was approved as amended unanimously by roll call vote with Councilmembers Gleason, Hammond, Hensley, Hope, Smith, Mayor Gooch and Mayor Pro Tem Dodson voting "Aye."

APPEARANCE OF CITIZENS

Jas Jakowski, 101 Cottage Court, Oak Ridge, addressed Council regarding the placement of a park in the Pointe Grand development and traffic issues in the Wolf Creek development.

Martin McBride, 954 W. Outer Drive, Oak Ridge, addressed Council regarding the tax rate in Oak Ridge and how the Department of Energy could assist with broadening the tax base.

ANNOUNCEMENTS AND SCHEDULING

(NONE)

COUNCIL REQUESTS FOR NEW BUSINESS ITEMS OR FUTURE BRIEFINGS

An update was requested on the status of the new water plant. Councilmembers also thanked city crews who worked to maintain road conditions and power during the recent winter weather.

SUMMARY OF CURRENT EVENTS

(NONE)

CITY MANAGER'S REPORT

City Manager Randy Hemann provided a presentation to City Council outlining the status of current projects and recognizing new employees.

CITY ATTORNEY'S REPORT

(NONE)

ADJOURNMENT: 8:37 p.m.

_____
Mary Beth Hickman, City Clerk

APPROVED BY CITY COUNCIL
March 9, 2026

_____
Warren L. Gooch, Mayor

AGENDA ID: VII.b

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Roger Flynn , Deputy Director

SUBJECT: Permanent Access to Oak Ridge Turnpike (TN SR-95)

Introduction

An item for City Council's consideration is the recommendation of a resolution approving access to State Route (SR) 95 (parcel 014 043.00) located at 3607 Oak Ridge Turnpike.

Background

At the March 8, 2021 meeting, City Council approved a full-service access to TN SR-95 for a facility to be known as the Oak Ridge Enhanced Technology & Training Center (ORETTC). Originally the ORETTC was anticipated to be two building totaling 65,000 sq. ft. that would share 250 parking spaces. The initial building is the Emergency Response Training Facility (ERTF). It is 27,000 sq. ft. and is operated by the state of Tennessee for the purpose of training emergency responders from across the country. This was agenda item VI.c and the request was approved via resolution 03-0023-2021.

Consolidated Nuclear Security (CNS) and the University of Tennessee are now partnering on a joint venture to construct the Nuclear Safety Prototype Center (NSPC) as part of the campus. The NSPC will consist of two buildings approximately 60,000 ft^2 each. The attached letter from Design Innovation Architects (DIA) requesting the new access refers to the ERTF as the Enhanced Technology and Training Center (ETTC). The letter explains there will be an additional 286 parking spaces, and both facilities are expected to create up to 350 trips per day.

The new access is located east of the existing access. It does not align with a median cut, will be right in/right out and will only serve east bound traffic.

TN SR-95 at this location is a four-lane divided highway. Site distance is adequate in both directions.

Section 11.01 (a) (11) of the Oak Ridge zoning ordinance classifies Oak Ridge Turnpike as an arterial street. The Oak Ridge Zoning Ordinance section 11.01 (b) (1) requires approval from City Council for access to streets classified as arterial. Oak Ridge ordinance does not specify or require TSAB approval however City Council typically requests it. This access request was presented to TSAB at its February 17, 2026 meeting and TSAB recommended approval. The proposed access meets the requirements of the City of Oak Ridge zoning ordinance section 11.01 entitled Vehicle Access Control.

No site plan has been submitted. This request is in preparation for requesting a driveway permit from the Tennessee Department of Transportation (TDOT).

Recommendation

Public Works recommends approval of the resolution.

Attachments:

25023_XXX_2026-02-03_Oak_Ridge_TSAB.pdf

C500_OVERALL_PHASE_I___II_SITE_LAYOUT_PLAN.pdf

TSAB__2-17-26_.pdf

Resolution - Permanent Access to Oak Ridge Turnpike (TN SR-95).docx

Design Innovation
ARCHITECTS + INTERIORS + CIVIL

February 3, 2026

City of Oak Ridge, Transportation Safety Advisory Board
Attn: Roger Flynn, PE
PO Box 1
Oak Ridge, TN 37831

Re: New Driveway Access Request
3607 Oak Ridge Turnpike (TN HWY 95)
DIA Project Number: 25023

Dear TSAB Board Members,

DIA is requesting to install a new driveway access on TN HWY 95 at the following address:

3607 Oak Ridge Turnpike
Oak Ridge, TN 37830

The project is the construction of the Nuclear Safety Prototype Cener (NSPC). The NSPC will consist of up to 2 60,000 SF facilities for use in training, education and non-nuclear material prototype development in support of the region's nuclear industry. The project, a joint venture between CNS and the University of Tennessee is a campus expansion of the recently completed Oak Ridge Enhanced Technology and Training Center (ETTC). Anticipated campus traffic counts (including both ETTC and NSPC), will be up to 350 car trips per day. The traffic pattern is anticipated to be similar in nature to a typical office building for normal business hours.

The proposed right in/right out driveway access and interior driveway system are integrated within the existing ETTC facility. The request for a new driveway is to accommodate additional parking within the campus, to provide construction access during the development of the site and to provide a dedicated access for large deliveries during operation of the facility. For vehicles looking to go west onto TN HWY 95, the design intent is for the driver to utilize the existing full-access driveway intersection to get access to the west-bound lanes. Internal signage within the campus will direct westbound traffic to the full access exit. The proposed right in/right out drive will be signed as eastbound exit only.

Sincerely,
Design Innovation Architects

(Signature)

Brad Salsbury, PE
Vice President of Civil Design
(Printed Name and Title)

(Signature)

Morgan Crace, PE
Senior Civil Engineer
(Printed Name and Title)

Greg Campbell – Design Innovation

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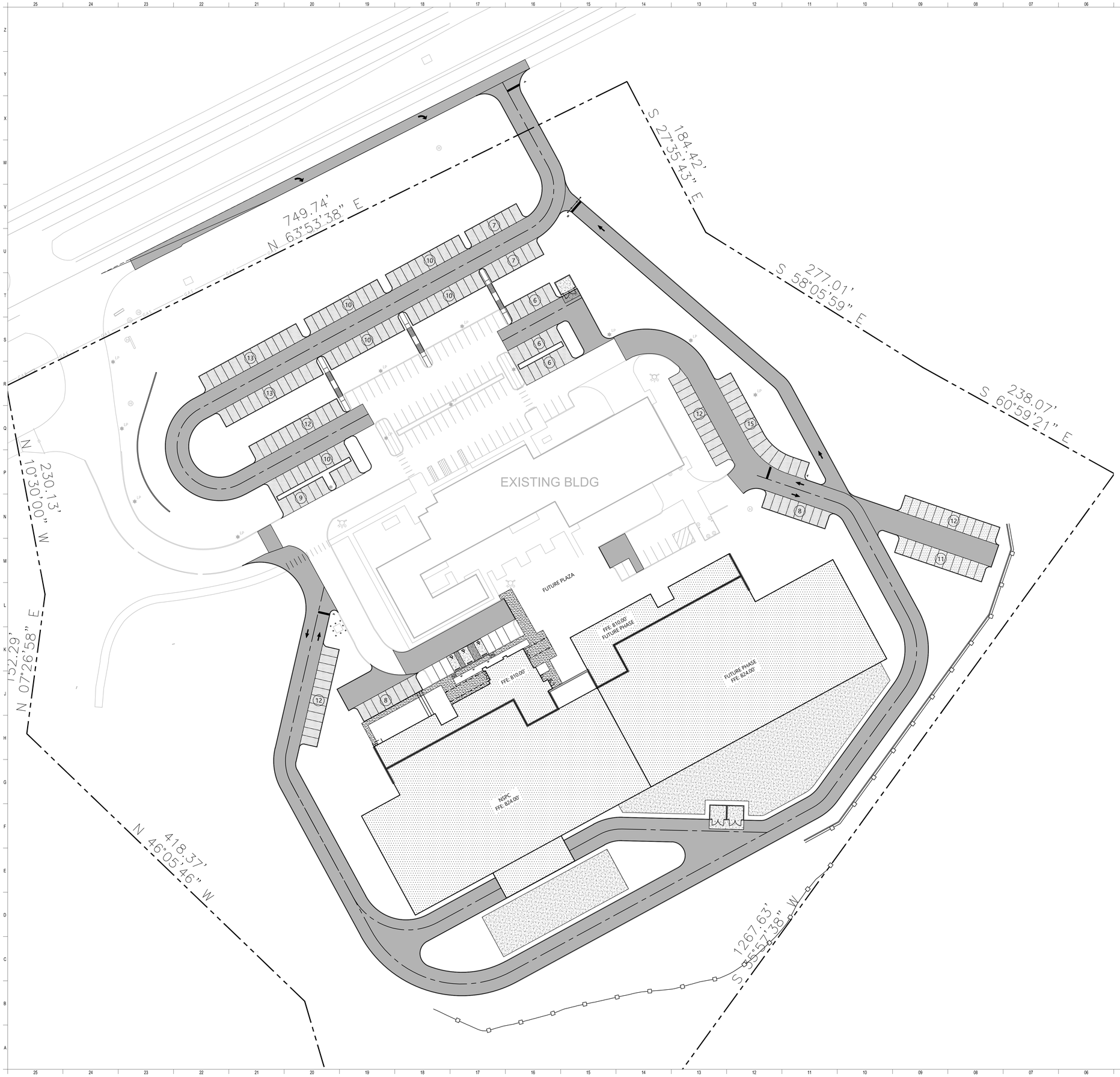

SITE DATA

COUNCIL DISTRICT:	COUNCIL DISTRICT
COUNCIL MEMBER:	COUNCIL MEMBER
PARCEL ID.:	030 001.00
SITE ADDRESS:	OAK RIGE TURNPIKE OAK RIDGE, TN 37830
SITE ACREAGE:	20.095 AC. (875,350 FT^2)
EXISTING ZONING:	INDUSTRIAL (IND-2)
PROPOSED USE:	TRAINING FACILITY
PROPOSED MAX. BUILDING HEIGHT:	X STORIES
ALLOWED MAX. BUILDING HEIGHT:	X STORIES
IMPERVIOUS SURFACE AREA	
BUILDINGS:	0.XX AC. (XXX FT^2)
DRIVES/SIDEWALKS:	0.XX AC. (XXX FT^2)
TOTAL PROPOSED IMPERVIOUS AREA:	0.XX AC. (XXX FT^2)
PARKING SUMMARY	
PARKING REQUIRED: (PARKING REQUIREMENTS)	XX SPACES REQUIRED
PARKING PROVIDED:	
EXISTING SURFACE:	99 SPACES (5 ADA / 2 VAN)
PROPOSED SURFACE:	179 SPACES
TOTAL:	278 SPACES PROVIDED
OWNER:	LAWLERWOOD, LLC
ADDRESS:	900 SOUTH GAY STREET, SUITE #1600 KNOXVILLE, TN 37902
PHONE NO.:	865.637.7777
CONTACT NAME:	RANDY GIBSON
CONTACT E-MAIL ADDRESS:	rgibson@lawlerwood.com
CIVIL ENGINEER:	DESIGN INNOVATION ARCHITECTS, INC
ADDRESS:	402 SOUTH GAY STREET, SUITE #201 KNOXVILLE, TN 37902
PHONE NO.:	865.637.8540
ENGINEER NAME:	BRAD SALSBURY
ENGINEER E-MAIL ADDRESS:	bsalsbury@dia-arch.com

RECORDED DOCUMENTS: DEED BOOK 1812 PAGE 514

FEMA PANEL:
THE SUBJECT PROPERTY DOES NOT LIE WITHIN A SPECIAL FLOOD HAZARD ZONE ACCORDING TO COMMUNITY PANEL NO. 47145C0130F, 09/28/2007, COMMUNITY NAME: ROANE COUNTY, TENNESSEE.

PROPOSED FEATURES LEGEND

- BUILDING
- CONCRETE PAVEMENT
- CONCRETE SIDEWALK
- HEAVY DUTY PAVEMENT
- LIGHT DUTY PAVEMENT
- TACTILE WARNING
- PAINTED STRIPE
- CONCRETE CURB
- CENTERLINE

NOTES:
1. SEE SHEET C200 FOR GENERAL NOTES.

Know what's below.
Call before you dig.

N

0 40 80 120
GRAPHIC SCALE (IN FEET)
VERTICAL DATUM: NAVD 88
HORIZONTAL DATUM: NAD 83/27

DIA

PRELIMINARY NOT FOR CONSTRUCTION

PROJECT INFORMATION:

PROJECT NUMBER:
25023

PROJECT PHASE / STATUS:
NSPC

REVISION TRACKING:

#	REVISION	DATE

SHEET INFORMATION:

C500

OVERALL PHASE I & II SITE LAYOUT PLAN

SHEET ISSUE DATE:
2025-09-03

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CITY OF OAK RIDGE PUBLIC WORKS

OAK RIDGE PUBLIC WORKS
(865) 425-1875

Chairman and Members, Oak Ridge Traffic Safety Advisory Board (TSAB) February 17, 2026

Subject: Permanent access to Oak Ridge Turnpike (TN-SR 58)

TSAB Members:

An item to review at the February 17, 2026, meeting is a proposed permanent access to Oak Ridge Turnpike (ORTP) (TN State Route 58). The purpose of the access is to provide an additional means of ingress and egress to the Emergency Response Training Facility (ERTF) located at 3607 ORTP.

At its February 16, 2021, meeting TSAB reviewed a request for new access to this location for the proposed ERTF. This meeting was virtual. Originally the ERTF was anticipated to have two buildings totaling 65,000 sq. ft. that would share 250 parking spaces and cause 200 trips per day. Only one building was constructed, however additional buildings were expected in the future.

Consolidated Nuclear Security (CNS) and the University of Tennessee are now partnering on a joint venture to construct the Nuclear Safety Prototype Center (NSPC) as part of the campus. An additional 286 parking spaces are planned that will produce between 300 and 350 trips per day.

Design Innovation Architects (DIA) has submitted a request for an additional access point on SR-58 located approximately 600' east of the existing. The new access is not full movement. It does not align with a median opening. It will be right in/ right out and will be restricted to east bound traffic. A right turn decel lane for the new access is depicted on the site plan.

Neither the original facility nor the combination of existing and new rise to the level of requiring a traffic impact study. SR-58 at this location is a four (4) lane divided roadway section. Site distance is adequate.

Oak Ridge Turnpike is a Tennessee state route so in addition to local approval the Tennessee Department of Transportation (TDOT) will need to review and issue a state route driveway permit. Final construction plans have not yet been completed.

Section 11.01 (a) (11) of the Oak Ridge zoning ordinance classifies Oak Ridge Turnpike as an arterial street. The Oak Ridge Zoning Ordinance section 11.01 (b) (1) requires approval from City Council for access to streets classified as arterial. Oak Ridge ordinance does not specify or require TSAB approval, however City Council typically requests it. The proposed access meets the requirements of the City of Oak Ridge zoning ordinance section 11.01 entitled Vehicle Access Control.

City staff supports the access as requested.

Sincerely,

Roger Flynn

Roger Flynn, P.E.
Public Works Deputy Director

Attachments: DIA letter dated February 3, 2026
Overall site plan

NUMBER _____

RESOLUTION

A RESOLUTION APPROVING ADDITIONAL ACCESS TO OAK RIDGE TURNPIKE (STATE ROUTE 95) FROM THE OAK RIDGE ENHANCED TECHNOLOGY AND TRAINING CENTER LOCATED AT 3607 OAK RIDGE TURNPIKE; SAID ACCESS SUBJECT TO APPROVAL BY THE TENNESSEE DEPARTMENT OF TRANSPORTATION.

WHEREAS, by Resolution 3-23-2021, City Council approved a full-service access to the Oak Ridge Turnpike (TN State Route 95) for the Emergency Response Training Facility (ERTF) to be constructed at the Oak Ridge Enhanced Technology and Training Center (ORETTC) located at 3607 Oak Ridge Turnpike; and

WHEREAS, additional access to the ORETTC has been requested due to the campus being expanded for construction of the Nuclear Safety Prototype Center (NSPC) with additional parking spaces and both facilities are expected to create additional traffic; and

WHEREAS, this new access will provide additional ingress and egress to the ORETTC approximately 600 feet east of the existing access, will not align with a median cut, and will be right in/right out driveway access only serving east bound traffic; and

WHEREAS, Oak Ridge Turnpike is an arterial road requiring City Council approval of access; and

WHEREAS, Oak Ridge Turnpike is also a state route requiring review by the Tennessee Department of Transportation (TDOT) and TDOT's issuance of a state route driveway permit; and

WHEREAS, the proposed access has been reviewed by the Traffic Safety Advisory Board and the Board recommended approval at its February 17, 2026 meeting; and

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

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

That the recommendation of the City Manager is approved and the additional access to Oak Ridge Turnpike from Roane County Parcel 014 043.00 (3607 Oak Ridge Turnpike), as shown on the attached Proposed Site Plan submitted by Design Innovation Architects, is hereby approved subject to the approval by the Tennessee Department of Transportation.

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

This 9th day of March 2026.

APPROVED AS TO FORM AND LEGALITY:

_____
Tammy M. Rackard, City Attorney

_____
Warren L. Gooch, Mayor

_____
Mary Beth Hickman, City Clerk

AGENDA ID: VII.c

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Jennifer Williams , Planning and Development Director

SUBJECT: A Resolution to Authorize an Amendment to the Freese and Nichols Professional Services Agreement for the Comprehensive Plan

Introduction

An item for City Council's consideration is a resolution authorizing an amendment to Professional Services Agreement FY2025-057 with Freese and Nichols (Comprehensive Plan contract) to account for an increased timeline and amendments associated with adoption of the plan.

Funding

The cost of the amendment is $4,835 and will be funded using the Planning & Development department's FY2026 operating budget.

Background

In July, 2024 the City entered into a professional services agreement with Freese and Nichols for completion of an updated Comprehensive Plan for the City. The total cost of the original contract was $214,361. Since then, the contract has been amended two other times: once in December, 2025 to add a requested additional consultant trip (cost: $3,152) and again in February, 2026 to extend the contract expiration date (no cost).

The original contract was set to be complete by February, 2026 and included sixteen (16) months for creation of a draft plan and two (2) months for adoption. Due to delays in adoption of the plan as well as edits exceeding what was anticipated in the original project scope, the contract needs to be amended to accommodate these circumstances. The total cost of the contract amendment is $4,835. The amendment will be paid for out of the FY2026 Planning & Development operational budget with funding already designated for third party contracts.

This item was presented to the Budget and Finance Committee on February 26, 2026. The committee did not raise any objections to the amendment.

Recommendation

Approval of the attached resolution is recommended.

Attachments:

OAR24479 Oak Ridge TN Amd 3

Professional Services Agreement FY2025-057

Resolution - Amendment to Agreement with Freese and Nichols.docx

PROFESSIONAL SERVICES AGREEMENT

AMENDMENT #3

CITY OF OAK RIDGE, TENNESSEE		**FNI Project:**	**OAR24479**
P.O. BOX 1		**Client Contract:**	
OAK RIDGE, TN 37831-0001		**Date:**	**3/3/2026**

Project Name:	Oak Ridge Comprehensive Plan
Description of Services:	Make the amendments listed on the following page and create a new, public hearing draft Comprehensive Plan for City Council adoption consideration.
Deliverables:	Create a new public hearing draft Comprehensive Plan
Schedule:	No change
Compensation Type:	Lump Sum Fee
Current Contract Amount:	$217,513.00
Amount of this Amendment:	$ 4,835.00
Revised Total Amount Authorized:	$222,348.00

The services described above shall proceed as amended upon execution of this Amendment. All other provisions, terms, and conditions of the Professional Services Agreement which are not expressly amended shall remain in full force and effect.

CITY OF OAK RIDGE, TENNESSEE		**FREESE AND NICHOLS, INC.**	
By:		By:	
Name:		Name:	Danny Wilson
Title:		Title:	Associate
Date:		Date:	3/3/2026

Comprehensive Plan Edits Scope of Work for Contract Amendment #3

1. Update the Acknowledgments on page 1 to include new Planning Commission members.
2. Amend a few minor typos identified in the text (page 2: changing “2024” to “2045” and page 67: replace the word “Institute” with “Initiative”)
3. Revise text on Page 65 to include the language sent by City staff via email.
4. On the Future Land Use Map, change the land use category of ED-6 (the entire parcel) to Nature and Open Space- this edit also requires updates to the table in the draft Plan.
5. Remove the Three Bends Special Planning Area from the plan in its entirety and change the three bends area on the Future Land Use Map to Nature and Open Space- this edit also requires updates to the table in the draft Plan. Replace page 39 with a photograph.
6. On the Future Land Use Map, in the area south of highway 58 and west of highway 95, change the land use designation of all federally owned property identified as ‘Industrial’ to ‘Federally Owned Land” - this edit also requires updates to the table in the draft Plan. Privately owned parcels and the parcel owned by TVA to remain Industrial.
7. Correct the greenbelt designation on the Future Land Use Map along boundary with Roane County that is currently shown as Low Density Residential to be Nature & Open Space- this edit also requires updates to the table in the draft Plan.

PROFESSIONAL SERVICES AGREEMENT
(Updated Comprehensive Plan)

This Professional Services Agreement is entered into on this 8th day of July, 2024, by and between the City of Oak Ridge, Tennessee, 200 S. Tulane Avenue, Oak Ridge, Tennessee 37830, with a mailing address of P.O. Box 1, Oak Ridge, Tennessee 37831-0001, hereinafter referred to as the "City," and Freese and Nichols, Inc., with headquarters located at 801 Cherry Street, Suite 2800, Fort Worth, Texas 76102, and offices at 222 South Caldwell Street, Charlotte, North Carolina 28202, hereinafter referred to as the "Consultant," (and collectively referred to as the "Parties").

WITNESSETH

WHEREAS, the City desires to obtain professional services from the Consultant relating to the development of an updated Comprehensive Plan for the City of Oak Ridge, Tennessee, and issued a Request for Proposals for the same; and

WHEREAS, the Consultant is qualified to provide such services and is willing to undertake the performance of such services for the City in exchange for the fees hereinafter specified; and

WHEREAS, the Consultant has provided a proposal for the services and the City has determined the proposal to be satisfactory.

NOW, THEREFORE, in consideration of the covenants and agreements contained in this Agreement, and subject to the terms and conditions stated, the Parties do mutually agree as follows:

Section 1. Employment of Consultant.

The Consultant will perform as an independent contractor all services under this Agreement to the prevailing professional standards consistent with the professional level of care and skill ordinarily provided by competent members of the Consultant's profession, both public and private, currently practicing under the same or similar circumstances and professional license and as expeditiously as is prudent considering the ordinary professional skill and care of a competent AICP ISA planner (hereinafter referred to as the "Standard of Care"). The Standard of Care shall be the sole standard governing the Consultant's performance of its professional service under this Agreement. If Consultant represents that it has special expertise in one or more areas to be utilized under this Agreement, the Consultant agrees to perform those special expertise services to the appropriate local, regional, and national professional standards.

Section 2. Scope of Services.

The Consultant shall provide all tools, equipment, labor, materials, personnel, and supplies necessary to perform professional services set forth in the City's Request for Proposals (attached as Exhibit A) related to the development of an updated Comprehensive Plan document working in conjunction with the City's staff and the Oak Ridge Municipal Planning Commission, specially including, but not limited to, the tasks enumerated more fully in the Consultant's proposal attached hereto as Exhibit B (hereinafter referred to as the "Scope of Services"). Services not set forth in Exhibit B shall be additional services and should the Consultant perform such additional services as permitted in this Agreement, the Consultant shall be entitled to payment of additional

compensation. Exhibit B is incorporated herein by reference and made a part of this Agreement as if fully set forth herein verbatim.

Section 3. Payment for Services; Invoicing; Reports.

A. Payment for Services. Total payment for services described herein is $214,361.00 as set forth in Exhibit B. This total payment for services includes the Consultant's ordinary expenses such as salary costs, overhead, direct expenses, and profit.

B. Progress Payments. The Consultant shall invoice the City monthly for services completed in the prior month. If additional services, trips, or expenses are requested, the Consultant will not provide such additional services until authorized by the City in writing to proceed. The Scope of Services shall be strictly limited. The City shall not be required to pay any amount in excess of the amount identified in Section 3.A. unless the City shall have approved in writing in advance—prior to the performance of additional work—the payment of additional amounts.

C. Invoicing and Progress. Each month the Consultant will submit to the City an invoice supporting the percentage complete for which payment is sought, along with the progress report supporting the invoiced amount. Each invoice shall also state the percentage of work completed on the Project through the end of the then-submitted billing period, the total of the current invoice amount, and a running total balance for the Project to date.

D. Payment Timeframe. Within thirty (30) days of receipt of each such monthly invoice, the City shall make payment and the amount shown by the Consultant's approved monthly statements and other documentation submitted.

E. Non-Conformance. Nothing contained in this Agreement shall require the City to pay for any services that are not in conformance with the Standard of Care or for invoices which are not submitted in compliance with the material terms of this Agreement, nor shall failure to withhold payment pursuant to the provisions of this Section 3 constitute a waiver of any right, at law or in equity, which the City may have if the Consultant is in default, including the right to bring legal action for damages or for specific performance of this Agreement. Waiver of any default under this Agreement shall not be deemed a waiver of any subsequent default.

F. Withholding of Funds. Before paying the Consultant, the City may deduct the amount of any debt from any source that the Consultant owes to the City that is not under written dispute.

Section 4. Revisions of the Scope of Services.

The City reserves the right to revise or expand the Scope of Services after due approval by the City and agreement by the Consultant as the City may deem necessary, but in such event the City shall pay the Consultant equitable compensation as agreed to by the City and the Consultant for such services. In any event, when the Consultant is directed to revise or expand the Scope of Services under this section of the Agreement, the Consultant shall provide the City with a written proposal for the entire cost involved in performing such additional services. Prior to the Consultant undertaking any revised or expanded services as directed by the City under this Agreement, the City must authorize in writing the nature and scope of the services and accept the method and amount of

compensation and the time involved in all phases of the Project. The Parties shall amend this Agreement to include any expansion to the Scope of Services and Payment for Services.

It is expressly understood and agreed by the Consultant that any compensation not specified in Section 3 hereinabove may require approval by City Council and is subject to the City's current budget year limitations. Further, the Consultant has no obligation to perform any services not set forth in Exhibit B without the advanced written approval of the City.

Section 5. Term and Time of Performance.

This Agreement shall commence on the date first written above and shall terminate when the City has approved the project as being final or otherwise terminates this Agreement as provided herein.

The Consultant shall commence services upon execution of this Agreement. Unless terminated, or unless the Scope of Services and Time of Performance are changed in accordance with Section 15, Changes, the Consultant shall complete the Scope of Services provided under Section 2 within eighteen (18) months of the Notice to Proceed date, which incorporates sixteen (16) months for completion of the Comprehensive Plan and two (2) months for adoption of the Comprehensive Plan. Notwithstanding anything herein to the contrary, the City acknowledges and agrees that any schedule for the provision of the Consultant's services may be modified or adjusted by written agreement between the Parties due to review by third-party consultants, review and approval of submissions by authorities having jurisdiction over the Project, changes in the scope of the Project, and/or delays by the City and or its contractor or consultants. The Consultant shall have no liability for any such delays mutually agreed to by the Parties. Time of is the essence of this Agreement.

The completion schedule set forth in this section may be subject to causes that result in delay over which neither the Consultant nor the City has any control. Notification and written justification for any such delays identified by the Consultant must be made in writing and approved by the City. The Schedule of Work will be extended to include any such delays pursuant to Section 15, Changes.

Section 6. Contract Termination Provision.

This Agreement may be terminated at any time by the City for any cause by providing the Consultant with thirty (30) days written notice of such termination. Upon receipt of such notice, the Consultant shall immediately terminate working on, placing orders, or entering into contracts for supplies, assistance, facilities, or materials in connection with this Agreement, and shall proceed to promptly cancel all existing contracts insofar as they are related to this Agreement. Data and study products prepared by the Consultant under this Agreement shall be delivered to the City if requested on the condition that the City has fully paid the Consultant all sums due for such data and study products. The City will only be obligated to compensate the Consultant in the amounts agreed herein for those services performed prior to the effective date of termination and upon the Consultant submitting a statement of actual services performed and payment requested.

Section 7. Ownership of Documents.

All materials and documents prepared or assembled by the Consultant under this Agreement shall become the sole property of the City and shall be delivered to the City without restriction on future use on the condition that the City substantially performs its obligations under this Agreement,

including prompt payment of all sums due. The Consultant may retain in its files copies of all drawings, specifications, and all other pertinent information for the services. The Consultant shall have no liability for changes made to any materials or other documents by others subsequent to the completion of this Agreement. Further, in the event the City uses any materials or other documents provided, prepared, or assembled by the Consultant without retaining the Consultant, such use shall be at the City's sole risk and liability, and the City releases the Consultant from all claims and causes of action arising from such use.

Section 8. Insurance.

A. Before commencing work, the Consultant shall, at its own expense, procure, pay for, and maintain during the term of this Agreement the following insurance written by companies approved by the State of Tennessee and acceptable to the City. The Consultant shall furnish to the City's Legal Department copies of the insurance policies required herein stating coverages, limits, expiration dates, and compliance with all applicable required provisions. Certificate shall reference the Project/Contract Number and be addressed as follows:

City of Oak Ridge – Legal Department
P.O. box 1
Oak Ridge, Tennessee 37831-0001

1. Commercial General Liability insurance, including, but not limited to, Premises/Operations, Personal and Advertising Injury, Products/Completed Operations, Independent Contractors, and Contractual Liability, with minimum combined single limits of $1,000,000.00 per occurrence, $1,000,000.00 Products/Completed Operations Aggregate, and $1,000,000 general aggregate. Coverage must be written on an occurrence form. The General Aggregate shall apply on a per project basis.

2. Workers' Compensation insurance with statutory limits; and Employers' Liability coverage with minimum limits for bodily injury: (a) by accident, $100,000.00 each accident, (b) by disease, $100,000.00 per employee with a per policy aggregate of $500,000.00.

3. Business Automobile Liability insurance covering owned, hired, and non-owned vehicles, with a minimum combined bodily injury and property damage limit of $1,000,000.00 per occurrence.

4. Professional Liability insurance to provide coverage against any claim which the Consultant and all sub-consultants engaged or employed by the Consultant become legally obligated to pay as damages arising out of the performance of professional services caused by any negligent act, error, or omission with minimum limits of $1,000,000.00 per claim and $2,000,000 annual aggregate.

If the insurance is written on a claims-made form, coverage shall be continuous (by renewal or extended reporting period) for not less than thirty-six (36) months following completion of the Agreement and acceptance of the Project by the City.

B. With reference to the foregoing insurance, the consultant shall endorse applicable insurance policies as follows:

1. A waiver of subrogation in favor of the City, its officials, its employees, and officers shall be contained in the Workers' Compensation insurance policy.

2. The City, its officials, employees, and officers shall be named as additional insureds on the Commercial General Liability policy and the City shall be provided a defense to any and all claims and causes of action arising out of or related to this Agreement as may be provided pursuant to the Consultant's General Liability insurance policies. In this regard, the Consultant shall assist the city to obtain any defense provided by the Consultants general liability insurance policies.

   Nothing contained in Section 12, Indemnification, of this Agreement shall be interpreted or applied as limiting, reducing, or eliminating any obligation or duty that the Consultant's insurance carrier may owe to the City as an additional insured or broader under the Consultant's General Liability insurance policies required by this Agreement, to provide the City with the defense and/or indemnify the City for any claim or cause of action, whether one or more, regardless of proportionate responsibility or liability of the Consultant or the City. Neither shall anything contained in this Section 8 be interpreted or applied as providing or otherwise entitling either the Consultant, the Consultant's insurance carrier, or any other party any right or ability to recover against the City any amounts of money attributable to damages, costs, expenses, and/or attorneys' fees based on or arising out of a finding of comparative or proportionate responsibility or liability as against the City, it being understood and agreed that the City in no way intends by this Agreement to waive its sovereign immunity regarding any claim, suit, or cause of action.

3. All insurance policies shall be endorsed to the effect that the City will receive at least thirty (30) days' advance notice of the cancellation effective date of any policy of insurance that is cancelled by the insurance company for any reason other than non-payment of premium.

4. All insurance policies shall be endorsed to the effect that the City will receive at least ten (10) days' advance notice of the cancellation effective date of any policy of insurance that is cancelled by the insurance company for non-payment of premium or cancelled by the Consultant for any reason.

C. All insurance shall be purchased from an insurance company that meets the financial rating of A- or better as assigned by the A.M. Best Company or equivalent.

D. The Consultant shall notify the City in writing at least thirty (30) days prior to the Consultant cancelling or making any material change to any coverage(s) provided in or through the insurance policies required under this Section 8. Failure by the Consultant to provide the City with notice required hereunder may, in the sole discretion of the City, be deemed a material breach of this Agreement.

Section 9. Right to Inspect Records.

The Consultant agrees that the City shall have access to and the right to examine any books, documents, papers, and records of the Consultant involving transactions related to this Agreement on the condition that the City substantially performs its obligations under this Agreement including prompt payment of all sums due. The Consultant agrees that the City shall have access during normal working hours to all necessary Consultant facilities and shall be provided adequate and appropriate workspace in order to conduct audits and compliance with the provisions of this section of this Agreement. The City shall give the Consultant reasonable advanced notice of intended audits.

The Consultant further agrees to include in all of its subcontracts for services on the Project, if any, a provision that on the condition the City substantially performs its obligations under this Agreement any of the Consultant's subcontractors agree that the City shall have access to, and the right to examine, any directly pertinent books, documents, papers, and records of such subcontractor involving transactions to the subcontract related to the Project and further that the City shall have access during normal working hours to all such subcontractor facilities and shall be provided adequate and appropriate workspace in order to conduct audits in compliance with the provisions of this section. The City shall give such subcontractors reasonable advanced notice of intended audits.

Section 10. Successors and Assigns.

The City and the Consultant each bind themselves and their successors, executors, administrations, and assigns to the other party to this Agreement and to the successors, executors, administrators, and assigns of such other party in respect to all covenants of this Agreement. Neither the City nor the Consultant shall assign or transfer its interest herein without the prior written consent of the other party, which consent shall not be unreasonably withheld.

Section 11. Consultant's Liability.

Acceptance of the final plans by the City shall not constitute nor be deemed a release of the responsibility and liability of the Consultant, its employees, associates, agents, or subconsultants for the accuracy and competency of their designs, working drawings, specifications, or other documents and work; nor shall such acceptance be deemed an assumption of responsibility by the City for any defect in the designs, working drawings, specifications, or other documents and work; nor shall such acceptance be deemed an assumption of responsibility by the City for any defect in the designs, working drawings, specifications, or other documents and work prepared by said Consultant, its employees, associates, agents, or subconsultants. Notwithstanding the foregoing or any term or condition to the contrary, the Consultant shall be entitled to rely on and shall not be responsible for the accuracy, completeness, and timeliness of services and information furnished by the City and the City's employees, agents, or other consultants and/or contractors related to the Project.

Section 12. Indemnification.

The Consultant does hereby covenant and contract to indemnify and hold harmless the City, its City Council, officers, employees, and agents, in both their public and private capacities, from and against liability for damage to any property, injury to any person(s), or any economic loss, arising out

of and to the extent caused by, in whole or in part, (1) the Consultant's performance or non-performance of its duties under this Agreement including any acts of negligence, intentional tort, intellectual property infringement, or failure to pay a subcontractor or supplier committed by the Consultant or the Consultant's agent, its subconsultants under contract, or other entity over which the Consultant exercises control; and/or (2) any defect in any services provided by the Consultant. This duty to indemnify and hold harmless shall include the Consultant's responsibility for any and all foregoing claims, even if such claims are groundless, false, and/or fraudulent and any and all equitable relief, damages, costs, and attorneys' fees except those caused by either the City's sole negligence or its willful misconduct.

This obligation shall be continuing in nature and shall extend beyond the term of this Agreement.

Section 13. Independent Contractor.

The Consultant's status shall be that of an independent contractor and not an agent, fiduciary, servant, employee, or representative of the City in the performance of this Agreement. No term or provision of or act of the Consultant or the City under this Agreement shall be construed as changing that status. The Consultant will have exclusive control of and the exclusive right to control the details of its services performed hereunder, and shall be liable for the errors and omissions of its officers, agents, employees, contractors, subcontractors, and architects, and the doctrine of respondeat superior shall not apply as between the City and the Consultant, its officers, agents, employees, contractors, subcontractors, and architects, and nothing herein shall be construed as creating a partnership or joint enterprise between the City and the Consultant. The City and the Consultant should not be construed to be in any type of joint venture with respect to the scope of work set forth in this Agreement.

Section 14. Default.

If at any time during the term of this Agreement, the Consultant shall fail to commence its services in accordance with the provisions of this Agreement or fail to provide its services in accordance with the Standard of Care or fail to use an adequate number or quality of personnel to perform its services as is consistent with the Standard of Care or fail to perform any of its obligations under this Agreement in accordance with the Standard of Care, then the City shall have the right, if the Consultant shall not cure any such default after thirty (30) days written notice thereof, to terminate this Agreement. Any such act by the City shall not be deemed a waiver of any other right or remedy of the City. If after exercising any such remedy due to the Consultant's non-performance as set forth herein, the cost to the City to complete the services to be performed under this Agreement is in excess of that part of the sum which has not theretofore been paid to the Consultant hereunder, the Consultant shall be liable for and shall reimburse the City for such excess but only to the extent caused by the Consultant. The Consultant's liability under this provision shall be limited to the total dollar amount of this Agreement.

The City's remedies for the Consultant's failure to perform its services in accordance with the Standard of Care or other material breach under this Agreement after notice and an opportunity to cure shall be one or more of the following remedies which may be exercised separately or in combination at the City sole exclusive choice:

A. Re-performance of those services not in accordance with the Standard of Care and no extra charge to the City;

B. Monetary damages and amount not to exceed the greater of:

1. The amount of any applicable insurance coverage the Consultant is required to purchase and maintain under this Agreement plus any deductible amount to be paid by the Consultant in conjunction with said coverage regardless of whether the Consultant has actually purchased and maintained said coverage; or

2. The total dollar amount of this Agreement.

The terms of Section 12, Indemnification, and Section 17, Confidential Information, shall survive termination of this Agreement. Notwithstanding any term or condition to the contrary, the Consultant shall not be liable for the acts errors or emissions of the City, its agents, employees, contractors or subconsultants, or any person or entity under their supervision or control.

Section 15. Changes.

The City may, from time to time, require changes in the Scope of Services to be performed under this Agreement. Such changes as are mutually agreed upon by and between the City and the Consultant shall be incorporated by written modification to this Agreement.

Section 16. Conflict of Interest.

The Consultant covenants and agrees that the Consultant and its associates and employees will have no interest, and will acquire no interest, either direct or indirect, which will conflict in any manner with the performance of the services under this Agreement. All activities, investigations, and other efforts made by the Consultant pursuant to this Agreement will be conducted by employees, associates, or subcontractors of the Consultant.

Section 17. Confidential Information.

The Consultant hereby acknowledges and agrees that its representatives may have access to or otherwise receive information during the furtherance of its obligations under this Agreement which is of a confidential, non-public, or proprietary nature. The Consultant shall treat any such information received in full confidence and will not disclose or appropriate such Confidential Information for its own use or the use of any third party at any time during or subsequent to this Agreement. As used herein, “Confidential Information” means all oral and written information received concerning the City of Oak Ridge Tennessee or its activities that is of a non-public, proprietary, or confidential nature including, without limitation, information pertaining to customer list, services, methods, processes, and operating procedures, together with all analyses, compilation studies, or other documents provided by the City which contain or otherwise reflects such information.

The term “Confidential Information” shall not include such materials that (1) are or become generally available to the public other than as a result of disclosure by the Consultant, (2) are required to be disclosed by the City pursuant to a properly submitted request under Tennessee’s open records law as that law is interpreted in the strictest sense, (3) were known to the Consultant prior to its receipt

from the City, and/or (4) becomes known independently of disclosure by the City to the Consultant from a source other than one having an obligation of confidentiality to the City or from an employee or agent of the City.

Section 18. Permits, Licenses, Etc.

The Consultant is responsible for seeking all necessary permits, licenses, and other authorizations that are required by law to perform the services. During the term of this Agreement, the Consultant shall remain in good standing under all such permits and licenses.

Section 19. Notices.

All notices and communications under this Agreement to be mailed to the City shall be sent to the address of the City's representative as follows, unless and until the Consultant is otherwise notified by the City in writing:

Wayne Blasius, Planning and Development Director
City of Oak Ridge
P.O. Box 1
Oak Ridge, Tennessee 37831-0001

All notices and communications under this Agreement to be mailed to the Consultant shall be sent to the address of the Consultant's representatives as follows, unless and until the City is otherwise notified by the Consultant in writing:

Wendy Bonneau, Principal-in-Charge
Freese and Nichols, Inc.
801 Cherry Street, Suite 2800
Fort Worth, Texas 76102
wendy.bonneau@freese.com
817-735-7259

Danny Wilson, Project Manager
Freese and Nichols, Inc.
222 South Caldwell Street
Charlotte, North Carolina 28202
danny.wilson@freese.com
980-270-6719

Any notices and communications required to be given in writing by one party to the other shall be considered as having been given to the addressee on the date the notice or communication is posted or personally delivered by the sending party.

Section 20. Remedies.

No right or remedy granted herein or reserved to the Parties is exclusive of any other right or remedy herein by law or equity provided or permitted; but each shall be cumulative of every other right or remedy given hereunder. No covenant or condition of this Agreement may be waived without the written consent of the Parties. Forbearance or indulgence but either party shall not constitute a waiver of any covenant or condition to be performed pursuant to this Agreement.

Section 21. Non-Waiver.

It is further agreed that one or more instances of forbearance by the City or the Consultant in the exercise of its rights herein shall in no way constitute a waiver thereof.

Section 22. Headings.

The headings of this Agreement are for the convenience of reference only and shall not affect any of the terms and conditions hereof in any manner.

Section 23. No Third-Party Beneficiary.

For purposes of this Agreement, including its intended operation and effect, the Parties specifically agree and contract that: (1) this Agreement only affects matters and disputes between the Parties to this Agreement, and is in no way intended by the Parties to benefit or otherwise affect any third person or entity notwithstanding the fact that such third person or entity may be in contractual relationship with the City or the Consultant or both; and (2) the terms of this Agreement are not intended to release, either by contract or operation of law, any third party or entity from obligations owing by them to either the City or the Consultant.

Section 24. Incorporation of Provisions Required by Law.

Each provision and clause required by law to be inserted into this Agreement shall be deemed to be enacted herein and this Agreement shall be read and enforced as though each were included herein. If through mistake or otherwise any such provision is not inserted or is not correctly inserted, this Agreement shall be amended to make such insertion on application by either party.

Section 25. Anti-Discrimination.

In the performance of this Agreement, the Consultant not discriminate against any employee or applicant for employment because of race, color, creed, religion, age, sex, sexual orientation, national origin, or any other legally protected class.

Section 26. Mandatory Non-Boycott of Israel.

The Consultant acknowledges that this Agreement will be terminated and void, and payment withheld, if this certification is inaccurate:

> Pursuant to Tennessee law (Tennessee Code Annotated §12-4-119), the Consultant certifies that it is not currently engaged in, and will not be engaged in, a boycott of the State of Israel and Israeli-controlled territories for the duration of the term(s) of this Agreement.

This provision is not applicable to contracts with a total potential value of less than $250,000.00 or to contractors with less than ten (10) employees.

Section 27. Iran Divestment.

The Consultant acknowledges that this Agreement will be void at initio, and payment withheld, if this certification is inaccurate:

> Pursuant to Tennessee law (Tennessee Code Annotated §12-12-101 et. seq, known as the Iran Divestment Act), the Consultant certifies that it is not on the list of persons engaging in investment activities in Iran as described in Tennessee's Iran Divestment Act and, therefore,

ineligible to contract with the State of Tennessee. Further, the Consultant certifies that it will not utilize the services of any subcontractor for services under this Agreement that is identified by the State of Tennessee as engaging in investment activities in Iran in violation of the Iran Divestment Act.

This provision is not applicable to contracts with a total potential value of less than $1,000.00.

Section 28. Severability.

If any of the terms, provisions, covenants, conditions, or any other part of this Agreement are for any reason held to be invalid, void, or unenforceable, the remainder of the terms, provisions, covenants, conditions, or any other part of this Agreement shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

Section 29. Controlling and Conflicting Provisions.

In the event of any inconsistencies or conflicts between the provisions of this Agreement and the provisions of the Consultant's proposal in Exhibit B, the provisions of this Agreement shall govern and control and be final and binding upon the Parties.

Section 30. Entire Agreement.

This Agreement, including all exhibit and appendices attached and incorporated by reference, embodies the complete and whole agreement of the Parties. There are no prior oral or written representations, terms, conditions, promises, or agreements between the Parties relating to matters herein, and except as otherwise provided herein. This Agreement cannot be modified except by a written amendment(s) signed by the Parties.

Section 31. Venue.

The Parties to this Agreement agree and covenant that this Agreement will be enforceable in Oak Ridge, Tennessee; and that if legal action is necessary to enforce this Agreement, exclusive venue will lie in Anderson County, Tennessee, or in the United states District Court for the Eastern District of Tennessee, Knoxville Division.

Section 32. Governing Law.

This Agreement is entered into subject to the City of Oak Ridge's City Charter and City Code, as the same may be amended from time to time, and is subject to and is to be construed, governed, and enforced under all applicable State of Tennessee and federal laws. The Consultant will make any and all reports required per federal, state, or local law including, but not limited to, proper reporting to the Internal Revenue Service as required in accordance with the Consultant's income. Situs of this Agreement is agreed to be Anderson County, Tennessee, for all purposes, including performance and execution.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement by their duly authorized representatives on the day and year first written above.

APPROVED AS TO FORM AND LEGALITY:

Tammy M. Rackard, City Attorney

CITY OF OAK RIDGE, TENNESSEE

Randall W. Hemann, City Manager

FREESE AND NICHOLS, INC.

Signature

Wendy S. Bonneau Principal / Vice President

Printed Name and Title

Tax ID Number: 75-1531935

Attachments: Exhibit A – Request for Proposals, dated April 22, 2024
Exhibit B – Consultant's Proposal, as updated August 1, 2024

Approved by Resolution 7-100-2024

EXHIBIT A

Final Release edition, 4-22-24

OAK RIDGE COMPREHENSIVE PLAN UPDATE
Planning Consultant Request for Proposals

DATE ISSUED: **April 22, 2024**

SUBMITTAL DUE DATE: **May 22, 2024**

COMMUNICATIONS

All communication of any nature with respect to this Request for Proposals (RFP) shall be addressed to City of Oak Ridge planning staff liaisons as identified in this RFP. With the exception of communications with the planning staff, prospective firms and their staffs are prohibited from communicating with elected or appointed City officials, City staff, and any selection committee member regarding this RFP or submittals from the time the RFP is released until the selection results are publicly announced. Violation of this provision may lead to disqualification of the firm's proposal for consideration.

The City of Oak Ridge, via the Oak Ridge Municipal Planning Commission, is soliciting interest in contracting with a planning consulting team to augment staff and commissioners in an update of the Comprehensive Plan.

Oak Ridge was born as one of three Manhattan Project 'secret cities' – a world-changing scientific leap to end WWII.

Since its incorporation in 1959 as a city – rather than a government installation – Oak Ridge has been slowly transforming from its secretive past into an outward-looking, modern, evolving community.

The update of the Oak Ridge Comprehensive Plan must recognize the past while helping communicate the vision for the future of an independent city – unlike its surrounding satellite neighbors – within the metropolitan region. This may require an atypical planning approach.

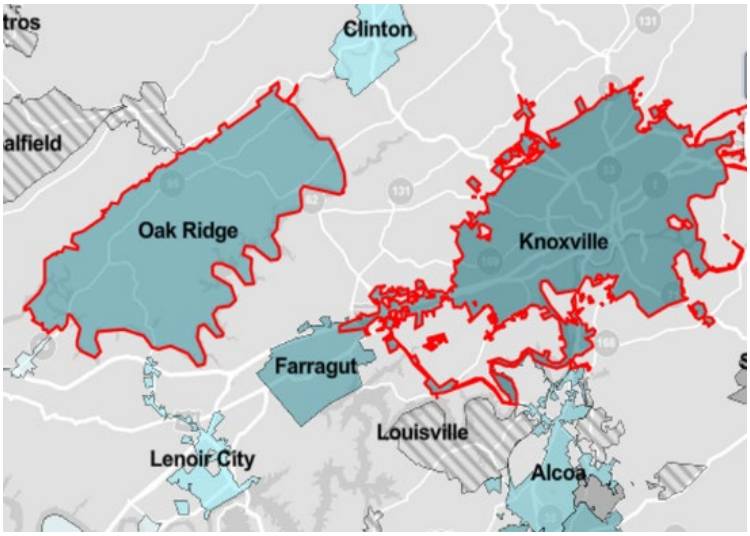
The history, formation and transformation of the 'secret city' into a modern city is not a typical story. While most cities are born as small places, and grow generationally into their future, Oak Ridge became what it 'was' virtually overnight.

SPECIAL CONDITIONS OR CONSIDERATIONS

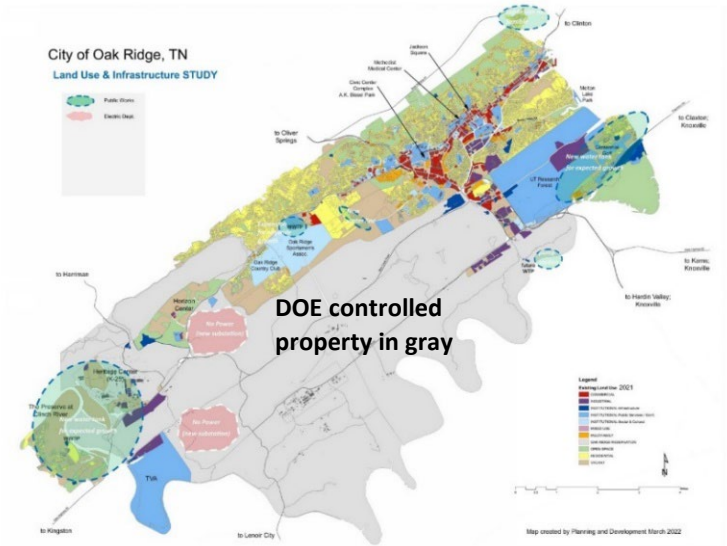
Most communities feel they are unique, and rightly have important distinctions to be considered in a comprehensive planning process. Oak Ridge, arguably, has more unique characteristics than the average community in light of its history and Manhattan Project origin. Creating a plan that is 'Uniquely Oak Ridge' is the goal.

Examples include:

- The City's infrastructure, and its very existence, sprang from nowhere in a matter of months during WWII. As such, its infrastructure is wearing out all at once across the City, rather than in generational phases as is the norm for communities that grow and add infrastructure periodically. Although only 1/6th the population of nearby Knoxville, Oak Ridge is virtually the same physical size;



- The City's ability to fund maintenance and infrastructure improvements have been complicated by a lack of significant population and tax-base growth in generations;
- A significant portion of housing stock was built in the early 1940s, to accommodate workers who travelled to their jobs via a 24/7 transit system, from neighborhoods that had walking-distance shopping and institutional resources, and lack adequate parking for contemporary families;
- Oak Ridge was initially developed with multiple neighborhood commercial centers and devoid of a central, mixed-use downtown (but creation of a downtown center is currently a priority effort);



- Over HALF of the City's footprint, including nearly all undeveloped acreage, is owned by the Department of Energy, and is unavailable for urban development; DOE is, however, open to discussions about the transfer of unused properties that are not considered to be 'mission critical' for their future use. The comprehensive plan offers an important opportunity to evaluate options as the basis for subsequent requests of property transfer; [areas in light blue are TVA or UT controlled and off-limits as well.]
- Development of a business-oriented, regional airport (5000' runway) is actively underway.
- The City BluePrint, a community visioning process with significant citizen participation, was completed in 2019 and the plan is still a valid vision/direction for Oak Ridge, and the agreed upon foundation for the Comprehensive Planning effort. (detail following)

Critical Background/Guidance to Oak Ridge Comprehensive Plan Development

The ***City BluePrint*** was adopted in January of 2020, after an extensive 2-year community participation process. The intention of the plan was to develop an agreed-upon direction or vision, in anticipation of updating the Comprehensive Plan. **The Planning Commission is satisfied that the vision and major direction of the BluePrint are still valid and appropriate as a jumping off point of the comprehensive planning process**. As such, the process will not require an extensive 'visioning' stage, but the intervening time, as well as population growth and in/out migration, dictate that a robust step of community education/reengagement on the BluePrint's principles is an essential element of the planning process.

A link to the full document is available at the Comprehensive Plan webpage (oakridgetn.gov/comprehensiveplan), but the BluePrint's essence can be briefly summarized as follows.

- **GROW OAK RIDGE** The clear message coming out of the Blueprint was a shared vision to grow, primarily within or immediately adjacent to existing City services areas. (i.e. limit expansion of our service networks; optimize use of existing infrastructure.)
- **Build on being "Uniquely Oak Ridge."** While people will have different views on what that means, a helpful guide is to point to the identified 'values' of the Blueprint, including:
  - **Science/Technology:** the foundation and heritage of Oak Ridge.
  - **Public Education:** the community's long-standing commitment.
  - **Natural Asset:** the importance of preserving natural assets as a part of our identity.

So, while being pro-growth is a clear objective, that growth needs to be well-planned, help to maximize use of existing infrastructure, and be guided by community values.

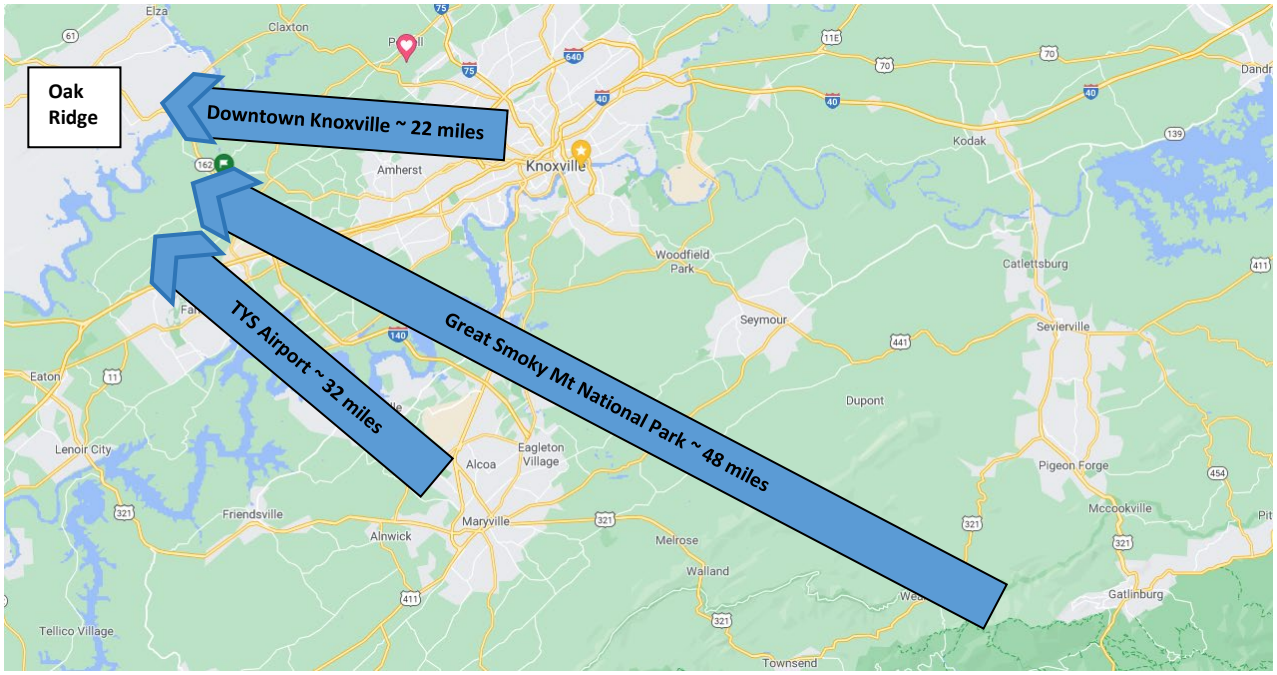
Growth & Change Opportunities

While many areas of the City are well-established and less likely to see dramatic change, there are several categories or locations that warrant special attention to guarantee positive change. Some of these include:

- **DOE property**: as discussed in the previous section;
- **Wilson Street/Downtown Corridor**: proposed new, mixed-use 'heart' of the community;
- **Jackson Square & Grove Center**: these are two of the original neighborhood commercial areas, that are particularly active and have great potential for growth and improvement;
- **Manhattan Overlay District (MDO)**: central city area of primarily war-era housing, often in need of significant rehabilitation for code compliance and modern market appeal, lacking parking, and in some instances are concentrations of codes enforcement and police calls for service;
- **Airport**: while much of the land near the future airport is in developed industrial parks or off-limits DOE property, creative and thoughtful planning for available nearby property can be key to maximizing the airport's economic benefits to the community – especially as a catalyst to attraction or expansion of businesses that benefit from immediate proximity to business air travel (e.g. transport of short-lived medical isotopes);
- **Waterfront**: Oak Ridge has very limited, publicly-accessible waterfront property since the majority is under DOE or TVA ownership or control. Melton Hill Park is the home to a world-class rowing venue which attracts 7-8 high school, college and master rower regattas each year. Along with spring training for many northern schools, rowing events bring approximately 17,000 competitors and spectators to Oak Ridge, supporting hotels, restaurants and attractions, for an estimated impact of nearly $1.8 million per year. All the more reason for careful and creative planning on the use of available/accessible property;
- **Trails/Open Spaces**: planning for and integration of the extensive, existing trail and open space assets, can be a major enticement to new, nearby development – or community growth in general.

Regional Context

Oak Ridge is highly accessible to regional attractions and resources while maintaining a unique identity including being the home of the Oak Ridge National Lab, a renowned public school system, plus nationally acclaimed rowing, mountain biking, and hiking venues. The City anchors the north end of the Oak Ridge Corridor, approximately 22 miles west of Downtown Knoxville. Oak Ridge occupies portions of Anderson and Roane counties, and two major interstates (I-40 and I-75) intersect just minutes away. Oak Ridge is part of the more than one million person greater Knoxville Metropolitan Area. The City has a resident population of approximately 33,000 and a daytime population in excess of 50,000 in light of major regional employers. Over 115,000 residents are within a 20-minute drive of Oak Ridge.



Oak Ridge was established in 1942 as a production site for the Manhattan Project – the history-changing project that developed the atomic bomb and helped end WWII. The Oak Ridge National Laboratory (ORNL) and Y-12 National Security Complex , which grew out of the Manhattan Project, are still crucial to national security as well as the city's economy and culture. As the largest multipurpose lab in the Department of Energy's National Laboratory system, ORNL is home to the Spallation Neutron Source facility and the world's fastest scientific supercomputers.

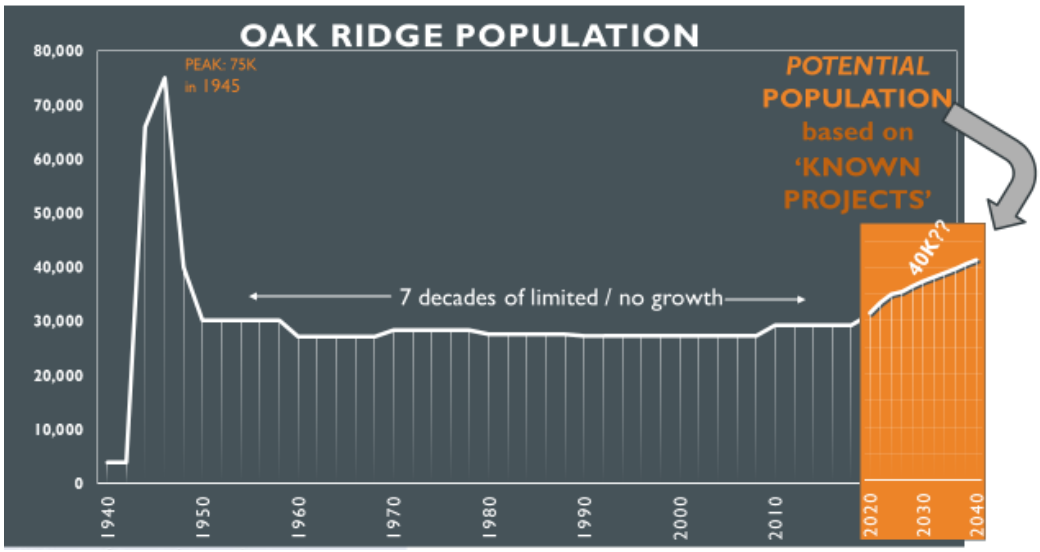
The Manhattan Project National Historical Park, the American Museum of Science and Energy, and museums such as Children's Museum, Oak Ridge History Museum, the K-25 History Museum, and the Y-12 History Center, tell the story of how Oak Ridge was built and about the science and technology changing the world still today.

Oak Ridge boasts the first of only two fully-certified K-12 STEM systems in the world. The City operates a preschool, four elementary schools, two middle schools, and one high school. The largest campus of Roane State Community College, plus non-instructional higher education organizations including the Oak Ridge Institute for Science and Education, Oak Ridge Associated Universities (ORAU), and the University of Tennessee Forestry Stations and Arboretum, are located in the City. Culture is also of great importance, represented by our excellent symphony, art center, playhouse theater and abundant annual festivals.

Demographic and Development Information:

Oak Ridge has maintained a very flat population trajectory for decades, but this has begun to change in recent years. In addition to the opening of several new national retailers in the City's core, along with local restaurants and shops across the City, population has begun to noticeably increase (approximately 10% in less than five years). Although not a projection, the build-out of existing and known developments could reasonably result in a population of nearly 40,000 by 2030. This would represent a one-third population increase in just over a decade.

YEAR	POPULATION
2010 (census)	29,330 (languished around this level since 1950)
2020 (census)	31,402 (began picking up in late 20-teens)
2010-20 change	2,072 (7.1%)
2022 (July) Estimate	32,614 (UTK Boyd Center for Business & Economic Research)
2020-22 change	777 (2.4%; or annual 1.2% increase)
2023 Estimate	32,614 x 1.012 = 33,005



While it is very difficult to predict 5 or more years in the future, build-out of existing developments, such as the Preserve or the Main Street Lofts, along with many other new approved or announced projects, could conceivably take Oak Ridge to ~40,000 by 2030. That would be a one-third increase in 10 years after 70 years of virtually no growth!

Major Existing and New Employment

Oak Ridge is home to a variety of government and private sector employers. Many employees of these organizations live within the City limits, but a majority reside in adjacent Knoxville/Knox County or other surrounding communities. In fact, the daily employment in-migration for Oak Ridge, exceeds daily out-migration by a significant margin. According to recent-years' data, approximately 31K people in-migrate daily for work, while only ~ 9K leave the City to work in surrounding Counties. As such, there is a substantial, unmet market of daily 'residents' who might be served if new, more desirable housing, eating/drinking places and other attractive destinations are provided.

Federal entities including the Department of Energy, and various related prime and subcontracting businesses employ approximately 19,000 workers in Oak Ridge. This includes approximately 9600 at the Y-12 National Security Complex, 6500 at ORNL, 2000 at UCOR, nearly 800 at ORAU, and 175 in other related DOE offices. Additionally, nearly 1700 people are employed by various engineering, technology or other DOE-serving businesses in Oak Ridge. Other major employers including Methodist Medical Center, Roane State Community College, City of Oak Ridge and school system, among others, employ an additional 2000-plus workers. (employment data from Oak Ridge Chamber of Commerce & E TN Economic Council reports)

EXAMPLES OF MAJOR EMPLOYERS' STAFF LEVELS (rounded):	
Y-12 National Security Complex	9600
ORNL	6500
UCOR	2000
ORAU	600
City of Oak Ridge	420
Oak Ridge Public School System	875
Methodist Medical Center	820

Finally, corporate expansion and job growth projections are also on the upswing, with a variety of new industrial employers and/or facilities on the horizon. Many of these are cutting edge technologies or "new nuclear" industry applications, with highly-qualified, well-paid employees anticipated. Examples include the TVA Small Modular Reactor project, Kairos Power, Triso-X and Carbon Rivers. Each company projects hundreds of new employees plus the prospect of many well-paid construction jobs over a ten-year construction horizon.

PROPOSAL CHARACTERISTICS & CONSIDERATION

The Planning Commission is seeking a consulting team bringing effective methods to help us develop a plan leveraging our unique past and current opportunities, based on meaningful, broad-based community involvement, and serving as a usable guide to an agreed-upon future.

The resulting plan must:

- Clearly convey the City's vision;
- Have involved a broad cross-section of the community in ways that create a unique plan that has real community buy-in;
- Contain actionable recommendations for clear guidance when considering future rezoning requests, new developments or unexpected circumstances;
- Be adaptable such that future updates can be evolutionary and not require wholesale change during the planning horizon.

The following characteristics of prospective team and approach provide guidance to applicants on the values and priorities that proposals will be judged against. Additional detail is provided within the application format instructions found on pages 9-10 of this RFP.

PROPOSED PLAN DEVELOPMENT PROCESS (40%): Anticipated process to produce a plan that is 'uniquely Oak Ridge,' has broad and thorough community buy-in, and results in a product that is readily usable and applicable for decision making by Planning Commission, City Council and community interests intending to help achieve the vision.

TEAM STRENGTH/EXPERIENCE (30%): Qualifications, completion of comparable projects, key leadership and members of the team, capability and breadth of team members.

SCHEDULE (10%): While there is no hard deadline to be met, and no intention of rushing the process, the existing comprehensive plan is woefully out of date, so its timely replacement is highly desirable. That said, speed over enduring value is not the intent.

COST (10%): As with schedule, Oak Ridge does not intend to defer to a low bidder mentality, but proposed price is not irrelevant and may be among legitimate considerations, e.g. as a tie-breaker.

OTHER (10%): Considerations unique to proposal, not addressed by those above.

IMPORTANT SUPPORTING INFORMATION:

View the Comprehensive Plan Web Page (oakridgetn.gov/comprehensiveplan), including:

- ***City Blueprint***
- ***Downtown/Wilson Street Vision***
- ***'Vision 2030' plan for central Oak Ridge***
- ***Natural Assets Guidebook, Legacy Parks***
- ***Waterfront Master Plan***
- ***Oak Ridge Airport project webpage***
- ***Quality of Life survey results***

Additionally, the proposed **City contract template** is attached along with this supporting information.

PROCESS/SCHEDULE

ADVERTISEMENT/RELEASE OF RFP	**April 22, 2024**
SOLICITATION QUESTIONS & ANSWERS	Any questions regarding this solicitation, the community or the Planning Commission's intentions, may be submitted to staff liaison via email at plandev@oakridgetn.gov, or wblasius@oakridgetn.gov. Questions and answers submitted before **May 15, 2024** will be posted at: oakridgetn.gov/comprehensiveplan
DUE DATE & TIME FOR SUBMITTALS	Submittals must be received by the Planning Commission **NO LATER THAN: 3:00pm, May 22, 2024.** Proposer names will be public information, but submittal content will not be shared until after developer selection. Confidential financial information will not be made public.
INTERVIEWS WITH SHORT-LISTED TEAM(S)	TBA, if needed, will be held on **June 6-7**. Interviews may be in person or virtual depending on schedules and location of proposing teams.
NOTIFICATION OF TEAM SELECTED TO NEGOTIATE FINAL TERMS OF CONTRACT	No later than 30 days after submittal date, or interviews if held, the Planning Commission will notify highest ranked team in order to complete contract details. (see contract template, attached) Once approved by Planning Commission, proposed contract must be approved by City Council before execution. The **July 8th City Council meeting** is the target date for approval. Assuming successful execution of contract, selected consulting team will be expected to begin work no later than 30 days after signing.

PROPOSAL SUBMISSION

Proposal package should be submitted in an **ELECTRONIC** **PDF file** via email, thumb-drive, or preapproved alternative method.

SUBMITTALS SHOULD BE ADDRESSED TO:

Laura Carrington, Plan Steering Committee Chair
c/o Wayne Blasius, Planning & Development Director

SUBMITTAL SHOULD BE VIA STAFF EMAIL to: plandev@oakridgetn.gov.
or in person at:
City of Oak Ridge
Department of Planning & Development
200 S. Tulane Avenue
Oak Ridge, TN 37830

Questions should be sent via staff email at plandev@oakridgetn.gov; wblasius@oakridgetn.gov; or jwilliams@oakridgetn.gov

Please use format shown below to provide your submittal information.

OAK RIDGE COMPREHENSIVE PLAN TEAM SUBMITTAL FORMAT

PROPOSING ENTITY/TEAM: _____
CONTACT PERSON/INFO: Include name, phone, email, mailing address of contact, and website.
CONFLICT OF INTEREST: State any conflicts of interest your firm or any key team member may have with this project or City of Oak Ridge.

Signature of applicant: _____

Type signatory name/title: _____

1. **BRIEF OVERVIEW/INTRODUCTION OF TEAM/VISION APPROACH TO PLAN DEVELOPMENT** (one [1] page maximum)
2. **TEAM STRENGTH/EXPERIENCE (30% weighting):** (fifteen [15] page maximum; resume pages are not counted toward maximum number of pages.)
   A. **Applicant Firm(s)**: Firm name; or names, if partnership
   B. **Lead staff/Project Executive** (include resume or bio)
   C. **Project Manager** (if different than lead staff/project executive. Include resume or bio)
   D. **Team Members:** major team members and roles (include resumes or bios)
   E. **Relevant Team Experience**: of firm(s) and key staff, illustrating an understanding of comprehensive planning, community engagement, etc.
   F. **References (3-5) from recent clients:** include contact information of primary client representative.

3. **PROPOSED PLAN and DEVELOPMENT PROCESS (40% weighting):** (fifteen [15] page maximum)
   Provide information such as but not limited to:
   A. Understanding of Oak Ridge: response to unique characteristics discussed herein and other insights;
   B. Effective ways to engage a broad cross-section of citizenry – especially means of reaching groups who are not typically engaged, e.g. youth, low income citizens, etc.;
   C. Discuss how resulting plan can leverage unique characteristics in Oak Ridge;
   D. Describe, or cite past plan examples, to illustrate how plan recommendations can be incorporated into future decision-making;
   E. Describe elements of the plan that you see best suited to Oak Ridge (e.g. land use, transportation network, natural assets, growth strategies, etc.).

4. **SCHEDULE (10% weighting):** (two [2] page maximum)
   A commitment to move forward sooner vs. later is desirable. Please include approximate timeframes anticipated for benchmarks such as but not limited to:
   A. Completion and submittal (to Planning Commission for approval) description of planning process and plan development schedule;
   B. Major stages of plan development;
   C. Draft plan completion;
   D. Final community vetting;
   E. Planning Commission review/consideration;
   F. Preparation of plan document, website or other form of plan communication.

5. **Cost Proposal (10% weighting):** (five [5] page maximum)
   Description of contracted costs including staff time/rates, travel, production, variable costs, optional services, etc. Because of a desire to emphasize communication of the plan online vs. a printed document, duplicating costs, beyond a small number of initial copies, shall not be the responsibility of the consultant. Details should allow staff and officials to have a clear understanding of total cost to complete the plan and its communication products.

6. **OTHER (10% weighting): Considerations unique to proposal, not addressed by information above.** (five [5] page maximum) Additional supporting materials, beyond five pages, may be included in your submittal but will not necessarily be considered in review and decision-making.

INTERVIEWS

Highest rated proposal team(s) may be invited for interviews in **Oak Ridge, June 6-7, 2024**. Interviews may be virtual or in-person, by all or some participants, depending on their location.

Updated August 1, 2024

EXHIBIT B
City of Oak Ridge Comprehensive Plan Scope of Work

Purpose

The City of Oak Ridge, TN is engaging Freese and Nichols, Inc, (the Consultant) to create a new Comprehensive Plan for the City. The purpose of this plan is to complete a comprehensive study for the City, elaborate on a vision for future growth, and set forth a series of implementation steps that will allow the vision to be implemented. The recommended improvements should support the viability, redevelopment, connectivity, and growth of the City. This plan will include a focus on an overall City-wide comprehensive plan and several focused, small area plans. The objective of the planning process will be to involve the community, gather feedback, and create a plan that will be supported by the community at large. The project is not intended to only focus on the physical development of the City, but also the overall vision and goals for the City as a livable, inclusive, and economically vibrant community. The planning services will include engagement of the public, assessment of existing conditions, analysis of the market, creation of a clear vision and goals, creation of a new Future Land Use Map, combining data from other planning efforts, creating several small area plans, and recommendations for implementation. We propose the Plan be conducted in three phases, as listed below.

Location

The Comprehensive Plan study area includes the City's corporate limits.

Project Assumptions

1. The Planning Director of the City will serve as the City contact person to work with the Consultant and to act as an intermediary with the Consultant and other City, county, or local officials, organizations, and stakeholders, as necessary. The Consultant will take direction from the City-appointed contact person.

2. The City will coordinate contacts, meetings, and the transfer of necessary information from the City and other organizations/entities as necessary for this effort.

3. The City will coordinate arrangements for locations, setup, refreshments, and notifications and advertising for all public meetings. The City will maintain the project contact distribution list and be the point of contact for community members. The Consultant will assist with advertising content creation.

4. The City will provide the Consultant with information from all previous and current studies and projects (as available) that may affect the outcome of the Plan in digital format.

5. The City will provide the Consultant with the most recently updated digital base map, aerial imagery, neighborhood boundaries, Future Land Use Map, and other GIS layers of the planning area for use during the Comprehensive Plan preparation process, if available. These files will be in the form of GIS file types native to ESRI ArcGIS. If GIS files are unavailable, the Consultant will work with the City to create a GIS file from an existing map.

6. This scope identifies a specific number of meetings. Any addition to that number of meetings will be considered a change in scope and may increase the project cost.

Scope of Work

The scope of services includes the following tasks and is not necessarily in chronological order:

Phase 1 (Tasks 1-3)

Task 1: Project Management, Coordination, and Quality Control

Perform general project management and control project quality, progress and budget for the scoped period of completion, including the Consultant's monthly one-page reporting and invoicing requirements.

Task 1 Deliverables:

- One-Page Progress Reports for the duration of the project
- Project schedule consistent with accomplishing the project within the established time of completion.
- Bi-weekly (every two weeks) check-in conference calls for the duration of the project in addition to other engagement

Task 2: Engagement and Meetings

For all engagement efforts described below, the City and Consultant may mutually agree to reassign meetings and engagement methods for other forms of outreach with similar effort in order to leverage other opportunities in the community or allow for other creative approaches as established in the public involvement plan mutually agreed to by the City and the Consultant. Efforts will be made to coordinate outreach to align with other community events to reach broader audiences, with attention toward tailoring the outreach to align with the atmosphere of the event. A Public Engagement Plan will be prepared, agreed to, and finalized. Visual preference options will be provided as part of the Public Engagement Process to help participants provide clear feedback for preferred options for the future of Oak Ridge. See also Task 2 Summary by Trip.

1. Staff Initiation Virtual Meeting

   A virtual meeting with City staff will take place at the beginning of the project in order to familiarize all parties with the scope, project schedule, project kick-off, data request needs and timing, invoicing, communication, and key staff. City staff in attendance will be at the discretion of the City, but will likely include the Planning Director, planning staff, IT staff, Communications staff, and Engineering staff. A public engagement plan will be presented, modified, and finalized consistent with this Scope of Services. This will provide an early opportunity to discuss communications, expectations of all and any information that may be useful prior to the initial trip and subsequent meetings. The public engagement plan will include the phases of engagement aligned with the workflow of the project and include the number and format of meetings, the purposes of the meetings relative to generating, vetting, and prioritizing recommendations, and the work products that will be used to facilitate the engagement activities.

2. Kickoff Meetings and Study Area Tour with City (1 Day)

   Over the course of 2 days, hold the following meetings:
   - Kick-off Meeting and Tour: Attend one (1) kick-off meeting in-person with the City. The purpose of the meeting will be to build upon discussions of the Project Initiation. Immediately following the Kick-off Meeting, participate in one (1) tour of the City to discuss specific issues in spatial context to conversations about the City's future needs. This tour will include a more focused look at the small area planning parts of the City.
   - City Staff Technical Meeting: One (1) meeting that lasts one (1) hour to discuss critical elements for consideration with City staff about service delivery and capacity.
   - Stakeholder Meetings: Stakeholders and stakeholder groups to be identified by City staff, Planning Commission, and others, as identified by the City. One (1) day of stakeholder meetings are planned, if in-person, to include:
     - One (1) community open house
     - Two (2) community workshops
   - Comprehensive Plan Steering Committee/Municipal Planning Commission Workshop: One (1) in-person workshop is planned with the Steering Committee to gain perspectives from their perspective regarding future vision for the community and what would be most helpful when making rezoning recommendations.

3. Online Survey (1 Survey)
   Leveraging of technological outreach is likely to strengthen and diversify engagement with the citizens of the City, reaching individuals that have not historically participated in the City's planning efforts. This allows our team to engage the public at their convenience, which is critical for those citizens that struggle to find the time for public meeting environments or are uncomfortable expressing themselves in those environments. The Consultant will develop one non-scientific online community survey during the project. The Consultant will utilize tools such as Mentimeter or a similar product to reach citizens on a digital platform accessible by home computers and smart phones, as well as various forms of social media. The Consultant will create a QR code that links to the online survey to help make distribution more efficient.

4. Project Website

   The Consultant will create and maintain a project website for the duration of the project. The website will contain project information, online survey link, project meeting schedule, and draft work product. The City may, at its option, create a video for the project that the Consultant will link on the project website.

5. Comprehensive Plan Steering Committee/ Municipal Planning Commission Meetings (4 In-person Meetings)

   The Consultant will participate in three (3) meetings, including the kick-off meeting, to discuss the project with the Steering Committee. One (1) meeting will be held at the beginning of the project, which is included in Task 2.2 as part of the project kick-off. Two (2) meetings will be held during the middle of the project. One (1) meeting will be held at the end of the project.

6. In-Person Stakeholder, City Staff, and Business Community Meeting Days (4 Meeting Days)

The Consultant will host four (4) in-person meeting days that span a minimum of six (6) hours over the course of one (1) day for neighborhoods, stakeholders, City staff, and business community involvement. The Consultant will work with City staff to have a variety of engagement events during each meeting day to reach a variety of residents and business owners. One (1) meeting will be held at the beginning of the project, which is included in Task 2.2 as part of the project kick-off. Two (2) meetings will be held during the middle of the project. One (1) meeting will be held at the end of the project.

7. In-Person Community Events (3 Events)

   The Consultant will provide flyers, boards, activities, and other engagement tools to City staff for three (3) in-person community events during the project to solicit community input. These will coincide with other community events/special events to connect with people coming to those events. City staff will attend the community events and provide a list of comments/notes/feedback received during the event to the Consultant.

8. Community Virtual Meetings (4 Virtual Meetings)

   The Consultant will host four (4) virtual meetings for neighborhoods, stakeholders, City staff, and business community involvement. One (1) meeting will be held at the beginning of the project. Two (2) meetings will be held during the middle of the project. One (1) meeting will be held at the end of the project.

9. Youth Involvement

   The Consultant will work with City staff to organize events and participation from youth throughout the community either through the school system or through another means. City staff will provide in-person support to meet with youth and work with the school system, Youth Council, or other groups to reach and engage with youth. The Consultant will provide City staff with resources and materials to support the engagement efforts.

10. Creation of a Community Ambassador Toolkit
    The Consultant will manage and implement a community ambassador program in collaboration with City staff. The City, in consultation with the Consultant, will select individuals to serve as community ambassadors, compensated at a rate not exceeding $25.00 per hour. The total number of hours worked by the ambassadors shall not exceed 320 hours. Under the Consultant's management, these ambassadors will leverage their existing relationships and broad connections to raise project awareness, lead peer education campaigns, disseminate information to, and collect feedback from, community members. The ambassadors will employ grassroots strategies to share project information and will regularly report common questions, concerns, or issues raised by residents to the Consultant.

    The Consultant will provide regular updates to the City on the ambassadors' engagement efforts and the status of the hours utilized. Any hours exceeding the allotted 320 hours will require prior approval from the City to ensure budget adherence and program effectiveness.

11. Recommendation and Adoption Meeting (2 Meetings)

    It is important for City leadership to be engaged and informed during the planning process, with City staff providing frequent updates. The plan will ultimately develop recommendations that will inform policies in the future. It is highly recommended that City staff keep City Council and others apprised of the project throughout at regular intervals. At the end of the project, the Consultant will present the Plan for consideration, as follows:
    - The Consultant will present the draft plan to the Municipal Planning Commission for an adoption recommendation during one (1) meeting.
    - The Consultant will then present the final recommended Comprehensive Plan to City Council for approval during one (1) meeting.
    - The City is responsible for all advertising of the official public hearing for Plan adoption consideration.

Task 2 Deliverables:

- The Consultant will provide draft meeting materials to the City prior to meetings, survey openings, and other engagement events
- Facilitate and develop materials for meetings
- Facilitate and develop materials for community open houses, workshops, or other engagement events
- Facilitate and develop materials for stakeholder meetings
- Attend recommendation meeting with Municipal Planning Commission
- Attend adoption meeting with City Council
- Create a project website
- Prepare content for advertising and outreach, including social media content
- Provide supportive content and advice for City-initiated engagement efforts and meetings beyond the scope described (excludes meeting attendance by the Consultant)
- Develop one (1) online survey with input from the City

Task 2 Summary by Trip:

- Phase 1 Trips
    - Virtual
        - Staff Initiation Meeting
    - Trip 1
        - Kickoff Meeting
        - Study Area Tour
        - Steering Committee/Municipal Planning Commission Meeting
        - City Staff Meeting
        - Day of Community Meetings (min. 6 hours)
    - Virtual
        - Community Meeting
    - Trip 2
        - Community Event
    - Trip 3
        - Steering Committee/ Municipal Planning Commission Meeting
        - Day of Community Meetings (min. 6 hours)
        - Stakeholders

        - City Staff Meeting
        - Business Community
    - Virtual
        - Community Meeting
    - Trip 4
        - Community Event
    - Trip 5
        - Community Event
    - Trip 6
        - Steering Committee/ Municipal Planning Commission Meeting
        - Day of Community Meetings (min. 6 hours)
        - Stakeholders
        - Business Community
    - Virtual
        - Community Meeting
- Phase 2 Trips
    - Trip 7
        - Steering Committee/ Municipal Planning Commission Meeting
        - Day of Community Meetings (min. 6 hours)
        - Stakeholders
        - City Staff Meeting
        - Business Community
    - Virtual
        - Community Meeting
    - Trip 8
        - Municipal Planning Commission Recommendation
    - Trip 9
        - City Council Adoption

Task 3: Vision, Guiding Principles and Goals

1. Data Gathering

   If not previously provided, the City will assemble relevant studies, GIS files, plans, and maps for the Consultant (in digital format) applicable to the Study Area.

2. Existing Conditions and Planning Context Analysis

   The Consultant will review past or ongoing efforts that may influence the Study Area and summarize key recommendations. The Consultant will evaluate and document existing conditions in the Study Area. Emphasis will be placed on the most recent plans, and those found most relevant by the City. Other existing conditions to be reviewed may include but are not limited to regional context, existing land use, redevelopment opportunities, transportation plans, history, demographics and growth trends, municipal boundaries, regulatory controls, and general planning context for the Study Area.

In conjunction with the assessment of existing conditions, the Consultant will review the Study Area's policy and regulatory framework concerning issues that pose opportunities and constraints to market-based redevelopment such existing regulations and effects on development.

3. Integration of Engagement

   The Consultant will summarize feedback received from the public engagement efforts to reflect quantitative and qualitative assessment of the study area. This will include elements such as a strengths, weaknesses, opportunities, and challenges assessment.

4. Community Vision

   The vision identified in the *City BluePrint* will be kept; expanded, as necessary, based on community feedback and recent City; and incorporated into the Comprehensive Plan. During the community engagement, review of and consideration of amendments to the vision will be evaluated and discussed to ensure the current vision is still accurate and reflects current community values.

5. Guiding Principles or Goals

   The foundation of the Plan will be the existing *City BluePrint* document, which will be updated and incorporated into a traditional Comprehensive Plan format. The guiding principles of the *City BluePrint* document will be reconfirmed and updated, as necessary, based on analysis, community input, and feedback received during the process.

Task 3 Deliverables:

Summary of findings from all sub-elements of Task 3 to be included as part of the Draft and Final Plan, including summaries of community input and surveys and map(s) of the study area. Maps may be prepared in a combination of formats including GIS, AutoCAD, Adobe Illustrator and Adobe InDesign.

Phase 2 (Task 4)

Task 4: Draft Comprehensive Plan

Based on existing conditions, community input, the vision, goals and objectives, redevelopment assessment, workshops, and Consultant analysis, the Consultant will develop the following plans and strategies:

a. **Future Land Use Map-** The Consultant will prepare a generalized future land use map that describes the potential mix of uses and identifies and maps various zones for commercial, residential, mixed-use, and public spaces. This map will graphically show areas that are different from the current designation in a manner to clearly visualize what has changed. The land use strategies will include descriptions for recommended land uses.
b. **Comprehensive Plan-** The Consultant will draft an updated Comprehensive Plan that includes text, graphics, maps, data analysis, and implementation steps, which is largely built on the existing *City BluePrint* document. The Comprehensive Plan will also be

branded to be specific and unique to the Plan. The Comprehensive Plan drafting will take into account other adopted City plans, policies, and ordinances and may incorporate some of the goals and recommendations from those documents. The Future Land Use districts/character areas will be drafted to provide for an organized one or two page "cutsheet" or "dashboard" that staff can easily reference for rezoning requests.

c. **Redevelopment and Growth/Infill Opportunities-** The Consultant will conduct an assessment of potential redevelopment opportunities and overall strategies to help support existing community fabric. This chapter will also look at growth and infill opportunities throughout the community and strategies to capitalize on these potential opportunities.
d. **Neighborhood Planning-** The Consultant will evaluate existing residential neighborhoods and community development efforts to provide recommendations of new approaches to strengthening housing and encourage reinvestment of existing residential structures.
e. **Transportation and Infrastructure-** The Consultant will assess current and potential future infrastructure capacity as it relates to development and community needs to develop this chapter of the Comprehensive Plan. Key corridors will be evaluated at a high level to provide recommendations for safety improvements for all modes of transportation. Transportation strategies will also identify opportunities for transportation infrastructure to support future redevelopment and growth.
f. **Small Area Planning-** The Consultant will incorporate, modernize, and expand, as necessary, existing master plans and subarea studies for up to five (5) different areas in the City. These areas will be selected by the Consultant and City staff, then confirmed Examples of these areas may include the East Tennessee Technology Park/new airport, Lake Melton Park, new downtown area, and potential property that may be transferred from the Department of Energy to the City. Any additional small area planning/subarea studies would be at an additional cost or could be substituted for other tasks included in this scope.

Task 4 Deliverables:

- Documentation of findings from all sub-elements of Task 4 as part of the Draft and Final Plan
- Creation of plans as described above

Phase 3 (Tasks 5 and 6)

Task 5: Implementation

The implementation plan will be structured into a coordinated action program so that City leaders, staff, and other decision-makers can easily identify the steps that are necessary to achieve the vision for the City that is described within the Plan. The implementation plan will outline priorities in a matrix format, primarily by:

1. Reviewing the various policies and related recommendations from each plan element.

2. Dividing the policies and related recommendations into applicable implementation techniques/actions, such as regulatory actions (e.g., possible ordinance updates), programs, and intergovernmental partnerships, to create an overall Action Plan. This will include the identification of responsible parties, best fit approaches for financing, general range of cost for

implementation, etc.

3. Prioritizing the implementation techniques/actions into appropriate time periods.

4. Establishing appropriate metrics from which to gauge the effectiveness of the strategies implemented and progress toward plan implementation.

Task 5 Deliverables:
Documentation of findings from all sub-elements of Task 5 as part of the Draft and Final Plan.

Task 6: Preparation of Final Documents

1. Draft Report

   The Consultant will prepare a draft Plan (Draft 1) that will document the planning process and the aforementioned tasks. It will present a clear narrative with accompanying graphics and figures, as necessary, to describe the intentions of the community. The document will be designed with modern graphic design and narrative approaches to be approachable by both technical and non-technical audiences. The draft will be provided to the City and other parties the City wishes to include for review and comments. The City is encouraged to provide a draft Plan for public review in City offices. The Consultant will include the draft Comprehensive Plan on the project website for general review and comment. The City will consolidate comments from staff and others and provide one set of consolidated comments. The Consultant will provide a comment review meeting to clarify any comments.

   The Consultant will prepare a revised draft Comprehensive Plan (Draft 2) to address the comments and revisions from Draft 1. This draft will serve as the draft for approval consideration by the City. The Consultant will design the final Comprehensive Plan for primarily online hosting/ digital format instead of a printed paper format. The City will be responsible for the website and hosting services for the Plan.

2. Final Report and Deliverables

   The Consultant will produce an “as adopted” final report to incorporate any changes made during the adoption process by City Council. This document will be created in digital format, including both text and mapping, such that it will be easily reproducible. Electronic files of the final Plan will be provided to the City in their native format.

Task 6 Deliverables:

- Plan element drafts as described above and throughout
- Draft report for review (Draft 1 and Draft 2)
- Final report and other plan deliverables
- The results of the Plan documentation will be: A digital deliverable plan document in PDF format; and digital files of the final Plan, including mapping/GIS files and layer data, photos, presentations, and any other material utilized during the planning process. Electronic files may also be provided through other digital file transfer systems mutually agreed to by the City and the Consultant.

Fee

Compensation to the Consultant shall be the lump sum fee of **$214,361.**

Schedule

The Consultant is authorized to commence work on the Project upon execution of this AGREEMENT and agrees to complete the services in accordance with the following schedule:

The Oak Ridge Comprehensive Plan is estimated to be completed within sixteen (16) months, plus two months for adoption, for a **total contract duration of eighteen (18) months** of the notice to proceed.

Additional Services (not included in this scope)

A. Further development of online resources for the Comprehensive Plan.
B. Additional public engagement efforts.
C. Preparation of zoning ordinances, overlay districts, or subdivision ordinances.
D. Any cost estimating for engineering, streetscape, or development projects.
E. Engineering services including detailed infrastructure assessments, utility engineering services, or stormwater and drainage engineering services.
F. Detailed concept design.
G. Additional generalized land use plan alternatives.
H. Traffic volume counts.
I. Additional drafts alternatives to the Comprehensive Plan.

NUMBER _____

RESOLUTION

A RESOLUTION APPROVING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH FREESE AND NICHOLS, INC., CHARLOTTE, NORTH CAROLINA, TO ACCOUNT FOR AN INCREASED TIMELINE AND AMENDMENTS ASSOCIATED WITH ADOPTION OF THE UPDATED COMPREHENSIVE PLAN IN AN AMOUNT NOT TO EXCEED $4,835.00 FOR A NEW NOT-TO-EXCEED AMOUNT OF $222,987.00.

WHEREAS, by Resolution 7-100-2024, City Council approved a professional services agreement (FY2025-057) with Freese and Nichols, Inc., Charlotte, North Carolina, to assist the Oak Ridge Municipal Planning Commission in the development of an updated Comprehensive Plan in an amount not to exceed $215,000.00; and

WHEREAS, by Resolution 12-153-2025, City Council approved an amendment to increase the compensation by $3,152.00 and to increase the scope of work to provide for an additional in person presentation of the finalized draft of the updated Comprehensive Plan; and

WHEREAS, the parties desire to amend the agreement to increase the compensation by $4,835.00 and to increase the scope of work to account for delays in adoption of the plan as well as edits exceeding what was anticipated in the original project scope; and

WHEREAS, this item was presented to the Budget and Finance Committee on February 26, 2026, and was favorably received; and

WHEREAS, the City Manager recommends the amendment as outlined above.

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 amend the Professional Services Agreement (FY2025-057) with Freese and Nichols, Inc., 222 South Caldwell Street, Charlotte, North Carolina 28202, regarding additional work required for the final draft of the updated Comprehensive Plan; said amendment in an amount not to exceed $4,835.00 for a new not-to-exceed amount of $222,987.00.

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

This the 9th day of March 2026.

APPROVED AS TO FORM AS LEGALITY:

_____
Tammy M. Rackard, City Attorney

_____
Warren L. Gooch, Mayor

_____
Mary Beth Hickman, City Clerk

AGENDA ID: VII.d

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Jon Hetrick , Recreation & Parks Director

SUBJECT: Approval of Amendments to a Contract with A. Morton Thomas and Associates for Consulting Engineering Services for the Oak Ridge Rails to Trails Project.

Introduction

An item for City Council's consideration is a resolution to amend a contract with A. Morton Thomas and Associates, Inc., Kingsport, TN for consulting engineering services for the Oak Ridge Rails to Trails Project. The contract, originally approved by Resolution 5-36-2018 in an estimated amount of $358,317.00, would be amended to increase the contract amount by $36,800.00.

Funding

Funding for the contract is provided by a combination of Tennessee Department of Transportation grant funds and Capital Improvement funds. The grant funding provides 80% of allowable expenses, with a 20% City match.

Background

On June 14, 2019, the contract with A. Morton Thomas and Associates, Inc. was amended under the City Manager's contract authority for additional environmental services in an amount of $3,300.00. On July 2, 2025, the contract was amended under the City Manager's contract authority to provide additional right-of-way services including an appraisal, appraisal review and negotiation services for right-of-way acquisition in an amount of $33,500.00.

These contract amendments were within the City Manager's contract authority, however, since the contract is reimbursed partially with grant funds the amendments should be approved by City Council. Staff request approval of the attached resolution for the purposes of compliance with the City's grants policy.

This item was brought before the City Council Budget & Finance Committee on February 26, 2026, where it was favorably received.

Recommendation

Staff recommend approval of the attached resolution.

Attachments:

Resolution - AMT Rails to Trails.docx

NUMBER _____

RESOLUTION

A RESOLUTION AMENDING A CONTRACT WITH A. MORTON THOMAS AND ASSOCIATES, INC., KINGSPORT, TENNESSEE, ORIGINALLY APPROVED BY RESOLUTION 5-36-2018 TO PROVIDE CONSULTING ENGINEERING SERVICES FOR THE OAK RIDGE RAILS TO TRAILS PROJECT IN THE ESTIMATED AMOUNT OF $358,317.00; SAID AMENDMENTS AUTHORIZING $36,800.00.

WHEREAS, by Resolution 5-36-2018, City Council awarded a contract to A. Morton Thomas and Associates, Inc., Kingsport, Tennessee, to provide consulting engineering services for the Oak Ridge Rails to Trails Project in the estimated amount of $358,317.00; and

WHEREAS, the Rails to Trails Project is partially reimbursed by the State of Tennessee Department of Transportation (TDOT); and

WHEREAS, on June 14, 2019 and under the City Manager's contract authority, the contract with A. Morton Thomas and Associates, Inc., was amended to provide additional environmental services in response to an email from the Historic Preservation Section of the Environmental Division of TDOT at a cost of $3,300.00; and

WHEREAS, on July 2, 2025 and under the City Manager's contract authority, the contract with A. Morton Thomas and Associates, Inc., was further amended to provide additional right-of-way services including an appraisal, appraisal review, and negotiations for a CSX parcel at a cost of $33,500.00; and

WHEREAS, these amendments were within the City Manager's contract authority, however, since the contract is reimbursed partially with grant funds the amendments should have been approved by City Council under the City's grants policy; and

WHEREAS, this item was brought before the Budget and Finance Committee on February 26, 2026, which item was favorably received; and

WHEREAS, the City Manager recommends City Council approval of the amendments for purposes of compliance with the City's grants policy.

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

That the recommendation of the City Manager is approved and contract with A. Morton Thomas and Associates, Inc., Kingsport, Tennessee, for engineering consulting services related to the Rails to Trails Project in the estimated amount of $358,317,00 as originally approved by Resolution 5-36-2018 is hereby amended as follows:

- To provide for additional environmental services in response to an email from the Historic Preservation Section of the Environmental Division of TDOT as provided for in a proposal dated June 14, 2029, at a cost of $3,300.00 (Amendment No. 1); and

- To provide additional right-of-way services including an appraisal, appraisal review, and negotiations for a CSX parcel as listed in an amendment dated July 2, 2025, at a cost of $33,500.00 (labeled as Amendment #1 as the prior amendment was not filed with the Legal Department, but to now be corrected as Amendment No. 2).

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

This the 9th day of March 2026.

APPROVED AS TO FORM AND LEGALITY:

Tammy M. Rackard, City Attorney	Warren L. Gooch, Mayor
	Mary Beth Hickman, City Clerk

AGENDA ID: VIII.a

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Honorable Mayor and City Council

FROM: Tammy Rackard , City Attorney

SUBJECT: Ratification of Ordinance 18-2024 which Ordinance Amends Zoning Ordinance Section 7.06(f)(4(i) and Sections 13.02(f)(2), (f)(3), and (g)(3)(d) for the Purpose of Promoting Biodiversity and Prohibiting Invasive Species

SUPPORTING DEPARTMENT: Planning and Development

Introduction

An item for the agenda is an ordinance to ratify Ordinance 18-2024 which ordinance amends Zoning Ordinance Section 7.06(f)(4(i) and Sections 13.02(f)(2), (f)(3), and (g)(3)(d) for the purpose of promoting biodiversity and prohibiting invasive species.

Background

Ordinance 18-2024 is being brought back to City Council for approval (ratification) due to the public hearing timeframe not being met when the ordinance was originally approved. Tennessee Code Annotated §13-7-203(a) now requires a 21-day legal notice publication for a public hearing to amend the zoning ordinance and this ordinance was published under the old 15-day legal notice publication timeframe. This error makes this ordinance void and requires reapproval (ratification) to make the text amendment valid.

This ordinance was approved unanimously by City Council when it was originally approved (Vote was 6-1, Councilman Gleason was absent from this meeting). The prior agenda packet is included as an attachment with the only change being the original ordinance document in the packet has now been substituted with the approved ordinance (Ordinance 18-2024).

Recommendation

Approval of the attached ordinance is recommended.

Attachments:

Ordinance 18-2024 -Agenda Packet.pdf

Zoning Ordinance - Biodiversity and Invasive Species (Ratify Ordinance 18-2024).docx

AGENDA ID: VIII.c

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: October 14, 2024

TO: Randy Hemann, City Manager

FROM: Jennifer Williams , Planning and Development Director

THROUGH: Wayne Blasius, Planning and Development Director

SUBJECT: Zoning Ordinance Text Amendment: Native and Invasive Species, Biodiversity

Introduction

An item for City Council's consideration is a text amendment in Articles 13 and 7 of the Zoning Ordinance. The purpose of this text amendment is to promote biodiversity and native species while discouraging the use of invasive species.

Funding

There is no funding associated with this item.

Background

At their July 11, 2024 work session the Planning Commission heard a presentation from Joel Hewett and Les Hook of the Environmental Quality Advisory Board (EQAB). EQAB's tree subcommittee had been working on a series of suggested Zoning Ordinance text amendments to promote native species and prohibit invasive species. As a result of discussion in that work session, the text amendment was further expanded to include a tree biodiversity requirement.

This text amendment will impact only those construction projects that are subject to Article 13 of the Zoning Ordinance. This includes new construction and significant renovations/additions at commercial, industrial, and multifamily sites. The text amendment does not apply to single family dwellings, or any residential project with four or less dwelling units.

The proposed amendment does the following:

- Prohibits invasive species as identified by Tennessee Invasive Plant Council, or TNIPC.
    - A list of species currently identified as invasive can be found here: Invasive Plants – Tennessee Invasive Plant Council (tnipc.org)
- Directs developers to a City-wide 'list of desirable species', and clarifies the list is maintained in the Planning & Development Department.
    - The full list of desirable species will *not* be adopted as part of the ordinance but will be maintained internally by Planning & Development staff. The list was developed by EQAB members and has been reviewed by staff. If the proposed text

amendment is adopted, the list will be made available by request and on the City's website.

- Establishes a biodiversity chart for tree planting requirements.
    - This biodiversity chart was developed by Planning & Development staff with input from EQAB and Jon Hetrick in the Recreation & Parks Department.
    - The biodiversity requirements pull from other regional examples including Morristown and the City of Knoxville.
    - The chart will apply to trees only - shrubs, grasses, etc. will not have a biodiversity requirement.

The Planning Commission discussed this item at their August 15, 2024 business meeting. In addition to discussion of the text amendment itself, there was also conversation about other landscaping-related ordinance changes including the preservation of mature trees and stricter requirements for plant size and height. Ultimately, the Board unanimously recommended approval of the text amendment as written.

Recommendation

Approval of the attached ordinance is recommended.

Attachments:

Proposed Zoning Ordinance Text Amendment

List of Desirable Species

Zoning Ordinance - Invasive Species.docx

Proposed Zoning Text Amendments

Section 13.02(f)(2)

In the event there is no interference with utility lines then the street tree needs to be a canopy tree. To provide a consistent effect along other streets, examples of desirable street tree species ~~are Sugar Maple, Willow Oak, and Red Maple~~ can be found in the City's list of desirable species, maintained by the Planning & Development Department. If power lines or other utilities are present city staff will consider alternative species. All invasive non-native species and invasive exotic pest plants as identified by the Tennessee ~~Exotic Pest~~ Invasive Plant Council ~~should be avoided.~~[1] are prohibited. In addition~~al~~, such plantings shall not obstruct the view of the flow of traffic.

[1] ~~See the Tennessee Invasive Exotic Plant List, the List of Ecologically Desirable Trees and Shrubs Suitable for Landscaping in Oak Ridge prepared by the Environmental Quality Advisory Board of the City of Oak Ridge, and the current edition of Architectural Graphic Standards.~~

Section 13.02(f)(3)

Oak Ridge displays a robust ecosystem, with a variety of native plant materials. ~~The use of these hardy and attractive native species in developments is encouraged~~. All invasive, non-native species and invasive exotic pest plants as identified by the Tennessee Invasive Plant Council (TN-IPC) are prohibited. Desirable plant materials can be found in the City's list of desirable species, maintained by the Planning & Development Department.

To curtail the spread of disease or insect infestation and to add resilience to droughts and floods, new tree plantings shall comply with the following table.

Total Number of Trees	Maximum Number of one Species	Minimum Number of Species
1-4	100%	1
5-10	60%	2
11-15	50%	3
16-20	40%	4
21-100	30%	6
100+	25%	6

Section 13.02(g)(3)(d)

All invasive non-native species and invasive exotic pest plants as identified by the Tennessee ~~Exotic Pest~~ Invasive Plant Council are prohibited. ~~should be avoided.~~[2]

~~[2] See the Tennessee Invasive Exotic Plant List, the List of Ecologically Desirable Trees and Shrubs Suitable for Landscaping in Oak Ridge prepared by the Environmental Quality Advisory Board of the City of Oak Ridge, and the current edition of Architectural Graphic Standards.~~

Section 7.06(f)(4)(f)(i)

a. Street trees are required in the landscape zone, according to the following standards:

i. A combination of tree types is permitted, based on the City's list of ~~acceptable~~ desirable species, minimum spacing requirements, and minimum planting areas for large, medium, and small street trees. These standard details for street trees are maintained by the Planning & Development ~~Recreation and Parks and Community Development~~ Department~~s~~.

City of Oak Ridge, Tennessee

List of Desirable Species (Trees, Shrubs, & Vines)

Introduction: This *List of Desirable Species* , maintained by the City of Oak Ridge Planning & Development Department, is intended to assist developers and citizens in the selection of plant materials that are non-invasive, native to East Tennessee, and/or otherwise well suited for the Oak Ridge area. Landscaping plans required by the Zoning Ordinance are not limited to species on this list. Additional indices of native plant materials are available from the sources listed below.

Tennessee Native Plant Society	*Native Plants of Tennessee: A Book of Lists*
Tennessee Invasive Plant Council	*Landscaping with Native Plants – East Tennessee*
City of Knoxville, Tennessee	*Native Flowers, Shrubs, Trees, Vines, and Ground Cover of Knoxville*
U.S. Department of Agriculture	*Natural Resources Conservation Service, Plant Guides*

Date last revised: August 2024

TREES

Plant Material Type	Common Name	Scientific Name	Approximate Height at Maturity	Form	Growth Rate	Deciduous	Wet Tolerant	Drought Tolerant	Shade Tolerant
Large Trees	Black maple	*Acer nigrum*	50+ feet	Rounded to Oval	Medium	Yes	No	No	Yes
Large Trees	Yellow Buckeye	*Aesculus flava*	50+ feet	Rounded	Medium to Fast	Yes	Intermediate	No	Yes
Large Trees	Pecan	*Carya illinoinensis*	50+ feet	Oval	Medium	Yes	Intermediate	Yes	No
Large Trees	Common Hackberry	*Celtis occidentalis*	50+ feet	Pyramidal to Round	Medium to Fast	Yes	No	Yes	Intermediate
Large Trees	Alantic whitecedar	*Chamaecyparis thyoides*	50+ feet	Pyramidal to Upright	Moderate	No	No	No	No
Large Trees	American Beech	*Fagus grandifolia*	50+ feet	Round to Open	Slow	Yes	No	No	Yes
Large Trees	European Beech	*Fagus sylvatica*	50+ feet	Upright to Oval	Slow to Medium	Yes	No	No	Intermediate
Large Trees	Thornless Honeylocust	*Gleditsia triacanthos*	50+ feet	Round	Medium to Fast	Yes	No	Yes	No
Large Trees	Kentucky Coffeetree	*Gymnocladus dioica*	50+ feet	Oval to Open	Slow to Medium	Yes	No	Yes	No
Large Trees	Sweetgum	*Liquidambar styraciflua*	50+ feet	Pyramidal to Oval	Medium to Fast	Yes	Yes	No	No
Large Trees	Tulip Poplar	*Liriodendron tulipifera*	50+ feet	Pyramidal to Oval	Fast	Yes	No	No	No
Large Trees	Cucumbertree Magnolia	*Magnolia acuminata*	50+ feet	Pyramidal to Spreading	Medium to Fast	No	No	No	Intermediate
Large Trees	Southern Magnolia	*Magnolia grandiflora*	50+ feet	Pyramidal	Slow to Medium	No	No	Yes	Intermediate
Large Trees	Blackgum	*Nyssa sylvatica*	50+ feet	Pyramidal	Slow to Medium	Yes	Yes	No	Intermediate

Large Trees	Shortleaf Pine	*Pinus echinata*	50+ feet	Conical to Oval	Medium	No	No	Yes	No
Large Trees	Pitch Pine	*Pinus rigida*	50+ feet	Conical to Oval	Medium	No	No	Yes	No
Large Trees	Eastern white pine	*Pinus strobus*	50+ feet	Pyramidal	Moderate to Fast	No	No	No	Intermediate
Large Trees	White Pine	*Pinus strobus*	50+ feet	Conical to Oval	Medium to Fast	No	No	No	Intermediate
Large Trees	Loblolly Pine	*Pinus taeda*	50+ feet	Conical to Oval	Fast	No	Intermediate	Yes	No
Large Trees	Virginia Pine	*Pinus virginiana*	50+ feet	Conical to Open	Slow	No	No	Yes	No
Large Trees	American Sycamore	*Platanus occidentalis*	50+ feet	Pyramidal to Open	Medium to Fast	Yes	Yes	No	Intermediate
Large Trees	Sawtooth Oak	*Quercus acutissima*	50+ feet	Round	Medium	Yes	No	Yes	No
Large Trees	White Oak	*Quercus alba*	50+ feet	Round to Spreading	Slow to Medium	Yes	No	No	No
Large Trees	Swamp White Oak	*Quercus bicolor*	50+ feet	Round	Medium	Yes	Yes	Yes	No
Large Trees	Scarlet oak	*Quercus coccinea*	50+ feet	Rounded to Oval	Medium	Yes	No	Yes	Yes
Large Trees	Southern Red Oak	*Quercus falcata*	50+ feet	Spreading	Slow to Medium	Yes	No	No	No
Large Trees	Bur Oak	*Quercus macrocarpa*	50+ feet	Round to Spreading	Slow	Yes	No	Yes	No
Large Trees	Swamp Chestnut Oak	*Quercus michauxii*	50+ feet	Round	Medium	Yes	Yes	No	No
Large Trees	Chestnut Oak	*Quercus montana (formerly prinus)*	50+ feet	Rounded	Medium	Yes	No	Yes	No
Large Trees	Chinkapin Oak	*Quercus muehlenbergi*	50+ feet	Round	Slow to Medium	Yes	No	No	No
Large Trees	Nuttall Oak	*Quercus nuttallii*	50+ feet	Pyramidal to Rounded	Medium to Fast	Yes	Yes	Yes	No
Large Trees	Pin Oak	*Quercus palustris*	50+ feet	Pyramidal to Rounded	Medium to Fast	Yes	Yes	No	No
Large Trees	Northern Red Oak	*Quercus rubra*	50+ feet	Rounded	Medium to Fast	Yes	No	No	No
Large Trees	Shumard Oak	*Quercus shumardii*	50+ feet	Rounded	Medium	Yes	No	Yes	No
Large Trees	Black Oak	*Quercus velutina*	50+ feet	Round to Open	Slow to Medium	Yes	No	Yes	No
Large Trees	Shigle oak	*Quescus imbricaria*	50+ feet	Conical	Mediun	Yes	Yes	No	No
Large Trees	Bald Cypress	*Taxodium distichum*	50+ feet	Pyramidal	Medium	No	Yes	No	No
Large Trees	American Basswood	*Tilia americana*	50+ feet	Pyramidal to Rounded	Medium	Yes	No	No	Intermediate
Large Trees / Fruit & Nut	Pecan	*Carya illinoinensis*	50+ feet	Oval	Medium	Yes	Intermediate	Yes	No
Large Trees / Fruit & Nut	Black walnut	*Juglans nigra*	50+ feet	Round to Spreading	Medium	Yes	No	Yes	No
Medium Trees	River Birch	*Betula nigra*	30–50 feet	Pyramidal to Round	Medium to Fast	Yes	Yes	No	No
Medium Trees	European hornbeam	*Carpinus betulus*	30–50 feet	Upright to Oval	Slow to Moderate	Yes	No	Yes	Intermediate
Medium Trees	American Hornbeam	*Carpinus caroliniana*	30–50 feet	Oval	Slow	Yes	Intermediate	No	Intermediate
Medium Trees	Catalpa	*Catalpa speciosa*	30–50 feet	Oval	Medium to Fast	Yes	No	Yes	Intermediate

Medium Trees	Atlantic White Cedar	*Chamaecyparis thyoides*	30–50 feet	Pyramidal to Upright	Medium	No	Intermediate	No	No
Medium Trees	Yellowwood	*Cladrastis kentukea*	30–50 feet	Round	Medium	Yes	No	No	No
Medium Trees	Cryptomeria	*Cryptomeria japonica*	30–50 feet	Pyramidal	Medium	Yes	No	No	Intermediate
Medium Trees	American Persimmon	*Diospyros virginiana*	30–50 feet	Oval	Slow to Medium	Yes	No	No	No
Medium Trees	American Holly	*Ilex americana*	30–50 feet	Upright to Pyramidal	Slow to Moderate	No	Minimal	No	Yes
Medium Trees	American Holly	*Ilex opaca*	30–50 feet	Pyramidal	Slow to Medium	No	No	No	Yes
Medium Trees	Eastern Red Juniper	*Juniper virginiana*	30–50 feet	Upright to Conical	Moderate	No	No	Yes	No
Medium Trees	Eastern Red Cedar	*Juniperus virginiana*	30–50 feet	Upright to Oval	Medium	No	No	Yes	No
Medium Trees	American Sweetgum	*Liquidambar styraciflua*	30–50 feet	Columnar	Moderate	Yes	Yes	No	No
Medium Trees	Southern Magnolia	*Magnolia grandiflora*	30–50 feet	Pyramidal	Slow to Moderate	No	Minimal	Yes	Intermediate
Medium Trees	Sweetbay magnolia	*Magnolia virginiana*	30–50 feet	Upright to Spreading	Moderate	No	Yes	No	Yes
Medium Trees	Sweetbay Magnolia	*Magnolia virginiana*	30–50 feet	Upright to Open	Medium	No	Yes	No	Yes
Medium Trees	Eastern Hophornbeam	*Ostrya virginiana*	30–50 feet	Pyramidal to Round	Slow	Yes	Intermediate	No	Yes
Medium Trees	Sourwood	*Oxydendrum arboreum*	30–50 feet	Pyramidal to Oval	Slow	Yes	No	No	Intermediate
Medium Trees	Overcup Oak	*Quercus lyrata*	30–50 feet	Round to Spreading	Medium	Yes	Intermediate	Yes	No
Medium Trees	Pin Oak	*Quercus palustris*	30–50 feet	Columnar	Moderate	Yes	Yes	No	No
Medium Trees	Black Locust	*Robinia pseudoacacia*	30–50 feet	Upright to Oval	Fast	Yes	No	Yes	No
Medium Trees	Sassafras	*Sassafras albidum*	30–50 feet	Oval to Open	Medium to Fast	Yes	No	No	No
Medium Trees / Fruit & Nut	Chinese chestnut	*Castanea mollissima*	30–50 feet	Oval	Slow to Medium	Yes	No	Intermediate	Intermediate
Medium Trees / Fruit & Nut	Turkish Fibert	*Corylus colurna*	30–50 feet	Pyramidal	Medium	Yes	No	Yes	No
Medium Trees / Fruit & Nut	American Persimmon	*Diospyros virginiana*	30–50 feet	Oval	Slow to Medium	Yes	No	No	No
Medium Trees / Fruit & Nut	White mulberry	*Morus alba*	30–50 feet	Variable	Medium to Fast	Yes	No	Yes	Intermediate
Medium Trees / Fruit & Nut	Red mulberry	*Morus rubra*	30–50 feet	Variable	Fast	Yes	No	Yes	Intermediate
Medium Trees / Fruit & Nut	Sweet cherry	*Prunus avium*	30–50 feet	Round to Spreading	Medium	Yes	No	Intermediate	No
Medium Trees / Fruit & Nut	Common pear	*Pyrus communis*	30–50 feet	Upright	Medium	Yes	No	No	No
Small Trees	Red Buckeye	*Aesculus pavia*	< 30 feet	Round	Medium	Yes	No	No	Yes
Small Trees	Serviceberry	*Amelanchier spp*	< 30 feet	Variable	Medium	Yes	Intermediate	No	Intermediate
Small Trees	Pawpaw	*Asimina triloba*	< 30 feet	Pyramidal to Upright	Medium	Yes	No	No	Yes
Small Trees	Eastern Redbud	*Cercis canadensis*	< 30 feet	Round to Spreading	Medium	Yes	No	Yes	Intermediate
Small Trees	American Fringetree	*Chionanthus virginicus*	< 30 feet	Round to Spreading	Slow	Yes	No	No	Intermediate
Small Trees	Flowering Dogwood	*Cornus florida*	< 30 feet	Spreading	Medium	Yes	No	No	Yes
Small Trees	American Smoketree	*Cotinus obovatus*	< 30 feet	Open to Irregular	Moderate	Yes	No	No	No

Small Trees	Cockspur Hawthorn	*Crataegus crusgalli*	< 30 feet	Round to Spreading	Slow to Medium	Yes	No	No	No
Small Trees	Washington Hawthorn	*Crataegus phaenopyrum*	< 30 feet	Oval to Rounded	Slow to Medium	Yes	No	No	No
Small Trees	Green Hawthorn	*Crataegus virdis*	< 30 feet	Round to Spreading	Slow to Medium	Yes	No	No	No
Small Trees	Carolina Silverbell	*Halesia tetraptera*	< 30 feet	Round	Medium	Yes	No	No	Intermediate
Small Trees	Witch hazel	*Hamamelis virginiana*	< 30 feet	Round to Open	Medium	Yes	No	No	Intermediate
Small Trees	Witch hazel	*Hamamelis virginiana*	< 30 feet	Round to Open	Moderate	Yes	No	No	Intermediate
Small Trees	Nellie Stevens Holly	*Ilex opaca*	< 30 feet	Pyramidal	Moderate	No	No	No	Intermediate
Small Trees	Yaupon Holly	*Ilex vomitoria*	< 30 feet	Upright to Irregular	Moderate to Fast	No	Yes	Yes	Intermediate
Small Trees	Foster Holly	*Ilex x attenuate 'Fosteri'*	< 30 feet	Pyramidal to Upright	Slow	Yes	No	No	Intermediate
Small Trees	Foster Holly	*Ilex x attenuate* 'Fosteri'	< 30 feet	Pyramidal to Upright	Less than 30 ft	No	No	Intermediate	
Small Trees	Magnolia	*Magnolia grandiflora*	< 30 feet	Upright to Oval	Slow	No	Intermediate	No	Intermediate
Small Trees	Flowering Crabapple	*Malus spp*	< 30 feet	Round	Medium to Fast	Yes	No	No	No
Small Trees	Cherry Laurel	*Prunus caroliniana*	< 30 feet	Open to Irregular	Fast	No	No	Yes	Yes
Small Trees	Oriental Cherries	*Prunus serrulata*	< 30 feet	Variable	Medium	Yes	No	Yes	No
Small Trees	Mountain Stewartia	*Stewartia ovata*	< 30 feet	Round to Oval	Slow	Yes	No	No	Intermediate
Small Trees	Eastern Arborvitae	*Thija occidentalis*	< 30 feet	Conical	Medium	No	Medium	Medium	Medium
Small Trees	Eastern arborvitae	*Thuja occidentalis*	< 30 feet	Upright to Conical	Moderate	No	Minimal	Yes	No
Small Trees	Rusty Blackhaw	*Viburnum rufidulum*	< 30 feet	Oval to Open	Medium	Yes	Intermediate	Yes	Yes
Small Trees	Viburnum spp (leatherleaf Viburnum)	*Viburnum spp.*	< 30 feet	Open to Irregular	Fast	No	Yes	Yes	Yes
Small Trees / Fruit & Nut	Serviceberry	*Amelanchier* spp	< 30 feet	Variable	Medium	Yes	Intermediate	No	Intermediate
Small Trees / Fruit & Nut	Pawpaw	*Asimina triloba*	< 30 feet	Pyramidal to Upright	Medium	Yes	No	No	Yes
Small Trees / Fruit & Nut	Japanese Persimmon	*Diospyros kaki*	< 30 feet	Round to Spreading	Medium	Yes	No	No	No
Small Trees / Fruit & Nut	Edible apple	*Malus pumila*	< 30 feet	Variable	Medium	Yes	No	No	No
Small Trees / Fruit & Nut	American plum	*Prunus american*	< 30 feet	Spreading	Medium	Yes	No	Yes	No
Small Trees / Fruit & Nut	Chickasaw plum	*Prunus angustifolia*	< 30 feet	Spreading	Medium	Yes	No	Intermediate	No
Small Trees / Fruit & Nut	Sour cherry	*Prunus cerasus*	< 30 feet	Round to Spreading	Medium	Yes	No	Intermediate	No
Small Trees / Fruit & Nut	Common peach	*Prunus persica*	< 30 feet	Round to Spreading	Medium	Yes	No	No	No

SHRUBS & VINES										
			Suitable Light			Suitable Soil Moisture				
Plant Material Type	Common Name	Scientific Name	Full Sunlight	Partial Shade	Shade	Very wet	Moist	Moist-to-dry	Dry
Shrub	Alder	*Alnus serrulata*	●	●		●	●		
Shrub	Serviceberry	*Amelanchier laevis*	●	●			●	●	
Shrub	Indigo bush	*Amorpha fruticosa*	●	●			●	●	●
Shrub	Red chokeberry	*Aronia arbutifolia*	●	●		●	●	●	
Shrub	Black chokeberry	*Aronia melanocarpa*	●	●		●	●	●	●
Shrub	Sweetshrub	*Calycanthus floridus*		●	●	●	●	●	
Shrub	Amercan beautyberry	*Callicarpa americana*	●	●		●	●	●	●
Shrub	New Jersey tea	*Ceanothus americanus*		●	●		●	●	●
Shrub	Buttonbush	*Cephalanthus occidentalis*	●	●		●	●		
Shrub	Cumberland rosemary	*Conradina verticillate*		●			●	●	
Shrub	Hazelnut	*Corylus americana*	●	●	●		●	●	
Shrub	Leatherwood	*Dirca palustris*	●	●	●		●		
Shrub	Hearts-a-bustin	*Euonymus americanus*		●	●		●	●	
Shrub	Swamp mallow	*Hibiscus moscheutos*	●	●		●			
Shrub	Wild hydrangea	*Hydrangea arborescens*		●	●		●		●
Shrub	Golden St. John's Wort	*Hypericum frondosum*	●	●			●		●
Shrub	Shrubby St. John's Wort	*Hypericum prolificum*	●	●		●	●	●	●
Shrub	Common winterberry	*Ilex verticillata*	●	●	●	●	●		
Shrub	Virginia-willow	*Itea virginica*	●	●	●	●	●		
Shrub	Mountain laurel	*Kalmia latifolia*	●	●				●	●
Shrub	Spicebush	*Lindera benzoin*		●	●		●		
Shrub	Ninebark	*Physocarpus opulifolius*	●	●	●	●	●		
Shrub	Flame azalea	*Rhododendron calendulaceum*		●	●		●	●	
Shrub	Wild azalea	*Rhododendron canescens*	●	●	●		●	●	
Shrub	Rose bay	*Rhododendron maximum*		●	●		●	●	
Shrub	Fragrant sumac	*Rhus aromatica*	●	●	●			●	●
Shrub	Winged sumac	*Rhus copallina*	●	●			●	●	
Shrub	Carolina rose	*Rosa carolina*	●	●			●	●	
Shrub	Swamp rose	*Rosa palustris*	●	●		●	●		
Shrub	Elderberry	*Sambucus canadensis*	●	●	●		●		
Shrub	Bladdernut	*Staphylea trifolia*		●	●		●	●	
Shrub	Coralberry, buckbrush	*Symphoricarpus orbiculatus*	●	●	●		●	●	●
Shrub	Farkleberry	*Vaccinium arboretum*	●	●				●	●
Shrub	Highbush blueberry	*Vaccinium corymbosum*	●	●				●	●
Shrub	Cranberry	*Vaccinium macrocarpon*	●	●		●	●		

Shrub	Deerberry	*Vaccinium stamineum*	●	●			●	●	●
Shrub	Maplelead viburnum	*Viburnum acerifolium*		●	●		●	●	●
Vine	Dutchman's pipe	*Aristolochia macrophylla*		●	●		●	●	
Vine	Crossvine	*Bignonia capreolata*	●	●		●	●	●	
Vine	Trumpet creeper	*Campsis radicans*	●	●				●	●
Vine	Leatherflower	*Clematis viorna*	●	●	●		●	●	●
Vine	Virgin's bower	*Clematis virginiana*	●	●	●		●	●	●
Vine	Climbing hydrangea	*Decumaria barbara*	●	●		●	●		
Vine	Carolina jasmine	*Gelsemium sempervirens*	●	●			●	●	
Vine	Virginia creeper	*Parthenocissus quinquefolia*	●	●	●		●	●	●
Vine	Passionflower	*Passiflora incarnata*	●	●				●	●
Vine	Atlantic wisteria	*Wisteria frutescens*		●	●	●	●	●	

ORDINANCE NO. 18-2024

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING SECTION 7.06, TITLED "D-1, DOWNTOWN DISTRICT," SUBSECTION (F)(4)(I), AND SECTION 13.02, TITLED "DESIGN REVIEW STANDARDS," SUBSECTIONS (F)(2), (F)(3), AND (G)(3)(D), FOR THE PURPOSE OF PROMOTING BIODIVERSITY AND PROHIBITING INVASIVE SPECIES.

WHEREAS, city staff proposed several amendments to the Zoning Ordinance to promote biodiversity and prohibit invasive species; and

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

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

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

Section 1. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VII, titled "Parking and Business Districts," Section 7.06, titled "D-1, Downtown District," Subsection (f), titled "Development Standards," Subpart (4), titled "General Streetscape Standards," is hereby amended by deleting §7.06(f)(4)(f)(i) and substituting therefor a new §7.06(f)(4)(f)(i) which new provision shall read as follows:

Section 7.06. D-1, Downtown District

(f) Development Standards

4. General Streetscape Standards

(f)(i) A combination of tree types is permitted, based on the City's list of desirable species, minimum spacing requirements, and minimum planting areas for large, medium, and small street trees. These standard details for street trees are maintained by the Planning & Development Department.

Section 2. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIII, titled "Landscaping and Design Standards," Section 13.02, titled "Design Review Standards," Subsection (f), titled "Landscape," Subpart (2), titled "Streetscape," is hereby amended by deleting the sixth paragraph and substituting therefor a new sixth paragraph which new provision shall read as follows:

Section 13.02. Design Review Standards

(f) Landscape

2. Streetscape

...

In the event there is no interference with utility lines then the street tree needs to be a canopy tree. To provide a consistent effect along other streets, examples of desirable street tree species can be found in the City's list of desirable species, maintained by the Planning & Development Department. If power lines or other utilities are present city staff will consider alternative species. All invasive non-native species and invasive exotic pest plants as identified by the Tennessee Invasive Plant Council are prohibited. In addition, such plantings shall not obstruct the view of the flow of traffic.

Section 3. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIII, titled "Landscaping and Design Standards," Section 13.02, titled "Design Review Standards," Subsection (f), titled "Landscape," Subpart (3), titled "Plant Materials," is hereby amended by deleting the first paragraph and substituting therefor a new first paragraph with chart which new provision shall read as follows:

Section 13.02. Design Review Standards

(f) Landscape

3. Plant Materials

Oak Ridge displays a robust ecosystem, with a variety of native plant materials. All invasive, non-native species and invasive exotic pest plants as identified by the Tennessee Invasive Plant Council (TN-IPC) are prohibited. Desirable plant materials can be found in the City's list of desirable species, maintained by the Planning & Development Department.

To curtail the spread of disease or insect infestation and to add resilience to droughts and floods, new tree plantings shall comply with the following table.

Total Number of Trees	Maximum Number of one Species	Minimum Number of Species
1-4	100%	1
5-10	60%	2
11-15	50%	3
16-20	40%	4
21-100	30%	6
100+	25%	6

Section 4. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIII, titled "Landscaping and Design Standards," Section 13.02, titled "Design Review Standards," Subsection (g), titled "Screening," Subpart (3), titled "Design Standards," is hereby amended by deleting the last paragraph of §13.02(g)(3)(d) and substituting therefor a new last paragraph of §13.02(g)(3)(d) which new provision shall read as follows:

Section 13.02. Design Review Standards

(g) Screening

3. Design Standards

d. Suggested Plant Materials for Screening

...

All invasive non-native species and invasive exotic pest plants as identified by the Tennessee Invasive Plant Council are prohibited.

Section 5. 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. Rackard, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

Publication Date:	08/23/2024
First Reading:	09/09/2024
Public Hearing:	09/09/2024
Publication Date:	09/10/2024
Second Reading:	10/14/2024
Publication Date:	10/15/2024
Effective Date:	10/24/2024

ORDINANCE NO. _____

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING SECTION 7.06, TITLED "D-1, DOWNTOWN DISTRICT," SUBSECTION (F)(4)(I), AND SECTION 13.02, TITLED "DESIGN REVIEW STANDARDS," SUBSECTIONS (F)(2), (F)(3), AND (G)(3)(D), FOR THE PURPOSE OF PROMOTING BIODIVERSITY AND PROHIBITING INVASIVE SPECIES.

WHEREAS, city staff proposed several amendments to the Zoning Ordinance to promote biodiversity and prohibit invasive species; and

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

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

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

Section 1. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VII, titled "Parking and Business Districts," Section 7.06, titled "D-1, Downtown District," Subsection (f), titled "Development Standards," Subpart (4), titled "General Streetscape Standards," is hereby amended by deleting §7.06(f)(4)(f)(i) and substituting therefor a new §7.06(f)(4)(f)(i) which new provision shall read as follows:

Section 7.06. D-1, Downtown District

(f) Development Standards

4. General Streetscape Standards

(f)(i) A combination of tree types is permitted, based on the City's list of desirable species, minimum spacing requirements, and minimum planting areas for large, medium, and small street trees. These standard details for street trees are maintained by the Planning & Development Department.

Section 2. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIII, titled "Landscaping and Design Standards," Section 13.02, titled "Design Review Standards," Subsection (f), titled "Landscape," Subpart (2), titled "Streetscape," is hereby amended by deleting the sixth paragraph and substituting therefor a new sixth paragraph which new provision shall read as follows:

Section 13.02. Design Review Standards

(f) Landscape

2. Streetscape

…

In the event there is no interference with utility lines then the street tree needs to be a canopy tree. To provide a consistent effect along other streets, examples of desirable street tree species can be found in the City's list of desirable species, maintained by the Planning & Development Department. If power lines or other utilities are present city staff will consider alternative species. All invasive non-native species and invasive exotic pest plants as identified by the Tennessee Invasive Plant Council are prohibited. In addition, such plantings shall not obstruct the view of the flow of traffic.

Section 3. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIII, titled "Landscaping and Design Standards," Section 13.02, titled "Design Review Standards," Subsection (f), titled "Landscape," Subpart (3), titled "Plant Materials," is hereby amended by deleting the first paragraph and substituting therefor a new first paragraph with chart which new provision shall read as follows:

Section 13.02. Design Review Standards

(f) Landscape

3. Plant Materials

Oak Ridge displays a robust ecosystem, with a variety of native plant materials. All invasive, non-native species and invasive exotic pest plants as identified by the Tennessee Invasive Plant Council (TN-IPC) are prohibited. Desirable plant materials can be found in the City's list of desirable species, maintained by the Planning & Development Department.

To curtail the spread of disease or insect infestation and to add resilience to droughts and floods, new tree plantings shall comply with the following table.

Total Number of Trees	Maximum Number of one Species	Minimum Number of Species
1-4	100%	1
5-10	60%	2
11-15	50%	3
16-20	40%	4
21-100	30%	6
100+	25%	6

Section 4. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIII, titled "Landscaping and Design Standards," Section 13.02, titled "Design Review Standards," Subsection (g), titled "Screening," Subpart (3), titled "Design Standards," is hereby amended by deleting the last paragraph of §13.02(g)(3)(d) and substituting therefor a new last paragraph of §13.02(g)(3)(d) which new provision shall read as follows:

Section 13.02. Design Review Standards

(g) Screening

3. Design Standards

d. Suggested Plant Materials for Screening

…

All invasive non-native species and invasive exotic pest plants as identified by the Tennessee Invasive Plant Council are prohibited.

Section 5. 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. Rackard, 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: _____

AGENDA ID: VIII.b

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Honorable Mayor and City Council

FROM: Tammy Rackard , City Attorney

SUBJECT: Ratification of Ordinance 1-2025 which Ordinance Amends Zoning Ordinance Sections 6.01(a)(3), 7.02(a)(10), 6.02(a)(11)(b), 7.03(a)(24)(b), and 7.04(a)(21)(b) for the Purpose of Adding Mixed Use Development as a Permitted Principal Use in O-1 and B-1 Districts Provided Certain Conditions are Met, and to Amend Language in O-2, B-2, and UB-2 Districts Pertaining to Mixed Use Development for Consistency in Language

SUPPORTING DEPARTMENT: Planning and Development

Introduction

An item for the agenda is an ordinance to ratify Ordinance 1-2025 which ordinance amends Zoning Ordinance Sections 6.01(a)(3), 7.02(a)(10), 6.02(a)(11)(b), 7.03(a)(24)(b), and 7.04(a)(21)(b) for the purpose of adding mixed use development as a permitted principal use in O-1 and B-1 Districts provided certain conditions are met, and to amend language in O-2, B-2, and UB-2 Districts pertaining to mixed use development for consistency in language.

Background

Ordinance 1-2025 is being brought back to City Council for approval (ratification) due to the public hearing timeframe not being met when the ordinance was originally approved. Tennessee Code Annotated §13-7-203(a) now requires a 21-day legal notice publication for a public hearing to amend the zoning ordinance and this ordinance was published under the old 15-day legal notice publication timeframe. This error makes this ordinance void and requires reapproval (ratification) to make the text amendment valid.

This ordinance was approved unanimously by City Council when it was originally approved (all members were present). The prior agenda packet is included as an attachment with the only change being the original ordinance document in the packet has now been substituted with the approved ordinance (Ordinance 1-2025).

Recommendation

Approval of the attached ordinance is recommended.

Attachments:

Ordinance 1-2025 - Agenda Packet.pdf

Zoning Ordinance - Mixed Use Development (Ratify Ordinance 1-2025).docx

AGENDA ID: IX.a

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: January 13, 2025

TO: Randy Hemann, City Manager

FROM: Tristan King , Planner

THROUGH: Wayne Blasius, Planning and Development Director

SUBJECT: **Zoning Ordinance Text Amendment:** Article 6 Section 6.01, 6.02 and Article 7 Section 7.02, 7.03, and 7.04

Introduction

An item for the City Council's consideration is a Zoning Ordinance text amendment to add 'mixed use developments' as an allowed use in the O-1 and B-1 zoning districts, and to change terminology in the City's existing regulations for mixed use developments.

Funding

There is no funding associated with this item.

Background

In 2019, 'mixed use developments' were added as an allowed use in the O-2, B-2, and UB-2 zoning districts. The proposed text amendment will add this use to the O-1 and B-1 districts.

In addition to adding mixed use developments in several districts, a terminology change from "similar" to "compatible" is proposed in the regulations for mixed use developments: "...the Planning Commission must consider the project's relationship to the surrounding area in addition to the standards listed in this section. Projects should promote pedestrian activity and mobility and be **compatible** in mass and scale to other nearby developments."

The terminology change is intended to clarify language in the ordinance, recognizing the mixed-use developments at different scales than the surrounding area may be appropriate.

In summary, the following changes will be made:

- Section 6.01 O-1 Office Districts: mixed use development will be added as a permitted use.
- Section 7.02 B-1 Neighborhood Business District: mixed use development will be added as a permitted use.
- Section 6.02, 7.03, and 7.04: a single word will be changed from "similar" to "compatible" in mixed use regulations for the O-2, UB-2, and B-2 zoning districts.

Recommendation
Staff recommends approval of the Zoning Ordinance text amendment.

At their November 21, 2024 business meeting, the Planning Commission voted 9-0 to recommend approval of the proposed text amendment.

Attachments:
Proposed Zoning Ordinance Text Amendment

Zoning_Ordinance_-_Mixed_Use_for_O-1_and_B-1_and_Language_Change_for_O-2__B-2__and_UB-2 (1).docx

Proposed Zoning Text Amendments

Section 6.01 (A) (3)

Section 6.01 O-1 Office Districts

The following regulations shall apply in O-1, Office Districts.

(a) Permitted Principal Uses

3. Mixed Use Developments provided the following are met:

a. Other than residential uses, only those uses already permitted within the O-1 district will be allowed.

b. Regardless of project scale, any change in use resulting in a mixed use development shall be required to submit a Site Development Plan to the Planning Commission for review in accordance with Section 16.11. In reviewing a mixed use development proposal, the Planning Commission must consider the project's relationship to the surrounding area in addition to the standards listed in this section. Projects should promote pedestrian activity and mobility and be compatible in mass and scale to other nearby developments.

c. All mixed use proposals must maintain some nonresidential function directly accessible from a street. The Planning Commission may waive this requirement if the applicant demonstrates that their proposal is compatible with the definition of a mixed use development and the other standards in this section.

Section 7.02 (A) (10)

Section 7.02 B-1, Neighborhood Business Districts

The following regulations shall apply in B-1, Neighborhood Business Districts.

(a) Permitted Principal Uses

10. Mixed Use Developments provided the following are met:

a. Other than residential uses, only those uses already permitted within the B-1 district will be allowed.

b. Regardless of project scale, any change in use resulting in a mixed use development shall be required to submit a Site Development Plan to the Planning Commission for review in accordance with

Section 16.11. In reviewing a mixed use development proposal, the Planning Commission must consider the project's relationship to the surrounding area in addition to the standards listed in this section. Projects should promote pedestrian activity and mobility and be compatible in mass and scale to other nearby developments.

c. All mixed use proposals must maintain some nonresidential function directly accessible from a street. The Planning Commission may waive this requirement if the applicant demonstrates that their proposal is compatible with the definition of a mixed use development and the other standards in this section.

Section 6.02 (A) (11) (b) O-2, Office Districts

The following regulations shall only apply to O-2, Office Districts

b. Regardless of project scale, any change in use resulting in a mixed use development shall be required to submit a Site Development Plan to the Planning Commission for review in accordance with Section 16.11. In reviewing a mixed use development proposal, the Planning Commission must consider the project's relationship to the surrounding area in addition to the standards listed in this section. Projects should promote pedestrian activity and mobility and be ~~similar~~ compatible in mass and scale to other nearby developments.

Section 7.03 B-2, (A) (24) (b) General Business Districts

b. Regardless of project scale, any change in use resulting in a mixed use development shall be required to submit a Site Development Plan to the Planning Commission for review in accordance with Section 16.11. In reviewing a mixed use development proposal, the Planning Commission must consider the project's relationship to the surrounding area in addition to the standards listed in this section. Projects should promote pedestrian activity and mobility

and be ~~similar~~ compatible in mass and scale to other nearby developments.

Section 7.04 UB-2, (A) (21) (b) Unified General Business Districts

b. Regardless of project scale, any change in use resulting in a mixed use development shall be required to submit a Site Development Plan to the Planning Commission for review in accordance with Section 16.11. In reviewing a mixed use development proposal, the Planning Commission must consider the project's relationship to the surrounding area in addition to the standards listed in this section. Projects should promote pedestrian activity and mobility and be ~~similar~~ compatible in mass and scale to other nearby developments.

ORDINANCE NO. 1-2025

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING SECTION 6.01, TITLED "O-1, OFFICE DISTRICTS," AND SECTION 7.02, TITLED "B-1, NEIGHBORHOOD BUSINESS DISTRICTS," FOR THE PURPOSE OF ADDING MIXED USE DEVELOPMENT AS A PERMITTED PRINCIPAL USE IN BOTH DISTRICTS PROVIDED CERTAIN CONDITIONS ARE MET; AND BY AMENDING SECTION 6.02, TITLED "O-2, OFFICE DISTRICTS," SECTION 7.03, TITLED "B-2, GENERAL BUSINESS DISTRICTS," AND SECTION 7.04, TITLED "UB-2, UNIFIED GENERAL BUSINESS DISTRICTS," TO REPLACE THE WORD "SIMILAR" WITH THE WORD "COMPATIBLE" IN THEIR RESPECTIVE SUBPARTS PERTAINING TO MIXED USE DEVELOPMENT FOR CONSISTENCY IN LANGUAGE.

WHEREAS, city staff proposes to amend the Zoning Ordinance to add mixed use development as a principal permitted use to two zoning districts: O-1, Office Districts, and B-1, Neighborhood Business District; and

WHEREAS, additionally city staff proposes to amend O-2, Office Districts; B-2, General Business Districts; and UB-2, Unified General Business Districts to change the word "similar" to the word "compatible" when referring to mixed use development in their respective subparts for consistency in language to the language proposed for O-1 and B-1; and

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

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

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

Section 1. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VI, titled "Office Districts," Section 6.01, titled "O-1, Office Districts," Subsection (a), titled "Permitted Principal Uses," is hereby amended by creating a new subpart (3), which shall read as follows:

Section 6.01. O-1, Office Districts

(a) Permitted Principal Uses

3. Mixed Use Developments provided the following are met:

a. Other than residential uses, only those uses already permitted within the O-1 district will be allowed.

b. Regardless of project scale, any change in use resulting in a mixed use development shall be required to submit a Site Development Plan to the Planning Commission for review in accordance with Section 16.11. In reviewing a mixed use development proposal, the Planning Commission must consider

the project's relationship to the surrounding area in addition to the standards listed in this section. Projects should promote pedestrian activity and mobility and be compatible in mass and scale to other nearby developments.

c. All mixed use proposals must maintain some nonresidential function directly accessible from a street. The Planning Commission may waive this requirement if the applicant demonstrates that their proposal is compatible with the definition of a mixed use development and the other standards in this section.

Section 2. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VII, titled "Parking and Business Districts," Section 7.02, titled "B-1, Neighborhood Business Districts," Subsection (a), titled "Permitted Principal Uses," is hereby amended by creating a new subpart (10), which shall read as follows:

Section 7.02. B-1, Neighborhood Business Districts

(a) Permitted Principal Uses

10. Mixed Use Developments provided the following are met:

a. Other than residential uses, only those uses already permitted within the B-1 district will be allowed.

b. Regardless of project scale, any change in use resulting in a mixed use development shall be required to submit a Site Development Plan to the Planning Commission for review in accordance with Section 16.11. In reviewing a mixed use development proposal, the Planning Commission must consider the project's relationship to the surrounding area in addition to the standards listed in this section. Projects should promote pedestrian activity and mobility and be compatible in mass and scale to other nearby developments.

c. All mixed use proposals must maintain some nonresidential function directly accessible from a street. The Planning Commission may waive this requirement if the applicant demonstrates that their proposal is compatible with the definition of a mixed use development and the other standards in this section.

Section 3. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VI, titled "Office Districts," Section 6.02, titled "O-2, Office Districts," Subsection (a), titled "Permitted Principal Uses," Subpart (11), is hereby amended by deleting subpart (11)(b) and substituting therefor a new supbpart (11)(b) to replace the word "similar" with "compatible," which shall read as follows:

Section 6.02. O-2, Office Districts

(a) Permitted Principal Uses

11. Mixed Use Developments provided the following are met:

b. Regardless of project scale, any change in use resulting in a mixed use development shall be required to submit a Site Development Plan to the Planning Commission for review in accordance with Section 16.11. In reviewing a mixed use development proposal, the Planning Commission must consider the project's relationship to the surrounding area in addition to the standards listed in this section. Projects should promote pedestrian activity and mobility and be compatible in mass and scale to other nearby developments.

Section 4. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VII, titled "Parking and Business Districts," Section 7.03, titled "B-2, General Business Districts," Subsection (a), titled "Permitted Principal Uses," Subpart (24), is hereby amended by deleting subpart (24)(b) and substituting therefor a new supbpart (24)(b) to replace the word "similar" with "compatible," which shall read as follows:

Section 7.03. B-2, General Business Districts

(a) Permitted Principal Uses

24. Mixed Use Developments provided the following are met:

b. Regardless of project scale, any change in use resulting in a mixed use development shall be required to submit a Site Development Plan to the Planning Commission for review in accordance with Section 16.11. In reviewing a mixed use development proposal, the Planning Commission must consider the project's relationship to the surrounding area in addition to the standards listed in this section. Projects should promote pedestrian activity and mobility and be compatible in mass and scale to other nearby developments.

Section 5. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VII, titled "Parking and Business Districts," Section 7.04, titled "UB-2, Unified General Business Districts," Subsection (a), titled "Permitted Principal Uses," Subpart (21), is hereby amended by deleting subpart (21)(b) and substituting therefor a new supbpart (21)(b) to replace the word "similar" with "compatible," which shall read as follows:

Section 7.04. UB-2, Unified General Business Districts

(a) Permitted Principal Uses

21. Mixed Use Developments provided the following are met:

b. Regardless of project scale, any change in use resulting in a mixed use development shall be required to submit a Site Development Plan to the Planning Commission for review in

accordance with Section 16.11. In reviewing a mixed use development proposal, the Planning Commission must consider the project's relationship to the surrounding area in addition to the standards listed in this section. Projects should promote pedestrian activity and mobility and be compatible in mass and scale to other nearby developments.

Section 6. 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. Rackard

Tammy M. Rackard, City Attorney

Warren L. Gooch

Warren L. Gooch, Mayor

Mary Beth Hickman

Mary Beth Hickman, City Clerk

First Reading:	12/09/2024
Publication Date:	12/10/2024
Publication Date:	12/27/2024
Public Hearing:	01/13/2025
Second Reading:	01/13/2024
Publication Date:	01/14/2025
Effective Date:	01/23/2025

ORDINANCE NO. _____

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE FOLLOWING SECTIONS: SECTION 14.07, TITLED "SIGNS FOR RESIDENTIAL DISTRICTS," SECTION 14.09, TITLED "SIGNS FOR EDUCATION DISTRICTS," SECTION 14.10, TITLED "SIGNS FOR OFFICE-INSTITUTIONAL DISTRICTS," SECTION 14.11, TITLED "SIGNS FOR NEIGHBORHOOD BUSINESS DISTRICTS," SECTION 14.12, TITLED "SIGNS FOR COMMUNITY BUSINESS DISTRICTS," AND SECTION 14.14, TITLED "SIGNS FOR BUSINESS PARK AND GENERAL INDUSTRIAL DISTRICTS," ALL FOR THE PURPOSE OF ELIMINATING THE HEIGHT RESTRICTIONS FOR WALL SIGNS EXCEPT THAT THE TOP OF THE WALL SIGN CAN BE NO HIGHER THAN THE BUILDING'S APPARENT ROOFLINE OR CORNICE, AND TO ALLOW INTERNAL/DIRECT ILLUMINATION OF WALL SIGNS IN ALL DISTRICTS EXCEPT RESIDENTIAL ONES PROVIDED THE ILLUMINATE WALL SIGN DOES NOT FACE AN R-1 OR R-2 ZONING DISTRICT.

WHEREAS, city staff proposes to amend the Zoning Ordinance related to wall signs; and

WHEREAS, staff proposes to eliminate the height restriction for wall signs in all districts provided that the top of the wall sign can be no higher than the building's apparent roofline or cornice; and

WHEREAS, further, staff proposes to allow internal/direct illumination of wall signs in all districts except residential ones provided the illuminated wall sign does not face an R-1 or R-2 zoning district; and

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

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

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

Section 1. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.07, titled "Signs for Residential Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subpart (b), titled "Multi-family Identification Sign," in its entirety and substituting therefor a new subpart (b) of the same title, which shall read as follows:

Section 14.07. Signs for Residential Districts

1. Types, Size and Location of Signs Allowed

b. Multi-family Identification Sign

One (1) Identification Sign, which is a permanent, indirectly illuminated or non-illuminated, wall sign announcing the identification of a multifamily

dwelling shall be allowed per multifamily building. Such sign shall not exceed ten (10) square feet in surface display area. The top of the wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 2. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.07, titled "Signs for Residential Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," Subpart (d), titled "Signs for Non-Residential Uses in Residential Districts," is hereby amended by deleting paragraph (2) in its entirety and substituting therefor a new paragraph (2), which shall read as follows:

Section 14.07. Signs for Residential Districts

1. Types, Size and Location of Signs Allowed

d. Signs for Non-Residential Uses in Residential Districts

2. One (1) indirectly illuminated or non-illuminated wall sign shall also be allowed per principal building provided that the following requirements are met: the area of the wall sign is not to exceed two (2) square feet per linear foot of the front face of the principal building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*; wall signs shall be placed flat against the principal building; the name and/or logo located on an awing shall be considered part of the wall sign; and the top of the wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 3. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.09, titled "Signs for Education Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subpart (b), titled "Wall Sign," in its entirety and substituting therefor a new subpart (b) of the same title, which shall read as follows:

Section 14.09. Signs for Education Districts

1. Types, Size and Location of Signs Allowed

b. Wall Signs

(1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the front face of the building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. Directly illuminated wall signs may be allowed provided they do not face an R-1 or R-2 zoning district.

(2) Wall signs shall be placed flat against the building.

(3) The name and/or logo located on an awning shall be considered part of the wall sign.

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 4. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.10, titled "Signs for Office-Institutional Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subpart (b), titled "Wall Sign," in its entirety and substituting therefor a new subpart (b) of the same title, which shall read as follows:

Section 14.10. Signs for Office-Institutional Districts

1. Types, Size and Location of Signs Allowed

b. Wall Signs

(1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the front face of the building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. Single story multi-occupancy facilities shall be allowed, one (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of that portion of the front face which the tenant leases. Directly illuminated wall signed may be allowed provided they do not face an R-1 or R-2 zoning district.

(2) Wall signs shall be placed flat against the building.

(3) The name and/or logo located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 5. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.11, titled "Signs for Neighborhood Business Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subpart (b), titled "Wall Sign," in its entirety and substituting therefor a new subpart (b) of the same title, which shall read as follows:

Section 14.11. Signs for Neighborhood Business Districts

1. Types, Size and Location of Signs Allowed

b. Wall Signs

(1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the wall to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. Directly illuminated wall signed may be allowed provided they do not face a residential use or district.

(2) Wall signs shall be placed flat against the building.

(3) The name and/or logo located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 6. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.12, titled "Signs for Community Business Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," Subpart (c), titled "Wall Sign," is hereby amended by deleting paragraph (4) in its entirety and substituting therefor a new paragraph (4), which shall read as follows:

Section 14.12. Signs for Community Business Districts

1. Types, Size and Location of Signs Allowed

c. Wall Signs

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 7. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.14, titled "Signs for Business Park and General Industrial Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," Subpart (b), titled "Wall Sign," is hereby amended by deleting paragraph (4) in its entirety and substituting therefor a new paragraph (4), which shall read as follows:

Section 14.14. Signs for Business Park and General Industrial Districts

1. Types, Size and Location of Signs Allowed

b. Wall Signs

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 8. 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. Rackard, 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: _____

AGENDA ID: VIII.c

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Honorable Mayor and City Council

FROM: Tammy Rackard , City Attorney

SUBJECT: Ratification of Ordinance 8-2025 which Ordinance Amends Zoning Ordinance Sections 14.07, 14.09, 14.10, 14.11, 14.12, and 14.14 Regarding Regulations for Wall Sign Height and Illumination

SUPPORTING DEPARTMENT: Planning and Development

Introduction

An item for the agenda is an ordinance to ratify Ordinance 8-2025 which ordinance amends Zoning Ordinance Sections 14.07, 14.09, 14.10, 14.11, 14.12, and 14.14 regarding regulations for wall sign height and illumination.

Background

Ordinance 8-2025 is being brought back to City Council for approval (ratification) due to the public hearing timeframe not being met when the ordinance was originally approved. Tennessee Code Annotated §13-7-203(a) now requires a 21-day legal notice publication for a public hearing to amend the zoning ordinance and this ordinance was published under the old 15-day legal notice publication timeframe. This error makes this ordinance void and requires reapproval (ratification) to make the text amendment valid.

This ordinance was approved unanimously by City Council when it was originally approved (all members were present). The prior agenda packet is included as an attachment with the only change being the original ordinance document in the packet has now been substituted with the approved ordinance (Ordinance 8-2025).

Recommendation

Approval of the attached ordinance is recommended.

Attachments:

Ordinance 8-2025 - Agenda Packet.pdf

Zoning Ordinance - Wall Signs (Ratify Ordinance 8-2025).docx

AGENDA ID: VIII.a

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: April 14, 2025

TO: Randy Hemann, City Manager

FROM: Jennifer Williams , Planning and Development Director

THROUGH: Wayne Blasius, Planning and Development Director

SUBJECT: Zoning Ordinance Text Amendment: Article 14 Section 14.07, 14.09, 14.10, 14.11, 14.12, and 14.14

Introduction

An item for City Council's consideration is a Zoning Ordinance text amendment to Article 14 regarding regulations for wall sign height and illumination.

Funding

There is no funding associated with this item.

Background

In January the Board of Zoning Appeals (BZA) heard a variance request from the Y-12 Federal Credit Union at 501 Lafayette Drive. The request was to allow the property owner to install an internally illuminated sign over the existing 60' height limit, replacing an existing non-conforming sign at the same height. The BZA did not vote to approve the variances, but requested the Planning Commission review these signage requirements and consider a zoning ordinance text amendment related to wall sign height and illumination.

The Planning Commission reviewed the proposed changes at their February meeting and voted 6-0 to recommend approval of the attached ordinance.

Note that all proposed amendments are related to *wall signs*, i.e. signs affixed to a building. Monument and pole signs are regulated separately and are not included in this text amendment.

Existing Requirements

Standards outlined for signage in the Zoning Ordinance are dependent on the property's zoning. In all districts except the D-1 Downtown District, wall signs are limited in height to either 35' or 60', regardless of building height.

Some zoning districts, including business and industrial zones, allow internally or directly illuminated wall signs. Other districts allow only externally or indirectly illuminated or non-

illuminated wall signs.

Proposed Changes

The proposed text amendment would do the following:

- Eliminate height restrictions for wall signs in all districts, except that the top of the wall sign can be no higher than a building's apparent roof line or cornice.
- Allow internal/direct illumination of wall signs in all districts except residential ones, provided the illuminated wall sign does not face an R-1 or R-2 zoning district.

Recommendation

Approval of the attached ordinance is recommended.

Attachments:

Sign Height and Illumination Proposed Text Amendment

Zoning_Ordinance_-_Wall_Signs.docx

PROPOSED ZONING ORDINANCE TEXT AMENDMENT

- All changes shown highlighted.
- Text to be removed shown with a ~~strikethrough~~.
- Text to be added shown in *italics*.

SECTION 14.07. SIGNS FOR RESIDENTIAL DISTRICTS

1. Types, Size and Location of Signs Allowed:

b. Multi-family Identification Sign

One (1) Identification Sign, which is a permanent, indirectly illuminated or non-illuminated, wall sign announcing the identification of a multifamily dwelling shall be allowed per multifamily building. Such sign shall not exceed ten (10) square feet in surface display area. The top of the wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached~~, or thirty-five (35) feet above ground level, whichever height is less~~.

(Ord. No. 14-2018 Revised Effective 8/23/18)

d. Signs for non-residential uses in residential districts

(1) One (1) indirectly illuminated or non-illuminated ground sign or hanging sign shall be allowed per principal building. Such sign can be changeable copy readerboards, which shall be an integral part of the ground sign. Such sign shall not exceed thirty-two (32) square feet, except changeable copy readerboards (double sided) surface display area can be thirty-two (32) square feet excluding the name of the non-residential use. Those letters are not to exceed eighteen inches (18") in height. Surface display area of the changeable copy readerboards may be internally illuminated. The top of the ground sign shall be no higher than eight (8) feet from ground level. When a principal building has frontage on more than one (1) public/private street, one (1) additional ground or wall sign shall be allowed. In the event an additional sign is allowed, the additional sign shall not be located on the same street as the first sign. Additional signs shall not count against the maximum signage allowed.

(Ord. No. 8-05 Revised Effective 6/30/05)

Electronic Message Center (EMC) signs in conformance with Section 14.22 may be permitted at city owned facilities located on arterial streets in the RG-1 Zoning District.

(Ord. No. 15-2022 Revised Effective 08/18/22)

(2) One (1) indirectly illuminated or non-illuminated wall sign shall also be allowed per principal building provided that the following requirements are met: the area of the wall sign is not to exceed two (2) square feet per linear foot of the front face of the principal building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities;* wall signs shall be placed flat against the principal building; the

name and/or logo located on an awning shall be considered part of the wall sign; and the top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached~~, or thirty-five (35) feet above ground level, whichever height is less, except that in the R-4 High Density Residential District, the top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or sixty (60) feet above ground level, whichever height is less~~.

(Ord. No. 20-03 Revised Effective 10/16/03)
(Ord. No. 14-2018 Revised Effective 8/23/18)

(3) Multi-Occupancy Facility Signs. In the event of two (2) principal uses (for example, church and school) one (1) additional ground sign shall be allowed for the second use. Such signs shall be at least five hundred (500) feet apart.

(4) Non-illuminated directional signs shall be allowed in off-street parking areas provided that the surface display area shall not exceed four (4) square feet, the height of the sign shall be no higher than four (4) feet above ground level and are limited to a maximum of five (5) signs. Directional signs shall not count against the maximum signage allowed.

SECTION 14.09. SIGNS FOR EDUCATION DISTRICTS.

1. Types, Size and Location of Signs Allowed:

b. Wall Signs

(1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the front face of the building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities. Directly illuminated wall signs may be allowed provided they do not face an R-1 or R-2 zoning district.*

(2) Wall signs shall be placed flat against the building.

(3) The name and/or logo located on an awning shall be considered part of the wall sign.

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached~~, or thirty-five (35) feet above ground level, whichever height is less~~.

(Ord. No. 14-2018 Revised Effective 8/23/18)

SECTION 14.10. SIGNS FOR OFFICE-INSTITUTIONAL DISTRICTS.

1. Types, Size and Location of Signs Allowed:

b. Wall Signs

(1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the front face of the building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. Single story multi-occupancy facilities shall be allowed, one (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of that portion of the front face which the tenant leases. *Directly illuminated wall signs may be allowed provided they do not face an R-1 or R-2 zoning district.*

(2) Wall signs shall be placed flat against the building.

(3) In the event the name and/or logo are located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached~~, or thirty-five (35) feet above ground level, whichever height is less, except that in the O-2 Office District, the top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or sixty (60) feet above ground level, whichever height is less~~.

(Ord. 14-2018 Revised Effective 8/23/18)

SECTION 14.11. SIGNS FOR NEIGHBORHOOD BUSINESS DISTRICTS.

1. Types, Size and Location of Signs Allowed:

b. Wall Signs

(1) One (1) illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the wall to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities. Directly illuminated wall signs may be allowed provided they do not face an R-1 or R-2 zoning district.*

(2) Wall signs shall be placed flat against the building.

(3) In the event the name and/or logo are located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached~~, or thirty-five (35) feet above ground level, whichever height is less~~.

(Ord. 14-2018 Revised Effective 8/23/18)

SECTION 14.12. SIGNS FOR COMMUNITY BUSINESS DISTRICTS.

1. **Types, Size and Location of Signs Allowed:**

   c. **Wall Signs**

   (1) One (1) illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the wall to which it is attached as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. In the event the tenant has street frontage on two (2) or more public/private streets, one (1) additional wall sign shall be allowed per street frontage provided that each additional sign does not exceed two (2) square feet per linear foot of leasable front face wall of the primary building frontage. Additional signs shall not count against the maximum overall area of signage allowed.

   (Ord. No. 11-06 Revised Effective 8/03/06)

   (2) Wall signs shall be placed flat against the principal building or parallel to the building on a canopy and may only face public/private streets or parking areas which are part of the development.

   (Ord. No. 20-03 Revised Effective 10/16/03)

   (3) In the event the name and/or logo are located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.

   (4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached~~, or thirty-five (35) feet above ground level, whichever height is less, except that in the B-2 General Business District, the top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached, or sixty (60) feet above ground level, whichever height is less~~.

   (Ord. No. 14-2018 Revised Effective 8/23/18)

SECTION 14.14. SIGNS FOR BUSINESS PARK AND GENERAL INDUSTRIAL DISTRICTS.
One (1) ground sign shall be allowed per principal building. In addition, one (1) wall sign per front face shall be allowed. The total area of all signs shall not exceed two (2) square feet per linear foot of the front face of the principal building.

1. **Types, Size and Location of Signs Allowed:**

   b. **Wall Signs**

   (1) One (1) illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the wall to which it is attached as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities.*

   (2) Wall signs shall be placed flat against the main building or parallel to the building on an awning and may only face public/private streets or parking areas which are part of the development.

   (Ord. No. 12-04 Revised Effective 5/14/04)

   (3) In the event the name and/or logo are located on an awning, the square footage shall be deducted from the allowable square footage for signs.

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached~~, or thirty-five (35) feet above ground level, whichever height is less~~.

(Ord. No. 14-2018 Revised Effective 8/23/18)

SUMMARY OF SIGN REGULATIONS				
(Consult Text for Details)				
ZONE	TYPES OF SIGNS ALLOWED	ILLUMINATION	MAXIMUM SIGN AREA	MAXIMUM SIGN HEIGHT
SIGNS ALLOWED IN ALL DISTRICTS (EXEMPT SIGNS) (Section 14.06)	Official Signs	Non-Illuminated	3 Square Feet	-
	Political Signs	Non-Illuminated	16 Square Feet	-
	Address Signs	Non-Illuminated	72 Square Inches	-
	Decals, numerals, names, addresses	Non-Illuminated	2 Square Feet	-
	Construction Signs (Temporary Signs)	Non-Illuminated	32 Square Feet	-
	Real Estate Marketing Signs	Non-Illuminated	32 Square Feet (Commercial Zoning Districts)	8 Feet
			16 Square Feet (Office-Institutional Zoning Districts)	8 Feet
			6 Square Feet (Residential Zoning Districts)	8 Feet
RESIDENTIAL DISTRICTS (Section 14.07)	Subdivision or Multifamily Development Entry Signs	Indirectly Illuminated or Non-Illuminated w/the exception of Light Emitting Diodes (LED)-lit channel letters or halo-lit LED letters	32 Square Feet	8 Feet
	Multi-family Identification Sign (Wall Sign)	Indirectly Illuminated or Non-Illuminated	10 Square Feet	-
	Home Occupation identification Sign	Non-Illuminated	2 Square Feet	Has to be placed flat against the wall
	Signs for Athletic Facilities/Fields	Non-Illuminated	32 Square Feet	-
	Signs for Non-Residential Uses in Residential Districts	Indirectly Illuminated or Non-Illuminated Changeable Copy * Surface display area of the changeable copy readerboard may be internally illuminated EMC signs may be permitted at city-owned facilities on arterial streets.	32 Square Feet (Ground Sign) 2 sq. ft. per linear foot of the front face of the principal building (Wall Sign)	8 Feet (Ground Sign)

EDUCATION DISTRICTS (Section 14.09)	Ground Signs	Illuminated or Non-Illuminated (Surface display area of the changeable copy readerboard may be internally illuminated)	48 Square Feet	8 Feet
	Wall Signs	~~Indirectly~~ Illuminated or Non-Illuminated	2 sq. ft. per linear foot of the front face of the principal building	-
	Pole Signs (for schools with a student population greater than 1,000)	Indirectly or directly illuminated (can be either a changeable copy readerboard or moving copy sign)	60 Square Feet	15 Feet
OFFICE-INSTITUTIONAL DISTRICTS (Section 14.10)	Ground Signs	Illuminated or Non-Illuminated	32 Square Feet	8 Feet
	Wall Signs	~~Indirectly~~ Illuminated or Non-Illuminated	2 sq. ft. per linear foot of the front face of the principal building (Wall Sign)	-
	Window Signs	Indirectly Illuminated or Non-Illuminated	25% of the total surface area of the window to which it is attached	-
	Directional Signs	Illuminated or Non-Illuminated	4 Square Feet	4 Feet
	Identification Signs	Illuminated or Non-Illuminated	10 Square Feet	8 Feet
	Development Entry Signs	Indirectly Illuminated or Non-Illuminated *with the exception of Light Emitting Diode (LED) –lit channel letters or halo lit LED letters	32 Square Feet	8 Feet
NEIGHBORHOOD BUSINESS DISTRICTS (Section 14.11)	Ground Signs	~~Indirectly~~ Illuminated or Non-Illuminated *Surface display area of the changeable copy readerboard may be internally illuminated	32 Square Feet	8 Feet
	Wall Signs	Illuminated or Non-Illuminated	2 sq. ft. per linear foot of the wall to which it is attached (Wall Sign)	-
	Window Signs	Illuminated or Non-Illuminated	25% of the total surface area of the window to which it is attached	-
COMMUNITY BUSINESS DISTRICTS (Section 14.12)	Pole Signs	Illuminated or Non-Illuminated	80 Square Feet	20 Feet
	Ground Signs	Illuminated or Non-Illuminated	100 Square Feet	8 Feet
	Wall Signs	Illuminated or Non-Illuminated	2 sq. ft. per linear foot of the wall to which it is attached (Wall Sign)	-
	Window Signs	Illuminated or Non-Illuminated	25% of the total surface area of the window to which it is attached	-
	Roof Signs	Illuminated or Non-Illuminated	2 sq. ft. per linear foot of the roof to which it is attached	5 Feet
	Directional Signs	Illuminated or Non-Illuminated	4 Square Feet	8 Feet

	Development Entry Signs	Indirectly Illuminated or Non-Illuminated *with the exception of Light Emitting Diode (LED) –lit channel letters or halo lit LED letters	32 Square Feet	8 Feet
BUSINESS PARK AND GENERAL INDUSTRIAL DISTRICTS (Section 14.13)	Ground Signs	Illuminated or Non-Illuminated	40 Square Feet	8 Feet
	Wall Signs	Illuminated or Non-Illuminated	2 sq. ft. per linear foot of the wall to which it is attached (Wall Sign)	-
	Development Entry Signs	Indirectly Illuminated or Non-Illuminated *with the exception of Light Emitting Diode (LED) –lit channel letters or halo lit LED letters	32 Square Feet	8 Feet
	Directional Signs	Illuminated or Non-Illuminated	4 Square Feet	4 Feet
	Identification signs	Illuminated or Non-Illuminated	10 Square Feet	8 Feet

(Ord. No. 12-04 Revised Effective 5/14/04)
(Ord. No. 20-09 Revised Effective 12/24/09)

ORDINANCE NO. 8-2025

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE FOLLOWING SECTIONS: SECTION 14.07, TITLED "SIGNS FOR RESIDENTIAL DISTRICTS," SECTION 14.09, TITLED "SIGNS FOR EDUCATION DISTRICTS," SECTION 14.10, TITLED "SIGNS FOR OFFICE-INSTITUTIONAL DISTRICTS," SECTION 14.11, TITLED "SIGNS FOR NEIGHBORHOOD BUSINESS DISTRICTS," SECTION 14.12, TITLED "SIGNS FOR COMMUNITY BUSINESS DISTRICTS," AND SECTION 14.14, TITLED "SIGNS FOR BUSINESS PARK AND GENERAL INDUSTRIAL DISTRICTS," ALL FOR THE PURPOSE OF ELIMINATING THE HEIGHT RESTRICTIONS FOR WALL SIGNS EXCEPT THAT THE TOP OF THE WALL SIGN CAN BE NO HIGHER THAN THE BUILDING'S APPARENT ROOFLINE OR CORNICE, AND TO ALLOW INTERNAL/DIRECT ILLUMINATION OF WALL SIGNS IN ALL DISTRICTS EXCEPT RESIDENTIAL ONES PROVIDED THE ILLUMINATED WALL SIGN DOES NOT FACE AN R-1 OR R-2 ZONING DISTRICT.

WHEREAS, city staff proposes to amend the Zoning Ordinance related to wall signs; and

WHEREAS, staff proposes to eliminate the height restriction for wall signs in all districts provided that the top of the wall sign can be no higher than the building's apparent roofline or cornice; and

WHEREAS, further, staff proposes to allow internal/direct illumination of wall signs in all districts except residential ones provided the illuminated wall sign does not face an R-1 or R-2 zoning district; and

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

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

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

Section 1. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.07, titled "Signs for Residential Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subpart (b), titled "Multi-family Identification Sign," in its entirety and substituting therefor a new subpart (b) of the same title, which shall read as follows:

Section 14.07. Signs for Residential Districts

1. Types, Size and Location of Signs Allowed

b. Multi-family Identification Sign

One (1) Identification Sign, which is a permanent, indirectly illuminated or non-illuminated, wall sign announcing the identification of a multifamily

dwelling shall be allowed per multifamily building. Such sign shall not exceed ten (10) square feet in surface display area. The top of the wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 2. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.07, titled "Signs for Residential Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," Subpart (d), titled "Signs for Non-Residential Uses in Residential Districts," is hereby amended by deleting paragraph (2) in its entirety and substituting therefor a new paragraph (2), which shall read as follows:

Section 14.07. Signs for Residential Districts

1. Types, Size and Location of Signs Allowed

d. Signs for Non-Residential Uses in Residential Districts

2. One (1) indirectly illuminated or non-illuminated wall sign shall also be allowed per principal building provided that the following requirements are met: the area of the wall sign is not to exceed two (2) square feet per linear foot of the front face of the principal building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*; wall signs shall be placed flat against the principal building; the name and/or logo located on an awing shall be considered part of the wall sign; and the top of the wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 3. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.09, titled "Signs for Education Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subpart (b), titled "Wall Sign," in its entirety and substituting therefor a new subpart (b) of the same title, which shall read as follows:

Section 14.09. Signs for Education Districts

1. Types, Size and Location of Signs Allowed

b. Wall Signs

(1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the front face of the building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. Directly illuminated wall signs may be allowed provided they do not face an R-1 or R-2 zoning district.

(2) Wall signs shall be placed flat against the building.

(3) The name and/or logo located on an awning shall be considered part of the wall sign.

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 4. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.10, titled "Signs for Office-Institutional Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subpart (b), titled "Wall Sign," in its entirety and substituting therefor a new subpart (b) of the same title, which shall read as follows:

Section 14.10. Signs for Office-Institutional Districts

1. Types, Size and Location of Signs Allowed

b. Wall Signs

(1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the front face of the building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. Single story multi-occupancy facilities shall be allowed, one (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of that portion of the front face which the tenant leases. Directly illuminated wall signed may be allowed provided they do not face an R-1 or R-2 zoning district.

(2) Wall signs shall be placed flat against the building.

(3) The name and/or logo located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 5. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.11, titled "Signs for Neighborhood Business Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subpart (b), titled "Wall Sign," in its entirety and substituting therefor a new subpart (b) of the same title, which shall read as follows:

Section 14.11. Signs for Neighborhood Business Districts

1. Types, Size and Location of Signs Allowed

b. Wall Signs

(1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the wall to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. Directly illuminated wall signed may be allowed provided they do not face an R-1 or R-2 zoning district.

(2) Wall signs shall be placed flat against the building.

(3) The name and/or logo located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 6. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.12, titled "Signs for Community Business Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," Subpart (c), titled "Wall Sign," is hereby amended by deleting paragraph (4) in its entirety and substituting therefor a new paragraph (4), which shall read as follows:

Section 14.12. Signs for Community Business Districts

1. Types, Size and Location of Signs Allowed

c. Wall Signs

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 7. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.14, titled "Signs for Business Park and General Industrial Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," Subpart (b), titled "Wall Sign," is hereby amended by deleting paragraph (4) in its entirety and substituting therefor a new paragraph (4), which shall read as follows:

Section 14.14. Signs for Business Park and General Industrial Districts

1. Types, Size and Location of Signs Allowed

b. Wall Signs

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 8. 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. Rackard

Tammy M. Rackard, City Attorney

Warren L. Gooch

Warren L. Gooch, Mayor

Mary Beth Hickman

Mary Beth Hickman, City Clerk

First Reading:	03/10/2025
Publication Date:	03/11/2025
Second Reading:	04/14/2025
Publication Date:	04/15/2025
Effective Date:	04/24/2025

ORDINANCE NO. _____

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE FOLLOWING SECTIONS: SECTION 14.07, TITLED "SIGNS FOR RESIDENTIAL DISTRICTS," SECTION 14.09, TITLED "SIGNS FOR EDUCATION DISTRICTS," SECTION 14.10, TITLED "SIGNS FOR OFFICE-INSTITUTIONAL DISTRICTS," SECTION 14.11, TITLED "SIGNS FOR NEIGHBORHOOD BUSINESS DISTRICTS," SECTION 14.12, TITLED "SIGNS FOR COMMUNITY BUSINESS DISTRICTS," AND SECTION 14.14, TITLED "SIGNS FOR BUSINESS PARK AND GENERAL INDUSTRIAL DISTRICTS," ALL FOR THE PURPOSE OF ELIMINATING THE HEIGHT RESTRICTIONS FOR WALL SIGNS EXCEPT THAT THE TOP OF THE WALL SIGN CAN BE NO HIGHER THAN THE BUILDING'S APPARENT ROOFLINE OR CORNICE, AND TO ALLOW INTERNAL/DIRECT ILLUMINATION OF WALL SIGNS IN ALL DISTRICTS EXCEPT RESIDENTIAL ONES PROVIDED THE ILLUMINATED WALL SIGN DOES NOT FACE AN R-1 OR R-2 ZONING DISTRICT.

WHEREAS, city staff proposes to amend the Zoning Ordinance related to wall signs; and

WHEREAS, staff proposes to eliminate the height restriction for wall signs in all districts provided that the top of the wall sign can be no higher than the building's apparent roofline or cornice; and

WHEREAS, further, staff proposes to allow internal/direct illumination of wall signs in all districts except residential ones provided the illuminated wall sign does not face an R-1 or R-2 zoning district; and

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

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

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

Section 1. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.07, titled "Signs for Residential Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subpart (b), titled "Multi-family Identification Sign," in its entirety and substituting therefor a new subpart (b) of the same title, which shall read as follows:

Section 14.07. Signs for Residential Districts

1. Types, Size and Location of Signs Allowed

b. Multi-family Identification Sign

One (1) Identification Sign, which is a permanent, indirectly illuminated or non-illuminated, wall sign announcing the identification of a multifamily

dwelling shall be allowed per multifamily building. Such sign shall not exceed ten (10) square feet in surface display area. The top of the wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 2. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.07, titled "Signs for Residential Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," Subpart (d), titled "Signs for Non-Residential Uses in Residential Districts," is hereby amended by deleting paragraph (2) in its entirety and substituting therefor a new paragraph (2), which shall read as follows:

Section 14.07. Signs for Residential Districts

1. Types, Size and Location of Signs Allowed

d. Signs for Non-Residential Uses in Residential Districts

2. One (1) indirectly illuminated or non-illuminated wall sign shall also be allowed per principal building provided that the following requirements are met: the area of the wall sign is not to exceed two (2) square feet per linear foot of the front face of the principal building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*; wall signs shall be placed flat against the principal building; the name and/or logo located on an awing shall be considered part of the wall sign; and the top of the wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 3. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.09, titled "Signs for Education Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subpart (b), titled "Wall Sign," in its entirety and substituting therefor a new subpart (b) of the same title, which shall read as follows:

Section 14.09. Signs for Education Districts

1. Types, Size and Location of Signs Allowed

b. Wall Signs

(1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the front face of the building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. Directly illuminated wall signs may be allowed provided they do not face an R-1 or R-2 zoning district.

(2) Wall signs shall be placed flat against the building.

(3) The name and/or logo located on an awning shall be considered part of the wall sign.

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 4. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.10, titled "Signs for Office-Institutional Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subpart (b), titled "Wall Sign," in its entirety and substituting therefor a new subpart (b) of the same title, which shall read as follows:

Section 14.10. Signs for Office-Institutional Districts

1. Types, Size and Location of Signs Allowed

b. Wall Signs

(1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the front face of the building to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. Single story multi-occupancy facilities shall be allowed, one (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of that portion of the front face which the tenant leases. Directly illuminated wall signed may be allowed provided they do not face an R-1 or R-2 zoning district.

(2) Wall signs shall be placed flat against the building.

(3) The name and/or logo located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 5. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.11, titled "Signs for Neighborhood Business Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," is hereby amended by deleting Subpart (b), titled "Wall Sign," in its entirety and substituting therefor a new subpart (b) of the same title, which shall read as follows:

Section 14.11. Signs for Neighborhood Business Districts

1. Types, Size and Location of Signs Allowed

b. Wall Signs

(1) One (1) indirectly illuminated or non-illuminated sign, with an area not to exceed two (2) square feet per linear foot of the wall to which it is attached, as per *Display 1 Illustrations of Single Occupancy and Multi-Occupancy Buildings and Facilities*. Directly illuminated wall signed may be allowed provided they do not face an R-1 or R-2 zoning district.

(2) Wall signs shall be placed flat against the building.

(3) The name and/or logo located on an awning(s), the square footage shall be deducted from the allowable square footage for a wall sign.

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 6. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.12, titled "Signs for Community Business Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," Subpart (c), titled "Wall Sign," is hereby amended by deleting paragraph (4) in its entirety and substituting therefor a new paragraph (4), which shall read as follows:

Section 14.12. Signs for Community Business Districts

1. Types, Size and Location of Signs Allowed

c. Wall Signs

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 7. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article XIV, titled "Sign Regulations," Section 14.14, titled "Signs for Business Park and General Industrial Districts," Subsection (1), titled "Types, Size and Location of Signs Allowed," Subpart (b), titled "Wall Sign," is hereby amended by deleting paragraph (4) in its entirety and substituting therefor a new paragraph (4), which shall read as follows:

Section 14.14. Signs for Business Park and General Industrial Districts

1. Types, Size and Location of Signs Allowed

b. Wall Signs

(4) The top of a wall sign shall be no higher than the apparent roofline or cornice of the building to which it is attached.

Section 8. 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. Rackard, 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: _____

AGENDA ID: VIII.d

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Honorable Mayor and City Council

FROM: Tammy Rackard , City Attorney

SUBJECT: Ratification of Ordinance 29-2025 which Ordinance Amends Zoning Ordinance Article II, and Sections 3.18(h), 8.01(c), 8.02(c), and 8.03(c) for the Purpose of Clarifying the Definition of Use of Portable Storage Containers

SUPPORTING DEPARTMENT: Planning and Development

Introduction

An item for the agenda is an ordinance to ratify Ordinance 29-2025 which ordinance amends Zoning Ordinance Article II, and Sections 3.18(h), 8.01(c), 8.02(c), and 8.03(c) for the purpose of clarifying the definition of use of portable storage containers.

Background

Ordinance 29-2025 is being brought back to City Council for approval (ratification) due to the public hearing timeframe not being met when the ordinance was originally approved. Tennessee Code Annotated §13-7-203(a) now requires a 21-day legal notice publication for a public hearing to amend the zoning ordinance and this ordinance was published under the old 15-day legal notice publication timeframe. This error makes this ordinance void and requires reapproval (ratification) to make the text amendment valid.

This ordinance was approved unanimously by City Council when it was originally approved (vote was 6-0, Councilman Gleason was absent from the meeting). The prior agenda packet is included as an attachment with the only change being the original ordinance document in the packet has now been substituted with the approved ordinance (Ordinance 29-2025).

Recommendation

Approval of the attached ordinance is recommended.

Attachments:

Ordinance 29-2025 - Agenda Packet.pdf

Zoning Ordinance - Portable Storage Containers (Ratify Ordinance 29-2025).docx

AGENDA ID: VIII.b

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: October 13, 2025

TO: Randy Hemann, City Manager

FROM: Travis Estep

THROUGH: Jennifer Williams, Interim Planning and Development Director

SUBJECT: Zoning Ordinance Text Amendment: Portable Storage Containers

Introduction

An item for the City Council's consideration is a Zoning Ordinance text amendment clarifying the definition and use of portable storage containers.

Funding

There is no funding associated with this item.

Background

The use of portable storage containers has increased significantly in recent years without significant modification to the Zoning Ordinance concerning said usage. As a result, these portable storage containers are being utilized in ways that negatively contribute to the intrinsic aesthetic of their surroundings. Edits are proposed to the Zoning Ordinance which will make portable storage containers an accessory use in non-industrial zones in the event of extraneous circumstances (specifically, remodeling, damage by fire, explosion, or natural phenomenon) and only with a temporary use permit or in association with a building permit.

Additionally, it is being proposed that industrial zones may utilize portable storage containers for on-site storage as an accessory use without time constraint--but requiring screening from adjacent and/or abutting residential zones.

Finally, the definition of "portable storage containers" is also being updated to specifically distinguish between portable storage containers and tractor trailers and/or containers with in-built wheels.

The Planning Commission considered this text amendment at their August 21, 2025 meeting. During discussion, Commissioners made two changes to the text. The first was to require screening of storage containers from adjacent residential zones in all industrial districts. The second was to strike the word 'metal' from the definition of storage containers, noting that some are made of other materials. With those two changes, the Planning Commission voted 9-0 to recommend **approval** of the proposed text amendment.

Recommendation
Approval of the attached ordinance is recommended.

Attachments:
Storage_Container_Text_Amendment_Post_PC_Edits_for_PUB.docx

Zoning_Ordinance_-_Portable_Storage_Container_Amendments.docx

PROPOSED ZONING ORDINANCE TEXT AMENDMENT

- All changes shown highlighted.
- Text to be removed shown with a ~~strikethrough~~.
- Text to be added shown in *italics*.

Article II. Definitions

PORTABLE STORAGE CONTAINER: Any ~~metal~~ box-like storage unit as typified by shipping containers designed to be transported on a flatbed truck or trailer*, not to include tractor trailers or other transport containers with in-built wheels,* and delivered to a site ready for use. This definition shall not include manufactured homes as defined elsewhere herein or factory manufactured modular units which comply with the Standard Building Code.

Section 3.18 Temporary Use Permits

(h) Portable Storage Container Regulations

1. Storage Structure. In any residential zone, a storage structure shall be an accessory use and used only for *temporary storage during remodeling, damage by fire, explosion or natural phenomena* ~~storage of materials commonly incidental to the occupancy of the principal residential use~~. This shall include commercial dumpsters. ~~Such portable buildings shall meet all requirements for setbacks and building coverage.~~ The use of a portable storage container shall not be allowed as an accessory portable building included in this section. ~~Such portable storage containers may be utilized for temporary storage during remodeling, damage by fire, explosion or natural phenomena.~~ The purpose is for storage to prevent exceptional hardship, but shall be located on the premises no longer than ~~ninety (90)~~ *one hundred-eighty (180)* days. One (1) extension may be granted by the City Manager or the City Manager's designee for a period of ~~ninety (90)~~ *one-hundred eighty (180)* days. The use of a portable storage container shall require a ~~building~~ *temporary use* permit with no associated fee. No portable storage container may be used for any kind of human occupancy. (Ord. No. 12-10 Revised Effective 7/22/10)

2. Portable Storage Containers. In all other districts except *IND-1, IND-2, IND-2/IMDO, and IND-3*, ~~no portable storage container may be used for any kind of human occupancy~~. Such portable storage containers may be used for *temporary* storage ~~in zoning districts that permit outside storage in designated loading areas as otherwise permitted herein provided that all site planning and screening criteria are met. The purpose is for storage~~ to prevent exceptional hardship, but shall be located on the premises no longer than ~~ninety (90)~~ *one hundred-eighty (180) days*. One (1) extension may be granted by the City Manager or the City Manager's designee for a period of ~~ninety (90)~~ *one hundred-eighty (180)* days. The use of a portable storage container shall require a ~~building~~ *temporary use* permit with no associated fee *unless and except if the portable storage container's use is directly tied to another issued building permit—in*

which case, no such additional permitting will be required and the portable storage container(s) may remain on site for the duration of the building permit.

In the industrial zoning districts, portable storage containers may be sited without time constraints as long as they are screened from view from any adjacent or abutting residentially-zoned areas.

(Ord. No. 12-10 Revised Effective 7/22/10)

ARTICLE VIII
Industrial Districts

Section 8.01 IND-1, Industrial Districts

(c) Permitted Accessory Uses:

1. Any use customarily incidental to the permitted principal uses.
2. Signs (see Article XIV)
3. Automobile parking (see Section 11.02). (Ord No. 19-99 Revised Effective 8/26/99)
4. A single dwelling unit as quarters for a watchman, caretaker, or custodian on the premises. (Ord. No. 19-99 Revised Effective 8/26/99)
5. Portable storage containers, provided containers are screened from adjacent and/or abutting residential districts.

Section 8.02 IND-2, Industrial Districts

(c) Permitted Accessory Uses

1. Any use customarily incidental to the permitted principal uses.
2. Signs (see Article XIV). (Ord. No. 31-86 Revised Effective 1/1/87)
3. Automobile parking (see Section 11.02).
4. A single dwelling unit as quarters for a watchman, caretaker, or custodian on the premises.
5. Portable storage containers, provided containers are screened from adjacent and/or abutting residential districts.

Section 8.03 IND-3, Industrial Districts

(c) Permitted Accessory Uses:

1. Any use customarily incidental to the permitted principal uses.
2. Signs (see Article XIV)
3. Automobile parking (see Section 11.02)
4. Portable storage containers, provided containers are screened from adjacent and/or abutting residential districts.

ORDINANCE NO. 29-2025

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE FOLLOWING SECTIONS: ARTICLE II, TITLED "DEFINITIONS," TO UPDATE THE DEFINITION OF PORTABLE STORAGE CONTAINERS; SECTION 3.18, TITLED "TEMPORARY USE PERMITS," SUBSECTION (H), TITLED "PORTABLE STORAGE CONTAINER REGULATIONS," FOR THE PURPOSE OF MAKING PORTABLE STORAGE CONTAINERS AN ACCESSORY USE IN NON-INDUSTRIAL ZONES FOR A DEFINED TIME PERIOD AND FOR SPECIFIC CIRCUMSTANCES WITH A TEMPORARY USE PERMIT OR BUILDING PERMIT; AND SUBSECTION C, TITLED "PERMITTED ACCESSORY USES" OF SECTION 8.01, TITLED "IND-1, INDUSTRIAL DISTRICTS," SECTION 8.02, TITLED "IND-2, INDUSTRIAL DISTRICTS," AND SECTION 8.03, TITLED "IND-3, INDUSTRIAL DISTRICTS," TO ADD PORTABLE STORAGE CONTAINERS AS AN ACCESSORY USE WITHOUT TIME RESTRAINT PROVIDED CONTAINERS ARE SCREENED FROM ADJACENT AND/OR ABUTTING RESIDENTIAL DISTRICTS.

WHEREAS, City staff proposes to amend the Zoning Ordinance to modify the definition and use of portable storage containers; and

WHEREAS, portable storage containers would be allowed for a defined period of time as an accessory use in non-industrial zones in the event of extraneous circumstances (such as remodeling) with a temporary use permit or in association with a building permit; and

WHEREAS, industrial zones would be permitted to utilize portable storage containers for on-site storage as an accessory use without time constraint and containers must be screened from adjacent and/or abutting residential zones; and

WHEREAS, the following change has been submitted for approval or disapproval to the Oak Ridge Municipal Planning Commission and the Commission approved the same for City Council's consideration and adoption; and

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

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

Section 1. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article II, titled "Definitions," is hereby amended by deleting the definition of "Portable Storage Container" in its entirety and substituting therefor a new definition of "Portable Storage Container," which new definition shall read as follows:

> PORTABLE STORAGE CONTAINER: Any box-like storage unit as typified by shipping containers designed to be transported on a flatbed truck or trailer, not to include tractor trailers or other transport containers with in-built wheels, and delivered to a site ready for use. This definition shall not include manufactured homes as defined elsewhere herein or factory manufactured modular units which comply with the Standard Building Code.

Section 2. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article III, titled "General Provisions," Section 3.18, titled "Temporary Use Permits," is hereby amended by deleting Subsection (h), titled "Portable Storage Container Regulations," in its entirety and substituting therefor a new Subsection (h) of the same title, which shall read as follows:

Section 3.18. Temporary Use Permits

(h) Portable Storage Container Regulations

1. *Storage Structure.* In any residential zone, a storage structure shall be an accessory use and used only for temporary storage during remodeling, damage by fire, explosion or natural phenomena. This shall include commercial dumpsters. The use of a portable storage container shall not be allowed as an accessory portable building included in this section. The purpose is for storage to prevent exceptional hardship, but shall be located on the premises no longer than one hundred-eighty (180) days. One (1) extension may be granted by the City Manager or the City Manager's designee for a period of one-hundred eighty (180) days. The use of a portable storage container shall require a temporary use permit with no associated fee. No portable storage container may be used for any kind of human occupancy.

2. *Portable Storage Containers.* In all other districts except IND-1, IND-2, IND-2/IMDO, and IND-3, such portable storage containers may be used for temporary storage to prevent exceptional hardship, but shall be located on the premises no longer than one hundred-eighty (180) days. One (1) extension may be granted by the City Manager or the City Manager's designee for a period of one hundred-eighty (180) days. The use of a portable storage container shall require a temporary use permit with no associated fee unless and except if the portable storage container's use is directly tied to another issued building permit—in which case, no such additional permitting will be required and the portable storage container(s) may remain on site for the duration of the building permit.

   In the industrial zoning districts, portable storage containers may be sited without time constraints as long as they are screened from view from any adjacent or abutting residentially-zoned areas.

Section 3. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VIII, titled "Industrial Districts," Section 8.01, titled "IND-1, Industrial Districts," Subsection (c), titled "Permitted Accessory Uses," is hereby amended by creating a new Subpart (5), which new subpart shall read as follows:

Section 8.01. IND-1, Industrial Districts

(c) Permitted Accessory Uses:

5. Portable storage containers, provided containers are screened from adjacent and/or abutting residential districts.

Section 4. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VIII, titled "Industrial Districts," Section 8.02, titled "IND-2, Industrial Districts," Subsection (c), titled "Permitted Accessory Uses," is hereby amended by creating a new Subpart (5), which new subpart shall read as follows:

Section 8.02. IND-2, Industrial Districts

(c) Permitted Accessory Uses

5. Portable storage containers, provided containers are screened from adjacent and/or abutting residential districts.

Section 5. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VIII, titled "Industrial Districts," Section 8.03, titled "IND-3, Industrial Districts," Subsection (c), titled "Permitted Accessory Uses," is hereby amended by creating a new Subpart (5), which new subpart shall read as follows:

Section 8.03. IND-3, Industrial Districts

(c) Permitted Accessory Uses:

5. Portable storage containers, provided containers are screened from adjacent and/or abutting residential districts.

Section 6. 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. Rackard

Tammy M. Rackard, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman

Mary Beth Hickman, City Clerk

First Reading:	09/08/2025
Publication Date:	09/09/2025
Public Hearing:	10/13/2025
Second Reading:	10/13/2025
Publication Date:	10/14/2025
Effective Date:	10/23/2025

ORDINANCE NO. _____

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE FOLLOWING SECTIONS: ARTICLE II, TITLED "DEFINITIONS," TO UPDATE THE DEFINITION OF PORTABLE STORAGE CONTAINERS; SECTION 3.18, TITLED "TEMPORARY USE PERMITS," SUBSECTION (H), TITLED "PORTABLE STORAGE CONTAINER REGULATIONS," FOR THE PURPOSE OF MAKING PORTABLE STORAGE CONTAINERS AN ACCESSORY USE IN NON-INDUSTRIAL ZONES FOR A DEFINED TIME PERIOD AND FOR SPECIFIC CIRCUMSTANCES WITH A TEMPORARY USE PERMIT OR BUILDING PERMIT; AND SUBSECTION C, TITLED "PERMITTED ACCESSORY USES" OF SECTION 8.01, TITLED "IND-1, INDUSTRIAL DISTRICTS," SECTION 8.02, TITLED "IND-2, INDUSTRIAL DISTRICTS," AND SECTION 8.03, TITLED "IND-3, INDUSTRIAL DISTRICTS," TO ADD PORTABLE STORAGE CONTAINERS AS AN ACCESSORY USE WITHOUT TIME RESTRAINT PROVIDED CONTAINERS ARE SCREENED FROM ADJACENT AND/OR ABUTTING RESIDENTIAL DISTRICTS.

WHEREAS, City staff proposes to amend the Zoning Ordinance to modify the definition and use of portable storage containers; and

WHEREAS, portable storage containers would be allowed for a defined period of time as an accessory use in non-industrial zones in the event of extraneous circumstances (such as remodeling) with a temporary use permit or in association with a building permit; and

WHEREAS, industrial zones would be permitted to utilize portable storage containers for on-site storage as an accessory use without time constraint and containers must be screened from adjacent and/or abutting residential zones; and

WHEREAS, the following change has been submitted for approval or disapproval to the Oak Ridge Municipal Planning Commission and the Commission approved the same for City Council's consideration and adoption; and

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

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

Section 1. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article II, titled "Definitions," is hereby amended by deleting the definition of "Portable Storage Container" in its entirety and substituting therefor a new definition of "Portable Storage Container," which new definition shall read as follows:

> PORTABLE STORAGE CONTAINER: Any box-like storage unit as typified by shipping containers designed to be transported on a flatbed truck or trailer, not to include tractor trailers or other transport containers with in-built wheels, and delivered to a site ready for use. This definition shall not include manufactured homes as defined elsewhere herein or factory manufactured modular units which comply with the Standard Building Code.

Section 2. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article III, titled "General Provisions," Section 3.18, titled "Temporary Use Permits," is hereby

amended by deleting Subsection (h), titled “Portable Storage Container Regulations,” in its entirety and substituting therefor a new Subsection (h) of the same title, which shall read as follows:

Section 3.18. Temporary Use Permits

(h) Portable Storage Container Regulations

1. *Storage Structure*. In any residential zone, a storage structure shall be an accessory use and used only for temporary storage during remodeling, damage by fire, explosion or natural phenomena. This shall include commercial dumpsters. The use of a portable storage container shall not be allowed as an accessory portable building included in this section. The purpose is for storage to prevent exceptional hardship, but shall be located on the premises no longer than one hundred-eighty (180) days. One (1) extension may be granted by the City Manager or the City Manager’s designee for a period of one-hundred eighty (180) days. The use of a portable storage container shall require a temporary use permit with no associated fee. No portable storage container may be used for any kind of human occupancy.

2. *Portable Storage Containers*. In all other districts except IND-1, IND-2, IND-2/IMDO, and IND-3, such portable storage containers may be used for temporary storage to prevent exceptional hardship, but shall be located on the premises no longer than one hundred-eighty (180) days. One (1) extension may be granted by the City Manager or the City Manager’s designee for a period of one hundred-eighty (180) days. The use of a portable storage container shall require a temporary use permit with no associated fee unless and except if the portable storage container’s use is directly tied to another issued building permit—in which case, no such additional permitting will be required and the portable storage container(s) may remain on site for the duration of the building permit.

   In the industrial zoning districts, portable storage containers may be sited without time constraints as long as they are screened from view from any adjacent or abutting residentially-zoned areas.

Section 3. Ordinance No. 2, titled “The Zoning Ordinance of the City of Oak Ridge, Tennessee,” Article VIII, titled “Industrial Districts,” Section 8.01, titled “IND-1, Industrial Districts,” Subsection (c), titled “Permitted Accessory Uses,” is hereby amended by creating a new Subpart (5), which new subpart shall read as follows:

Section 8.01. IND-1, Industrial Districts

(c) Permitted Accessory Uses:

5. Portable storage containers, provided containers are screened from adjacent and/or abutting residential districts.

Section 4. Ordinance No. 2, titled “The Zoning Ordinance of the City of Oak Ridge, Tennessee,” Article VIII, titled “Industrial Districts,” Section 8.02, titled “IND-2, Industrial

Districts," Subsection (c), titled "Permitted Accessory Uses," is hereby amended by creating a new Subpart (5), which new subpart shall read as follows:

Section 8.02. IND-2, Industrial Districts

(c) Permitted Accessory Uses

5. Portable storage containers, provided containers are screened from adjacent and/or abutting residential districts.

Section 5. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VIII, titled "Industrial Districts," Section 8.03, titled "IND-3, Industrial Districts," Subsection (c), titled "Permitted Accessory Uses," is hereby amended by creating a new Subpart (5), which new subpart shall read as follows:

Section 8.03. IND-3, Industrial Districts

(c) Permitted Accessory Uses:

5. Portable storage containers, provided containers are screened from adjacent and/or abutting residential districts.

Section 6. 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. Rackard, 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: _____

AGENDA ID: VIII.e

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Honorable Mayor and City Council

FROM: Tammy Rackard , City Attorney

SUBJECT: Ratification of Ordinance 34-2025 which Ordinance Amends Zoning Ordinance Sections 8.01(e), 8.02(e), and 8.03(e) for the Purpose of Addressing Zero Lot Line Setbacks for Adjoining Industrial Parcels

SUPPORTING DEPARTMENT: Planning and Development

Introduction

An item for the agenda is an ordinance to ratify Ordinance 34-2025 which ordinance amends Zoning Ordinance Sections 8.01(e), 8.02(e), and 8.03(e) for the purpose of addressing zero lot line setbacks for adjoining industrial parcels.

Background

Ordinance 34-2025 is being brought back to City Council for approval (ratification) due to the public hearing timeframe not being met when the ordinance was originally approved. Tennessee Code Annotated §13-7-203(a) now requires a 21-day legal notice publication for a public hearing to amend the zoning ordinance and this ordinance was published under the old 15-day legal notice publication timeframe. This error makes this ordinance void and requires reapproval (ratification) to make the text amendment valid.

This ordinance was approved by a vote of 6-to-1 with Councilman Hensley voting against when it was originally approved. The prior agenda packet is included as an attachment with the only change being the original ordinance document in the packet has now been substituted with the approved ordinance (Ordinance 34-2025).

Recommendation

Approval of the attached ordinance is recommended.

Attachments:

Ordinance 34-2025 - Agenda Packet.pdf

Zoning Ordinance - Zero Lot Line Setback (Ratify Ordinance 34-2025).docx

AGENDA ID: IX.c

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: November 10, 2025

TO: Randy Hemann, City Manager

FROM: Jakob Hawks

THROUGH: Jennifer Williams, Interim Planning and Development Director

SUBJECT: Zoning Ordinance Text Amendment: Zero Lot Line Setbacks for Adjoining Industrial Parcels

Introduction

An item for the City Council's consideration is a Zoning Ordinance text amendment that reduces lot line setbacks for industrial parcels that abut other parcels in the same zoning district.

Funding

No funding is required.

Background

Within the zoning ordinance there are two business districts that currently have provisions for zero lot line setbacks: B-2 and UB-2. The purpose of this text amendment is to mirror this distinction and grant zero lot line side and rear setbacks to all three industrial districts with conditions.

The proposed edits would reduce IND-1 side setbacks from 25ft to 0ft on sides that are abutting another IND-1 zoned lot and keep the current rear setback of 0ft. In IND-2, the side and rear setbacks would both be reduced from 25ft to 0ft when abutting another IND-2 zoned lot, and in IND-3, the side and rear setbacks would both be reduced from 25ft to 0ft when abutting another IND-3 zoned lot. By approving these proposed edits, industrial districts have greater potential for attached buildings on separate lots.

At their September 18, 2025 meeting the Planning Commission voted 7-0 to recommend approval of the text amendment.

Recommendation

Consider and approve changes to the Zoning Ordinance regarding the lot line setbacks for adjoining industrial parcels.

Attachments:

IND Setback Strikethrough

Article 08 VIII Amended

Zoning Ordinance - Zero Lot Line Setback for Adjoining Industrial Parcels.docx

PROPOSED ZONING ORDINANCE TEXT AMENDMENT

- All changes shown highlighted.
- Text to be removed shown with a ~~strikethrough~~.
- Text to be added shown in *italics*.

Article VIII
Industrial Districts

Section 8.01 IND-1, Industrial Districts

(e) Area, Height, Bulk, and Placement Regulations

Maximum Usable Floor Area to Lot Area: 50%.

Minimum Required Setback Dimensions in Feet: Front - 30 ft.; Side - 25 ft*, but 0ft when abutting IND-1 zone.*; Rear – 0 ft.

Maximum Height in Feet: 40.

Maximum Height in Stories: 3.

NOTE: See Articles XIII and XVI of this ordinance for applicable site plan review regulations.

Section 8.02 IND-2, Industrial Districts

(e) Area, Height, Bulk, and Placement Regulations:

Maximum Usable Floor Area to Lot Area: 60%.

Minimum Required Setback Dimensions in Feet: Front - 30 ft.; Side - 25 ft*, but 0ft when abutting IND-2 zone.*; Rear - 25 ft*, but 0ft when abutting IND-2 zone.*

Maximum Height in Feet: None.

Maximum Height in Stories: None.

Section 8.03 IND-3, Industrial Districts

(e) Area, Height, Bulk, and Placement Regulations:

Maximum Usable Floor Area to Lot Area: 60%

Minimum Required Setback Dimensions in Feet: Front - 30 ft.; Side - 25 ft*, but 0ft when abutting IND-3 zone.*; Rear - 25 ft*, but 0ft when abutting IND-3 zone*.

Maximum Height in Feet: None

Maximum Height in Stories: None

ARTICLE VIII
Industrial Districts

Section 8.01 IND-1, Industrial Districts
Section 8.02 IND-2, Industrial Districts
Section 8.03 IND-3, Industrial Districts

Section 8.01 IND-1, Industrial Districts

The following regulations shall apply in IND-1, Industrial Districts.

(a) General Description:

The IND-1, light industrial district is established to provide areas in which the principal use of land is for light manufacturing and assembly plants, storage, warehousing, wholesaling, and distribution. Enterprises engaged in the manufacturing, compounding, assembly, packaging, treatment or fabrication of materials and products, from processed or previously manufactured materials (but not the processing of raw materials). Light industry is capable of operation in such a manner as to control the external effects of the manufacturing process, such as smoke, noise, soot, dirt, vibration, odor, etc.

(b) Permitted Principal Uses:

1. Research facilities, testing laboratories, and facilities for light manufacturing, fabrication, or assembly of products, provided that such facilities are completely enclosed and provided that any noise, smoke, vapor, dust, odor, glare, vibration, fumes, or other environmental contamination produced by such facilities is confined to the lot upon which such facilities are located and is controlled in accordance with the applicable city, state, or federal regulations.

(Ord No. 19-99 Revised Effective 8/26/99)

2. Commercial uses, excluding retail stores, including, yard equipment and supply dealers, firewood operations, lumber yards, building materials sales, boat and recreational vehicle sales, household equipment and appliance repair, rental establishments, car washes, animal hospitals, kennels, bulk cleaning and laundry plants, cold storage lockers, furniture and carpet warehouses, and self-storage facilities, provided that adequate safeguards are taken to protect adjoining properties from objectionable or harmful substances, conditions, or operations.

(Ord. 3-2020 Revised Effective 6/18/2020)

3. Offices, administrative, technical, and professional services.

(Ord. No. 11-06 Revised Effective 9/03/06)

4. Municipal and public utility services. (NAICS #'s 22112, 2212, and 2213)

5. Food processing limited to dairy products, bakery products, and beverage products, (including a microbrewery) provided all activities are conducted in an enclosed building. (NAICS #'s 3115, 3118, 31192 and 3121)

6. Broadcasting, Publishing, Recording and Telecommunications. (NAICS #'s 511, 512, 513 and 514)

7. Enclosed building for service of motor vehicles, mobile homes, campers, boats, motorized equipment, and accessories for such vehicles, but excluding junkyards.

8. Plumbing, heating, machine, welding, plating, electrical, printing, sheet metal, fabricators and similar shops to include sales, service and repair.

9. Art or craft studio space.

10. (Ord. No. 9-2020 Deleted Effective 10/22/2020)

11. Industrial and scientific research laboratories, research and development centers.

12. Fitness and Recreational Centers
(Ord. No. 5-2016 Added Effective 6/23/16)

(c) Permitted Accessory Uses:

1. Any use customarily incidental to the permitted principal uses.

2. Signs (see Article XIV)

3. Automobile parking (see Section 11.02).

(Ord No. 19-99 Revised Effective 8/26/99)

4. A single dwelling unit as quarters for a watchman, caretaker, or custodian on the premises.

(Ord. No. 19-99 Revised Effective 8/26/99)

(d) Special Exception Requiring Board of Zoning Appeals Approval: (Ord. 5-2014 Revised Effective 6/12/2014)

The judgment of the Board of Appeals will be guided by a desire to encourage industrial development in order to improve the basic economy. Such interest will include the promotion of orderly industrial districts containing industries compatible with each other. Judged against this interest will be considerations of the effect of the industry on the environs and the general character of the entire community. Before issuing a permit, consideration will be given to the probabilities that the proposed industrial use may violate the regulations of Article XII and Article XIII Sections 13.01 through 13.06; but the issuance of a

zoning compliance permit or a certificate of occupancy shall not waive the subsequent enforcement of Article XII and Article XIII Sections 13.01 through 13.06.

At the discretion of the Board of Zoning Appeals or City staff, an applicant may be asked for additional information or studies if the proposed use has the potential to have significant external impacts or may violate the provisions of Article XII. If required, such studies must provide thorough measurements and analysis of potential emissions such as noise or light, recommendations for the mitigation of negative impacts, and demonstrate that the uses can achieve compliance with applicable local, state, and/or federal requirements.

(Ord. No. 21-2022 Added Effective 11/24/2022)

The following use or similar and no more objectionable use may be permitted:

1. Child care center to serve employees of the industrial area in which they are located.

2. Storage facilities for coal, coke, building material, sand, gravel, stone, lumber, open storage of construction contractor's equipment and supplies, nonhazardous solid waste transfer station, vehicle towing and storage but not junkyards, provided such uses are entirely enclosed within an eight (8) foot obscuring fence or wall, or otherwise so located as not to be obnoxious to the orderly appearance of the district.

3. Transitional Accessory Uses (see Section 4.08 for Criteria).

(Ord No. 4-98 Revised Effective 1/15/98)
(Ord No. 19-99 Revised Effective 8/26/99)

4. Lithium battery recycling, provided such use is restricted to research and development, experimental design, and pilot programs, and is of a size, scale, and intensity compatible with adjacent uses. The intent of this Special Exception is to restrict large scale lithium battery re-manufacturing or lithium battery recycling facilities that would be incompatible with IND-1 Zoning or adjacent uses.

   When allowed, such facilities shall be subject to the following requirements:

   a. The use shall comply with all federal and state regulations for design, siting, construction materials, treating, and monitoring.

   b. The area shall be enclosed by a fence or wall at least six (6) feet high. Entrance and exit shall be through a gate, which shall be locked during non-business hours. A landscape screen shall be provided in conformance with Article XIII.

c. The Board of Zoning Appeals may deny the permit when the use would be materially detrimental to adjacent properties or may add any conditions or safeguards to the permit it feels necessary in order to protect the health and welfare of citizens.

(Ord. No. 2-2024 Added Effective 01/18/2024)

(e) Area, Height, Bulk, and Placement Regulations

Maximum Usable Floor Area to Lot Area: 50%.

Minimum Required Setback Dimensions in Feet: Front - 30 ft.; Side - 25 ft.; Rear – 0 ft.

Maximum Height in Feet: 40.

Maximum Height in Stories: 3.

NOTE: See Articles XIII and XVI of this ordinance for applicable site plan review regulations.

(Ord. No. 19-99 Revised Effective 8/26/99)

Section 8.02 IND-2, Industrial Districts

The following regulations shall apply in IND-2, Industrial Districts.

(a) General Description

The IND-2, general industrial district is established to provide areas in which the principal use of land is for processing, manufacturing, assembling, fabrication and for warehousing. The IND-2 district provides for enterprises in which goods are generally mass produced from raw materials on a large scale through use of an assembly line or similar process, usually for sale to wholesalers or other industrial or manufacturing uses. Medium industry produces moderate external effects such as smoke, noise, soot, dirt, vibration, odor, etc. These uses do not depend primarily on frequent personal visits of customers or clients, but usually require good accessibility to major street, rail, water or air transportation routes. Such uses have some adverse effects on surrounding properties and are not normally associated with, nor compatible with, residential, institutional, or retail commercial uses.

(Ord No. 19-99 Revised Effective 8/26/99)

(b) Permitted Principal Uses:

1. Manufacturing (selected industries) – Those manufacturing industries defined by the following NAICS Codes are permitted.

Major Group	Exceptions	Short Title
311, 3121	**(except 3116, Animal Slaughtering and**	**Food and beverage products**

	Processing)	
313, 314		**Textile mill products**
315		**Apparel and other textile products**
316	**(except 3161, Leather and Hide Tanning & Finishing)**	**Leather and leather products**
321	**(except 321114, Wood Preservation, 3212, Veneer, Plywood, and Engineered Wood Product Manufacturing)**	**Lumber and wood products**
322	**(except 3221, Pulp, Paper, & Paperboard Mills)**	**Paper and allied products**
323		**Printing**
326	**(except 32621, Tire Manufacturing)**	**Rubber and misc. plastics products**
332		**Fabricated metal products**
333		**Machinery manufacturing**
334, 335		**Electronic equipment & appliances**
336		**Transportation equipment**
337		**Furniture & related products**
338		**Miscellaneous manufacturing**
Industry Numbers: 3271, 3272, 327991		**Stone, clay and glass manufacturing**
331	**(except 33111, Iron & Steel Mills, 331112, Electrometallurgical Ferroalloy Product Manufacturing, 331311, Alumina Refining, 331312, Primary Alumina Production, 33141, Nonferrous Metal Smelting and Refining)**	**Metal Industries**

(Ord No. 19-99 Revised Effective 8/26/99)

2. Warehousing and wholesaling facilities, including truck and rail service terminals and related facilities. (NAICS #'s 42, 482, 483, 484, 485, 4882 and 493)

3. Offices, administrative, technical, and professional services.

(Ord. No. 11-06 Revised Effective 8/3/06)

4. Public utility facilities, with or without storage yards. (NAICS #'s 22112, 2212, and 2213)

5. Broadcasting, Publishing, Recording and Telecommunications. (NAICS #'s 511, 512, 513 and 514)

6. Storage facilities for coal, coke, building material, sand, gravel, stone, lumber, open storage of construction contractor's equipment and supplies and junk yards, provided such use is entirely enclosed within an eight (8) foot obscuring fence or wall, or otherwise so located as not to be obnoxious to the orderly appearance of the district.

7. Medical Isotope Manufacturing that the staff has determined to be in conformance with the narrative description of this district.
(Ord. No. 23-00 Revised Effective 9/15/00)

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

9. Data Centers, but not High-Intensity Data Centers
(Ord. No. 21-2022 Added Effective 11/24/2022)

(c) Permitted Accessory Uses

1. Any use customarily incidental to the permitted principal uses.

2. Signs (see Article XIV).

(Ord. No. 31-86 Revised Effective 1/1/87)

3. Automobile parking (see Section 11.02).

4. A single dwelling unit as quarters for a watchman, caretaker, or custodian on the premises.

(d) Special Exception Requiring Board of Zoning Appeals Approval: (Ord. 5-2014 Revised Effective 6/12/2014)

The judgment of the Board of Appeals will be guided by a desire to encourage industrial development in order to improve the basic economy. Such interest will include the promotion of orderly industrial districts containing industries compatible with each other. Judged against this interest will be considerations of the effect of the industry on the environs and the general character of the entire community. Before issuing a permit, consideration will be given to probabilities that the proposed industrial use may violate the regulations of Article XII and Article XIII Sections 13.01 through 13.06; but the issuance of a zoning compliance permit or a certificate of occupancy shall not waive the subsequent enforcement of Article XII and Article XIII Sections 13.01 through 13.06.

At the discretion of the Board of Zoning Appeals or City staff, an applicant may be asked for additional information or studies if the proposed use has the potential to

have significant external impacts or may violate the provisions of Article XII. If required, such studies must provide thorough measurements and analysis of potential emissions such as noise or light, recommendations for the mitigation of negative impacts, and demonstrate that the uses can achieve compliance with applicable local, state, and/or federal requirements.

(Ord. No. 21-2022 Added Effective 11/24/2022)

The following use or similar and no more objectionable use may be permitted:

1. Nonhazardous solid waste transfer station and recycling center, provided such use is entirely enclosed within an eight (8) foot obscuring fence or wall, or otherwise so located as not to be obnoxious to the orderly appearance of the district.

2. Heliport.

3. Transitional Accessory Uses (see Section 4.08 for Criteria).

(Ord No. 4-98 Revised Effective 1/15/98)

4. Hazardous and nuclear material collection, recycling, treatment or disposal and storage areas. (NAICS #'s 562112 and 562211)

   When allowed, these facilities shall be subject to the following requirements:

   a. The use shall comply with all federal regulations and state regulations including the Tennessee Solid Waste Management Act for design, siting, construction materials, treating, and monitoring.

   b. The use shall be located at least 1,500 feet from any residential property.

   c. The area shall be enclosed by a fence or wall at least six (6) feet high. Entrance and exit shall be through a gate, which shall be locked during non-business hours. A landscape screen shall be provided in conformance with Article XIII.

   d. Maps and engineering drawings shall be provided showing proposed drainage, proposed sewer system design, the depth of the water table, soil composition, all existing surface water, and all existing uses within 1/4 mile of the property line.

   e. The Board of Zoning Appeals may deny the permit when the use would be materially detrimental to adjacent properties or may add any conditions or safeguards to the permit it feels necessary in order to protect the health and welfare of citizens.

(Ord. No. 19-99 Revised Effective 8/26/99)

(e) Area, Height, Bulk, and Placement Regulations:

Maximum Usable Floor Area to Lot Area: 60%.

Minimum Required Setback Dimensions in Feet: Front - 30 ft.; Side - 25 ft.; Rear - 25 ft.

Maximum Height in Feet: None.

Maximum Height in Stories: None.

(f) Sampling Port Requirements

Adequate sampling locations and access facilities shall be provided for sampling at every stack or other conduit discharging waste products into the air.

NOTE: See Articles XIII and XVI of this ordinance for applicable site plan review regulations.

(Ord. No. 19-99 Revised Effective 8/26/99)

Section 8.03 <u>IND-3, Industrial Districts</u>

(a) General Description:

The IND-3, heavy industrial district is established in order to provide sites for activities which involve major transportation terminals, and manufacturing facilities that have a greater impact on the surrounding area than industries found in the IND-2 District. Manufacturing or other enterprises with significant external effects, or which pose significant risks due to the involvement of explosives, radioactive materials, poisons, pesticides, herbicides, or other hazardous materials in the manufacturing or other process. It is the intent of this district to provide an environment for industries that are unencumbered by nearby residential, institutional or commercial development.

(b) Permitted Principal Uses:

1. All permitted principal uses within the IND-2 District (Section 8.02(b))
(Ord. No. 21-2022 Added Effective 11/24/2022)

2. Manufacturing, heavy (NAICS Major Groups 31-33 and 562), excluding slaughtering plants (3116), paper or pulp mills (3221) and uses in Section 8.03(d) that require BZA approval.

3. Warehousing and wholesaling facilities, including truck and rail service terminals. (NAICS #'s 42, 482, 483, 484, 485, 4882 and 493)

4. Heliports.

(Ord. No. 19-99 Revised Effective 8/26/99)

5. Public utility facilities with or without storage yards. (NAICS #'s 22112, 2212, and 2213).

6. Broadcasting and telecommunications towers.

7. Research and development with or without outside storage or operations.

8. Airports

(Ord. No. 13-2017 Revised Effective 10/19/17)

9. Data Centers, but not High-Intensity Data Centers

(Ord. No. 21-2022 Added Effective 11/24/2022)

(c) Permitted Accessory Uses:

1. Any use customarily incidental to the permitted principal uses.

2. Signs (see Article XIV)

3. Automobile parking (see Section 11.02)

(d) Special Exception Requiring Board of Zoning Appeals Approval: (Ord. 5-2014 Revised Effective 6/12/2014)

The judgment of the Board of Appeals will be guided by a desire to encourage industrial development in order to improve the basic economy. Such interest will include the promotion of orderly industrial districts containing industries compatible with each other. Judged against this interest will be considerations of the effect of the industry on the environs and the general character of the entire community. Before issuing a permit, consideration will be given to probabilities that the proposed industrial use may violate the regulations of Article XII and Article XIII Sections 13.01 through 13.06; but the issuance of a zoning compliance permit or a certificate of occupancy shall not waive the subsequent enforcement of Article XII and Article XIII Sections 13.01 through 13.06. The Environmental Quality Advisory Board and Fire Department will be consulted in such reviews as needed.

At the discretion of the Board of Zoning Appeals or City staff, an applicant may be asked for additional information or studies if the proposed use has the potential to have significant external impacts or may violate the provisions of Article XII. If required, such studies must provide thorough measurements and analysis of potential emissions such as noise or light, recommendations for the mitigation of negative impacts, and demonstrate that the uses can achieve compliance with applicable local, state, and/or federal requirements.

(Ord. No. 21-2022 Added Effective 11/24/2022)

The following use or similar and no more objectionable use may be permitted:

1. Nonhazardous waste recycling centers. (NAICS # 562920)

2. Hazardous and nuclear material collection, recycling, treatment or disposal and storage areas. (NAICS #'s 562112 and 562211)

When allowed, these facilities shall be subject to the following requirements:

a. The use shall comply with all federal regulations and state regulations including the Tennessee Solid Waste Management Act for design, siting, construction materials, treating, and monitoring.

b. The use shall be located at least 1,500 feet from any residential property.

(Ord. No. 19-99 Revised Effective 8/26/99)

c. The area shall be enclosed by a fence or wall at least six (6) feet high. Entrance and exit shall be through a gate, which shall be locked during non-business hours. A landscape screen shall be provided in conformance with Article XIII.

d. Maps and engineering drawings shall be provided showing proposed drainage, proposed sewer system design, the depth of the water table, soil composition, all existing surface water, and all existing uses within 1/4 mile of the property line.

e. The Board of Zoning Appeals may deny the permit when the use would be materially detrimental to adjacent properties or may add any conditions or safeguards to the permit it feels necessary in order to protect the health and welfare of citizens.

3. Incinerators. (NAICS #562213)

4. Landfills. (NAICS #562212)

5. Tank storage of bulk oil and gasoline and the mixture or bulk storage of natural gas, subject to the proper precautions as to location and otherwise, to prevent fire and explosion hazards.

6. Power plants.

7. A single dwelling unit as quarters for a watchman, caretaker, or custodian on the premises.

8. High-Intensity Data Centers

(Ord. No. 21-2022 Added Effective 11/24/2022)

(e) Area, Height, Bulk and Placement Regulations:

Maximum Usable Floor Area to Lot Area: 60%

Minimum Required Setback Dimensions in Feet: Front - 30 ft., Side - 25 ft., Rear - 25 ft.

Maximum height in feet: None

Maximum height in stories: None

(f) Sampling Port Requirements:

Adequate sampling locations and access facilities shall be provided for sampling at every stack or other conduit discharging waste products into the air.

NOTE: See Articles XIII and XVI of this ordinance for applicable site plan review regulations.

(Ord. No. 19-99 Revised Effective 8/26/99)

ORDINANCE NO. 34-2025

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING SUBSECTION (E) OF SECTION 8.01, TITLED "IND-1, INDUSTRIAL DISTRICTS," SECTION 8.02, TITLED "IND-2, INDUSTRIAL DISTRICTS," AND SECTION 8.03, TITLED "IND-3, INDUSTRIAL DISTRICTS," TO ALLOW FOR ZERO LOT LINE SETBACKS FOR THE SIDES AND REAR WHEN ABUTTING PARCELS IN THE SAME ZONING DISTRICT.

WHEREAS, City staff proposes to amend the Zoning Ordinance to reduce side and rear lot line setbacks for industrial parcels that abut other parcels in the same zoning district to create zero lot line setbacks; and

WHEREAS, currently, two business districts (B-2 and UB-2) have zero lot line setbacks; and

WHEREAS, the purpose of this proposed change is to grant zero lot line setbacks both for side and rear setbacks in all three industrial districts when parcels abut another parcel in the same zoning district (ex. IND-1 abuts IND-1, IND-2 abuts IND-2, and IND-3 abuts IND-3); and

WHEREAS, the following change has been submitted for approval or disapproval to the Oak Ridge Municipal Planning Commission and the Commission approved the same for City Council's consideration and adoption; and

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

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

Section 1. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VIII, titled "Industrial Districts," Section 8.01, titled "IND-1, Industrial Districts," Subsection (e), titled "Area, Height, Bulk, and Placement Regulations," is hereby amended by deleting the "Minimum Required Setback Dimensions in Feet" and substituting therefor a new "Minimum Required Setback Dimensions in Feet," which shall read as follows:

Section 8.01. IND-1, Industrial Districts

(e) Area, Height, Bulk, and Placement Regulations

Minimum Required Setback Dimensions in Feet: Front – 30 ft.; Side – 25 ft., but 0 ft. when abutting IND-1 zone; Rear – 0 ft.

Section 2. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VIII, titled "Industrial Districts," Section 8.02, titled "IND-2, Industrial Districts," Subsection (e), titled "Area, Height, Bulk, and Placement Regulations," is hereby amended by deleting the "Minimum Required Setback Dimensions in Feet" and substituting therefor a new "Minimum Required Setback Dimensions in Feet," which shall read as follows:

Section 8.02. IND-2, Industrial Districts

(e) Area, Height, Bulk, and Placement Regulations

Minimum Required Setback Dimensions in Feet: Front – 30 ft.; Side – 25 ft., but 0 ft. when abutting IND-2 zone; Rear – 25 ft., but 0 ft. when abutting IND-2 zone

Section 3. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VIII, titled "Industrial Districts," Section 8.03, titled "IND-3, Industrial Districts," Subsection (e), titled "Area, Height, Bulk, and Placement Regulations," is hereby amended by deleting the "Minimum Required Setback Dimensions in Feet" and substituting therefor a new "Minimum Required Setback Dimensions in Feet," which shall read as follows:

Section 8.03. IND-3, Industrial Districts

(e) Area, Height, Bulk, and Placement Regulations

Minimum Required Setback Dimensions in Feet: Front – 30 ft.; Side – 25 ft., but 0 ft. when abutting IND-3 zone; Rear – 25 ft., but 0 ft. when abutting IND-3 zone

Section 4. 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. Rackard

Tammy M. Rackard, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman

Mary Beth Hickman, City Clerk

Publication Date:	09/25/2025
Public Hearing:	10/13/2025
First Reading:	10/13/2025
Publication Date:	10/14/2025
Second Reading:	11/10/2025
Publication Date:	11/11/2025
Effective Date:	11/20/2025

ORDINANCE NO. _____

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING SUBSECTION (E) OF SECTION 8.01, TITLED "IND-1, INDUSTRIAL DISTRICTS," SECTION 8.02, TITLED "IND-2, INDUSTRIAL DISTRICTS," AND SECTION 8.03, TITLED "IND-3, INDUSTRIAL DISTRICTS," TO ALLOW FOR ZERO LOT LINE SETBACKS FOR THE SIDES AND REAR WHEN ABUTTING PARCELS IN THE SAME ZONING DISTRICT.

WHEREAS, City staff proposes to amend the Zoning Ordinance to reduce side and rear lot line setbacks for industrial parcels that abut other parcels in the same zoning district to create zero lot line setbacks; and

WHEREAS, currently, two business districts (B-2 and UB-2) have zero lot line setbacks; and

WHEREAS, the purpose of this proposed change is to grant zero lot line setbacks both for side and rear setbacks in all three industrial districts when parcels abut another parcel in the same zoning district (ex. IND-1 abuts IND-1, IND-2 abuts IND-2, and IND-3 abuts IND-3); and

WHEREAS, the following change has been submitted for approval or disapproval to the Oak Ridge Municipal Planning Commission and the Commission approved the same for City Council's consideration and adoption; and

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

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

Section 1. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VIII, titled "Industrial Districts," Section 8.01, titled "IND-1, Industrial Districts," Subsection (e), titled "Area, Height, Bulk, and Placement Regulations," is hereby amended by deleting the "Minimum Required Setback Dimensions in Feet" and substituting therefor a new "Minimum Required Setback Dimensions in Feet," which shall read as follows:

Section 8.01. IND-1, Industrial Districts

(e) Area, Height, Bulk, and Placement Regulations

Minimum Required Setback Dimensions in Feet: Front – 30 ft.; Side – 25 ft., but 0 ft. when abutting IND-1 zone; Rear – 0 ft.

Section 2. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VIII, titled "Industrial Districts," Section 8.02, titled "IND-2, Industrial Districts," Subsection (e), titled "Area, Height, Bulk, and Placement Regulations," is hereby amended by deleting the "Minimum Required Setback Dimensions in Feet" and substituting therefor a new "Minimum Required Setback Dimensions in Feet," which shall read as follows:

Section 8.02. IND-2, Industrial Districts

(e) Area, Height, Bulk, and Placement Regulations

Minimum Required Setback Dimensions in Feet: Front – 30 ft.; Side – 25 ft., but 0 ft. when abutting IND-2 zone; Rear – 25 ft., but 0 ft. when abutting IND-2 zone

Section 3. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article VIII, titled "Industrial Districts," Section 8.03, titled "IND-3, Industrial Districts," Subsection (e), titled "Area, Height, Bulk, and Placement Regulations," is hereby amended by deleting the "Minimum Required Setback Dimensions in Feet" and substituting therefor a new "Minimum Required Setback Dimensions in Feet," which shall read as follows:

Section 8.03. IND-3, Industrial Districts

(e) Area, Height, Bulk, and Placement Regulations

Minimum Required Setback Dimensions in Feet: Front – 30 ft.; Side – 25 ft., but 0 ft. when abutting IND-3 zone; Rear – 25 ft., but 0 ft. when abutting IND-3 zone

Section 4. 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. Rackard, 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: _____

AGENDA ID: VIII.f

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Honorable Mayor and City Council

FROM: Tammy Rackard , City Attorney

SUBJECT: Ratification of Ordinance 35-2025 which ordinance amends Zoning Ordinance Section 5.05(d) for the purpose of simplifying the process to construct single family attached dwellings on individual lots by modifying R-3 Medium Density Residential District requirements.

SUPPORTING DEPARTMENT: Planning and Development

Introduction

An item for the agenda is an ordinance to ratify Ordinance 35-2025 which ordinance amends Zoning Ordinance Section 5.05(d) for the purpose of simplifying the process to construct single family attached dwellings on individual lots by modifying R-3 Medium Density Residential District requirements.

Background

Ordinance 35-2025 is being brought back to City Council for approval (ratification) due to the public hearing timeframe not being met when the ordinance was originally approved. Tennessee Code Annotated §13-7-203(a) now requires a 21-day legal notice publication for a public hearing to amend the zoning ordinance and this ordinance was published under the old 15-day legal notice publication timeframe. This error makes this ordinance void and requires reapproval (ratification) to make the text amendment valid.

This ordinance was approved unanimously by City Council when it was originally approved. The prior agenda packet is included as an attachment with the only change being the original ordinance document in the packet has now been substituted with the approved ordinance (Ordinance 35-2025).

Recommendation

Approval of the attached ordinance is recommended.

Attachments:

Ordinance 35-2025 - Agenda Packet.pdf

Zoning Ordinance - R-3 - Single Family Attached Dwellings (Ratify Ordinance 35-2025).docx

AGENDA ID: IX.d

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: November 10, 2025

TO: Randy Hemann, City Manager

FROM: Jakob Hawks

THROUGH: Jennifer Williams, Planning and Development Director

SUBJECT: Zoning Ordinance Text Amendment: Single Family Attached Dwellings

Introduction

An item for the City Council's consideration is a Zoning Ordinance text amendment that simplifies the process to construct single family attached dwellings on individual lots by modifying R-3 Medium-Density Residential District requirements.

Funding

No funding is required.

Background

The construction of single family attached dwellings in Oak Ridge has historically been done through Planned Unit Developments (PUDs), Traditional Neighborhood Developments (TNDs), and single lot developments that require units to be rented. The proposed edits to the Zoning Ordinance create provisions for single family attached dwellings to be built on individual lots by right in the R-3 Medium-Density Residential District.

The edits would grant single family attached dwellings the 60% maximum usable floor area to lot ratio that were previously reserved for special exceptions. Additionally, the minimum size of lots would be replaced with a maximum density provision of 16 units per acre, and the side setbacks would be 0ft for shared walls.

At their September 18, 2025 meeting the Planning Commission voted 7-0 to recommend approval of the text amendment.

Recommendation

Consider and approve changes to the Zoning Ordinance regarding the regulation of single family attached dwellings in the R-3 Medium-Density Residential District.

Attachments:

Townhomes Strikethrough

R-3 Zoning

Zoning Ordinance - R-3 - Single Family Attached Dwellings.docx

PROPOSED ZONING ORDINANCE TEXT AMENDMENT

- All changes shown highlighted.
- Text to be removed shown with a ~~strikethrough~~.
- Text to be added shown in *italics*.

Article V
Residential Districts

Section 5.05 R-3, Medium Density Residential District

(d) Area, Height, Bulk, and Placement Regulations:

Maximum Usable Floor Area (footprint of the building) to Lot Area 30% for *all* permitted uses *except single family attached dwellings* and 60% for Special Exceptions *and single family attached dwellings*.

~~Minimum Size of Lot per Principal Building: 3,600 square feet per dwelling unit and not to exceed 12 units per acre.~~ Maximum Density: *16 units per acre*.

Minimum Required Setback Dimensions in Feet: Front - 25 feet; Side - 10 feet for <3 stories, +10 feet for each additional story but not to exceed 50 feet. *0 feet for attached single family dwelling shared walls*; Rear – 30 feet.

4. Public, non-profit and community facilities; recreation areas and uses and ancillary structures such as, but not limited to, picnic grounds, playgrounds, stadiums, swimming pools, tennis courts and baseball fields including stands and fences; community centers; libraries and museums.

5. Permanent and transient group care facilities.

(d) Area, Height, Bulk, and Placement Regulations:

Maximum Usable Floor Area (Footprint of the building) to Lot Area Ratio: 30% for permitted uses and 60% for Special Exceptions.

Minimum Size of Lot: 8,000 square feet for single family detached and duplexes and 4,000 square feet for each additional unit.

Minimum Lot Width-45 feet

Minimum Required Setback Dimensions in Feet: Front – 20 feet; Each Side - 8 feet; Rear – 25 feet.

Maximum Height in Feet: 40.

NOTE: See Articles XIII and XVI of this Ordinance for applicable site plan review regulations.

Sec. 5.05 R-3, Medium Density Residential District (Ord. 5-2014 Amended Effective 6/12/14)

The following regulations shall apply in R-3 Medium Residential Districts.

(a) Permitted Principal Uses:

1. Duplex.

2. Single family attached dwellings with no more than 8 contiguous units.

3. Public, non-profit and community facilities; recreation areas and uses and ancillary structures such as, but not limited to, picnic grounds, playgrounds, stadiums, swimming pools, tennis courts and baseball fields including stands and fences; community centers; libraries and museums.

4. Business and professional offices; including office building uses resulting from professional services, business services, accounting, banking, drafting, and graphic arts. (Ord. 5-2014 Revised Effective 6/12/2014)

5. Hospital, clinic, mental health clinic, and related medical office uses.

6. Animal hospitals/clinics.

7. Buildings and meeting rooms which are associated with charitable, philanthropic, civic, or professional clubs.

8. Assisted living facilities, independent living facilities, nursing homes and retirement centers.

9. Local government, state or federal uses, public utility building, telephone exchange, transformer station, and electrical transmission towers; providing such use will promote the general welfare of the community and will have no material adverse effect upon the district in which it is located.

10. Religious institutions.

11. Private and public educational institutions.

12. Bed and Breakfast (Inn).

(b) Permitted Accessory Uses:

1. Any use customarily incidental to the permitted principal uses, including office uses having to do with the management and administration of any permitted principal use.

2. Home occupations as defined in Article II and meets the requirements of Section 3.11.

(c) Special Exceptions Requiring Board of Zoning Appeals Approval:

1. (Ord. No. 9-2020 Deleted Effective 10/22/2020)

2. Cemetery.

3. Family day care home, group day care homes, and adult day care facility.

4. Permanent and transient group care facilities.

(d) Area, Height, Bulk, and Placement Regulations:

Maximum Usable Floor Area (footprint of the building) to Lot Area 30% for permitted uses and 60% for Special Exceptions.

Minimum Size of Lot per Principal Building: 3,600 square feet per dwelling unit and not to exceed 12 units per acre.

Minimum Required Setback Dimensions in Feet: Front - 25 feet; Side - 10 feet for <3 stories, +10 feet for each additional story but not to exceed 50 feet; Rear - 30 feet.

Maximum Height in Feet: 55.

NOTE: See Articles XIII and XVI of this ordinance for applicable site plan review regulations.

ORDINANCE NO. 35-2025

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING SUBSECTION (D) OF SECTION 5.05, TITLED "R-3, MEDIUM DENSITY RESIDENTIAL DISTRICT," TO CREATE PROVISIONS FOR SINGLE FAMILY ATTACHED DWELLINGS TO BE BUILT ON INDIVIDUAL LOTS BY RIGHT BY CHANGING THE MAXIMUM USABLE FLOOR AREA TO LOT AREA (BUILDING FOOTPRINT) PERCENTAGE AND BY EXCHANGING THE MINIMUM LOT SIZE REQUIREMENT WITH A MAXIMUM DENSITY PROVISION OF SIXTEEN (16) UNITS PER ACRE, WITH ZERO SIDE SETBACKS FOR SHARED WALLS.

WHEREAS, City staff proposes to amend the Zoning Ordinance to simplify the process to construct single-family attached dwellings on individual lots by modifying the requirements in R-3, Medium Density Residential District; and

WHEREAS, the construction of single-family attached dwellings in Oak Ridge has historically been completed through Planned Unit Developments (PUDs), Traditional Neighborhood Developments (TNDs), and single lot developments that required units to be rented; and

WHEREAS, the purpose of this proposed change is to create provisions for single-family attached dwellings to be built on individual lots by right in the R-3, Medium Density Residential District; and

WHEREAS, this change will grant single-family attached dwellings the sixty percent (60%) maximum usable floor area to lot ratio previously reserved for special exceptions and the minimum size of lots would be replaced with a maximum density provision of sixteen (16) units per acre with zero foot side setbacks for shared walls; and

WHEREAS, the following change has been submitted for approval or disapproval to the Oak Ridge Municipal Planning Commission and the Commission approved the same for City Council's consideration and adoption; and

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

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

Section 1. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article V, titled "Residential Districts," Section 5.05, titled "R-3, Medium Density Residential District," Subsection (d), titled "Area, Height, Bulk, and Placement Regulations," is hereby deleted in its entirety and a new Subsection (d) of the same title is substituted therefor, which new subsection shall read as follows:

Section 5.05. R-3, Medium Density Residential District

(d) Area, Height, Bulk, and Placement Regulations

Maximum Usable Floor Area (footprint of the building) to Lot Area 30% for all permitted uses except single family attached dwellings and 60% for Special Exceptions and single family attached dwellings.

Maximum Density: 16 units per acre.

Minimum Required Setback Dimensions in Feet: Front - 25 feet; Side - 10 feet for <3 stories, +10 feet for each additional story but not to exceed 50 feet; 0 feet for attached single family dwelling shared walls; Rear – 30 feet.

Maximum Height in Feet: 55.

NOTE: See Articles XIII and XVI of this ordinance for applicable site plan review regulations.

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. Rackard, City Attorney

Warren L. Gooch, Mayor

Mary Beth Hickman, City Clerk

Publication Date:	09/25/2025
Public Hearing:	10/13/2025
First Reading:	10/13/2025
Publication Date:	10/14/2025
Second Reading:	11/10/2025
Publication Date:	11/11/2025
Effective Date:	11/20/2025

ORDINANCE NO. _____

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING SUBSECTION (D) OF SECTION 5.05, TITLED "R-3, MEDIUM DENSITY RESIDENTIAL DISTRICT," TO CREATE PROVISIONS FOR SINGLE FAMILY ATTACHED DWELLINGS TO BE BUILT ON INDIVIDUAL LOTS BY RIGHT BY CHANGING THE MAXIMUM USABLE FLOOR AREA TO LOT AREA (BUILDING FOOTPRINT) PERCENTAGE AND BY EXCHANGING THE MINIMUM LOT SIZE REQUIREMENT WITH A MAXIMUM DENSITY PROVISION OF SIXTEEN (16) UNITS PER ACRE, WITH ZERO SIDE SETBACKS FOR SHARED WALLS.

WHEREAS, City staff proposes to amend the Zoning Ordinance to simplify the process to construct single-family attached dwellings on individual lots by modifying the requirements in R-3, Medium Density Residential District; and

WHEREAS, the construction of single-family attached dwellings in Oak Ridge has historically been completed through Planned Unit Developments (PUDs), Traditional Neighborhood Developments (TNDs), and single lot developments that required units to be rented; and

WHEREAS, the purpose of this proposed change is to create provisions for single-family attached dwellings to be built on individual lots by right in the R-3, Medium Density Residential District; and

WHEREAS, this change will grant single-family attached dwellings the sixty percent (60%) maximum usable floor area to lot ratio previously reserved for special exceptions and the minimum size of lots would be replaced with a maximum density provision of sixteen (16) units per acre with zero foot side setbacks for shared walls; and

WHEREAS, the following change has been submitted for approval or disapproval to the Oak Ridge Municipal Planning Commission and the Commission approved the same for City Council's consideration and adoption; and

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

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

Section 1. Ordinance No. 2, titled "The Zoning Ordinance of the City of Oak Ridge, Tennessee," Article V, titled "Residential Districts," Section 5.05, titled "R-3, Medium Density Residential District," Subsection (d), titled "Area, Height, Bulk, and Placement Regulations," is hereby deleted in its entirety and a new Subsection (d) of the same title is substituted therefor, which new subsection shall read as follows:

Section 5.05. R-3, Medium Density Residential District

(d) Area, Height, Bulk, and Placement Regulations

Maximum Usable Floor Area (footprint of the building) to Lot Area 30% for all permitted uses except single family attached dwellings and 60% for Special Exceptions and single family attached dwellings.

Maximum Density: 16 units per acre.

Minimum Required Setback Dimensions in Feet: Front - 25 feet; Side - 10 feet for <3 stories, +10 feet for each additional story but not to exceed 50 feet; 0 feet for attached single family dwelling shared walls; Rear – 30 feet.

Maximum Height in Feet: 55.

NOTE: See Articles XIII and XVI of this ordinance for applicable site plan review regulations.

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. Rackard, 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: _____

AGENDA ID: VIII.g

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Jakob Hawks

THROUGH: Jennifer Williams, Planning and Development Director

SUBJECT: Rezoning Request: 141 W Madison Lane and 203 Michigan Avenue R-3 Medium Density Residential District PUD to R-3 Medium Density Residential District

Introduction

An item for the City Council's consideration is a rezoning request at 141 W Madison Lane and 203 Michigan Avenue. The request is to rezone the respective ~3.5-acre and ~2.2-acre properties from R-3/PUD to R-3 Medium Density Residential District.

Funding

No funding is required.

Background

The parcels were rezoned from R-3 to R-3/PUD back in 2017, when City Council approved a PUD master plan. Many iterations of a site plan were proposed, with the latest being approved for a senior care facility in July of 2020. Despite these efforts, no actual construction began and the PUD master plan lapsed after a three-year time period. With the parcels now under new ownership, the decision was made to forego adopting either the old master plan or a new master plan in favor of removing the PUD designation altogether.

The parcels lie on the northern end of a wider R-3 district and are on the border of a single-family R-1-C district that begins with W. Magnolia Street. Opting to keep the base zoning and remove only the PUD designation shows intent to develop the parcels in a way that is compatible with the surrounding area.

Analysis

The following criteria were used to evaluate the rezoning request:

Is the proposed zoning district consistent with the City's Comprehensive Plan?

Yes. While the Comprehensive Plan update is still in draft form, the future land use vision for this area is mixed-use, rather than strictly residential. Rezoning to R-3 is consistent with that direction, as both residential and nonresidential uses are permitted in R-3. The rezoning request is consistent with the Comprehensive Plan's goal to maximize infill and encourage development of underutilized parcels.

Are there substantial changes in the character of development in or near the area under consideration that support the proposed rezoning?
No, the area is not experiencing any notable changes. The goal is simply to rezone the parcels in order to spur development in an ideal location.

Is the character of the area suitable for the uses permitted in the proposed zoning district and is the proposed zoning district compatible with surrounding zoning and uses?
Yes. These parcels lie in a transition area between single family detached houses and commercial property. Regardless of what land use is chosen in the new zone, compatibility with surrounding property will be achieved.

Will the proposed rezoning create an isolated district unrelated to adjacent and nearby districts?
No, these parcels are within an established R-3 district and border another residential zone. Most development in the R-3 zone will require landscaping buffers along the shared boundary with neighboring single-family lots.

Are public facilities and services adequate to accommodate the proposed zoning district?
Yes. The sites are adequately served by the existing roadway network and utilities and can accommodate development appropriate with this zoning district.

Would the requested rezoning have environmental impacts?
Minimal, if any. Environmental impacts will be addressed through the permitting process for any future development.

<u>Recommendation</u>
Staff recommends approval of the attached ordinance.

The Planning Commission voted unanimously to recommend approval of the rezoning request on February 19, 2026.

<u>Attachments:</u>

Applicant's Rezoning Request

Parcel Map

R-3 District Regulations

Ordinance - Rezoning 141 Madison and 203 Michigan from R-3 PUD to R-3.docx

Patrick L. White
Attorney at Law
5006 Jim Jones Lane
Knoxville, TN 37931
PatrickLWhiteLaw@gmail.com
865.407.7157

January 21, 2026

City of Oak Ridge Planning and Development Department
200 S. Tulane Avenue
Oak Ridge, TN 37830

RE: Rezoning Request
Map 100AA, Parcel 40 – Patrick L. White and others
Map 100AA, Parcel 41 – Oak Ridge Senior Living, LLC
City of Oak Ridge
Anderson County, TN

Dear Sir / Madam

Please note that I am the owner of the aforementioned two tax parcels, both as an individual and as a managing member of Oak Ridge Senior Living, LLC. I am also a licensed attorney in Tennessee and I represent Thomas F. White and Samuel Krakoviak who are co-owners of the aforementioned parcels.

Please accept this letter as a formal request to change the zoning on both of the aforementioned two tax parcels from the current zoning of R-3 / PUD to just plain R-3.

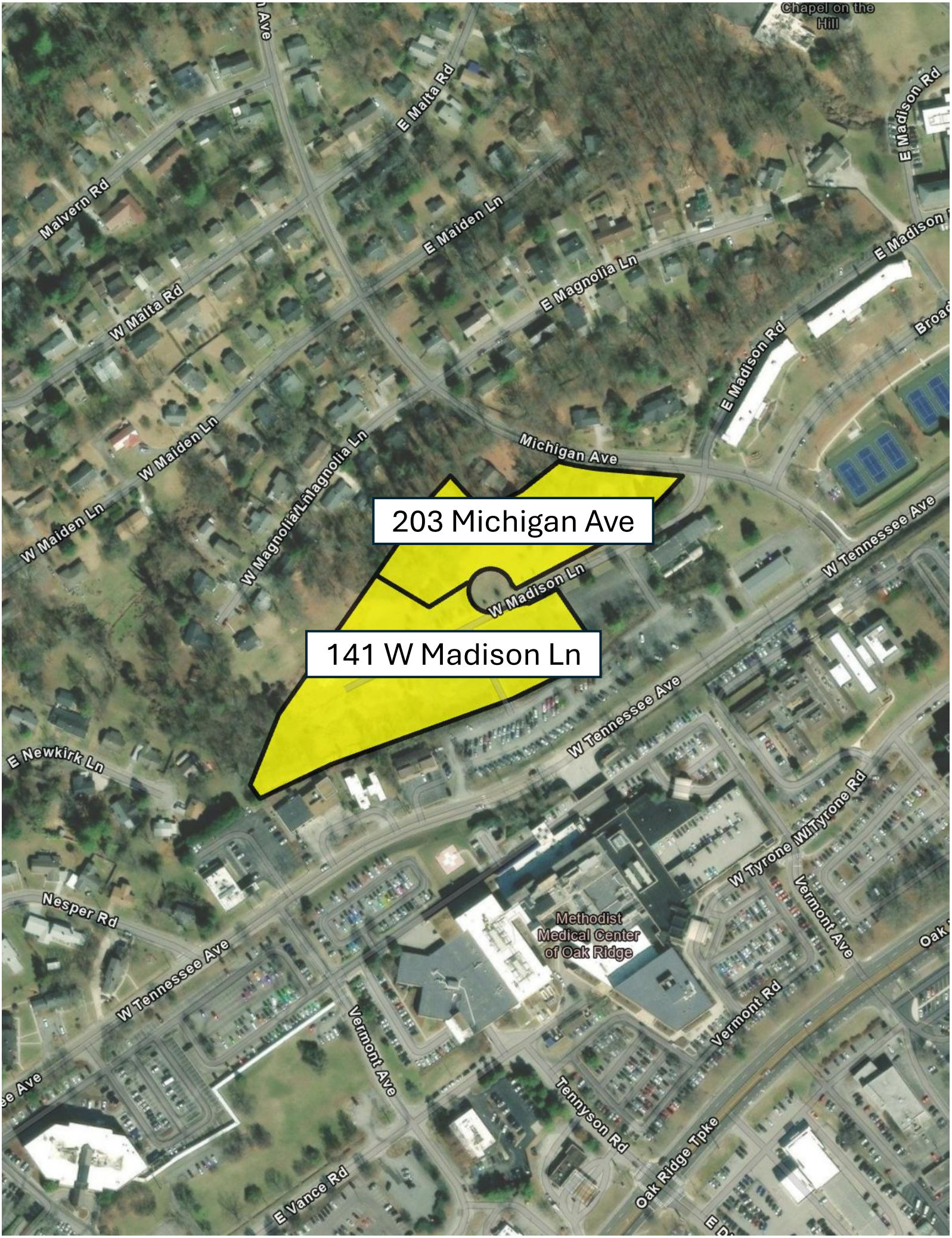
It is my understanding that this request will be reviewed by the Oak Ridge Planning Commission on February 19th. If the request is approved, then the request will be heard by the Oak Ridge City Council on March 9th and again on April 13th for final approval.

Thank you for your consideration and please let me know if you desire any additional information.

Regards

Patrick L White
Attorney at Law

cc: Thomas F. White
Samuel Krakoviak


203 Michigan Ave
141 W Madison Ln
Chapel on the Hill
E Malta Rd
E Madison Rd
Malvern Rd
E Maiden Ln
E Madison
E Magnolia Ln
W Malta Rd
E Madison Rd
Broad
W Maiden Ln
Michigan Ave
W Maiden Ln
W Magnolia Ln
W Madison Ln
W Tennessee Ave
E Newkirk Ln
W Tennessee Ave
W Tyrone Rd
W Tyrone Rd
Vermont Ave
Nesper Rd
Methodist Medical Center of Oak Ridge
W Tennessee Ave
Vermont Ave
Vermont Rd
Tennyson Rd
Oak Ridge Tpke
E Vance Rd

4. Public, non-profit and community facilities; recreation areas and uses and ancillary structures such as, but not limited to, picnic grounds, playgrounds, stadiums, swimming pools, tennis courts and baseball fields including stands and fences; community centers; libraries and museums.

5. Permanent and transient group care facilities.

(d) Area, Height, Bulk, and Placement Regulations:

Maximum Usable Floor Area (Footprint of the building) to Lot Area Ratio: 30% for permitted uses and 60% for Special Exceptions.

Minimum Size of Lot: 8,000 square feet for single family detached and duplexes and 4,000 square feet for each additional unit.

Minimum Lot Width-45 feet

Minimum Required Setback Dimensions in Feet: Front – 20 feet; Each Side - 8 feet; Rear – 25 feet.

Maximum Height in Feet: 40.

NOTE: See Articles XIII and XVI of this Ordinance for applicable site plan review regulations.

Sec. 5.05 R-3, Medium Density Residential District (Ord. 5-2014 Amended Effective 6/12/14)

The following regulations shall apply in R-3 Medium Residential Districts.

(a) Permitted Principal Uses:

1. Duplex.

2. Single family attached dwellings with no more than 8 contiguous units.

3. Public, non-profit and community facilities; recreation areas and uses and ancillary structures such as, but not limited to, picnic grounds, playgrounds, stadiums, swimming pools, tennis courts and baseball fields including stands and fences; community centers; libraries and museums.

4. Business and professional offices; including office building uses resulting from professional services, business services, accounting, banking, drafting, and graphic arts. (Ord. 5-2014 Revised Effective 6/12/2014)

5. Hospital, clinic, mental health clinic, and related medical office uses.

6. Animal hospitals/clinics.

7. Buildings and meeting rooms which are associated with charitable, philanthropic, civic, or professional clubs.

8. Assisted living facilities, independent living facilities, nursing homes and retirement centers.

9. Local government, state or federal uses, public utility building, telephone exchange, transformer station, and electrical transmission towers; providing such use will promote the general welfare of the community and will have no material adverse effect upon the district in which it is located.

10. Religious institutions.

11. Private and public educational institutions.

12. Bed and Breakfast (Inn).

(b) Permitted Accessory Uses:

1. Any use customarily incidental to the permitted principal uses, including office uses having to do with the management and administration of any permitted principal use.

2. Home occupations as defined in Article II and meets the requirements of Section 3.11.

(c) Special Exceptions Requiring Board of Zoning Appeals Approval:

1. (Ord. No. 9-2020 Deleted Effective 10/22/2020)

2. Cemetery.

3. Family day care home, group day care homes, and adult day care facility.

4. Permanent and transient group care facilities.

(d) Area, Height, Bulk, and Placement Regulations:

Maximum Usable Floor Area (footprint of the building) to Lot Area 30% for all permitted uses except single family attached dwellings and 60% for Special Exceptions and single family attached dwellings.

Maximum Density: 16 units per acre

Minimum Required Setback Dimensions in Feet: Front - 25 feet; Side - 10 feet for <3 stories, +10 feet for each additional story but not to exceed 50 feet. 0 feet for attached single family dwelling shared walls; Rear - 30 feet.

Maximum Height in Feet: 55.

NOTE: See Articles XIII and XVI of this ordinance for applicable site plan review regulations.

(Ord. No. 35-2025 Added Effective 11/20/2025)

ORDINANCE NO. _____

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 2, TITLED "THE ZONING ORDINANCE OF THE CITY OF OAK RIDGE, TENNESSEE," BY AMENDING THE ZONING MAP WHICH IS MADE A PART OF THE ORDINANCE BY CHANGING THE ZONING DISTRICT OF PARCELS 040.00 AND 041.00 ANDERSON COUNTY TAX MAP 100A GROUP A, CONTAINING APPROXIMATELY 5.7 ACRES FROM R-3/PUD, MEDIUM DENSITY RESIDENTIAL DISTRICT WITH A PLANNED UNIT DEVELOPMENT OVERLAY, TO R-3 MEDIUM DENSITY RESIDENTIAL DISTRICT; SAID PARCELS BEING LOCATED AT 203 MICHIGAN AVENUE AND 141 MADISON LANE RESPECTIVELY.

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

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

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

Section 1. The district boundaries of the zoning map attached and made part of Ordinance No. 2, as amended, are revised as follows:

Property Description	Location	Present Zoning District	New Zoning District
Parcel 040.00 Anderson County Tax Map 100A, Group A ± 2.20 acres	203 Michigan Avenue	R-3/PUD, Medium Density Residential with a Planned Unit Development Overlay	R-3, Medium Density Residential
Parcel 041.00 Anderson County Tax Map 100A, Group A ± 3.50 acres	141 W Madison Lane	R-3/PUD, Medium Density Residential with a Planned Unit Development Overlay	R-3, Medium Density Residential

Section 2. The change shall be imposed upon said map and shall be as much a part of Ordinance No. 2 as if fully described therein.

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. Rackard, City Attorney

_____
Warren L. Gooch, Mayor

_____
Mary Beth Hickman, City Clerk

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

AGENDA ID: VIII.h

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Honorable Mayor and City Council

FROM: Tammy Rackard , City Attorney

SUBJECT: City Code Amendment - Title 14, Zoning and Land Use Control, Chapter 5, Stormwater Management, Section 14-502, Definitions - Clarification of the Term "Clearing"

Introduction

An item for the agenda is an ordinance to amend City Code Section 14-502(9) pertaining to the definition of the word "clearing" in the stormwater management chapter.

Background

This item came about at the request of Councilwoman Ellen Smith after a meeting on February 24, 2026, between Councilwoman Smith, the City Attorney, and the Deputy City Manager concerning tree cutting/clearing occurring within the City Limits. During this meeting it was discussed the City Code did not clearly require permits for cutting/clearing trees over a large area of land mass even though such action could result in land disturbance that necessitates stormwater management actions such as silt fencing. Resolution of this matter was discussed, and it was recommended to amend the definition of "clearing" in City Code Section 14-502(9) to specifically include the clearing of trees and/or shrubs when such action disturbs a land area greater than five (5) acres. For context, the term “clearing” is specifically used in the stormwater ordinance with respect to land disturbing activity and this change will make it evident that the action of tree and/or shrub clearing over a large area of land mass would require stormwater management measures to be taken.

A bold-strikethrough of the text amendment is attached.

Recommendation

Approval of the attached ordinance is recommended.

Attachments:

City Code Section 14-502(9) - Definition of Clearing - Bold Strikethrough.docx

Ordinance - Stormwater Section 14-502(9) Definition of Clearing.docx

BOLD-STRIKETHROUGH OF PROPOSED MODIFICATION

TITLE 14
ZONING AND LAND USE CONTROL

CHAPTER 5
STORMWATER MANAGEMENT

§14-502. Definitions.

(9) "Clearing" typically refers to the removal of vegetation and disturbance of soil prior to grading or excavation in anticipation of construction activities. **Clearing specifically includes tree and/or shrub removal that disturbs a land area greater than five (5) acres.** Clearing may also cover a wide variety of uses, many of which may not be regulated with the scope of stormwater management.

ORDINANCE NO. _____

TITLE

AN ORDINANCE TO AMEND TITLE 14, TITLED "ZONING AND LAND USE CONTROL," CHAPTER 5, TITLED "STORMWATER MANAGEMENT," OF THE CODE OF ORDINANCES, CITY OF OAK RIDGE, TENNESSEE, BY AMENDING SECTION 14-502, TITLED "DEFINITIONS," SUBSECTION (9) TO CLARIFY THE DEFINITION OF "CLEARING."

WHEREAS, by Ordinance 1-2016, the City of Oak Ridge adopted a complete revision of the Stormwater Management provisions (City Code Title 14 Chapter 5); and

WHEREAS, the existing stormwater management provisions have been reviewed for possible modification to improve current erosion control issues; and

WHEREAS, the City desires to adopt a clarification to City Code §14-502(9) to clarify the definition of "clearing" with respect to tree and/or shrub removal that disturbs a large area of land.

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

Section 1. Title 14, titled "Zoning and Land Use Control," Chapter 5, titled "Stormwater Management," Section 14-502, titled "Definition," of the Code of Ordinances, City of Oak Ridge, Tennessee, is hereby amended by deleting Subsection (9) in its entirety and substituting therefor a new Subsection (9) as follows:

Sec. 14-502. Definitions.

(9) "Clearing" typically refers to the removal of vegetation and disturbance of soil prior to grading or excavation in anticipation of construction activities. Clearing specifically includes tree and/or shrub removal that disturbs a land area greater than five (5) acres. Clearing may also cover a wide variety of uses, many of which may not be regulated with the scope of stormwater management.

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. Rackard, City Attorney

_____
Warren L. Gooch, Mayor

_____
Mary Beth Hickman, City Clerk

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

AGENDA ID: X.a

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Julie Forkner , Library Director

THROUGH: Tom Pessemier, Deputy City Manager

SUBJECT: A Resolution Naming John C. Mannone as the Next Poet Laureate for the City of Oak Ridge for the 2026-2028 term.

Introduction

An item for City Council's consideration is a resolution to approve John C. Mannone as the next City of Oak Ridge Poet Laureate.

Funding

There is no funding currently associated with this item.

Background

In March 2024, City Council passed Resolution 3-33-2024, establishing the structure of the city's poet laureate program. In keeping with that structure, the Poet Laureate Selection Committee has met and recommends John C. Mannone to be the next Poet Laureate of Oak Ridge.

John Mannone has been a resident of Oak Ridge since 2023. He is an active member of the Tennessee Mountain Writers Guild and the author of five full-length books of poetry and six chapbooks. In addition to publishing over 1,400 poems, he is the winner of the 2024 Weatherford Award for *Song of the Mountain* and was a finalist for the 2025 Tennessee Book Award for his poetry collection *Sacred Flute*. A former teacher, Mr. Mannone taught at Career Magnet Academy where he regularly worked to promote spoken word poetry. Among his ideas for promoting the literary arts in Oak Ridge are leading generative and craft workshops for the community, hosting open mic night events, and leading a gathering of past Oak Ridge Poet Laureates for readings and panel discussions.

Mr. Mannone will serve as Poet Laureate for the 2026-2028 term and serve on the Arts, Culture, and History Alliance Advisory Board.

Recommendation

Approval of the attached resolution is recommended.

Attachments:
Resolution - Poet Laureate - Mannone.docx

NUMBER _____

RESOLUTION

A RESOLUTION DESIGNATING JOHN C. MANNONE AS THE NEXT CITY OF OAK RIDGE HONORARY POET LAUREATE TO SERVE FOR A TWO-YEAR TERM ENDING MARCH 19, 2028.

WHEREAS, by Resolution 2-4-2022, the City established the honorary position of Poet Laureate to recognize and designate an individual to inspire, promote, and champion literacy and literature in all forms at cultural events and City celebrations and designated the position for a two-year term without compensation; and

WHEREAS, the term of the current Poet Laureate Rose Weaver will expire on March 19, 2026; and

WHEREAS, the Oak Ridge Poet Laureate Selection Committee recommends John C. Mannone as the City's next Honorary Poet Laureate for his work to promote spoken word poetry both as a former teacher at Career Magnet Academy and as an active member of the Tennessee Mountain Writers Guild; and

WHEREAS, John C. Mannone is the author of five full-length books of poetry, six chapter books, and has published over 1,400 poems, winning the 2024 Weatherford Award for *Song of the Mountain* and coming in as a finalist for the 2025 Tennessee Book Award for his poetry collection *Sacred Flute*; and

WHEREAS, the City Manager recommends approval of the recommendation of the Oak Ridge Poet Laureate Selection Committee.

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

The recommendations of the City Manager and the Oak Ridge Poet Laureate Committee are approved and John C. Mannone is hereby designated as Honorary Poet Laureate for the City of Oak Ridge, Tennessee, to serve from March 20, 2026, to March 19, 2028.

BE IT FURTHER RESOLVED that the above-named Poet Laureate shall serve in such capacity for the purpose of positively promoting the City's values regarding literacy and literature.

BE IT FURTHER RESOLVED that this is an honorary position, and John C. Mannone shall not be construed as an official agent of the City unless otherwise specifically authorized.

This the 9th day of March 2026.

APPROVED AS TO FORM AS LEGALITY:

_____
Tammy M. Rackard, City Attorney

_____
Warren L. Gooch, Mayor

_____
Mary Beth Hickman, City Clerk

AGENDA ID: X.b

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Kendahl Moore

SUBJECT: A Resolution to Amend Resolution 12-0158-2025 Authorizing the City to Contract with Goodwyn Mills Cawood (GMC) in the Amount of $277,175 for Additional Airport Planning Services Including Forecasting, Airport Layout Drawing Update, NPIAS Revalidation for the Oak Ridge General Aviation Airport, and Aerial Imagery Collection

Introduction

An item for City Council's consideration is a resolution to amend Resolution 12-0158-2025 to authorize an expanded scope of services and revised fee for Goodwyn Mills Cawood (GMC) related to planning and development activities for the Oak Ridge General Aviation Airport, in an amount not to exceed $277,175.

The City has not yet executed a contract with GMC. The proposed amendment reflects additional services recommended by the Tennessee Department of Transportation (TDOT) Aeronautics Division and incorporates a revised scope and fee provided by GMC.

Funding

Funding for these services will be from grants from the Appalachian Regional Commission (ARC) and Tennessee Aeronautical Economic Development Fund (AEDF).

Background

As a part of the effort to explore a new airport site, a Request for Qualifications (RFQ) titled "Professional Airport Services," was issued and opened in November 2025. GMC was selected based on their qualifications and experience.

On December 15, 2025, City Council approved Resolution 12-0158-2025 authorizing an agreement with GMC for initial phases of airport services to include an update of the site selection study, land appraisal and review appraisal, negotiations with affected property owners, and evaluation of options for property purchase and development.

Subsequent to Council approval, City staff and GMC conducted a scoping meeting with Tennessee Department of Transportation (TDOT) Aeronautics Division. During that meeting, TDOT recommended that several planning and tasks be completed concurrently with the site

selection and property acquisition activities to include: Updated aeronautical forecast, Update to the Airport Layout Plan (ALP) drawing, and potential revalidation of the National Plan of Integrated Airport Systems (NPIAS). Additionally, GMC has recommended including unmanned Aircraft Systems (UAS) imagery collection of the site. TDOT had an independent fee evaluation conducted of the revised scope and found the fees to be appropriate and reasonable.
Approving this amendment will allow the City to proceed in a coordinated and efficient manner while maintaining alignment with state guidance.

Recommendation

Staff recommend approval of the attached resolution amending Resolution 12-0158-2025 to authorize the expanded scope of services and revised contract amount with Goodwyn Mills Cawood (GMC).

Attachments:
Resolution - Amend Resolution 12-158-2025 - Airport Services Contract with GMC.docx

NUMBER _____

RESOLUTION

A RESOLUTION AMENDING RESOLUTION 12-158-2025 AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH GOODWYN MILLS CAWOOD, LLC, (GMC), BRENTWOOD, TENNESSEE, FOR THE INITIAL PHASE OF AIRPORT CONSULTING SERVICES FOR THE PROPOSED OAK RIDGE GENERAL AVIATION AIRPORT TO EXPAND THE SCOPE OF SERVICES AND INCREASE THE COMPENSATION FOR A NEW NOT TO EXCEED AMOUNT OF $277,175.00.

WHEREAS, by Resolution 12-158-2025, City Council authorized a professional services agreement with Goodwyn Mills Cawood, LLC, (GMC), Brentwood, Tennessee, for the initial phase of airport consulting services for the proposed Oak Ridge General Aviation Airport in the amount of $177,680.00; and

WHEREAS, the initial phase of airport consulting services included an update of the site selection study, land appraisal and review appraisal, negotiations with affected property owners, and evaluation of options for property purchase and development; and

WHEREAS, subsequent to City Council approval of Resolution 12-158-2025, City staff and GMC conducted a scoping meeting with the Tennessee Department of Transportation (TDOT) Aeronautics Division; and

WHEREAS, at this meeting, the TDOT Aeronautics Division recommended several planning tasks be completed concurrently with the site selection and property acquisition activities

WHEREAS, the parties desire to amend the professional services agreement's scope and compensation to include additional services recommended by TDOT's Aeronautics Division as well as to include GMC's recommended addition of Unmanned Aircraft Systems (UAS) imagery collection of the site; and

WHEREAS, the City Manager recommends approval of the amendment.

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

That the recommendation of the City Manager is approved and Resolution 12-158-2025 is hereby amended to increase the scope of services and compensation under the professional services agreement with Goodwyn Mills Cawood, LLC (GMC), Brentwood, Tennessee, for consulting services related to the proposed Oak Ridge General Aviation Airport as follows:

- The scope of services shall be amended to include additional services as recommended by the Tennessee Department of Transportation (TDOT) Aeronautics Division to include updated aeronautical forecast, an update to the Airport Layout Plan (ALP) drawing, and potential revalidation of the National Plan of Integrated Airport Systems (NPIAS);

- The scope of services shall further be amended to include additional services of Unmanned Aircraft Systems (UAS) imagery collection of the site; and

- The compensation shall be increased by $99,495.00 for a new not to exceed amount of $277,175.00.

BE IT FURTHER RESOLVED that subsequent phases of the project with GMC will still require City Council authorization.

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

This 9th day of March 2026.

APPROVED AS TO FORM AND LEGALITY:

_____	_____
Tammy M. Rackard, City Attorney	Warren L. Gooch, Mayor
	_____
	Mary Beth Hickman, City Clerk

AGENDA ID: X.c

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Roger Flynn , Deputy Director

SUBJECT: A Resolution to Authorize the Award of a Contract to J.G. Mullins Construction Company, Inc. for Subgrade and Pavement Repair Prior to Resurfacing

Introduction

An item for City Council's consideration is the recommendation for approval of a resolution to award a contract to J. G. Mullins Const. Co. Inc. in the amount of $576,250 for material, labor and equipment necessary for roadway subgrade and pavement repair prior to resurfacing at various locations within Oak Ridge.

Background

This is the first of four (4) paving contracts Public Works will bid this calendar year for repairs, resurfacing and restriping of City streets. The City normally maintains an annual contract for the purpose of on-call services to perform pavement repairs associated with utility cuts. This contract is similar; however, it is short term and only for the purpose of repairing surface defects and subgrade repairs on streets planned for resurfacing. This subgrade repair will extend the longevity of the pavement by minimizing future failures that often occur underneath the surface layer of pavement.

The contract to be awarded is for services not to exceed $576,250. The contract contains units for standard repair and also extra depth. Most repairs will be standard depth. The actual depth isn't known until it's excavated but historically the extra depth repair isn't frequently used and each location is either/or not both.

This item was reviewed that the February 26th Budget and Finance Committee meeting and received approval for the expenditure for the subgrade surface repairs. Therefore, the City recommends the award of the contract.

Recommendation

Approval of the attached resolution to award the contract to J.G. Mullins Construction Company, Inc. is recommended.

Attachments:
FY2026-224 Bid Abstract - Signed.pdf

Resolution - J.G. Mullins - Pavement Repair.docx

CITY OF OAK RIDGE, TENNESSEE
Abstract of Bids

FY2026-224 Pavement Repair for Resurfacing
OPENING DATE: FEBRUARY 18, 2026 @ 2PM

FOR --- FY2026-224 Pavement Repair for Resurfacing				BIDDER: J.G Mullins Const. Co. Inc. 10416 Gogdill Rd Knoxville, TN 37932		BIDDER: Brabston Inc. 1455 Harris Rd Knoxville, TN 37924		BIDDER: PRI of East TN 5651 S National Dr Knoxville, TN 37914	
DESCRIPTION	Item	UNIT	Quantity	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
The City of Oak Ridge is soliciting bids for Pavement Repair for Resurfacing project. All labor, materials, supplies, and other incidentals necessary to perform all work and services are described in the contract.									
	1	Sq. yd.	2750	$125.00	$343,750.00	$158.00	$434,500.00	$196.00	$539,000.00
	2	Sq. yd.	1500	$145.00	$217,500.00	$237.00	$355,500.00	$265.00	$397,500.00
	3	Sq.yd	750	$20.00	$15,000.00	$118.00	$88,500.00	$37.00	$27,750.00
TOTAL PRICE					$576,250.00		$878,500.00		$964,250.00
TERMS									
DELIVERY									
F.O.B.									
VIA									

OTHER BIDDERS CONTACTED:

Rogers Group
Duracap

BIDS RECEIVED AND RECORDED BY---

Chris Beavers
Procurement Specialist

REASON FOR AWARD

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

RECOMMEND AWARD BE MADE TO:

J.G Mullins Const. Co. Inc.
10416 Gogdill Rd
Knoxville, TN 37932

BIDS REVIEWED BY---

Dallas Dyce
Finance Manager

NUMBER _____

RESOLUTION

A RESOLUTION AWARDING A CONTRACT (FY2026-224) TO J.G. MULLINS CONSTRUCTION COMPANY, INC., KNOXVILLE, TENNESSEE, FOR SUBGRADE AND PAVEMENT REPAIRS PRIOR TO RESURFACING IN AN AMOUNT NOT TO EXCEED $576,250.00.

WHEREAS, the City is in need of pavement repair services for the purpose of repairing roadway subgrade and pavement repairs on streets prior to resurfacing; and

WHEREAS, bids were received and publicly opened on February 18, 2026, with J.G. Mullins Construction Company, Inc., Knoxville, Tennessee, submitting the lowest and best bid; and

WHEREAS, this will be a short term contract designed to extend the longevity of the pavement by minimizing future failures that often occur underneath the surface layer of pavement; and

WHEREAS, the City Manager recommends the City enter into a contract with J.G. Mullins Construction Company, Inc. in an amount not to exceed $576,250.00.

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

That the recommendation of the City Manager is approved and award is hereby made to J.G. Mullins Construction Company, Inc., 10416 Cogdill Road, Knoxville, Tennessee 37932, for labor, material, supplies, equipment, and other incidentals necessary for roadway subgrade and pavement repair prior to resurfacing at various locations within the City; said award in strict accordance with Contract FY2026-224, the required specifications, and the bid as publicly opened on February 18, 2026, and in an amount not to exceed $576,250.00.

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 the 9th day of March 2026.

APPROVED AS TO FORM AND LEGALITY:

_____
Tammy M. Rackard, City Attorney

_____
Warren L. Gooch, Mayor

_____
Mary Beth Hickman, City Clerk

AGENDA ID: X.d

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Kendahl Moore

SUBJECT: A Resolution Authorizing the Transfer of Property to Oklo for Development at Heritage Center Industrial Park

Introduction

An item for City Council's consideration is a resolution authorizing the transfer of certain real property to Oklo Inc. ("Oklo") for the purpose of developing an advanced nuclear fuel recycling facility at Heritage Center Industrial Park.

Oklo proposes to construct and operate an advanced nuclear fuel recycling facility on approximately 248 acres within the Heritage Center Industrial Park. The proposed resolution would authorize the transfer of property currently owned by the City and provide advance authorization for the transfer of additional property interests that may be conveyed to the City for the purpose of assembling the project site.

Funding

There is no direct funding associated with this action. Any costs associated with acquisition of property not currently owned by the City will be addressed through separate agreements and authorizations, as applicable.

Background

The Oklo project is the subject of several prior actions taken by City Council:
Resolution 10-137-2025, approved October 23, 2025, authorized the City to enter into a Memorandum of Understanding with the Tennessee Department of Economic and Community Development, the Oak Ridge Corridor Development Corporation, and Heritage Center, LLC regarding the proposed Oklo project.

Resolution 10-139-2025, approved October 23, 2025, authorized submission of a State Industrial Access (SIA) project application to the Tennessee Department of Transportation for the realignment of Blair Road (SR 327) to accommodate the proposed Oklo development.
Ordinance 2-2026, effective February 19, 2026, amended the City's Zoning Ordinance by rezoning approximately 146 acres within the project area to IND-3 (Industrial), supporting the proposed industrial use.

Oklo proposes to locate its facility on approximately 248 acres comprised of multiple parcels within the Heritage Center Industrial Park. Some of the parcels are currently owned by the City of Oak Ridge, while others are owned by Heritage Center, LLC and the U.S. Department of Energy (DOE). Additional parcels may be conveyed to the City as part of ongoing negotiations and site assembly efforts.

The proposed resolution would authorize the transfer of City-owned parcels included in the project footprint; and provide authorization for the transfer of additional parcels that may be conveyed to the City for the purpose of completing site assembly for the Oklo project.
A map identifying the parcels is attached, which includes the below:

Identifier	**Acres** (approx.)	**Owner**
1.55.1	105.60	City of Oak Ridge
1.12	3.79	City of Oak Ridge
1.09	6.43	City of Oak Ridge
1.10	6.28	City of Oak Ridge
1.50.1	23.52	Heritage Center, LLC
1.11	0.26	Heritage Center, LLC
1.55.3	9.32	City of Oak Ridge
1.55.2	18.25	City of Oak Ridge
1.55	60.70	U.S. Dept. of Energy
1.55.4	3.55	City of Oak Ridge
1.50	10.04	U.S. Dept. of Energy

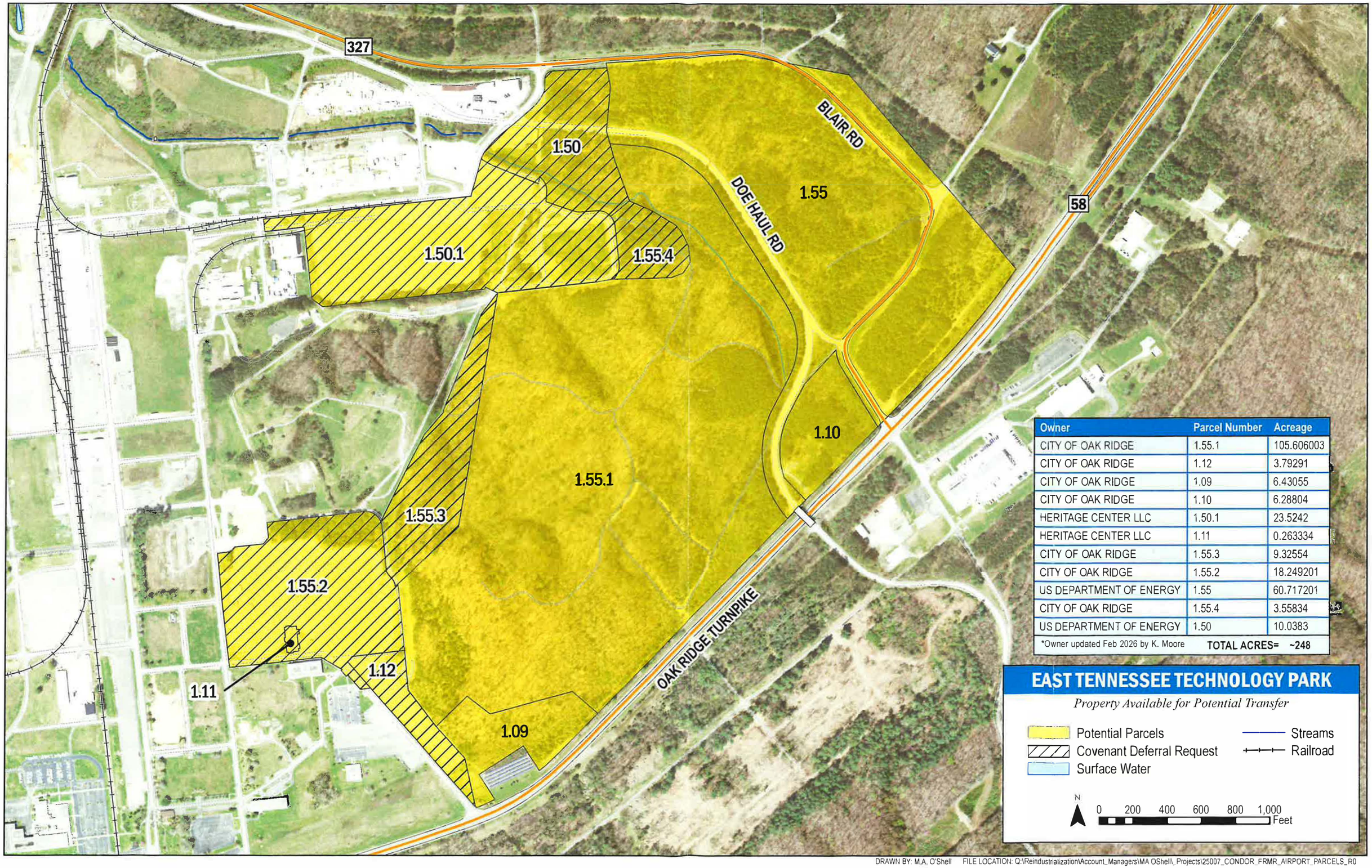
*Ownership subject to confirmation and/or pending conveyance. Final legal descriptions will be included in the transfer documents.

Approval of this resolution will allow the City to continue advancing the Oklo project consistent with prior Council actions and the City's economic development objectives.

Recommendation
Staff recommend approval of the attached resolution authorizing the transfer of City-owned property within the identified project area to Oklo and the future transfer of additional parcels to Oklo upon conveyance of such parcels to the City, as necessary to complete site assembly for the proposed development.

Attachments:
Oklo proposed land map.pdf

Resolution - Authorization to Transfer Properties for the Oklo Project.docx



Owner	Parcel Number	Acreage
CITY OF OAK RIDGE	1.55.1	105.606003
CITY OF OAK RIDGE	1.12	3.79291
CITY OF OAK RIDGE	1.09	6.43055
CITY OF OAK RIDGE	1.10	6.28804
HERITAGE CENTER LLC	1.50.1	23.5242
HERITAGE CENTER LLC	1.11	0.263334
CITY OF OAK RIDGE	1.55.3	9.32554
CITY OF OAK RIDGE	1.55.2	18.249201
US DEPARTMENT OF ENERGY	1.55	60.717201
CITY OF OAK RIDGE	1.55.4	3.55834
US DEPARTMENT OF ENERGY	1.50	10.0383
*Owner updated Feb 2026 by K. Moore	TOTAL ACRES=	~248

DRAWN BY: M.A. O'Shell FILE LOCATION: Q:\Reindustrialization\Account_Managers\MA OShell_Projects\25007_CONDOR_FRMR_AIRPORT_PARCELS_R0

NUMBER _____

RESOLUTION

A RESOLUTION AUTHORIZING THE CITY MANAGER TO TRANSFER CERTAIN PROPERTIES LOCATED IN THE HERITAGE CENTER INDUSTRIAL PARK TO OKLO, INC. FOR OKLO'S PROPOSED ADVANCED NUCLEAR FUEL RECYCLING FACILITY.

WHEREAS, Oklo, Inc., an advanced nuclear technology company, has announced plans to design, build, and operate an advanced nuclear fuel recycling facility through investment totaling up to $1.68 billion and aiming to create more than 800 jobs; and

WHEREAS, the proposed development project is to be located on an approximate 248 acre site within Heritage Center Industrial Park consisting of parcels identified as follows: City-owned Parcels 1.55.1 (±105.6 acres), 1.12 (± 3.79 acres), 1.09 (± 6.43 acres), 1.10 (± 6.43 acres), 1.55.3 (± 9.32 acres), 1.55.2 (± 18.25 acres),and 1.55.4 (± 3.55 acres); Heritage Center LLC owned Parcels 1.50.1 (± 23.52 acres) and 1.11 (± 0.26 acres); and federally owned Parcels 1.55 (± 60.70 acres) and 1.50 (± 10.04 acres); and

WHEREAS, the parcels currently not owned by the City are scheduled for future transfer to the City for the Oklo project; and

WHEREAS, the City Manager requests City Council's authorization to transfer the parcels to Oklo, Inc., when the parties are ready, which transfer will occur in a phased approach as not all properties are ready for transfer.

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

That the recommendation of the City Manager is approved and the City Manager is hereby authorized to transfer the above-listed properties located in Heritage Center Industrial Park to Oklo, Inc., for Oklo's proposed advanced nuclear recycling facility subject to the following:

- All properties shall be subjected to the existing recorded declarations of Heritage Center Industrial Park prior to transfer.

- For compliance with current deed restrictions, Parcel 1.55.1 may not be transferred until the airport deed restriction imposed by the United States General Services Administration has been abrogated, which is anticipated to occur in the very near future.

- The properties shall contain a clawback provision that is acceptable to the City and the State of Tennessee Department of Economic and Community Development (TNECD), which is a requirement of TNECD as TNECD is the funding source $1.9 million used to pay for the abrogation of the deed restriction (grant authorized by Resolution 12-160-2025).

BE IT FURTHER RESOLVED that the property transfers will occur in phases as the City is not the current owner of all parcels associated with the Oklo project.

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

This the 9th day of March 2026.

APPROVED AS TO FORM AND LEGALITY:

Tammy M. Rackard, City Attorney	Warren L. Gooch, Mayor
	Mary Beth Hickman, City Clerk

AGENDA ID: X.e

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Jon Hetrick , Recreation & Parks Director

SUBJECT: Atomic Fall Fest Entertainment Procurement Services

Introduction

An item for City Council's consideration is a resolution to approve a contract with RCS Productions, Inc. of Dunwoody, Georgia to provide main stage headline entertainment for the Atomic Fall Fest in an amount not to exceed $150,000.00.

Funding

Funding for the contract is available in the General Fund allocation for the Atomic Fall Fest, however that cost is expected to be offset by concert ticket sales and festival sponsorship.

Background

RCS Productions was contracted by the City to provide main stage production services for the inaugural Atomic Fall Fest in 2025. The City will again contract with RCS Productions for main stage production for the 2026 Atomic Fall Fest. In addition to the production services, staff propose contracting with RCS Productions for main stage entertainment procurement. Utilizing the resources of RCS Productions will allow the festival to bring in better-known musical performers, attracting a larger audience and enhancing the Atomic Fall Fest and its impact on the community. RCS has a long history of contracting with quality talent for musical events throughout the southeastern United States, including providing similar services for the Secret City Festival in Oak Ridge. The talent procured for those shows provided some of the largest concert attendance during the history of that festival.

This item was brought before the City Council Budget & Finance Committee on February 26, 2026, where it was favorably received.

Recommendation

Staff recommend approval of the attached resolution.

Attachments:

Resolution - Atomic Fall Fest Entertainment Contract.docx

NUMBER _____

RESOLUTION

A RESOLUTION AUTHORIZING A CONTRACT WITH RCS PRODUCTIONS, INC., DUNWOODY, GEORGIA, FOR ATOMIC FALL FEST ENTERTAINMENT PROCUREMENT SERVICES IN AN AMOUNT NOT TO EXCEED $150,000.00.

WHEREAS, the City is in need of services to procure main stage headline entertainment for the 2026 Atomic Fall Fest, which will allow the festival to bring in better-known musical performers, attract a larger audience, and enhance the festival and its impact on the community; and

WHEREAS, RCS Productions was contracted by the City to provide main stage production services for the inaugural 2025 Atomic Fall Fest, and the City plans to contract with the company again for main stage production services for the 2026 Atomic Fall Fest; and

WHEREAS, staff proposes additionally contracting RCS Productions for main stage entertainment procurement services as they have a long history of contracting quality talent for musical events throughout the southeastern United States, including providing similar services for the City's previous Secret City Festival where the talent procured for those shows produced some of the largest concert attendance in the history of the City's previous festival; and

WHEREAS, this item was brought before the Budget and Finance Committee on February 26, 2026, which item was favorably received; and

WHEREAS, the City Manager recommends approval of a contract with RCS Productions for main stage headline entertainment procurement services for the 2026 Atomic Fall Fest.

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 enter into a contract with RCS Productions, Inc., 2312 Peachford Road, Suite A, Dunwoody, Georgia 30338, for main stage headline entertainment procurement services for the 2026 Atomic Fall Fest in an amount not to exceed $150,000.00.

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

This the 9th day of March 2026.

APPROVED AS TO FORM AND LEGALITY:

_____
Tammy M. Rackard, City Attorney

_____
Warren L. Gooch, Mayor

_____
Mary Beth Hickman, City Clerk

AGENDA ID: X.f

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Carey Aitken , Director

THROUGH: Tom Pessemier, Deputy City Manager

SUBJECT: A Resolution to Approve a Contract with Truckers Lighthouse LLC in the Amount of $239,723.71 for Outfitting Public Service Vehicles

SUPPORTING DEPARTMENT: Police

Introduction

An item for Committee's consideration is a resolution to approve the awarding of a contract with Truckers Lighthouse, LLC for the equipment needed to outfit eight vehicles for the Fire and Police Departments in the amount of $239,723.71.

Funding

Funding for this item is available through the Equipment Replacement Fund.

Background

Resolution 1-7-2026 was approved for the purchase of eight new vehicles for the Police and Fire Departments. The city has gone through the procurement process for pricing of equipment to outfit these safety vehicles to include lighting, wiring, consoles, and other items as needed to operate as intended. Please see the attached quotes for the equipment and installation of equipment on said vehicles. The city recommends the resolution to award the contract to Trucker's Lighthouse.

The Budget and Finance Committee on February 26, 2026, reviewed the quotes for the outfitting of the service vehicles and endorsed the expenditure for said equipment.

Recommendation

Approval of the attached resolution is recommended.

Attachments:

Trucker's Lighthouse CRF - Emgcy Vehicle Outfitting.pdf

Trucker's Lighthouse Quotes for Safety Vehicle Outfitting.pdf

Resolution - Truckers Lighthouse LLC.docx

CITY OF OAK RIDGE LEGAL DEPARTMENT

Contractor: Truckers Lighthouse LLC

Project: 2026 New Asset Outfitting PD/FI

CONTRACT REQUEST FORM

PLEASE READ AND COMPLY: This form is required for all contracts, amendments, change orders, and reviews of Terms & Conditions. Submit via email to **cparrish@oakridgetn.gov**.

TIMING: Allow 10 business days for contracts/amendments to be prepared and sent to the contractor for signature. For third-party vendor contracts being reviewed by Legal, allow 15 business days. If this timeline does not meet with your preferred schedule, call the Legal Department (ext. 3530) prior to submitting this form to see if your timeline can be accommodated, which would require your other pending contracts to be re-prioritized.

Department Contact Person:

Name: Malcolm Randolph

Email: rrandolph@oakridgetn.gov

Title: Fleet Manager

Phone: (865) 549-3462

Contractor Information:

Name: Truckers Lighthouse LLC

Contact Name: Blake Gannon

Address: 3069 Franklin Limestone Rd
Antioch, TN 37013

Title: Shop Manager

Email: blake@truckerslighthouse.com

Phone: (865) 396-1717

Compensation:

Amount: $ ~~240,852.13~~ $ 239,723.71 CW 319126 CW

If over $50,000 list Council meeting date: ~~01/12/2026~~

Resolution #: _____
(If Already Approved)

How is compensation to be paid (select one)?

- [x] Completion of Work
- [ ] Monthly progress payments
- [ ] Other (explain _____)

Is this amount currently in your appropriated budget? Yes [ ] No [ ]

If yes, from which line item/Charge Code? (PD) 11 110.1507
(PD) 11 110.1510

If no, finance will reach out to schedule a meeting to discuss the budget amendment that will be required to fund this project.

Finance Notes:

This equipment is for the outfitting of the new assets approved by Resolution January 12, 2026. The total amount is for eight (8) vehicles delivered. The cost is approximately $32,000 per vehicle and will be funded by the equipment replacement

Contractor: Truckers Lighthouse LLC

Project: 2026 New Asset Outfitting PD/FD

Renewable?

Are you requesting to have renewal options? Select one: Yes ☐ No ☑

If Yes, provide justification for renewals: _____

No. of Renewals Requested: _____ Select One: City Sole Optional: ☐ Mutual: ☐

Will there be a yearly Consumer Price Index (CPI) Adjustment: Yes ☐ No ☐

SELECTION PROCESS

If total compensation is **less than $10,000.00** enter a description of the process used to select contractor:

If total compensation is **between $10,000.00 ≤ $50,000.00** enter a description of the process used to select contractor:

If **over $50,000.00**, City Council approval is required. Additionally, a competitive sealed bid process is required along with public advertisement. Document your compliance with the competitive sealed bid process below OR check one of the following "bid waived" options and provide more detail below:

- ☐ Emergency §5-413.1
- ☐ Sole source §5-413.2
- ☐ Utilities §5-413.3
- ☑ State contract §5-413.4
- ☐ Other govt contract §5-413.5
- ☐ Purchasing cooperative §5-413.6
- ☐ Professional services
- ☐ Council waived bid §5-412

Truckers Lighthouse LLC has provided documentation of participation in state contract pricing.

As a reminder, the factors for determining "lowest responsible bidder" are set forth in City Code §5-409 and include price, abilities, timing, experience, quality, financial resources, availability, maintenance and warranty, any conditions of the bid, proprietary features of bid, and overall responsiveness to the City's needs.

Contractor: Truckers Lighthouse LLC

Project: 2026 New Asset Outfitting PD/FD

Commencement/Completion of Work:

By what date do you need the contract to begin? 02/17/2026

When must the Contractor's work be completed? 04/02/2026

Scope of Work/Specifications/Proposal:
Enter a brief description of the scope of work regardless of any attachments.

Quotes are for the outfitting of police and fire light fleet. The outfitting includes items such as lighting, wiring, consoles, Etc. The contract includes installation and five (5) warranty on installed items.

Amendments/Change Orders:
Is this a request for an amendment, change order, or change directive?

Yes ☐ No ☑ Existing Contract Number: _____

Original Total Amount of Contract: _____

Additional Monies Being Added: _____

Changes to Scope of the Work:
Enter a brief description of the change in scope of work regardless of any attachments.

ATTACHMENTS

Attach all available:

- Requests for Proposals
- Requests for Qualifications
- Specifications, Maps, and Detailed Plans
- Contractor's Dated Proposal

Contractor: Truckers Lighthouse LLC

Project: 2026 New Asset Outfitting PD/FD

CONSTRUCTION PROJECTS

THIS SECTION REQUIRED ONLY FOR CONSTRUCTION CONTRACT REQUESTS:

For purposes of this section, a "construction contract" is a contract that involves the construction, alteration, or repair (including painting or decorating) of a public building or public work (meaning it serves the interests of the general public).

Federal Funding:
Is this construction contract being paid in full or in part with federal funds (select one)?

Yes ☐ No ☑

If yes, your contract will be required to comply with Davis-Bacon wage requirements which requires additional contract provisions. Failure to advise the Legal Department of the use of federal funds upfront can result in the loss of federal funds for this project. Failure to comply with Davis-Bacon requirements is a serious offense and can result in the City losing its federal funding citywide.

GRANTS

THIS SECTION REQUIRED ONLY FOR GRANT FUNDED CONTRACT REQUESTS:

Grant Funding:
Is this contract paid in-full or in-part by grant funds? Yes ☐ No ☑

If yes, provide grant contract number/information: _____

Resolution # for City Council Acceptance of Grant: _____

Expenditure/Job Costing Code: _____

Signature required for all requests funded partially or in-full by a grant.
By my signature below, I am confirming the City's grant requirements have been met.

Grants and Compliance Coordinator: _____ Date: _____

SIGNATURES

THIS SECTION REQUIRED FOR ALL CONTRACT & AMENDMENT REQUESTS:

By my signature below, I am confirming the City's purchasing requirements have been met.

Requesting Employee: malcolm randolph Digitally signed by malcolm randolph DN: C=US, E=mrandolph@oakridgetn.gov, CN=malcolm randolph Date: 2026.02.10 08:34:36-05'00' Date: 02/17/2026

Department Approval: Carey Mitchell Date: 2/24/26

Finance Approval: Kathy Bates Date: 2.24.26
(Required for all requests $10,000.00 and higher)

Quote	Quantity	Vehicle(s)	Department	Total Amount
EST12421	1	Ford F150	Fire	$ 14,363.78
EST12425	1	Ford F150	Police	$ 34,050.82
EST12426	3	Ford Police Interceptor (Explorer)	Police	$ 113,027.90
EST12427	1	Ford Police Interceptor (Explorer)	Police	$ 25,801.60
EST12448	2	Ford F150 Unmarked	Police	$ 52,479.61
			TOTAL	***$ 239,723.71***

Truckers Lighthouse LLC
3189 Franklin Limestone Rd
Antioch, TN 37013

Quote

EST12421

January 28, 2026

Bill To

OAK RIDGE POLICE DEPT*
200 S TULANE AVE
Oak Ridge, TN 37830-6747

TOTAL

$14,363.78

Quote Valid Through:

Quote Expiration	Vehicle Information	PO#	Order Type
			Install-Knoxville

Quantity Ordered	Item	Unit Price	Total Amount
1	**WHE9XS2DDDD** EDGE 9XS DUO WCX 54" D/D/D/D	$1,250.00	$1,250.00
1	**WHESTPKT94** 2015+ FORD F150 STRAP KIT	$50.00	$50.00
1	**WHEC399** CENCOM CORE WCX CONTROL CENTER	$425.00	$425.00
1	**WHEC399K1** OBDII CANPORT KIT FORD/DODGE	$125.00	$125.00
1	**WHECCTL7** WeCanX 21 BUTTON/SLIDE CTRL HD	$200.00	$200.00
2	**WHESA315P** SA315P SPEAKER, BLACK PLASTIC	$225.00	$450.00
2	**WHESAK1** SA-315 MOUNT KIT UNIVERSAL	$200.00	$400.00
2	**WHETCRWX6** WeCanX TRACER 6-LAMP HOUSING	$804.76	$1,609.52
2	**WHETCRB47** TRACER MTG KIT FORD F-150	$64.90	$129.80
2	**WHETCRWXPD** WCX TRACER PRIMARY DUO LT R/W	$34.81	$69.62
10	**WHETCRWXSD** WCX TRACER SECONDARY DUO R/W	$34.81	$348.10
2	**TSS0KX** T-SERIES SURFACEMT RED-AMB/SMK BETWEEN TAILGATE AND BUMPER	$124.49	$248.98
2	**TSS0DX** T-SERIES SURFACEMT RED-WHT/SMK	$124.49	$248.98

Quantity Ordered	Item	Unit Price	Total Amount
2	**WHESSF5150D** BRAKE LIGHT FLASHER	$76.70	$153.40
1	**WHESSFPOS** SOLID STATE HEADLIGHT FLASHER	$59.59	$59.59
4	**WHEXI2D** DUO LINEAR ION RED/WHT SMK BLK GRILL LIGHTS	$129.21	$516.84
1	**PANGPSD-7-27-24-58** MIMO GPS/GNSS 2G/3G/4G WLAN ANT	$265.00	$265.00
1	**PANASFC-155-U2-B1** FLEXI 155MHz/U2/780MHz COMPRSD ANT	$75.00	$75.00
2	**PANC29SP-5SJ** CS29 CABLE 5m SMA PLG TO SMA JACK	$30.00	$60.00
2	**PANC32SP-5SP** 5m CS32 CABLE ASSY SMA(m) - SMA(m)	$45.00	$90.00
1	**PANC23FP-5SP** FME(m)-SMA(m) 5m CS23	$30.00	$30.00
1	**PANC23F-5QMAP** 5m CS23 CABLE ASSY FME(f) - QMA(m) NEEDS PANARAMA ANTENNA	$55.00	$55.00
1	**HVC-VSW-3000-F150-3-H** Vehicle-Specific 30" Wide Flat Console for 2021-2025 Ford F-150 Police Responder, Special Service ve	$860.80	$860.80
1	**HVC-EB25-XTL-1P** 1-Piece Equipment Mounting Bracket, 2.5" Mounting Space, Fits Motorola XTL2500, XTL5000-05, APX-7500	-	$0.00
1	**HVC-LP-3** 3 Lighter Plug Outlets	$68.80	$68.80
1	**HVC-EB40-CCS-1P** 1-Piece Equipment Mounting Bracket, 4" Mounting Space, Fits Whelen Cencom CCSRN, CCSRNTA, MPC03	-	$0.00
1	**HVCUP2-1004** Self-Adjusting Double Cup Holder (Fixed Mount)	$56.00	$56.00
1	**HVC-AP-0645-L** 6" Accessory Pocket W/Hinged Lid & Lock, 4.5" Deep	$164.00	$164.00
2	**HVC-ARM-102** Side Mount Armrest	$92.00	$184.00
1	**HVC-HDM-214** 8.5" Heavy-Duty Telescoping Pole, Side Mount	$156.80	$156.80
1	**HVC-MD-112** Tilt/Swivel Slide Motion Adapter	$312.80	$312.80
1	**HVC-FP-10** 10" Filler Plate	-	$0.00
1	**HVC-FP-05** 1/2" Filler Plate	$15.00	$15.00

Quantity Ordered	Item	Unit Price	Total Amount
1	**HVC-FPW-130** 13" Filler Plate For Wide VSW Consoles	-	$0.00
2	**INVMAGMIC** MAGNETIC MIC BRACKET	$37.00	$74.00
1	 PACKAGE POWER SUPPLY 4-6TH GEN IPAD	$768.75	$768.75
1	**PROGRAMMING** PROGRAMING FEE	$300.00	$300.00
29.5	**/LABKNOX** Installation Labor - Knoxville	$140.00	$4,130.00
1	**/MON** Shop Supplies Fee	$413.00	$413.00

Decal #
Tag #
VIN #
Mileage:

Subtotal	$14,363.78
Tax Total	$0.00
Total	**$14,363.78**

Please note that special order items are non-refundable and non returnable. Restocking fees may be incurred for other returned items. This quote expires 90 days after proposal date. Orders paid by credit card will incur a 2.5% convenience fee. A 1.5% late fee will apply monthly to all invoices not paid within agreed upon terms. All install start dates are estimates only and may fluctuate 3-4 weeks

Truckers Lighthouse LLC
3189 Franklin Limestone Rd
Antioch, TN 37013

Quote

EST12425

February 26, 2025

Bill To

OAK RIDGE POLICE DEPT*
200 S TULANE AVE
Oak Ridge, TN 37830-6747

TOTAL

$34,050.82

Quote Valid Through:

Quote Expiration	Vehicle Information	PO#	Order Type
		PD26-5	Install-Knoxville

Quantity Ordered	Item	Unit Price	Total Amount
1	**HVC-APW-1390** 13" Accessory Pocket, 9." Deep For 3.3"W Section Of Wide Consoles	$65.25	$65.25
1	**GO5297-4L61** 2021 to 2024 F-150 Police Responder, SSV 4-Light-Whelen Ion-Includes Light Mask, Wire Covers & Inter	$472.92	$472.92
1	**GO5297WHD** 2021 to 2024 F-150 Police Responder, SSV Mounts to Steel or Aluminum Push Bumper Heavy Duty Wraparou	$415.00	$415.00
4	**WHEXI2E PB CHANNEL** DUO LINEAR ION BLU/WHT SMK BLK	$129.21	$516.84
2	**WHETLI2EX SIDE PB** ION T-SERIES LINEAR DUO BW SMK	$124.49	$248.98
2	**WHETLI2EX FOG LIGHTS** ION T-SERIES LINEAR DUO BW SMK DIODES FOR TL	$124.49	$248.98
1	**WHEUHF2150A** UHF2150A HEADLIGHT FLASHER	$53.69	$53.69
2	**WHETLI2MX BTWN TAILGATE AND BUMPER** ION T-SERIES LINEAR DUO BA SMK	$124.49	$248.98
2	**WHETLI2EX BTWN TAILGATE AND BUMPER** ION T-SERIES LINEAR DUO BW SMK	$211.00	$422.00
2	**WHETLI2JX BTWN TAILGATE AND BUMPER** ION T-SERIES LINEAR DUO RB SMK	$124.49	$248.98
4	**WHEI2E SIDE WINDOW** DUO LINEAR ION BLUE/WHITE BLK	$121.54	$486.16
4	**WHEWIONB VERTICAL IN REAR WINDOW** NFPA ION LIGHT BLUE	$105.02	$420.08
2	**WHESA315P**	$243.08	$486.16

Quantity Ordered	Item	Unit Price	Total Amount
	SA315P SPEAKER, BLACK PLASTIC		
2	**WHESAK1**	$31.27	$62.54
	SA-315 MOUNT KIT UNIVERSAL		
1	**WHECEXAMP**	$221.84	$221.84
	WeCanX EXTERNAL AMPLIFIER		
1	**WHECHOWLER**	$556.96	$556.96
	WCX LOW FREQUENCY SIREN SYSTEM		
2	**WHETCRWX6**	$804.76	$1,609.52
	WeCanX TRACER 6-LAMP HOUSING		
2	**WHETCRWXPE**	$34.81	$69.62
	WCX TRACER PRIMARY DUO LT B/W		
10	**WHETCRWXSE**	$34.81	$348.10
	WCX TRACER SECONDARY DUO B/W		
2	**WHETCRB47**	$64.90	$129.80
	TRACER MTG KIT FORD F-150		
1	**HVC-VSW-3000-F150-3-H**	$807.00	$807.00
	Vehicle-Specific 30" Wide Flat Console for 2021-2025 Ford F-150 Police Responder, Special Service ve		
1	**HVC-EB25-XTL-1P**	-	$0.00
	1-Piece Equipment Mounting Bracket, 2.5" Mounting Space, Fits Motorola XTL2500, XTL5000-05, APX-7500		
1	**HVC-EB40-CCS-1P**	-	$0.00
	1-Piece Equipment Mounting Bracket, 4" Mounting Space, Fits Whelen Cencom CCSRN, CCSRNTA, MPC03		
1	**HVC-LP-3**	$62.25	$62.25
	3 Lighter Plug Outlets		
1	**HVCUP2-1004**	$50.25	$50.25
	Self-Adjusting Double Cup Holder (Fixed Mount)		
1	**HVC-FP-10**	-	$0.00
	10" Filler Plate		
1	**HVC-FP-4**	-	$0.00
	4" Filler Plate		
1	**HVC-HDM-214**	$142.50	$142.50
	8.5" Heavy-Duty Telescoping Pole, Side Mount		
1	**HVC-MD-112**	$284.25	$284.25
	Tilt/Swivel Slide Motion Adapter		
1	**DS-PAN-432N-2**	$1,146.75	$1,146.75
	DOCKING STATION FOR PANOSONIC TOUGHBOOK 55 LAPTOP WITH ADVANCED PORT REPLICATION & DUAL PASS-THRU AN		
1	**HVC-OHB-106**	$54.75	$54.75
	Overhead Equipment Bracket For Panasonic Arbitrator Camera For 2020-2024 Ford Interceptor Utility		
2	**HVC-ARM-102**	$72.75	$145.50
	Side Mount Armrest		
2	**INVMAGMIC**	$39.95	$79.90

Quantity Ordered	Item	Unit Price	Total Amount
	MAGNETIC MIC BRACKET		
2	**WHECEM16**	$172.28	$344.56
	WeCanX 16 OUTPUT EXPANSION MOD		
1	**PANGPSD-7-27-24-58**	$185.85	$185.85
	MIMO GPS/GNSS 2G/3G/4G WLAN ANT		
1	**PANASFC-155-U2-B1**	$57.96	$57.96
	FLEXI 155MHz/U2/780MHz COMPRSD ANT		
2	**PANC29SP-5SJ**	$16.21	$32.41
	CS29 CABLE 5m SMA PLG TO SMA JACK		
2	**PANC32SP-5SP**	$20.60	$41.20
	5m CS32 CABLE ASSY SMA(m) - SMA(m)		
1	**PANC23FP-5SP**	$12.96	$12.96
	FME(m)-SMA(m) 5m CS23		
1	**PANC23F-5QMAP**	$57.30	$57.30
	5m CS23 CABLE ASSY FME(f) - QMA(m)		
1	**WHEARGES2**	$538.08	$538.08
	ARGES PROFOCUS REMOTE SPOTLT		
1	**WHEARG47CD**	$68.44	$68.44
	DRVR FENDER MT 2021 FORD F-150		
1	**WHEARGCH1**	$352.00	$352.00
	ARGES BAIL MT CONTROL HEAD		
1	**SEGK0068E**	$647.20	$647.20
	Single T-Rail Mount 1082E Blac-Rac, Trigger Guard and Receiver ***NEW COLD WIRE TECHNO		
1	**SEBLACRAC_ADAPTOR**	$40.00	$40.00
	REMINGTON 870 BLACRAC ADAPTOR FOR T-RAIL		
	CUSTOMER SUPPLYING CAMERA AND RADAR		
54	**/LABKNOX**	$155.00	$8,370.00
	Installation Labor - Knoxville		
1	**/MON**	$837.00	$837.00
	Shop Supplies Fee		
1	**PROGRAMMING**	$325.00	$325.00
	PROGRAMING FEE		
1	**EG8026**	$68.00	$68.00
	RT Fuse Block 12 Circuit w/Ground, Bulk		
1	**WHEBSFW47Z**	$815.97	$815.97
	I-E FST WCX S/D 10-LT F-SERIES		
10	**WHEISDE**	$37.17	$371.70
	INNER EDGE FST/RST DUO BLU/WHT		
1	**WHEBSRW12T**	$1,050.79	$1,050.79
	INNER EDGE RST WCX 12 LT TRAY		
12	**WHEISTBCA**	$123.00	$1,476.00
	INNER EDGE FST/RST TRIO B/W/A		

Quantity Ordered	Item	Unit Price	Total Amount
1	**WHEISR47** ! F-150, 2015-2019 and F-250/350 2017-2019, Mounting Kit for use with ISRL* or ISRW* Lamp Trays (Not	-	$0.00
1	**WHEC399** CENCOM CORE WCX CONTROL CENTER	$832.49	$832.49
1	**WHEC399SP** SCANport KIT FOR C399	$111.51	$111.51
1	**WHECCTL7** WeCanX 21 BUTTON/SLIDE CTRL HD	$279.07	$279.07
1	**WHECV2V** VEHICLE-TO-VEHICLE SYNC MODULE	$218.89	$218.89
1	**WHELCPHOTO** LOGIC LEVEL PHOTOCELL OPTION	$75.52	$75.52
1	**TRVT-FDFSES2-15S-PC** F-Series Pickup Std 2 Dwr 5' 6" S-Crew Standard Height 2 Drawer Vehicle Yea	$3,345.00	$3,345.00
1	**TRVP-591** LED Drawer Lighting w/Batt Open Market Line Item	$28.00	$28.00
1	**TRVP-675** Tie-Down Rails 2 - 5' Rails, 4 Cargo Rings	$325.00	$325.00
2	**/LABKNOX** Installation Labor - Knoxville	$155.00	$310.00
1	**TINTKNOX** TINT KNOX SHOP	$500.00	$500.00
1	**WHEHWLRB23** Howler Mounting Bracket, Universal Mounting Brackets (Pair)	$28.00	$28.00
1	**/MISC** REVERSE/TURN/BRAKE/3RD BRAKE LIGHT LED REPLACEMENT	$218.00	$218.00
1	**HVC-FP-25** 2-1/2"Filler Plate	-	$0.00
1	**HVC-AP-0645-1** 6" Accessory Pocket, 4.5" Deep	$56.25	$56.25
2	**HVC-FPW-5** 5" Filler Plate For Wide VSW Consoles	-	$0.00
1	**HVC-FPW-15** 1-1/2" Filler Plate For Wide VSW Consoles	-	$0.00
1	**/MISC** REAR UNDERSEAT BOX	$250.00	$250.00
1	**EG2601B** PDM 14 Circuit + Ground w/Kill Switch	$175.12	$175.12
1	**FREIGHT** Freight	$1,500.00	$1,500.00

Decal #
Tag #
VIN #
Mileage:

Subtotal	$34,050.82
Tax Total	$0.00
Total	**$34,050.82**

Please note that special order items are non-refundable and non returnable. Restocking fees may be incurred for other returned items. This quote expires 90 days after proposal date. Orders paid by credit card will incur a 2.5% convenience fee. A 1.5% late fee will apply monthly to all invoices not paid within agreed upon terms. All install start dates are estimates only and may fluctuate 3-4 weeks

Truckers Lighthouse LLC
3189 Franklin Limestone Rd
Antioch, TN 37013

Quote

EST12426

February 26, 2025

Bill To

OAK RIDGE POLICE DEPT*
200 S TULANE AVE
Oak Ridge, TN 37830-6747

TOTAL

$113,027.90

Quote Valid Through:

Quote Expiration	Vehicle Information	PO#	Order Type
			Install-Knoxville

Quantity Ordered	Item	Unit Price	Total Amount
3	**GO5344-4L61** 2020 to 2024, Ford Interceptor Utility, 4-Light-Whelen Ion-Includes Light Mask, Wire Covers & Inters	$630.56	$1,891.68
3	**GO5344WHD** 2020 to 2024, Ford Interceptor Utility, Mounts to Steel or Aluminum Push Bumper, Heavy Duty Wraparou	$553.33	$1,659.99
12	**WHEXI2E FRONT BUMPER** DUO LINEAR ION BLU/WHT SMK BLK DIODES FOR TL	$219.00	$2,628.00
3	**WHESA315P** SA315P SPEAKER, BLACK PLASTIC	$412.00	$1,236.00
3	**WHESAK1** SA-315 MOUNT KIT UNIVERSAL	$53.00	$159.00
3	**WHECEXAMP** WeCanX EXTERNAL AMPLIFIER	$376.00	$1,128.00
3	**WHECHOWLER** WCX LOW FREQUENCY SIREN SYSTEM	$944.00	$2,832.00
6	**WHETCRWX5** WeCanX TRACER 5-LAMP HOUSING	$1,173.00	$7,038.00
6	**WHETCRWXPE** WCX TRACER PRIMARY DUO LT B/W	$59.00	$354.00
30	**WHETCRWXSE** WCX TRACER SECONDARY DUO B/W	$59.00	$1,770.00
6	**WHETCRB50** TRACER MTG KIT INTERCEPTOR SUV	$51.00	$306.00
3	**HVC-VS-1012-INUT-2-H** Vehicle-Specific 22" Angled Console for 2020-2025 Ford Interceptor Utility	$670.00	$2,010.00
3	**HVC-EB25-XTL-1P**	$34.00	$102.00

Quantity Ordered	Item	Unit Price	Total Amount
	1-Piece Equipment Mounting Bracket, 2.5" Mounting Space, Fits Motorola XTL2500, XTL5000-05, APX-7500		
3	**HVC-EB40-CCS-1P**	$39.00	$117.00
	1-Piece Equipment Mounting Bracket, 4" Mounting Space, Fits Whelen Cencom CCSRN, CCSRNTA, MPC03		
3	**HVC-FP-35**	$16.00	$48.00
	3-1/2" Filler Plate		
3	**HVC-FP-6**	$16.00	$48.00
	6" Filler Plate		
3	**HVC-LP-3**	$83.00	$249.00
	3 Lighter Plug Outlets		
3	**HVCUP2-1004**	$67.00	$201.00
	Self-Adjusting Double Cup Holder (Fixed Mount)		
3	**HVC-MD-112**	$379.00	$1,137.00
	Tilt/Swivel Slide Motion Adapter		
3	**HVDS-PAN-432-2**	$2,065.00	$6,195.00
	Docking Station For Panasonic TOUGHBOOK 55 Laptop With Advanced Port Replication & Dual Pass-Thru An		
3	**HVC-ARM-103**	$215.00	$645.00
	Armrest For Top Mount, Console, Large Pad		
6	**INVMAGMIC**	$39.95	$239.70
	MAGNETIC MIC BRACKET		
6	**WHECEM16**	$292.00	$1,752.00
	WeCanX 16 OUTPUT EXPANSION MOD		
3	**HVC-OHB-106**	$73.00	$219.00
	Overhead Equipment Bracket For Panasonic Arbitrator Camera For 2020-2024 Ford Interceptor Utility		
3	**PANGPSD-7-27-24-58**	$262.00	$786.00
	MIMO GPS/GNSS 2G/3G/4G WLAN ANT		
3	**PANASFC-155-U2-B1**	$69.80	$209.40
	FLEXI 155MHz/U2/780MHz COMPRSD ANT		
6	**PANC29SP-5SJ**	$21.61	$129.66
	CS29 CABLE 5m SMA PLG TO SMA JACK		
6	**PANC32SP-5SP**	$34.00	$204.00
	5m CS32 CABLE ASSY SMA(m) - SMA(m)		
3	**PANC23FP-5SP**	$23.50	$70.50
	FME(m)-SMA(m) 5m CS23		
3	**PANC23F-5QMAP**	$57.30	$171.90
	5m CS23 CABLE ASSY FME(f) - QMA(m)		
3	**LDLOFT-PIU20-EC**	$966.16	$2,898.47
	20+ Ford Police Utility/Explorer Loft Electronic Equipment Tray - Interior Dimension 16.5" x 40"		
3	**WHE3SR0CDRR**	$96.00	$288.00
	3" ROUND COMPARTMENT LT RED		
3	**WHE60CREGCS**	$258.00	$774.00

Quantity Ordered	Item	Unit Price	Total Amount
	12V WHT/RED 6" COMPARTMENT LT		
6	**WHETLIBX**	$183.00	$1,098.00
	ION T-SERIES LINEAR LT BLU/SMK		
3	**WHEIONBKT8**	$40.00	$120.00
	ION REAR SPOILER MTG BKT (PR)		
6	**WHEXI2J**	$219.00	$1,314.00
	DUO LINEAR ION RED/BLU SMK BLK		
6	**WHETLI2M**	$199.00	$1,194.00
	ION T-SERIES LINEAR DUO B/A		
3	**MEIBRRSR**	$10.50	$31.50
	ROUND ROCKER- RED LED- 20 AMP		
6	**WHE3SC0CDCR**	$96.00	$576.00
	3" ROUND COMPARTMENT LT WHITE		
3	**WHEP46S2B3**	$417.00	$1,251.00
	PAR-46 WARN/SPOT B/W 3-STATE		
6	**WHETLI2EX**	$211.00	$1,266.00
	ION T-SERIES LINEAR DUO BW SMK		
6	**WHEXI2E**	$219.00	$1,314.00
	SIDE CARGO DUO LINEAR ION BLU/WHT SMK BLK		
6	**WHEVTX9E**	$150.00	$900.00
	VERTEX SUPER-LED DUO BLU/WHT		
3	**SEPK1125ITU20TM**	$1,099.00	$3,297.00
	#10XL C Horizontal Sliding Window Uncoated Polycarbonate With Expanded Metal Window Se		
3	**SEWK0514ITU20**	$329.00	$987.00
	Window Barrier VS Steel Vertical		
3	**SEQK0635ITU25**	$1,749.00	$5,247.00
	REPLACEMENT FULL SEAT, 2-CPSB, #12VS E CENTER PULL SEAT BELTS 25-25 INTERCEPTOR UTILITY		
3	**SEGK0068E**	$879.00	$2,637.00
	Single T-Rail Mount 1082E Blac-Rac, Trigger Guard and Receiver ***NEW COLD WIRE TECHNO		
3	**SEBLACRAC_ADAPTOR**	$30.00	$90.00
	REMINGTON 870 BLACRAC ADAPTOR FOR T-RAIL		
3	**SEBLACRAC_26007**	$190.00	$570.00
	BLACRAC HORIZONTAL OVERHEAD TUBE MOUNT		
3	**SEGK1409ETM**	$569.00	$1,707.00
	BLACRAC OVERHEAD AR15 RIFLE MOUNT		
168	**/LABKNOX**	$155.00	$26,040.00
	Installation Labor - Knoxville		
3	**/MON**	$850.00	$2,550.00
	Shop Supplies Fee		

Quantity Ordered	Item	Unit Price	Total Amount
3	**EG8026** RT Fuse Block 12 Circuit w/Ground, Bulk	$78.00	$234.00
3	**EG2601B** PDM 14 Circuit + Ground w/Kill Switch	$233.50	$700.50
3	**WHEC399** CENCOM CORE WCX CONTROL CENTER	$1,411.00	$4,233.00
3	**WHEC399SP** SCANport KIT FOR C399	$189.00	$567.00
3	**WHECCTL7** WeCanX 21 BUTTON/SLIDE CTRL HD	$473.00	$1,419.00
3	**WHECV2V** VEHICLE-TO-VEHICLE SYNC MODULE	$371.00	$1,113.00
3	**FREIGHT** Freight	$1,150.00	$3,450.00
3	**WHEEB8EEEE** LEGACY WCX 48" BW/BW/BW/BW	$2,597.00	$7,791.00
3	**WHEES8ME** 48" LEGACY MIDNIGHT EDITION	$165.00	$495.00
3	**WHESTPBK105** LIGHTBAR STRAP KIT #105 BLACK	$119.00	$357.00
3	**SETINA WK1343ITU20** WINDOW BARRIER CARGO AREA 3 PIECE	$327.20	$981.60

Decal #
Tag #
VIN #
Mileage:

Subtotal	$113,027.90
Tax Total	$0.00
Total	**$113,027.90**

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Truckers Lighthouse LLC
3189 Franklin Limestone Rd
Antioch, TN 37013

Quote

EST12427

February 25, 2026

Bill To

OAK RIDGE POLICE DEPT*
200 S TULANE AVE
Oak Ridge, TN 37830-6747

TOTAL

$25,801.60

Quote Valid Through:

Quote Expiration	Vehicle Information	PO#	Order Type
			Install-Knoxville

Quantity Ordered	Item	Unit Price	Total Amount
2	**WHETCRWX2** WeCanX TRACER 2-LAMP HOUSING	$353.41	$706.82
2	**WHETCRWXPE** WCX TRACER PRIMARY DUO LT B/W	$34.81	$69.62
2	**WHETCRWXSE** WCX TRACER SECONDARY DUO B/W	$34.81	$69.62
8	**WHETCRLBKT** TRACER "L" BRACKET MTG KIT DIODE FOR TL	$9.44	$75.52
2	**WHESA315P** SA315P SPEAKER, BLACK PLASTIC	$412.00	$824.00
1	**WHESAK75D** SA-315 MT KIT DRVR 25 FORD PIU	$31.27	$31.27
1	**WHESAK75P** SA-315 MT KIT PASS 25 FORD PIU	$31.27	$31.27
1	**WHECEXAMP** WeCanX EXTERNAL AMPLIFIER	$221.84	$221.84
1	**WHECHOWLER** WCX LOW FREQUENCY SIREN SYSTEM	$556.96	$556.96
1	**WHEHWLRB23** Howler Mounting Bracket, Universal Mounting Brackets (Pair)	-	$0.00
2	**WHETCRWX5** WeCanX TRACER 5-LAMP HOUSING	$692.07	$1,384.14
2	**WHETCRWXPE** WCX TRACER PRIMARY DUO LT B/W	$34.81	$69.62
10	**WHETCRWXSE** WCX TRACER SECONDARY DUO B/W	$34.81	$348.10

Quantity Ordered	Item	Unit Price	Total Amount
2	**WHETCRB50** TRACER MTG KIT INTERCEPTOR SUV	$30.09	$60.18
1	**HVC-VS-1012-INUT-2-H** Vehicle-Specific 22" Angled Console for 2020-2025 Ford Interceptor Utility	$536.00	$536.00
1	**HVC-EB25-XTL-1P** 1-Piece Equipment Mounting Bracket, 2.5" Mounting Space, Fits Motorola XTL2500, XTL5000-05, APX-7500	-	$0.00
1	**HVC-EB40-CCS-1P** 1-Piece Equipment Mounting Bracket, 4" Mounting Space, Fits Whelen Cencom CCSRN, CCSRNTA, MPC03	-	$0.00
1	**HVC-FP-35** 3-1/2" Filler Plate	-	$0.00
1	**HVC-FP-6** 6" Filler Plate	-	$0.00
1	**HVC-LP-3** 3 Lighter Plug Outlets	$83.00	$83.00
1	**HVCUP2-1004** Self-Adjusting Double Cup Holder (Fixed Mount)	$50.25	$50.25
1	**HVC-MD-112** Tilt/Swivel Slide Motion Adapter	$284.25	$284.25
1	**HVDS-PAN-432-2** Docking Station For Panasonic TOUGHBOOK 55 Laptop With Advanced Port Replication & Dual Pass-Thru An	$1,070.30	$1,070.30
1	**HVC-ARM-103** Armrest For Top Mount, Console, Large Pad	$146.25	$146.25
2	**INVMAGMIC** MAGNETIC MIC BRACKET	$39.95	$79.90
2	**WHECEM16** WeCanX 16 OUTPUT EXPANSION MOD	$172.28	$344.56
1	**HVC-OHB-106** Overhead Equipment Bracket For Panasonic Arbitrator Camera For 2020-2024 Ford Interceptor Utility	$54.75	$54.75
1	**PANGPSD-7-27-24-58** MIMO GPS/GNSS 2G/3G/4G WLAN ANT	$262.00	$262.00
1	**PANASFC-155-U2-B1** FLEXI 155MHz/U2/780MHz COMPRSD ANT	$77.28	$77.28
2	**PANC29SP-5SJ** CS29 CABLE 5m SMA PLG TO SMA JACK	$24.00	$48.00
2	**PANC32SP-5SP** 5m CS32 CABLE ASSY SMA(m) - SMA(m)	$34.00	$68.00
1	**PANC23FP-5SP** FME(m)-SMA(m) 5m CS23	$23.50	$23.50
1	**PANC23F-5QMAP** 5m CS23 CABLE ASSY FME(f) - QMA(m)	$57.30	$57.30
1	**LDLOFT-PIU20-EC**	$869.54	$869.54

Quantity Ordered	Item	Unit Price	Total Amount
	20+ Ford Police Utility/Explorer Loft Electronic Equipment Tray - Interior Dimension 16.5" x 40"		
1	**LDLOFT-PIU20-NPKIT**	$207.79	$207.79
	LOFT- Non-Partition Mount Kit with for 2020+ PIU		
1	**WHE60CREGCS**	$152.22	$152.22
	12V WHT/RED 6" COMPARTMENT LT		
2	**WHETLIBX BOTTOM OF HATCH**	$107.97	$215.94
	ION T-SERIES LINEAR LT BLU/SMK		
2	**WHETLI2M**	$117.41	$234.82
	ION T-SERIES LINEAR DUO B/A TAILGATE		
1	**MEIBRRSR**	$10.50	$10.50
	ROUND ROCKER- RED LED- 20 AMP		
2	**WHE3SC0CDCR**	$56.64	$113.28
	3" ROUND COMPARTMENT LT WHITE		
2	**WHETLI2EX FOGLIGHT AREA**	$124.49	$248.98
	ION T-SERIES LINEAR DUO BW SMK		
2	**WHEVTX9E HEADLIGHTS**	$88.50	$177.00
	VERTEX SUPER-LED DUO BLU/WHT		
1	**SEGK0068E**	$659.25	$659.25
	Single T-Rail Mount 1082E Blac-Rac, Trigger Guard and Receiver ***NEW COLD WIRE TECHNO		
1	**SEGF1092ITU20**	$216.75	$216.75
	T-Rail Mount Kit Free Standing		
1	**SEBLACRAC_ADAPTOR**	$40.00	$40.00
	REMINGTON 870 BLACRAC ADAPTOR FOR T-RAIL		
54	**/LABKNOX**	$155.00	$8,370.00
	Installation Labor - Knoxville		
1	**/MON**	$837.00	$837.00
	Shop Supplies Fee		
1	**EG8026**	$76.00	$76.00
	RT Fuse Block 12 Circuit w/Ground, Bulk		
1	**EG2601B**	$175.12	$175.12
	PDM 14 Circuit + Ground w/Kill Switch		
4	**WHEI2E REAR SIDE CARGO WINDOWS**	$121.54	$486.16
	DUO LINEAR ION BLUE/WHITE BLK		
1	**WHEBSFW50Z**	$815.97	$815.97
	I-E FST WCX S/D 10-LT UTILITY		
10	**WHEISDE**	$37.17	$371.70
	INNER EDGE FST/RST DUO BLU/WHT		
1	**WHEBS50ZT**	$899.75	$899.75
	I-E RST WCX 10-LT TRIO UTILITY		
1	**WHEISTBCA**	$72.57	$72.57
	INNER EDGE FST/RST TRIO B/W/A		

Quantity Ordered	Item	Unit Price	Total Amount
1	**WHEC399** CENCOM CORE WCX CONTROL CENTER	$832.49	$832.49
1	**WHEC399SP** SCANport KIT FOR C399	$111.51	$111.51
1	**CCTL7** WeCanX 21 BUTTON/SLIDE CTRL HD	$279.07	$279.07
1	**WHECV2V** VEHICLE-TO-VEHICLE SYNC MODULE	$218.89	$218.89
1	**PROGRAMMING** PROGRAMING FEE	$325.00	$325.00
1	**FREIGHT** Freight	$1,150.00	$1,150.00

Decal #
Tag #
VIN #
Mileage:

Subtotal	$25,801.60
Tax Total	$0.00
Total	**$25,801.60**

Please note that special order items are non-refundable and non returnable. Restocking fees may be incurred for other returned items. This quote expires 90 days after proposal date. Orders paid by credit card will incur a 2.5% convenience fee. A 1.5% late fee will apply monthly to all invoices not paid within agreed upon terms. All install start dates are estimates only and may fluctuate 3-4 weeks

Truckers Lighthouse LLC
3189 Franklin Limestone Rd
Antioch, TN 37013

Quote

EST12448

March 3, 2026

Bill To

OAK RIDGE POLICE DEPT*
200 S TULANE AVE
Oak Ridge, TN 37830-6747

TOTAL

$52,479.61

Quote Valid Through:

Quote Expiration	Vehicle Information	PO#	Order Type
	2 f150s	MATT	Install-Knoxville

Quantity Ordered	Item	Unit Price	Total Amount
2	**HVC-VSW-3000-F150-3-H** Vehicle-Specific 30" Wide Flat Console for 2021-2025 Ford F-150 Police Responder, Special Service ve	$807.00	$1,614.00
2	**HVC-EB25-XTL-1P** 1-Piece Equipment Mounting Bracket, 2.5" Mounting Space, Fits Motorola XTL2500, XTL5000-05, APX-7500	$25.50	$51.00
2	**HVC-EB40-CCS-1P** 1-Piece Equipment Mounting Bracket, 4" Mounting Space, Fits Whelen Cencom CCSRN, CCSRNTA, MPC03	-	$0.00
2	**HVC-LP-3** 3 Lighter Plug Outlets	$62.25	$124.50
2	**HVCUP2-1004** Self-Adjusting Double Cup Holder (Fixed Mount)	$50.25	$100.50
2	**HVC-FP-10** 10" Filler Plate	-	$0.00
2	**HVC-FP-4** 4" Filler Plate	-	$0.00
2	**HVC-HDM-204** 8.5" Heavy-Duty Telescoping Pole, Side Mount, Short Handle	$177.75	$355.50
2	**HVC-MD-112** Tilt/Swivel Slide Motion Adapter	$284.25	$568.50
2	**DS-PAN-432N-2** DOCKING STATION FOR PANOSONIC TOUGHBOOK 55 LAPTOP WITH ADVANCED PORT REPLICATION & DUAL PASS-THRU AN	$1,146.75	$2,293.50
4	**HVC-ARM-102** Side Mount Armrest	$72.75	$291.00
16	**WHEXI2E GRILL LIGHTS** DUO LINEAR ION BLU/WHT SMK BLK	$129.21	$2,067.36
16	**WHEXI2E**	$129.21	$2,067.36

Quantity Ordered	Item	Unit Price	Total Amount
	DUO LINEAR ION BLU/WHT SMK BLK		
2	**WHEBSFW47Z**	$815.97	$1,631.94
	I-E FST WCX S/D 10-LT F-SERIES		
20	**WHEISDE**	$37.17	$743.40
	INNER EDGE FST/RST DUO BLU/WHT		
2	**WHEUHF2150A**	$53.69	$107.38
	UHF2150A HEADLIGHT FLASHER		
4	**WHETCRWX6**	$804.76	$3,219.04
	WeCanX TRACER 6-LAMP HOUSING		
4	**WHETCRWXPE**	$34.81	$139.24
	WCX TRACER PRIMARY DUO LT B/W		
20	**WHETCRWXSE**	$34.81	$696.20
	WCX TRACER SECONDARY DUO B/W		
4	**WHETCRB47**	$64.90	$259.60
	TRACER MTG KIT FORD F-150		
2	**WHEBSRW12T**	$1,050.79	$2,101.58
	INNER EDGE RST WCX 12 LT TRAY		
24	**WHEISTBCA**	$72.57	$1,741.68
	INNER EDGE FST/RST TRIO B/W/A		
2	**WHEISR47**	-	$0.00
	! F-150, 2015-2019 and F-250/350 2017-2019, Mounting Kit for use with ISRL* or ISRW* Lamp Trays (Not		
8	**WHEI2E.. REAR WINDOW**	$121.54	$972.32
	DUO LINEAR ION BLUE/WHITE BLK		
4	**WHEVTX9E 3RD BRAKE LIGHT**	$88.50	$354.00
	VERTEX SUPER-LED DUO BLU/WHT		
4	**WHETLI2EX**	$124.49	$497.96
	ION T-SERIES LINEAR DUO BW SMK TAILGATE		
4	**WHETLI2MX**	$124.49	$497.96
	ION T-SERIES LINEAR DUO BA SMK TAILGATE		
4	**WHETLI2JX**	$124.49	$497.96
	ION T-SERIES LINEAR DUO RB SMK.. TAILGATE		
2	**DIODE FOR TAILLIGHTS**	$15.34	$30.68
	DIODE FOR TAILLIGHTS		
2	**WHEC399**	$832.49	$1,664.98
	CENCOM CORE WCX CONTROL CENTER		
2	**WHEC399SP**	$111.51	$223.02
	SCANport KIT FOR C399		
2	**WHECCTL7**	$279.07	$558.14
	WeCanX 21 BUTTON/SLIDE CTRL HD		
2	**WHECV2V**	$218.89	$437.78
	VEHICLE-TO-VEHICLE SYNC MODULE		
2	**WHELCPHOTO**	$75.52	$151.04

Quantity Ordered	Item	Unit Price	Total Amount
	LOGIC LEVEL PHOTOCELL OPTION		
100	**/LABKNOX**	$155.00	$15,500.00
	Installation Labor - Knoxville		
2	**/MON**	$775.50	$1,551.00
	Shop Supplies Fee		
2	**EG8026**	$58.50	$117.00
	RT Fuse Block 12 Circuit w/Ground, Bulk		
2	**EG2601B**	$175.13	$350.25
	PDM 14 Circuit + Ground w/Kill Switch		
2	**PROGRAMMING**	$262.50	$525.00
	PROGRAMING FEE		
2	**HVC-APW-1390**	$65.25	$130.50
	13" Accessory Pocket, 9." Deep For 3.3"W Section Of Wide Consoles		
4	**WHESA315P**	$243.08	$972.32
	SA315P SPEAKER, BLACK PLASTIC		
4	**WHESAK1**	$31.27	$125.08
	SA-315 MOUNT KIT UNIVERSAL		
2	**WHECEXAMP**	$221.84	$443.68
	WeCanX EXTERNAL AMPLIFIER		
2	**WHECHOWLER**	$556.96	$1,113.92
	WCX LOW FREQUENCY SIREN SYSTEM		
4	**WHECEM16**	$172.28	$689.12
	WeCanX 16 OUTPUT EXPANSION MOD		
4	**INVMAGMIC**	$39.95	$159.80
	MAGNETIC MIC BRACKET		
4	**TS336256**	$37.65	$150.59
	NMO-60-300-M1-A,3/4" Mount, 25' Mini-UHF		
2	**TS40581**	$18.49	$36.97
	QW430,430-450 MHz Unity 1/4 wv		
4	**TS262486**	$117.39	$469.56
	HAF4013A,*762-870 MHz Collinear An		
2	**/MISC**	$200.00	$400.00
	box build to contain wiring and radios		
2	**/LABKNOX**	$350.00	$700.00
	Installation Labor - Knoxville		
10	**/MISC**	$21.77	$217.70
	QMA ANTENNA ENDS		
2	**SEGK0068E**	$879.00	$1,758.00
	Single T-Rail Mount 1082E Blac-Rac, Trigger Guard and Receiver ***NEW COLD WIRE TECHNO		
2	**SEBLACRAC_ADAPTOR**	$40.00	$80.00
	REMINGTON 870 BLACRAC ADAPTOR FOR T-RAIL		
2	**/LABKNOX**	$465.00	$930.00

Quantity Ordered	Item	Unit Price	Total Amount
	Installation Labor - Knoxville		

Decal #
Tag #
VIN #
Mileage:

Subtotal	$52,479.61
Tax Total	$0.00
Total	**$52,479.61**

Please note that special order items are non-refundable and non returnable. Restocking fees may be incurred for other returned items. This quote expires 90 days after proposal date. Orders paid by credit card will incur a 2.5% convenience fee. A 1.5% late fee will apply monthly to all invoices not paid within agreed upon terms. All install start dates are estimates only and may fluctuate 3-4 weeks

NUMBER _____

RESOLUTION

A RESOLUTION AUTHORIZING A CONTRACT TO TRUCKERS LIGHTHOUSE, LLC, ANTIOCH, TENNESSEE, FOR THE EQUIPMENT NEEDED TO OUTFIT EIGHT VEHICLES FOR THE FIRE AND POLICE DEPARTMENTS UTILIZING STATE CONTRACT PRICING IN AN AMOUNT NOT TO EXCEED $239,723.71.

WHEREAS, by Resolution No. 1-7-2026, Council approved the purchase of eight new vehicles for the Police and Fire Departments; and

WHEREAS, the purchased vehicles require equipment such as lighting, wiring, consoles, and other items to outfit them to operate as intended; and

WHEREAS, Truckers Lighthouse, LLC has a state contract to provide the equipment needed to outfit the purchased vehicles; and

WHEREAS, Tennessee Code Annotated §12-3-1213 allows the City to utilize state contract pricing in lieu of conducting its own competitive bidding process, which is codified locally in City Code §5-413.4; and

WHEREAS, the City Manager recommends award of the contract to Truckers Lighthouse, LLC.

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

That the recommendation of the City Manager is approved and the City is hereby authorized to enter into a contract with Truckers Lighthouse, LLC, Antioch, Tennessee, for the equipment needed to outfit eight vehicles for the Fire and Police Departments, in an amount not to exceed $239,723.71 utilizing state contract pricing.

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

This the 9th day of March 2026.

APPROVED AS TO FORM AND LEGALITY:

_____
Tammy M. Rackard, City Attorney

_____
Warren L. Gooch, Mayor

_____
Mary Beth Hickman, City Clerk

AGENDA ID: X.g

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Randy Hemann, City Manager

FROM: Carey Aitken , Director

THROUGH: Tom Pessemier, Deputy City Manager

SUBJECT: A Resolution to Authorize the Awarding of a Contract with Jacobs Engineering for Water and Sewer Master Planning Services

Introduction

An item for the Council's consideration is the award of a contract to Jacobs Engineering for consulting services to develop a Master Water and Sewer Plan to include the water treatment plant, distribution system, collection system, and wastewater treatment plant. This contract is written for services to be awarded in an amount not to exceed $1,000,000.

Funding

Funding for this item is available through the Waterworks Fund.

Background

The City of Oak Ridge has not evaluated and updated the Master Water and Sewer Plan since 2012. The Master Plan looks at the existing infrastructure and condition of assets within the Waterworks division of Public Works. Jacobs Engineering will create a model for the water distribution system, sewer collection system, as well as the treatment plants. These models show deficiencies and design alternatives to improve operation, maintenance, and function. The plan will look at aging infrastructure and cost-efficient design options to make necessary improvements. An evaluation of the current capacity of each system versus future demands will be completed. All of these models, evaluations, and plans are needed for capital improvement project development as well as in determination of the rate structure for the Waterworks Fund.

The Budget and Finance Committee on February 26, 2026, reviewed the proposal from Jacobs Engineering for the consulting services needed and endorsed the expenditure for said Master Water and Sewer Plan.

Recommendation

Approval of the attached resolution to award the contract to Jacobs Engineering is recommended.

Attachments:

Oak Ridge Comprehensive Master Plan_signed.pdf

Resolution - Agreement for Master Water and Sewer Plan.docx

Jacobs

Challenging today.
Reinventing tomorrow.

2095 Lakeside Centre Way
Knoxville, TN 37922
United States

T +1.865.690.2521
www.jacobs.com

February 26, 2026

Attn: Carey Aitken, P.E.
Public Works Director
City of Oak Ridge

Subject: City of Oak Ridge Comprehensive Water and Wastewater Masterplan

Jacobs is excited to partner with the City of Oak Ridge in this monumental opportunity to plan for the immediate and future needs for the City. Each scope is divided into tasks to address immediate concerns as well as plan for the 20-year horizon. Jacobs provides scopes and budgetary fees based on current available information.

Each scope was developed through discussions with the City of Oak Ridge.

Task Order #	Task Order Name	Fee
1	Coordination, Kickoff, Growth Projections, Data Gathering, and Sanitary Sewer Flow Monitoring	$210,000
2	Water Treatment Plant Master Plan	$130,000
3	Wastewater Treatment Plant Master Plan	$190,000
4	Water Distribution System Master Plan	$170,000
5	Wastewater Collection System Master Plan	$210,000
6	Workshops and Master Plan Report	$90,000
	Total:	**$1,000,000**

Consulting services discussed but not included at this time are listed below. If needed and requested from the City Jacobs is available to assist in these areas:

- Sanitary Sewer Evaluation Study (SSES)
- Asset Management Consulting
- Condition Assessments
- SCADA Master Planning and/or Cyber Security
- GIS Support and Improvements
- Advanced Hydraulics (i.e. Surge analysis and Physical or Computational Fluid Dynamic CFD modeling)
- Others as identified or needed

If you have any questions or would like to discuss them further, please let me know.

Sincerely

Adam Byard, P.E.

Digitally signed by Robert J. Cook
Date: 3/4/26 08:34 AM

Robert Cook, P.E.
Manager of Projects

Project Overview

The City of Oak Ridge (City) selected Jacobs Engineering Group Inc. ("Jacobs") as their consultant for services to complete comprehensive Water and Wastewater System Master Plans (Plans). Based on coordination meetings with the City held on January 9, 2026 and January 21, 2026, the Plans will evaluate current and future capacity across the City's water treatment plant, wastewater treatment plant, distribution system, and collection system.

The Plans will identify existing system constraints, assess future demands based on 20-year growth projections, and develop targeted improvements to support reliable, resilient, and regulatory-compliant operations foundational to incoming residential, commercial, and industrial growth. The Plans will assess opportunities for operational optimization, identify required treatment and system expansions, and define the capital improvements needed at key capacity milestones. The resulting recommendations will guide the City's long-term infrastructure investment strategy and support sustainable growth.

Key objectives include:

1. Assess the condition and performance of existing water and wastewater infrastructure.
2. Evaluate system capacity, regulatory compliance, operational reliability, and vulnerability to future risks.
3. Develop 5-, 10-, and 20-year capital improvement plans (CIPs) tied to projected flow increments and system expansion triggers.
4. Provide financial planning guidance, including cost implications, rate considerations, and potential funding opportunities.
5. Deliver a unified, integrated planning document aligning water and wastewater needs with the City's growth objectives, operational priorities, and long-term resiliency goals.
6. Develop and implement a Flow Monitoring Plan.

Scope of Services

Task 1.1: Coordination & Data Collection

Coordination

Jacobs will provide coordination with the City to establish a structured framework for delivering the components of the Water and Wastewater System Master Plans. This includes organizing and facilitating kickoff and progress meetings, confirming project objectives, refining the planning approach, and maintaining consistent communication with City staff. Jacobs will manage schedules, track action items, document decisions, and ensure alignment between the City's priorities and the technical work being performed. Coordination will also include confirming available data sources, identifying key stakeholders, and establishing protocols for information exchange. This task is estimated for ten (10) months extending through December 31, 2026.

Key tasks include:

1. Prepare a project coordination plan including quality, safety, and delivery approaches
2. Prepare and maintain a baseline schedule for Jacobs and the City.
3. Coordination of kickoff and progress meetings between Jacobs and City
4. Regular progress meetings with city staff to maintain communication
5. Prepare monthly progress reports
6. Coordinate project meetings between the project team and City

Data Collection

Jacobs will collect and organize relevant existing information to support development of the Master Plans. This includes obtaining system mapping, operational data, historical and projected demand information, treatment plant performance records, asset inventories, and prior planning or engineering studies. Jacobs will evaluate the completeness and quality of the data and identify gaps requiring follow-up. The data will

ultimately be used to support capacity evaluations, growth forecasting, system modeling and related efforts of the master plan. This task establishes the foundational technical inputs required for identifying constraints, assessing future needs, and developing targeted improvement strategies. Jacobs will develop and submit requests for information (RFIs) including but not limited to the following information for each major category of the master plans:

Water Treatment

- Record drawings, reports and as-builts.
- Two (2) years of monthly operating reports (MORs) for the existing WTP.
- Previously completed studies and reports, record drawings, and major equipment data (e.g., pump curves, specifications, etc.) within the past 15 years.
- Source water quality data and/or testing/sampling reports.

Wastewater Treatment

- Five (5) years of available MOR data for Turtle Park Wastewater Treatment Plant (WWTP).
- Previously completed studies and reports and record drawings.
- Major equipment data (e.g., pump curves, specifications, etc.).
- Supplemental sampling and testing plan for the Client to complete.

Water Distribution

- Copy of recently recalibrated hydraulic water model.
- Pressure and fire flow data utilized during the recent calibration of the hydraulic water model.
- Previously completed studies and reports, elevated tank and ground storage tank record drawings, and pump station pump and piping configurations record drawings for all active pumps.
- Shapefile with existing and future land use/growth zone data, if available.
- Pump performance curves for all active pumps.
- Interconnection/wholesale meter records from a minimum of two (2) years.
- Daily water production data from minimum of two (2) years.
- Suggested areas for future residential development, proposed industrial development, and wholesale customer demand projections.
- Recent water audits.
- Historical customer water complaint data (pressure and or breaks).

Wastewater Collection

- Pump run times / available SCADA data.
- Existing equalization (EQ) tanks.
- Pump station pump and piping configurations record drawings for all active pumps.
- Pump performance curves for all active pumps.
- Flow monitoring and rain gauge data in 15-minute increments in electronic format for the past one year, if available.
- Develop and submit list of manholes along large diameter gravity piping to be surveyed.
- Shapefile with existing and future land use/growth zone data, if available.

Task 1.2: Population & Water Demand Analysis

Jacobs will develop long-range population and demand projections to support the City's Water and Wastewater System Master Plans. This task includes compiling and analyzing demographic, economic, and development data from available City, State, and Federal sources to forecast population growth and development patterns over the planning horizon. Using these projections, Jacobs will estimate future water demands and wastewater production. The analysis will incorporate historical usage trends, anticipated land use changes, and planned economic development to produce a demand forecast that will inform capacity evaluations and capital planning, range population and demand projections to support the City's Water and Wastewater System Master Plans. This task includes compiling and analyzing demographic, economic, and development data from use changes, and planned economic development to produce population and demand forecasts.

Task 1.3: Financial and Funding Analysis

Jacobs will provide on-call financial and funding assistance to support implementation of the recommended water system improvements. This task includes evaluating potential funding and financing strategies such as State Revolving Fund (SRF) loans, WIFIA financing, federal and state grant programs, and local funding mechanisms. If requested, Jacobs can assess eligibility requirements, application considerations, and relative advantages of each option to aid the City in identifying viable pathways for project delivery.

Task 1.4: Flow Monitoring

Jacobs will develop and aid the Client in implementing a focused flow monitoring program. The plan will establish site selection criteria (coverage by sewer basin, upstream/downstream of known I/I sources, pump station zones), meter types (area-velocity, depth/velocity), and quality assurance protocols. Temporary meters will be installed at agreed locations for 12 weeks to capture dry-weather baselines and at least two wet-weather events. A flow monitoring technical memorandum will document methods, metering days, rainfall hyetographs, data quality, and recommended data usability flags for calibration.

Jacobs and its subcontractor will provide the following services:

- Delineate sub-catchments and identify strategic flow monitoring locations
- Meet with client to present, discuss and finalize flow meter locations
- Provide final list of locations to Subcontractor and prepare subcontract for temporary flow monitoring.
- Subcontractor tasks:
    - Identify sites and assess site access/conditions for temporary flow meter installation. The number of flow meters is estimated to be up to thirteen (13) based on an analysis of the GIS information by Jacobs. The duration of the flow monitoring reflected in the budget is three (3) months. The flow monitoring plant also includes three (3) rain gauges. Additional time might be needed to capture adequate rain events.
    - Maintain flow meter installations through the monitoring period. Post data to online platform for use by Jacobs in analyzing the basin.
    - Remove meters once quality flow data has been recorded.
    - Process, edit and deliver data.
- Receive and review site reports from Subcontractor.
- Monitor flow and rainfall data on Subcontractor's online platform, and coordinate with Subcontractor on maintenance as needed.
- Receive and review edited data.
- Provide a technical memorandum summarizing findings.
- Meet with Client to present and review the results.

Compensation:

The ENGINEER will be compensated at a raw labor rate multiplier of 3.0 for the scope herein. The maximum bill rate will be $275/hour. Direct expenses (such as travel, subsistence, field equipment, communications, etc.) are reimbursable at cost. Projected reimbursable expenses will be itemized on each invoice. Subcontractors and outside services such as testing and laboratory expenses are reimbursable at cost, plus 5 percent.

When using the Engineer's Global Delivery Center (GDC), the Engineer has internally established banded hourly cost rates to mitigate the impact of currency fluctuations and other factors. The GDC banded rates are currently: $25/hour for Support staff, $35/hour for Intermediate staff, $55/hour for Senior staff, and $65/hour for Specialist staff.

Task 1.1: Coordination & Data Collection:	$60,000
Task 1.2: Population & Demand Analysis:	$45,000
Task 1.3: Financial and Funding Analysis:	$15,000
Task 1.4: Flow Monitoring	$90,000
Total: Not to exceed:	$210,000

Assumptions and Exclusions

- Jacobs will reasonably rely upon the accuracy and completeness of the information/data provided by the Client or others.
- The City will provide all available demographic, land use, billing, and system data in a timely manner and in usable electronic format for the demand analysis.
- Population and demand projections will be based on publicly available City, State, and Federal datasets and reasonable professional judgment.
- Demand forecasts will be prepared at a planning-level only and will not include parcel-level modeling or detailed development feasibility studies.
- Available records are accurate and complete with respect to existing processes and facilities.
- Master planning estimates will be conceptual level costs estimates for alternative screening purposes. Since the estimates are based on conceptual level information and the Engineer has no control over market conditions, the Engineer does not warrant that ultimate costs will not vary from prepared estimates.
- Flow Monitoring will be for a three-month period. If acceptable and adequate rainfall data needed for calibration is not collected in that time period, an amendment to add scope will be needed.
- Should additional services beyond the Scope of Services defined above be requested, an amendment or separate task order will be negotiated.

Project Overview

The City of Oak Ridge (City) selected Jacobs Engineering Group Inc. ("Jacobs") as their consultant for services to complete comprehensive Water and Wastewater System Master Plans (Plans). Based on coordination meetings with the City held on January 9, 2026 and January 21, 2026, the Plans will evaluate current and future capacity across the City's water treatment plants, wastewater treatment plant, distribution system, and collection system.

The City currently operates a single conventional water treatment plant (WTP). A new membrane water treatment plant is nearing completion to replace the conventional treatment plant. This task assesses the, performance, and ultimate capacity of the City's water new treatment facility and develops alternatives for the City to consider that will meet both near-term and future demands. For this evaluation it is assumed the existing water treatment plant will be decommissioned as planned and that the new membrane water treatment plant will serve as the City's water treatment facility.

Scope of Services

Task 2.1 Project Management

Jacobs will implement project procedures to facilitate a timely and cost-effective delivery of quality services and products to the City. Project coordination tasks include:

- Development and execution of a project work plan specific to the project and team including a schedule, budget controls, and quality control (QC) plan.
- Team coordination and oversight of the project team, schedule, and budget.
- Attend scheduled meetings and workshops with the project team.
- Prepare and submit monthly invoice.

Task 2.2 Initial Plant Expansion Analysis

Jacobs will initially evaluate the requirements to expand the new membrane water treatment plant (WTP) by an additional 5 million gallons per day (MGD) to meet anticipated industrial water demands. This task will assess the plant's current design basis, installed equipment capacities, and site constraints to determine the feasibility, phasing, and infrastructure needs associated with the expansion. This task will:

- Determine what's needed to provide an additional 5 MGD of firm capacity
- Identify required modifications or additions to major treatment processes, including raw water intake and pumping, pretreatment systems, membrane racks/modules, chemical feed systems, residuals handling, and high service pumping.
- Evaluate site layout, structural provisions, utility connections, electrical capacity, and space allocations to determine the physical feasibility of adding new membrane trains and supporting systems.
- Assess raw water supply, finished water pumping, clearwell storage, and hydraulic profiles to confirm system compatibility with the expanded capacity.
- Identify any regulatory, redundancy, or reliability requirements that may influence expansion sizing or configuration.
- Develop up to two conceptual expansion approaches (e.g., membrane module additions, higher capacity membrane modules) with planning level descriptions of required improvements.

The results of this task will define the technical requirements, constraints, and conceptual options for expanding the membrane WTP to a total capacity sufficient to meet projected near-term industrial demands. Findings will be summarized in a technical memorandum and incorporated into subsequent prioritization and capital planning tasks detailed below.

Task 2.3 Regulatory Review

Jacobs will summarize existing and anticipated drinking water regulations and examine potential compliance issues for the City based on information included in recent historical Monthly Operation Report (MOR) data. The review will include but is not limited to the Enhanced Surface Water Treatment Rule; Stage 1 and Stage 2 Disinfectants/Disinfection By-product Rules; Lead and Copper Rule; Drinking Water Candidate Containment List and Unregulated Contaminant Monitoring Rule; Revised Total Coliform Rule; Filter Backwash Rule; Radionuclides Rule; Radon Rule; Arsenic Rule; Cyanotoxin Health Advisories; National Primary Drinking Water Regulations; and Secondary Drinking Water Standards. Potential regulatory compliance issues or emerging contaminants that may affect City's treatment facility within the planning period will be considered as part of the following tasks.

Task 2.4 Process & Capacity Assessment

Jacobs will assess up to three potential alternatives to meet long-term water demand projections. This evaluation will include options for expanding the City's water production through expanding capacity at the new membrane treatment plant and/or constructing a new treatment plant. The scope of work will address, but is not limited to, source water supply capacity, treatment process enhancements, and chemical system upgrades. Each alternative will be evaluated for performance, reliability, redundancy, and its ability to comply with current and future regulatory requirements.

Task 2.5 – Identify, Prioritize, and Cost Estimates for Projects

This task provides a list of improvements that have been developed to meet the future water quality and quantity needs. Improvements will be grouped into projects, which will be prioritized based on City input on initial and long-term needs. The projects will be summarized in a table with a brief description and a planning level (Class 5 as defined by the Association for the Advancement of Cost Engineering (AACE)) opinion of construction cost estimate for City to utilize in their capital planning program.

Compensation:

The ENGINEER will be compensated at a raw labor rate multiplier of 3.0 for the scope herein. The maximum bill rate will be $275/hour. Direct expenses (such as travel, subsistence, field equipment, communications, etc.) are reimbursable at cost. Projected reimbursable expenses will be itemized on each invoice. Subcontractors and outside services such as testing and laboratory expenses are reimbursable at cost, plus 5 percent.

When using the Engineer's Global Delivery Center (GDC), the Engineer has internally established banded hourly cost rates to mitigate the impact of currency fluctuations and other factors. The GDC banded rates are currently: $25/hour for Support staff, $35/hour for Intermediate staff, $55/hour for Senior staff, and $65/hour for Specialist staff.

Task 2.1 Project Management	$21,700
Task 2.2 Initial Plant Expansion Analysis	$30,000
Task 2.3 Regulatory Review	$8,000
Task 2.4 Process and Capacity Analysis	$54,300
Task 2.5 Identify, Prioritize, & Cost Estimates	$16,000
Total: Not to exceed:	**$130,000**

Assumptions and Exclusions

- Jacobs will reasonably rely upon the accuracy and completeness of the information/data provided by the Client or others and that available records are accurate and complete with respect to existing processes and facilities.

- Population and water demand analysis is excluded herein, however, it will be completed under a separate task order.

- Excludes water quality testing and analysis, and detailed condition assessment. Condition of assets will be limited to visual observations and input from City staff.

- For this evaluation it is assumed the existing water treatment plant will be decommissioned. In the event the existing plant is to be maintained for future use Jacobs and the City will collaborate and negotiate a scope to evaluate the existing plant and requirements to meet initial and long-term capacity needs.

- Master planning opinion of probable costs will be conceptual level costs estimates for alternative screening purposes. Because the cost estimates are based on conceptual level information and the Engineer has no control over market conditions, the Engineer does not warrant that ultimate costs will not vary from prepared estimates.

- Should additional services beyond the Scope of Services defined above be requested, an amendment or separate task order will be negotiated.

Project Overview

The City of Oak Ridge (City) selected Jacobs Engineering Group Inc. ("Jacobs") as their consultant for services to complete comprehensive Water and Wastewater System Master Plans (Plans). Based on coordination meetings with the City held on January 9, 2026 and January 21, 2026, the Plans will evaluate current and future capacity across the City's water treatment plant, wastewater treatment plant, distribution system, and collection system.

The City owns and operates two wastewater treatment plants (WWTPs), Turtle Park WWTP and Rarity Ridge WWTP, with rated capacities of 30 million gallons per day (MGD) and 0.6 MGD, respectively. This task will consist of comprehensive plant analyses and treatment facility planning of Turtle Park WWTP.

Scope of Services

Task 3.1 Project Management

Jacobs will implement project procedures to facilitate a timely and cost-effective delivery of quality services and products to the City. Project coordination tasks include:

- Development and execution of a project work plan specific to the project and team including a schedule, budget controls, and quality control (QC) plan
- Team coordination and oversight of the project team, schedule, and budget
- Project manager attendance of scheduled meetings and workshops with the project team.
- Prepare and submit monthly invoice

Task 3.2 Establishment of Planning Criteria, Guidelines and Goals:

Jacobs will conduct a workshop with a team consisting of Jacobs' project manager and technical staff and representatives from the Client, including operations and maintenance staff. The workshop will review the Client's primary goals for the Turtle Park Wastewater Treatment Plant (WWTP) (e.g. energy efficiency, effluent quality, automation, etc.).

Jacobs will also prepare an approach for a specific plant sampling effort to support the whole plant evaluation, especially to confirm the future effluent complies with permitted nutrient limits. Jacobs will deliver data requests and plant special sampling plan, as necessary, for additional information for the influent flow characterization.

Jacobs will prepare a flows and loads analysis for current and future projections and characterize the influent flow. A 20-year planning window shall be used for future projections.

Task 3.3 Regulatory Review

Jacobs will coordinate with Tennessee Department of Environment and Conservation (TDEC) regarding future effluent discharge limits for both Turtle Park WWTP. This coordination will consist of a minimum of three (3) meetings with TDEC and the Client.

Jacobs will summarize existing and anticipated regulations and examine potential compliance issues for the City based on information included in recent historical Monthly Operation Report (MOR) data. The review will include but not limited to Potential regulatory compliance issues, nutrient loading, or emerging contaminants that may affect City's wastewater treatment facilities within the planning period will be considered as part the following tasks.

Task 3.4 Turtle Park Wastewater Treatment Plant Assessment

Jacobs will conduct an assessment of the Turtle Park WWTP that consists of the following subtasks:

Task 3.4.1 Turtle Park Site Visit and Desktop Analysis

Jacobs will participate in a one-day site visit with engineering leads to include: wastewater process (liquids and solids), hydraulic modeling, electrical, and instrumentation and controls engineers. The City will lead a general plant tour followed by Jacobs personnel conducting observations of existing facilities to develop an understanding of existing systems, equipment configuration, capability, limitations, and condition. Condition assessment will be limited to a review of the Client's equipment database, visual inspection of the equipment, and equipment performance history provided by WWTP staff. Jacobs will document equipment/facilities that may need to be replaced in the near term or over the planning horizon. As part of the site visit, Jacobs will facilitate a discussion with City staff to define certain planning criteria and goals. Criteria and goals may include regulatory, reliability and redundancy, sustainability, automation, regionalization drivers (if any), alternative energy, cybersecurity/vulnerability, and other important criteria/goals as may be defined by the City.

Task 3.4.2 Turtle Park Biological Process and Hydraulic Capacity Assessment

Jacobs will develop a whole plant process model for the evaluation of the existing WWTP and impacts of future flows and loads. The model will be calibrated and validated based upon WWTP's data analyzed in the flows and loads analysis. Once calibrated and validated, the model will be used for capacity assessment as well as for simulating future alternatives and to perform an existing plant capacity assessment and identify treatment process limitations.

Jacobs will develop a hydraulic model of the treatment plant to evaluate plant capacity and identify hydraulic bottlenecks. The model will be developed using record drawings and will be calibrated using plant data provided by Client. Hydraulic capacity limitations of the plant under current and future conditions will be identified.

Task 3.4.3 – Turtle Park Capital Upgrades and Cost Estimates

Short-term upgrades (0 to 5 years):
Jacobs will identify improvements and make recommendations to address process limitations identified in the capacity assessments that are contributing to recent compliance issues and concerns. These limitations will be addressed in a near-term upgrade project. Recommendations will be general in nature with detailed evaluation and design being performed under a future task order(s), or task order amendment(s).

Future conditions upgrades and expansion alternatives (6 to 20 years):

Using the flow and load projections developed in conjunction with the developed models, Jacobs will identify plant expansion needs for the 20-year flow projection. Consideration will be given to "full build-out" capacity at the site, which will be informative of the growth capacity beyond the 20-year planning period.

For the 20-year future flow projection, Jacobs will identify technologies that can meet plant expansion needs (liquids and solids) and will use a screening exercise, in a workshop setting with the Client, to short-list up to 3 alternatives each for liquids treatment and solids treatment for further evaluation. Jacobs will use the process model to simulate the alternatives, develop construction and life-cycle cost estimates, and facilitate a multi-objective decision analysis (cost and non-cost factors). Jacobs may facilitate an alternative selection exercise, in a workshop setting with the Client, to identify the recommended and preferred upgrades.

Implementation Plan:
An implementation plan will be developed that organizes recommended projects into short, medium, and long-term phases (note: the recommended project phases will be triggered by specific flows and

loads received at the WWTP, however, the improvement will also be tied to a year for tracking and planning purposes). The plan will consider project dependencies, operational constraints, and sequencing required to support system growth.

Compensation:

The ENGINEER will be compensated at a raw labor rate multiplier of 3.0 for the scope herein. The maximum bill rate will be $275/hour. Direct expenses (such as travel, subsistence, field equipment, communications, etc.) are reimbursable at cost. Projected reimbursable expenses will be itemized on each invoice. Subcontractors and outside services such as testing and laboratory expenses are reimbursable at cost, plus 5 percent.

When using the Engineer's Global Delivery Center (GDC), the Engineer has internally established banded hourly cost rates to mitigate the impact of currency fluctuations and other factors. The GDC banded rates are currently: $25/hour for Support staff, $35/hour for Intermediate staff, $55/hour for Senior staff, and $65/hour for Specialist staff.

Task 3.1 Project Management	$21,700
Task 3.2 Planning Criteria, Guidelines & Goals	$46,000
Task 3.3 Regulatory Review	$8,300
Task 3.4 Turtle Park WWTP Assessment	$114,000
Total: Not to exceed:	**$190,000**

Assumptions and Exclusions

- Jacobs will reasonably rely upon the accuracy and completeness of the information/data provided by the Client or others and that available records are accurate and complete with respect to existing processes and facilities.
- Population is excluded herein, however, it will be completed under a separate task order prior to this scope of work.
- Excludes sampling, laboratory testing, flow monitoring, and detailed condition assessment. Condition of assets will be limited to visual observations and input from City staff.
- Supplemental sampling and laboratory testing plan will be completed under a separate task order and lab testing completed by others.
- Master planning opinion of probable costs will be conceptual level costs estimates for alternative screening purposes. Since the estimates are based on conceptual level information and the Engineer has no control over market conditions, the Engineer does not warrant that ultimate costs will not vary from prepared estimates.
- Should additional services beyond the Scope of Services defined above be requested, an amendment or separate task order will be negotiated.
- Review of wastewater treatment does not include review of existing Rarity Ridge WWTP. All scope included herein is only for Turtle Park WWTP.

Project Overview

The City of Oak Ridge (City) selected Jacobs Engineering Group Inc. ("Jacobs") as their consultant for services to complete comprehensive Water and Wastewater System Master Plans (Plans). Based on coordination meetings with the City held on January 9, 2026 and January 21, 2026, the Plans will evaluate current and future capacity across the City's water treatment plant, wastewater treatment plant, distribution system, and collection system.

Scope of Services

Task 4.1 - Project Management

Jacobs will implement project procedures to facilitate a timely and cost-effective delivery of quality services and products to the City. Project coordination tasks include:

- Development and execution of a project work plan specific to the project and team including a schedule, budget controls, and quality control (QC) plan.
- Team coordination and oversight of the project team, schedule, and budget.
- Project manager attendance of scheduled meetings and workshops with the project team.
- Preparation and submission of monthly invoice.

Task 4.2 – Model QA/QC, Site Visits, and Data Collection

Jacobs will perform a review of the recently updated and calibrated hydraulic water model and leverage the existing WaterGEMS model software. The Model will be reviewed using AWWA M32 guidance standards. The review will include a detailed assessment of model structure, network connectivity, and data inputs such as pipe characteristics, pump curves, tank settings, control logic, and demand allocations. The team will evaluate the model's consistency with current GIS data, operational records, SCADA trends, and documented system configurations. Model performance will be checked through scenario testing to verify pressure responses, flow patterns, tank cycling behavior, and pump operations under a variety of demand conditions. The quality control process will also include a review of calibration datasets, calibration methodology, and calibration results to confirm that the model reflects observed field conditions within acceptable tolerances. Any errors, inconsistencies, or data gaps identified during the review will be documented along with recommended corrections to improve model accuracy and usability. A summary of findings and recommended refinements will be provided to support the Client's ongoing modeling, planning, and operational decision-making.

Total annual average consumption provided by the billing department will be compared to the total annual water supplied in the data gathered in Task 1. The difference will be noted as non-revenue water and will be compared to recent water audits. A detailed demand forecasting analysis will be completed using historical consumption records, population projections, land-use planning documents, and input from the Client. Jacobs will verify demands from billing data for completeness and anomalies before allocating demands. The model will be updated with existing and future demand to simulate loads and growth based upon those projections under this task. Projections will be developed for 5-, 10-, and 20-year planning horizons. The demands will be linked to the georeferenced customer points and utilized for demand allocation in the model.

Task 4.3 - Existing System Analysis

- Modeling analysis: Jacobs will use the existing hydraulic water model to evaluate the performance of the existing distribution system under average day, maximum month, maximum day, and fire flow conditions. The analysis of the system will identify areas of low pressure, insufficient fire flow capability, high velocity or head loss, unbalanced pressure zones, and restrictions caused by undersized or aging mains. Jacobs will also assess the ability of pumping facilities, storage tanks, and transmission mains to meet current operational and regulatory needs. The analysis will document existing constraints,

reliability concerns, and opportunities to improve system resiliency, redundancy, and operational efficiency. The following scenarios will be developed and simulated within the model:

- Existing average day, maximum month, maximum day, and maximum month demands with fire flow conditions (all simulations will be run to simulate 72-hours)
- 30-day water age simulation to identify areas with water age of 7-days or greater.

- Condition assessment: A desktop condition assessment will be performed on the water distribution system to evaluate the physical integrity, operational performance, and remaining service life of key infrastructure components. The assessment will include a systemwide review of water mains using available break history, age, material records, installation methods, and known operating issues to identify high-risk or deteriorated pipeline segments. Pump stations will be evaluated through a combination of site inspections, review of equipment data, SCADA operating trends, and maintenance logs to determine the condition of pumps, motors, electrical components, controls, valves, and structural elements. The assessment will also include equalization tanks, focusing on structural integrity, coatings, access points, safety components, mixing systems, and hydraulic performance. Where applicable, data gaps will be documented and recommendations for further inspection—such as pressure monitoring, vibration analysis, or structural evaluations—will be provided. Findings will be compiled into a summary of condition ratings, identified deficiencies, and prioritized rehabilitation or replacement needs to support long-term capital planning and system reliability.

Task 4.4 - Future Water System Analysis The model will be used to evaluate future system performance under projected demand scenarios listed below. Analysis will include future average day, maximum month, maximum day, and fire flow conditions, as well as potential future operating strategies. The evaluation will identify deficiencies relating to pressure, velocity, storage capacity, transmission capacity, and pumping capabilities. The model will be used to test alternative system configurations, evaluate pressure zone modifications, and assess the need for future transmission mains, interconnections, tank siting, and booster station improvements. Jacobs will also evaluate system resiliency, including impacts of facility outages, power failure scenarios, and integration of emergency or redundant supply pathways. The following scenarios will be developed and simulated within the model:

a. 5- year: average day, maximum month, maximum day, and maximum month with fire flow conditions (all simulations will be run to simulate 72-hours)

b. 10-year: average day, maximum month, maximum day, and maximum month with fire flow conditions (all simulations will be run to simulate 72-hours)

c. 20-year: average day, maximum month, maximum day, and maximum month with fire flow conditions (all simulations will be run to simulate 72-hours)

d. 30-day water age simulation to identify areas with water age of 7-days or greater for each planning year (5, 10, and 20 year).

Task 4.5 – CIP and Implementation Strategy: Based on the hydraulic evaluation and condition assessment, the team will develop a comprehensive Capital Improvement Plan (CIP). The CIP will describe system needs, recommended projects, planning-level cost estimates, prioritization logic, and implementation timelines. Improvements may include pipe upsizing, looping of dead-end mains, new transmission corridors, pressure zone adjustments, PRV or pump station upgrades, tank rehabilitations, or construction of new storage tanks. Each recommended project will be documented with a project description, hydraulic justification, planning map, conceptual sizing, and estimated cost. Projects will be prioritized based on risk, system performance, regulatory considerations, growth needs, and operational benefits. An implementation plan will be developed that organizes recommended projects into short- (0 to 5 years), medium- (5-10 years), and long-term (10-20 years) phases. The plan will consider project dependencies, operational constraints, and sequencing required to support system growth. Funding strategies will be evaluated to identify potential State Revolving

Fund (SRF) loans, WIFIA financing, grants, or local funding mechanisms. Recommendations will be structured to align with the Client's financial planning and budget cycles.

Compensation:

The ENGINEER will be compensated at a raw labor rate multiplier of 3.0 for the scope herein. The maximum bill rate will be $275/hour. Direct expenses (such as travel, subsistence, field equipment, communications, etc.) are reimbursable at cost. Projected reimbursable expenses will be itemized on each invoice. Subcontractors and outside services such as testing and laboratory expenses are reimbursable at cost, plus 5 percent.

When using the Engineer's Global Delivery Center (GDC), the Engineer has internally established banded hourly cost rates to mitigate the impact of currency fluctuations and other factors. The GDC banded rates are currently: $25/hour for Support staff, $35/hour for Intermediate staff, $55/hour for Senior staff, and $65/hour for Specialist staff.

Task 4.1 Project Management	$20,500
Task 4.2 Model QA/QC, Site Visits, and Data Review	$23,000
Task 4.3 Existing System Analysis	$31,500
Task 4.4 Future Water System Analysis	$59,500
Task 4.5 CIP and Implementation Strategy	$35,500
Total: Not to exceed:	**$170,000**

Assumptions and Exclusions

- Jacobs will reasonably rely upon the accuracy and completeness of the information/data provided by the Client or others and that available records are accurate and complete with respect to existing processes and facilities

- Population and water demand/production analysis is excluded herein, however, being completed under a separate task order prior to the execution of this scope of work

- Jacobs will rely on third party provided water distribution model provided by the City and will assume the data is accurate, complete, and suitable for planning-level use. Jacobs will not independently verify, validate, or calibrate the model unless separately authorized by the City. Jacobs is not responsible for errors, omissions, equipment issues, or data quality limitations associated with third-party modelling, and such limitations may affect the accuracy of model calibration and resulting analyses. This scope is limited to a model review in accordance with the AWWA M32 guidance standards.

- Jacobs will not develop or perform a model calibration; this scope is limited to review and QC of an existing calibrated model

- Excludes detailed condition assessment or surge analysis. Condition of assets will be limited to top-down desktop evaluations and input from City staff.

- Deployment of field crews to collect Hydrant flow testing and pressure data logging is not included in this task order. Data will be collected and/or provided by others.

- Jacobs will not perform any field verification, survey, or data correction unless separately authorized. Any errors, omissions, or inconsistencies in the GIS such as missing attributes, incorrect elevations, or outdated system configurations may affect model development and analysis results, and Jacobs is not responsible for impacts arising from deficiencies in the City's GIS data. If requested and authorized Jacobs will assist the City any collecting data gaps or corrections of the GIS.

- Jacobs may need to develop assumptions where the City's data is not available or insufficient and obtain the City's permission for assumptions regarding the data to continue progress in completing the model.

- Flow demands will be geocoded primarily via the Location ID from the billing system to GIS.

- Engineer to provide a maximum of two geocoding runs to integrate the flow demands within GIS.

- Master planning estimates will be conceptual level costs estimates for alternative screening purposes. Since the estimates are based on conceptual level information and the Engineer has no control over market conditions, the Engineer does not warrant that ultimate costs will not vary from prepared estimates.

- Should additional services beyond the Scope of Services defined above be requested, an amendment or separate task order will be negotiated.

Project Overview

The City of Oak Ridge (City) selected Jacobs Engineering Group Inc. ("Jacobs") as their consultant for services to complete comprehensive Water and Wastewater System Master Plans (Plans). Based on coordination meetings with the City held on January 9, 2026 and January 21, 2026, the Plans will evaluate current and future capacity across the City's water treatment plant, wastewater treatment plant, distribution system, and collection system.

Jacobs will develop a calibrated hydraulic model of the City's wastewater collection system to evaluate current performance, identify capacity and I/I issues, and assess future needs. The effort includes targeted flow monitoring plan, construction and calibration of a dynamic SewerGEMS model, analysis of existing and future conditions, and development of improvement alternatives. Using these results, Jacobs will prepare a prioritized capital improvement program that integrates capacity upgrades, I/I reduction, and asset renewal to support reliable, long-term system performance and informed investment planning.

Scope of Services

Task 5.1 Project Management

Jacobs will implement project procedures to facilitate a timely and cost-effective delivery of quality services and products to the City. Project coordination tasks include:

- Development and execution of a project work plan specific to the project and team including a schedule, budget controls, and quality control (QC) plan
- Team coordination and oversight of the project team, schedule, and budget
- Project manager attendance of scheduled meetings and workshops with the project team.
- Prepare and submit monthly invoice

Task 5.2 Hydraulic Model Development:

A dynamic wastewater collection system model will be developed using Bentley's SewerGEMS software. The model will be constructed from validated GIS with nodes, links, pump stations, force mains, wet wells, and control structures. Critical attributes, such as pipe size, material, length, slope, invert/rim elevations, manhole surcharge settings, pump curves, wet-well control logic, check/air/vacuum valve representation, and diversion structures will be incorporated. Sub catchments will be delineated using terrain/parcel/impervious data to support base sanitary flow (BSF) and rainfall-dependent inflow and infiltration (RDII) assignment. Dry-weather diurnal patterns will be derived from billing, meter data, and land-use classes; infiltration allowances will be assigned based on age/material, groundwater conditions, and known defects. The model will include time-varying pump logic, wet-well control bands, and downstream boundary conditions at the treatment plant(s).

Jacobs will calibrate the model to observed dry-weather and wet-weather metered responses using industry-standard performance metrics. Dry-weather calibration will adjust diurnal patterns, allocation factors, and minor roughness parameters to match monitored baselines. Wet-weather calibration will apply RDII methods to reproduce peak timing and volume across events of varying intensity and antecedent moisture.

Task 5.3 Existing System Analysis:

Jacobs will evaluate future wastewater system performance using population growth forecasts, land use projections, and wastewater flow projections completed in a previously completed task. Instead, Jacobs will incorporate the projections into the hydraulic model and planning analyses to assess future system needs. Activities include:

- Review of the Current Flows
- Spatial Allocation of Provided Flows
- Adjustment of Diurnal Patterns

- Future RDII Considerations
- Integration Into Modeling Framework
- Documentation

Using the calibrated model, Jacobs will evaluate existing performance under representative conditions: average day, peak wet weather (PWWF), and selected storm return periods (1-, 2-, and 5-year events). The assessment will identify capacity constraints, pump station capacity issues, force main head loss and transients' risk, hydraulic grade line (HGL) exceedances at manholes, and bottlenecks at river crossings or major interceptors. Known SSO/backup locations will be crosschecked against model predictions.

Task 5.4 Future Hydraulic Analysis:

Jacobs will evaluate future wastewater system performance using population growth forecasts, land use projections, and wastewater flow projections developed previously. Using the wastewater flow projections for 5, 10, and 20year horizons, Jacobs will incorporate the projections into the hydraulic model and planning analyses to assess future system needs. Activities include:

- Review of Provided Growth and Flow Projections
- Spatial Allocation of Provided Flows
- Adjustment of Diurnal Patterns
- Future RDII Considerations
- Integration Into Modeling Framework
- Documentation

This task will prepare the hydraulic model for future conditions simulations and provide the foundation for evaluating long-term capacity needs and capital improvement strategies. The model will then be used to evaluate system performance under future flow conditions and to develop potential upgrades. Alternatives may include new or upsized sewers, pump station improvements, force main upgrades, storage solutions, or targeted I/I reduction. Planning-level comparisons of these options will be provided.

Task 5.5 Asset Condition, I/I Mitigation, and CIP Development

I/I assessment and RDII Reduction Strategy:

Using calibration results and CCTV/condition data, Jacobs will quantify RDII contributions by basin and prioritize I/I reduction opportunities. Planning level recommendations will be developed that sequence condition assessment (smoke testing, dyed water flooding, nighttime isolation flow, targeted CCTV), trenchless rehabilitation (lining, point repairs, laterals), and inflow source control (illicit connections, covers, frame and chimney seals). Cost and benefit ranges (peak flow reduction, SSO risk reduction, treatment/peak shaving value) will be documented to compare "build more pipe" vs. "fix the leaks" strategies or blended approaches.

Condition and Criticality Screening:

Where condition data exists, Jacobs will compile and normalize CCTV scores (e.g., PACP) and maintenance history to assign planning level condition ratings to pipes and manholes. A parallel criticality assessment (consequence of failure) will factor proximity to critical facilities, customers at risk, environmental sensitivity, access constraints, and redundancy. Combining likelihood and consequence, a risk matrix will prioritize renewal candidates and critical segments needing redundancy or upsizing, informing both capacity and asset renewal CIPs.

CIP and Implementation Strategy:

Jacobs will develop a CIP that integrates capacity projects, I/I reduction initiatives, pump station/force main improvements, and asset renewal. For each project, Jacobs will provide a planning level description, basis of need (hydraulic, risk, regulatory, resiliency), conceptual sizing and limits, dependencies, and AACE Class 5/4 cost estimates including construction, engineering, and contingencies. Projects will be prioritized using transparent criteria (risk reduction, SSO mitigation, growth enablement, regulatory compliance, cost benefit, constructability/coordination). An implementation roadmap will phase projects across 5, 10, and 20year

windows, align with budget cycles, and outline potential funding sources, level description, basis of benefit, constructability/coordination). An implementation roadmap will phase projects across 5-, 10-, and 20-year windows, align with budget cycles, and outline potential funding sources.

Compensation:

The ENGINEER will be compensated at a raw labor rate multiplier of 3.0 for the scope of herein. The maximum bill rate will be $275/hour. Direct expenses (such as travel, subsistence, field equipment, communications, etc.) are reimbursable at cost. Projected reimbursable expenses will be itemized on each invoice. Subcontractors and outside services such as testing and laboratory expenses are reimbursable at cost, plus 5 percent.

When using the Engineer's Global Delivery Center (GDC), the Engineer has internally established banded hourly cost rates to mitigate the impact of currency fluctuations and other factors. The GDC banded rates are currently: $25/hour for Support staff, $35/hour for Intermediate staff, $55/hour for Senior staff, and $65/hour for Specialist staff.

Task 5.1 Project Management	$14,000
Task 5.2 Hydraulic Model Development	$55,000
Task 5.3 Existing System Analysis	$42,000
Task 5.4 Future Hydraulic Analysis	$50,500
Task 5.5 Asset Condition, I/I Mitigation, and CIP Development	$48,500
Total: Not to exceed:	$210,000

Assumptions and Exclusions

- Jacobs will reasonably rely upon the accuracy and completeness of the information/data provided by the Client or others and that available records are accurate and complete with respect to existing processes and facilities

- Population and water demand/production analysis is excluded herein, however, being completed under a separate task order prior to the execution of this scope of work

- Excludes flow monitoring and detailed condition assessment. Flow monitoring will be performed under Task 1. Condition of assets will be limited to top-down desktop evaluations and input from City staff.

- Jacobs will rely on data provided by the City or its third party contractor and will assume the data is accurate, complete, and suitable for planning level use. Jacobs will not independently verify, validate, or correct third party flow data unless separately authorized by the City. Jacobs is not responsible for errors, omissions, equipment issues, or data quality limitations associated with third party flow monitoring, and such limitations may affect the accuracy of model calibration and resulting analyses.

- Jacobs will not perform any field verification, survey, or data correction unless separately authorized. Any errors, omissions, or inconsistencies in the GIS such as missing attributes, incorrect elevations, or outdated system configurations may affect model development and analysis results, and Jacobs is not responsible for impacts arising from deficiencies in the City's GIS data. If requested and authorized Jacobs will assist the City any collecting data gaps or corrections of the GIS.

- Jacobs may need to develop assumptions where the City's data is not available or insufficient and obtain the City's permission for assumptions regarding the data to continue progress in completing the model.

- Only one set of future flow projections is included; additional scenarios require added services.

- Since the estimates are based on conceptual level information and the Engineer has no control over mark market conditions, the Engineer does not warrant that ultimate costs will not vary from prepared estimates.

- Master planning estimates will be conceptual level opinion of probable costs for alternative screening purposes.

  The Engineer has no control over market conditions, the Engineer does not warrant that ultimate costs will not vary from prepared estimates.

- Only one round of model calibration (dry-weather + wet-weather) is included; additional calibration cycles are out of scope.

- Should additional services beyond the Scope of Services defined above be requested, an amendment or separate task order will be negotiated.

Project Overview

The City of Oak Ridge (City) selected Jacobs Engineering Group Inc. ("Jacobs") as their consultant for services to complete comprehensive Water and Wastewater System Master Plans (Plans). Based on coordination meetings with the City held on January 9, 2026 and January 21, 2026, the Plans will evaluate current and future capacity across the City's water treatment plant, wastewater treatment plant, distribution system, and collection system.

The Master Plan will identify existing system constraints, assess future demands based on 20-year growth projections, and develop targeted improvements to support reliable, resilient, and regulatory-compliant operations foundational to incoming residential, commercial, and industrial growth. The Master Plan will assess opportunities for operational optimization, identify required treatment and system expansions, and define the capital improvements needed at key capacity milestones. The resulting recommendations will guide the City's long-term infrastructure investment strategy and support sustainable growth.

Scope of Services

Task 6.1: Workshop and Final Report

The workshop will consist of a 50% and final review of the preliminary recommendations, prioritizations, and estimates determined in Tasks 2 through 5 prior to finalizing the Master Plan report document. Jacobs will incorporate review comments, produce and present a final Master Plan report as follows:

- Executive Summary
- Membrane Water Treatment Plant
    - Regulatory review summary
    - Water system process & capacity assessment results
    - Recommended improvements and schedule for project delivery needs
- Turtle Park Wastewater Treatment Plant
    - Flows and loads analysis and projection
    - Existing process and hydraulic capacity assessment
    - Design criteria and goals
    - Near-term and future expansion/improvements
    - Equipment renewal and replacement schedule
- Water Distribution System
    - Demand analysis and projection
    - Capacity of existing distribution system
    - Condition assessment of existing system
    - Short-term, medium-term and long-term CIP
- Wastewater Collection System
    - Flow monitoring results summary
    - Wastewater hydraulic model
    - Wastewater collection system condition assessment
    - I/I mitigation
    - Short, medium and long-term CIP development and implementation strategy
- Summary of Planning Level Opinion of Probable Construction Costs and Funding Plan

Following the finalizing of the Master Plan report, Jacobs will prepare and present to the City Meeting.

Compensation:

The ENGINEER will be compensated at a raw labor rate multiplier of 3.0 for the scope herein. The maximum bill rate will be $275/hour. Direct expenses (such as travel, subsistence, field equipment, communications, etc.) are reimbursable at cost. Projected reimbursable expenses will be itemized on each invoice. Subcontractors and outside services such as testing and laboratory expenses are reimbursable at cost, plus 5 percent.

When using the Engineer's Global Delivery Center (GDC), the Engineer has internally established banded hourly cost rates to mitigate the impact of currency fluctuations and other factors. The GDC banded rates are currently: $25/hour for Support staff, $35/hour for Intermediate staff, $55/hour for Senior staff, and $65/hour for Specialist staff.

Task 6.1 Workshop and Final Report:	$90,000
Total: Not to exceed:	**$90,000**

Assumptions and Exclusions

- Jacobs will reasonably rely upon the accuracy and completeness of the information/data provided by the Client or others.
- Master planning estimates will be conceptual level costs estimates for alternative screening purposes. Since the estimates are based on conceptual level information and the Engineer has no control over market conditions, the Engineer does not warrant that ultimate costs will not vary from prepared estimates.
- Should additional services beyond the Scope of Services defined above be requested, an amendment or separate task order will be negotiated.

NUMBER _____

RESOLUTION

A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH JACOBS ENGINEERING GROUP, INC., KNOXVILLE, TENNESSEE, FOR CONSULTING SERVICES TO DEVELOP A MASTER WATER AND SEWER PLAN IN AN AMOUNT NOT TO EXCEED $1,000,000.00.

WHEREAS, the City has not updated its Master Water and Sewer Plan (Master Plan) since 2012; and

WHEREAS, the Master Plan looks at the existing infrastructure and condition of the assets within the Waterworks division of Public Works; and

WHEREAS, an updated Master Plan will create a model for the water distribution system, sewer collection system, and treatment plants, and will any show deficiencies as well as design alternatives to improve operation, maintenance, and function; and

WHEREAS, the improved models are needed for capital improvement project development and determination of the rate structure for the Waterworks Fund; and

WHEREAS, to address this need, the City issued a Request for Qualifications (RFQ) on October 28, 2025, seeking responses from qualified individuals to provide consulting services for the development of a new Master Plan; and

WHEREAS, submitted responses were received and reviewed by a selection team with Jacobs Engineering Group, Inc., Knoxville, Tennessee, selected as the most qualified and responsive submission to provide such services; and

WHEREAS, this item was brought before the Budget and Finance Committee on February 26, 2026, which item was favorably received; and

WHEREAS, the City Manager recommends entering into an agreement with Jacobs Engineering Group, Inc., for these services.

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

That the recommendation of the City Manager is approved and the City is hereby authorized to enter into an agreement with Jacobs Engineering Group, Inc., Knoxville, Tennessee, for consulting services to develop a new Master Water and Sewer Plan in an amount not to exceed $1,000,000.00.

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

This the 9th day of March 2026.

APPROVED AS TO FORM AND LEGALITY:

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Tammy M. Rackard, City Attorney

_____
Warren L. Gooch, Mayor

_____
Mary Beth Hickman, City Clerk

AGENDA ID: X.h

OAK RIDGE CITY COUNCIL MEMORANDUM

DATE: March 09, 2026

TO: Honorable Mayor and City Council

FROM: Tammy Rackard , City Attorney

SUBJECT: Extension of the Administrative Hearing Officer Appointment - Hugh B. Ward, Jr.

Introduction

An item for the agenda is a resolution extending the appointment of Hugh B. Ward Jr. to the Office of Administrative Hearing Officer through June 30, 2027, and approving the associated agreement with the compensation level remaining at $2,500.00 per month.

Background

By Resolution 2-8-2022, City Council appointed Hugh B. Ward, Jr., to the Office of Administrative Hearing Officer. Mr. Ward's current term expires April 30, 2026. At the January 20, 2026 work session, the City Attorney and City Council discussed the Administrative Hearing Officer position and whether to reappoint Mr. Ward or to open the position up to interested individuals who were certified by the Municipal Technical Advisory Service (MTAS) to be administrative hearing officers. The City Attorney contacted MTAS for a list of local individuals who were certified, however, such a list does not exist.

It is recommended to extend Mr. Ward's current appointment to June 30, 2027. This will allow a few things to occur. First, it will place the agreement on the City's fiscal year for budget purposes. Second, it will give time for the City and Mr. Ward to update the AHO Rules. Third, it will give time to sufficiently advertise to gauge interest for MTAS-certified individuals for future appointment and allow time for Council to evaluate the interest. Mr. Ward is willing to extend his current term and assist the City in any way with this process.

It is further recommended that the City Attorney be authorized to negotiate new terms for the agreement with Mr. Ward. While the terms of the existing agreement are mostly sufficient, the City Attorney would like to update those terms to include provisions such as holding hearings twice a month if sufficient caseload warrants. Compensation would remain at $2,500 per month.

Recommendation

Approval of the attached resolution is recommended.

Attachments:

Resolution - Hugh Ward - Extension of AHO Appointment.docx

NUMBER _____

RESOLUTION

A RESOLUTION EXTENDING THE APPOINTMENT OF HUGH B. WARD, JR., TO THE OFFICE OF ADMINISTRATIVE HEARING OFFICER THROUGH JUNE 30, 2027, AND APPROVING THE ASSOCIATED AGREEMENT WITH THE COMPENSATION LEVEL REMAINING AT $2,500.00 PER MONTH.

WHEREAS, by Resolution 2-8-2022, City Council appointed Hugh B. Ward, Jr., to the Office of Administrative Hearing Officer; and

WHEREAS, Mr. Ward's current term expires on April 30, 2026; and

WHEREAS, at the January 20,2026 work session, the Administrative Hearing Officer position was discussed in general terms with City Council to determine whether to reappoint Mr. Ward or to contact certified individuals to gauge interest in the position; and

WHEREAS, the State has charged the Municipal Technical Advisory Service (MTAS) with developing the training program for the Administrative Hearing Officer, which program shall be offered no less than twice per calendar year, however, MTAS did not have a list of certified individuals by geographic area that the City could use to gauge interest at this time; and

WHEREAS, the parties desire to extend the current appointment through June 30, 2027 to place the appointment on the City's fiscal year for budgetary purposes and allow time for the City to conduct a public advertisement process in late fall 2026 / early spring 2027 to gauge interest by local/regional certified administrative hearing officers since this position has not been re-advertised since its inception in 2014.

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

That Hugh B. Ward, Jr., is hereby reappointed to the office of Administrative Hearing Officer through June 30, 2027, with the agreement to be negotiated by the City Attorney and the compensation level to remain at $2,500.00 per month.

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

This the 9th of March 2026.

APPROVED AS TO FORM AND LEGALITY:

_____
Tammy M. Rackard, City Attorney

_____
Warren L. Gooch, Mayor

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Mary Beth Hickman, City Clerk