

AGENDA
SPECIAL CALLED

OAK RIDGE CITY COUNCIL MEETING

Municipal Building Courtroom

July 25, 2011

7:00 p.m.

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

I. RESOLUTION

1. BID AWARD FOR REPLACEMENT VEHICLE FOR CITY MANAGER

A resolution authorizing the purchase of one (1) Chevrolet Equinox from Chevrolet Buick GMC of Murfreesboro, Tennessee, for use by the City Manager, in the estimated amount of \$27,999.

II. FINAL ADOPTION OF ORDINANCE

1. ORDINANCE – FISCAL YEAR 2012 BUDGET APPROPRIATION AMENDMENT
[2nd Reading]

An ordinance to amend Ordinance No. 8-11, which ordinance imposes a tax on all property within the City, fixes the rate of the tax, adopts a budget, and adopts appropriations for the fiscal year beginning July 1, 2011, by amending said appropriations.

III. ELECTION

1. CITY COUNCIL SEAT

Appointment of a member to fill the vacancy on City Council created by the resignation of Councilmember Thomas Hayes; said appointee to serve until the next general election scheduled for August 2012.

Work Session immediately following the Special Called Meeting of the City Council

CITY COUNCIL MEMORANDUM
11-36

DATE: July 20, 2011
TO: Honorable Mayor and Members of City Council
FROM: Mark S. Watson, City Manager
SUBJECT: BID AWARD FOR REPLACEMENT VEHICLE FOR CITY MANAGER

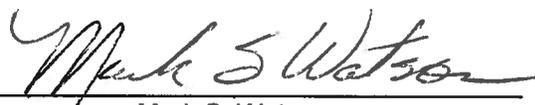
An item on the agenda is a resolution authorizing the purchase of a Chevrolet Equinox from Chevrolet Buick GMC of Murfreesboro, Tennessee, for use by the City Manager, in the estimated amount of \$27,999.00.

The City of Oak Ridge provides a vehicle for use by the City Manager. The current vehicle, a Ford Explorer, has over 161,000 miles and was approved for change out in the FY 2011 budget. City Manager Watson has utilized the vehicle for an additional year of service due to his arrival after last year's budget adoption process.

The City Manager's budget limitation is up to \$25,000 without Council authorization. The targeted vehicle or equivalent is a Chevy Equinox that has a much higher MPG rating than the present vehicle. Capacity rating has the vehicle with the most legroom in a rear seat, which will allow for easier transport to off-premise locations, such as Nashville, with multiple passengers.

The City Manager's Office and Purchasing were concerned with setting the example for the Climate Action Plan. However, hybrids were not available for 14-18 months due to back orders caused by the high price of gas. If this future situation changes, we can absorb this vehicle into the main City fleet.

Approval of the attached resolution is recommended.



Mark S. Watson

Attachments

CITY OF OAK RIDGE, TENNESSEE
Abstract of Bids

RFQ 124416
OPENING DATE: July 11, 2011 11:00 A.M.

DESCRIPTION	Model	YEAR	Unit	BIDDER:		BIDDER:		BIDDER:		BIDDER:	
				UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
FOR — 2011 or 2012 Crossover SUV					BIDDER: Chevrolet Buick GMC of Murfreesboro 1422 N.W. Broad Street Murfreesboro, TN 37129	BIDDER: Reeder Chevrolet 4301 Clinton Highway Knoxville, TN 37912	BIDDER: Sexton Automotive Group S. Roane St. Harriman, TN 37748	BIDDER: Sexton Automotive Group 1226 Knoxville Highway 62 Warburg, TN 37887			
	Equinox	2012	1	\$ 27,999.00	\$ 27,999.00	\$ 28,420.00	\$ 28,420.00	\$ 31,928.40	\$ 31,928.40	\$ 31,500.00	\$ 31,500.00
	Equinox	2011	1					\$ 31,928.40	\$ 31,928.40		
	Edge	2012	1							\$ 31,500.00	\$ 31,500.00
TOTAL PRICE				\$	27,999.00	\$	28,420.00	\$	31,928.40	\$	31,500.00
TERMS					Net 15		Net Upon Receipt of		Full Payment on Delivery		Full Payment on Delivery
DELIVERY					Estimated September		60 Days		Upon Acceptance		9/1/2011
F.O.B.					Oak Ridge		Oak Ridge		Oak Ridge		Oak Ridge
VIA					Wheels on Ground		Personal Delivery		Best Way		Best Way
OTHER BIDDERS CONTACTED:											
Secret City Dodge - Oak Ridge, TN											
Fox Chevrolet - Clinton, TN											
Reeder Chevrolet - Knoxville, TN											
West Chevrolet - Alcoa, TN											
Ted Russell - Knoxville, TN											
Beatty Chevrolet - Knoxville, TN											
David Clifton Chevrolet - Harriman, TN											
Lance Cunningham - Knoxville											
Town & Country Ford - Madison, TN											
Golden Circle Ford - Jackson, TN											
McNelly Whaley Motor Co. - Stearnville, TN											
Jacky Jones - Maryville, TN											
REASON FOR AWARD:											
ONLY BID RECEIVED											
LOW PRICE											
BETTER OR REQUIRED DESIGN											
EARLY DELIVERY											
LOWEST TOTAL COST											
RECOMMEND AWARD BE MADE TO:											
Chevrolet Buick GMC of Murfreesboro											
1422 N.W. Broad Street											
Murfreesboro, TN 37129											
BIDS OPENED AND RECORDED BY—											
Lynn Majeski											
Accounting Division Manager											
BIDS REVIEWED BY—											
Janice McGinnis											
Finance Director											

RESOLUTION

A RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1) CHEVROLET EQUINOX FROM CHEVROLET BUICK GMC OF MURFREESBORO, TENNESSEE, FOR USE BY THE CITY MANAGER, IN THE ESTIMATED AMOUNT OF \$27,999.00.

WHEREAS, the City of Oak is in need of one (1) replacement vehicle for the City Manager's Office; and

WHEREAS, bids were received and publicly opened on July 20, 2011, with Chevrolet Buick GMC of Murfreesboro, TN, submitting the lowest and best bid, which bid the City Manager recommends be accepted.

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

That the recommendation of the City Manager is approved and award is hereby made to Chevrolet Buick GMC of Murfreesboro, 1422 N.W. Broad Street, Murfreesboro, TN 37129 for the furnishing of one (1) Chevrolet Equinox for use by the City Manager in the estimated amount of \$27,999.

This the 25th day of July 2011.

APPROVED AS TO FORM AND LEGALITY:



Kenneth R. Krushenski, City Attorney

Thomas L. Beehan, Mayor

Donna L. Patterson, City Clerk

CITY CLERK MEMORANDUM
11-36

DATE: July 20, 2011

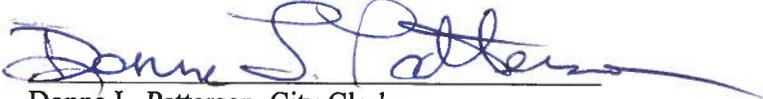
TO: Honorable Mayor and Members of City Council

FROM: Donna Patterson, City Clerk

SUBJECT: ORDINANCE – FISCAL YEAR 2012 BUDGET APPROPRIATION AMENDMENT

This is the 2nd reading and final adoption of the Ordinance to amend Ordinance No. 8-11. This will amend the fiscal year 2012 budget appropriation for the General Purpose School Fund.

The amendment does not change the fiscal year 2012 operating transfer from the City to the Oak Ridge Schools and has no impact on the property tax rate.


Donna L. Patterson, City Clerk

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 8-11, WHICH ORDINANCE IMPOSES A TAX ON ALL PROPERTY WITHIN THE CITY, FIXES THE RATE OF THE TAX, ADOPTS A BUDGET, AND ADOPTS APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 2011, BY AMENDING SAID APPROPRIATIONS.

WHEREAS, there exists a need to amend the original appropriations for Fiscal Year 2012 and for the accomplishment of the same, a public hearing has been held before the City Council after ten (10) days' notice thereof published in The Oak Ridger, the official newspaper, as provided by law; and

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

Section 1. Ordinance No. 8-11, which adopts appropriations for Fiscal Year 2012, is hereby amended by revising Section 3 so that the same, as revised, will read as follows:

Section 3. In accordance with Article V, Section 14, of the Charter of the City of Oak Ridge, the following amounts shall be and hereby are adopted as appropriations by funds for the operation of the City of Oak Ridge, Tennessee, for Fiscal Year 2012:

General Fund, Municipal Operations	\$19,453,250
Debt Service (Bond and Interest Redemption Fund)	8,142,000
State Street Aid Fund	1,784,000
Streets and Public Transportation Fund	260,000
Drug Enforcement Program Fund	350,000
Grant Fund	4,000,000
General Purpose School Fund	56,575,222
Golf Course Fund	1,335,000
Capital Projects Fund	4,500,000
Solid Waste Fund	2,531,170
Economic Diversification Fund	2,131,000
West End Fund	2,893,000
Special Programs Fund	1,243,000
Housing Fund	850,000

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:

City Attorney

Mayor

City Clerk

Public Hearing: 7/11/11
 First Reading: 7/11/11
 Publication Date: 7/18/11
 Second Reading: _____
 Publication Date: _____
 Effective Date: _____

CITY CLERK MEMORANDUM
11-35

DATE: July 20, 2011
TO: Honorable Mayor and Members of City Council
FROM: Donna L. Patterson, City Clerk
SUBJECT: ELECTION FOR FILLING THE VACANCY CREATED BY THE RESIGNATION
OF COUNCILMEMBER THOMAS HAYES

The following are the applicants for the vacant Council seat:

Trina Baughn 119 Newport Drive

Kelly S. Callison 331 Louisiana Avenue

Charles J. Hope Jr. 203 Englewood Lane

Joseph E. Lee 99 East Pasadena Road

Delores C. Moyer 169 Glassboro Drive

Joseph H. Noecker 98 Park Meade Drive

Benjamin J. Stephens II 105 Tamara Lane

The Oak Ridge City Charter, Article I, Section 14, provides that a vacancy in the council shall be filled within thirty (30) days by an affirmative vote of a majority of the remaining councilmembers, with the appointee to serve until the next regular city, county, or state election, at which time a successor shall be elected. If a tie vote by the council to fill a vacancy is unbroken for thirty (30) days, the mayor shall appoint a qualified person to fill the vacancy.

All of the applicants submitted their applications within the required timeframe and they all meet the requirements as listed in the City Charter, Article I, Section 5.


Donna L. Patterson, City Clerk

Trina Baughn
119 Newport Dr.
Oak Ridge, TN 37830
865.483.5683
DOB: 5/29/73

City of Oak Ridge
P.O. Box 1
Oak Ridge, TN 37831
ATTN: Donna L. Patterson, City Clerk

RE: Statement of Interest in Vacant City Council Seat

July 18, 2011

Honorable Mayor and Members of the Oak Ridge City Council -

I humbly submit my resume for consideration to serve on city council. I am an eleven year resident of Oak Ridge, a qualified voter, a property owner and an active participant in local affairs who is heavily invested in the long-term survival of our city.

To this position, I offer:

- A **record of civic involvement** that includes hundreds of hours of research, problem solving and advocacy that have resulted in both tangible change and an increase in public awareness.
- An **impartial perspective** in that I have **no political affiliations**, past or present.
- A professional history that spans over **15 years in both the private and public sectors** and is comprised of roles in project management, business to business sales, employee and volunteer recruitment, event coordination, marketing, and process analysis.
- The ability to **communicate effectively** with people of all levels and backgrounds; comprehensively analyze problems and solutions; **efficiently prioritize** time and activities to meet organizational and individual goals.
- **Time:** My recent decision to take a sabbatical from employment allows me more time to dedicate to the role and responsibilities required of council.

In closing, and most importantly, I desire to see our city wisely and effectively leverage all of our assets in ways that successfully attract and retain both businesses and residents. I believe that my experience, skills and objectivity can contribute to meeting this vital goal and welcome the opportunity to serve Oak Ridge citizens in this capacity.

Regards,


Trina Baughn

Encl: 2 Page Resume

Trina Baughn

119 Newport Drive
Oak Ridge, TN 37830
865.384.5683
Trina.Baughn@gmail.com

PROFILE

Project/Program Manager/Analyst with a passion for achieving optimal efficiency of fiscal and operational resources through clear communication and process development.

INDEPENDENT ENDEAVORS

- ◇ Civic Participation (details provided in blogs listed below): 2007- Present
 - Conduct thorough analysis of annual municipal (school) budgets; identify redundancies and inefficiencies; provide results and recommendations to city officials and inform the public through guest columns and editorials.
 - Led efforts to improve student pedestrian safety within the Oak Ridge community. Researched problems and potential solutions; functioned as an unofficial crossing guard; collaborated with public officials (from the local to the state level) to arrive at solutions that included enhanced traffic safety measures, added crossing guards, and legislation.
 - Regular attendance and involvement in City Council, BOE and Charter Commission meetings with a focus on fiscal accountability and public safety.
- ◇ Blog Author and Administrator 2007- Present
 - www.whovilleburbs.blogspot.com
 - www.protectoakridgekids.blogspot.com
- ◇ Volunteer Security Program Manager (Faith Promise Church) 2003-2010
- ◇ Volunteer Banquet Coordinator for the ORHS Cross Country Team 2007
- ◇ Owner/operator of a resume and career assistance service (Stand Out Resumes) 2004-2005
- ◇ Foster Parent/Child Advocate 2002-2004

PROFESSIONAL EXPERIENCE

AllMeds, Inc. - Oak Ridge, TN 2005 – 2011
Project/ program management and process development for a medical software company

- ◇ Jointly and directly managed over 200 implementation projects for physician practices ranging in size from 1-25 providers from the close of the contract through the final date of go live on practice management and electronic medical record software.
- ◇ Deconstructed implementation projects into a matrix that reflected 18 primary scenarios with differentiated installation, training and data conversion timelines, thus enabling the department to establish benchmarks and success criteria that had previously been non-existent. The results positioned the company to confidently communicate clear, reasonable expectations to clients regarding timelines and obligations specific to their project.
- ◇ Established and managed a bulk purchasing program that, in its initial year yielded **annual profits in excess of \$80K and totaled nearly \$500K** by the 4th year.
- ◇ Created and continually refined data tracking methods for the reporting of cost/benefit analysis information that assisted sales and finance staff during contract negotiations.

Staff I.T. - Oak Ridge, TN

2000 - 2003

B2B sales, research analysis, strategic marketing and recruitment of I.T. professionals

- ◇ **Contributed up to 40% (\$227,000 within 26 months) of company's total gross profit as a direct result of sales and recruiting efforts.**
- ◇ Developed and implemented new marketing strategies based on in depth research of target clientele and competition. Created content and design for both marketing copy and website.
- ◇ Identified prospective clients through media, network functions, and research; initiated contact, developed and cultivated relationships based on clients' needs.
- ◇ Located and placed information technology professionals. Negotiated terms of employment, overcoming any objections from the company and the candidate to finalize process.
- ◇ Developed automatic alert and tracking system for identifying new prospects and monitoring competitor activities.

Dept. of the Army (Civilian) – Germany

1995 - 2000

Program management, event coordination, fundraising, training development and instruction

- ◇ As a manager of a military base volunteer program, served as a centralized resource for volunteerism within the largest overseas U.S. community (population 53,000.)
- ◇ Assessed and addressed the needs of both agencies and volunteers through surveys, personal consultations, and research of similar programs in the private sector.
- ◇ Oversaw and coordinated all aspects of appreciation banquets with up to 400 attendees including high ranking military officials and dignitaries.
- ◇ Solicited sponsorship from local companies in the form of prizes, financial support, and reduced services; funds raised valued at up to \$4,000 for a single event.
- ◇ Worked closely with local media to advertise vacancies, promote local events, and elicit community support.
- ◇ Chaired an advisory council to address volunteer issues and coordinate upcoming events.
- ◇ Served in previous position as an executive level command secretary: assessed training needs of staff; developed curriculum to enhance job performance, administrative processes, and team building; conducted training program for class sizes up to 40 participants.

EDUCATION

University of Maryland University College
Bachelor of Science - Communications
Associate of Arts - Management Studies

1997-2000

331 Louisiana Avenue
Oak Ridge, TN 37830

Oak Ridge
200 S. Tulane Avenue
Oak Ridge, TN 37830

7/17/2011

Honorable Mayor Tom Beehan and Distinguished City Council Members,

I am submitting my name for consideration for the open position on the Oak Ridge City Council. I am a relatively new to the City of Oak Ridge having moved here in December of 2007 with my wife and now 4 year old twins. I have served on the Oak Ridge City Municipal Planning Commission, currently as the Vice Chairman, for two years. I work for Information International Associates as Chief Operations Officer.

I moved here from Northern Virginia after spending over 30 years off and on in that area. As a career Coast Guard officer I moved in and out of that area for various assignments and then permanently settled there in 1991. Exposure to a large variety of geographical areas both in the service and afterwards, their pluses and minuses and what the local government was doing to improve them is one of my greatest strengths.

I am active in the Oak Ridge Breakfast Rotary Club, ETEC and the Chamber of Commerce Advocacy Task Force. Over the course of the last 3 ½ years I have become intimately familiar with the city including its residential, commercial and industrial areas. With very young children I bring another valuable perspective to the already diverse Council. If selected I am prepared to run in the general election in 2012. Simply put I am here for the long haul and am extremely interested in helping the city maintain its excellent quality of life.

I have attached my current resume. The following are relevant highlights of my experience from over the last 30 years. I believe these highlights illustrate a well rounded knowledge of commercial and residential real estate, the construction business, community revitalization, and of course politics.

When I first moved to Fairfax County in Northern Virginia in 1976, I was Treasurer, then Vice President, and then President of the Springfield Forest Homeowners Association. In those roles I represented approximately 250 home owners in numerous Lee District (our district in Fairfax County) planning and zoning sessions. The neighborhood was built starting in 1954 and was extremely active politically. I attended numerous planning meetings as the Fairfax County Master Plan was being updated. When we moved in 1982 to Annandale, VA, I became a member of the Canterbury Homeowners Association.

At Group Detroit in 1985 I worked in one of the oldest sections of industrial Detroit. As the Deputy Group Commander I oversaw the design and construction of numerous facilities within the group's boundaries including Group Detroit itself. Because of serious flooding caused by the rising levels of the Great Lakes I closed Coast Guard Station St Clair Flats which was located in a very wealthy and politically active neighborhood. I dealt with both the neighborhood and their congressional representative in convincing them that their service would not suffer.

In 1988 I lived and worked in New London, CT which is a historic but otherwise struggling city completely surrounded by the growing and prosperous town of Waterford, CT. While I was there the city reopened what had been a walking main street and an absolute business failure that led to the further deterioration of the downtown area. The city of course is famous for the Supreme Court ruling on eminent domain which I am sure you are familiar with: In its 5-4 decision in the case of *Kelo v. City of New London*, the U.S. Supreme Court issued an important, if very controversial, interpretation of the government's power of "eminent domain," or the power of the government to take land from property owners for economic rather than public purposes.

Just before moving to Oak Ridge I lived in 2 very distinct areas of Northern Virginia.

Del Ray is part of the City of Alexandria. Del Ray was a middle class neighborhood over 100 years old that went steadily downhill in the 60's and 70's. In the last 10 years it has made a huge turnaround and is now the place to

live. It has a small town atmosphere – one primary main street with restaurants, coffee shops, wine shops, and a variety of miscellaneous other types of businesses. Del Ray closes the main street for a very popular art festival, for a Halloween parade, and other family oriented activities. The main street businesses survive in the shadow of Potomac Mall and old town Alexandria.

Arlington County is an area that has revitalized itself primarily based on the arrival of the subway line. A subway line is obviously not something that the City of Oak Ridge has to look forward to, but Arlington's approach is relevant. They combined business and residential areas in tight clusters around the stations.

I have made a big effort to understand local, state and national (TN) politics. My company and me personally have been politically active on the state and national level.

Quoting the Mayor I too would like to help “maintain our city as an exceptional place for all too live, work, and visit.”

Sincerely,



Kelly Callison

Kelly S. Callison
331 Louisiana Avenue
Oak Ridge, TN 37830
865-272-3433 (h)
865-298-1268 (o)
Kelly.Callison@comcast.net
kcallison@iiaweb.com

Career History

Information International Associates, Inc., (12/1/2007 – present)
Oak Ridge, TN
Chief Operations Officer

Iia is a woman-owned, small business headquartered in Oak Ridge, Tennessee. It provides information management, systems, and technology services to government, academia, the private sector, and international entities. Founded in 1988, the company was developed to provide innovative solutions to its customers' information challenges. It has special and long-term expertise in scientific and technical information services, national and international information policy and standards development, librarianship, and open-source intelligence work.

Accomplishments

Established the program and back office infrastructure to support growth to \$100M. Focused company's offerings through the establishment of 3 practice areas – information technology, knowledge management and organization, and research and analysis. Continued company's excellent revenue growth.

Vangent, Transaction Services, (01/2007 – 11/2007)
Arlington, VA
Senior Program Manager

Vangent, Inc. (formerly Pearson Government Solutions) offers the end-to-end capabilities necessary to tackle customers' toughest challenges. Vangent designs builds and operates mission-critical systems and processes to seamlessly deliver vital information, services and programs to customers and their constituents. Its integrated solutions are based on in-depth domain knowledge, proven methodologies and tools and over a half century of real-world experience.

Accomplishments

Senior Program Manager responsible for the \$1.5B NTIA Analog to Digital Transition Coupon Program. Developed the management plan for a staff of over 500 employees and \$100M in revenue for a program scheduled to run for 18 months.

NCI Information Systems Inc, Civilian Programs Group (06/2003 – 01/2007)
Reston, VA
Vice President/Deputy GM

NCI Information Systems, Inc., is a leading information technology, systems engineering and integration company, has 50 locations and over 1,400 employees worldwide. Vice President of Operations and Deputy General Manager with a staff of 450 and revenue of \$50 million delivering a broad range of services including: Enterprise Systems Management, Information Assurance, Network Engineering and Systems Development and Integration. Supporting clients in 18 states.

Accomplishments

Established Project Management Office with responsibility for management, staffing, and operational execution of the following contract efforts:

- Department of Commerce Commits NexGen GWAC
- VA GITTS MAC
- Major subcontract role under Millennia and Answer
- Numerous GSA Schedule 70 Tasks

Moved Group into new markets.

Established practice areas for Information Security and Systems Development.

Personally led several major new opportunity capture efforts.

100% win rate on contract recompetes.

Participated in the successful pursuit of several Government Wide Acquisition Contracts (GWAC)- VA GITSS and Commits NexGen.

CNA Corporation, Institute for Public Research (06/2002 - 06/2003)

Alexandria, VA

Director of Decision Support Systems

The CNA Corporation is a non-profit organization that provides in-depth, independent research and analysis to inform the important work of public sector leaders. For over 60 years they have helped make a difference by putting minds to work on the critical issues that face our nation and the world. As Director, created an IT practice outside the Federally Funded Research and Development Center (FFRDC).

Accomplishments

Led all phases of the business development cycle: strategic planning, opportunity discovery and evaluation, capture planning, teaming, proposal development and contract implementation.

Positioned CNA for work on the FAA Traffic Flow Management (\$589M) contract and US Visitor Contract (\$10B).

Established the first ever enterprise wide project management system.

Battelle, Information Systems Engineering (06/1992 - 06/2002)

Arlington, VA

Director, Federal Civilian Operations

Battelle is a global science and technology enterprise that develops and commercializes technology and manages laboratories for customers. Headquartered in Columbus, Ohio, they have a vast science and technology reach. With the national labs they manage or co-manage, they oversee 20,000 staff members and conduct \$3.7 billion in annual research and development. As Director, responsible for \$15M in P/L generated by operations spread across the East coast

Accomplishments

As facilities manager oversaw the tripling of office space.

Established an extremely robust system development practice that was SEI/CMM assessed.

Led numerous successful proposal efforts to capture over \$500M in new contracts.

Program Manager for the Food and Drug Administration's SISTIR (Strategic Information Systems Technical Integration Resources) contract, the National Science Foundation, Information Technology (IT) Support Services Contract and the Volpe National Transportation System Center's Information Systems Engineering OMNI I, II, and III contracts.

Battelle, Information Systems Engineering (06/1991 - 06/1992)
Martinsburg, WV
Program Manager

Coast Guard Operations System Center (OSC), Martinsburg, WV. Responsible for establishment of a brand new computer center that brought together three completely different computer systems.

Accomplishments

Completed consolidation under budget and ahead of schedule.

Personally staffed, trained, organized and managed the operation, maintenance (system software, applications, and hardware) and work order components of the Center

US Coast Guard, (06/1971 - 06/1991) Selected Assignments

Computer Science Department Head and Computer Center Director, U.S. Coast Guard Academy, New London, CT (1988-1991)

As Computer Center Director managed all academic and administrative computing resources. Established a vision statement to guide the Academy into 21st Century.

As Computer Science Department Head developed and delivered classroom instruction across the full spectrum of computer-related courses required for a degree in Math/Computer Science. Taught courses ranging in size from 20 to 200 students.

Deputy Group Commander and Base Executive Officer, U.S Coast Guard Group/Base Detroit, Michigan (1985-1988)

As Deputy Group Commander responsible to the operation of 12 search and rescue stations (stretching from Tawas, Michigan to Fairport, Ohio), two ice breaking tugs and numerous support units.

As Base Executive was responsible for the operation of a large industrial base that served the outlying units and hosted several ocean going buoy tenders.

Project Manager, Coast Guard Operational Computer Center, U.S. Coast Guard Base Governors Island, New York, NY, (1979-1981),

Planned, designed and managed the construction of the Coast Guard's first computer center to support operations.

Education

NPGS (1976)

Master of Science, Computer Science

USCGA (1971)

Bachelor of Science, Math/Computer Science

July 12, 2011

Charles J Hope Jr.
203 Englewood LN.
Oak Ridge, TN. 37830

RECEIVED

2011 JUL 12 PM 9:29

OFFICE OF THE CITY CLERK

To the Honorable Mayor Tom Beehan,
Mayor Pro Tem Jane Miller,
Councilman David Mosby,
Councilwoman Ellen Smith,
Councilwoman Anne Garcia Garland,
Councilman Charlie Hensley, and
City Manager Mark Watson,

RE: APPOINTMENT FOR UNEXPIRED COUNCIL SEAT

Dear Council Members,

This letter is to inform you that I am seeking the appointment of the unexpired council seat from which Tom Hayes resigned. I believe I have developed a unique set of skills over the past five to six years since completing Leadership Oak Ridge and considering the amount of time I've become engaged in our community. I believe people feel comfortable with me and that I have the ability to listen to their concerns. Furthermore, my reputation and the integrity with which I run my business shows that I follow through on my word and do not make promises I can't or don't intend to keep.

I would like to say that I have been very blessed to be able to grow-up in this town, go to school here, marry my college sweetheart, raise our family, and start and run a thriving business here in Oak Ridge. For more than 36 years the city of Oak Ridge has given me so many opportunities, that I want to give back to the community I call "Home." I believe I have been given the ability to help solve problems, and to handle challenges that come from a city that is still learning how to grow and mature into one of the best cities in the state. I have always been one of the biggest cheerleaders of Oak Ridge; I take great pride in where I live, work, play and raise my family. I want to be one of the champions of our city so everyone can have the same type of opportunities that I have had. That is why I am asking for the opportunity to fill the unexpired term seat on City Council.

Respectfully,



Charles (Chuck) J. Hope Jr.

Charles (Chuck) J. Hope, Jr.

203 Englewood Lane, Oak Ridge, TN 37830

Phone (865) 481-0214 home, (865) 483-0979 work,

(865) 388-9647 cell

Email: cjhopejr@yahoo.com or chuck@chuckscarcare.com

Biography

I have been a resident of Oak Ridge since 1974, when my parents brought our family back home to East Tennessee after an early childhood in South Florida. My two brothers (Roger and Terry) and I grew up in Oak Ridge and attended the Oak Ridge School System. I graduated in 1980, and then enrolled in Roane State Community College, where I met and married my wife Maryjeane Krusen (Mary to all of our friends). Mary and I have been homeowners in Oak Ridge since 1985. We have two sons: Chuck (age 22) just graduated from the University of North Carolina at Charlotte, with a Mechanical Engineering degree; and John (age 17) an upcoming senior at Oak Ridge High School.

Since 1982, I have been owner/operator of Chuck's Car Care Center (CCCC), a full-service automotive repair center in Oak Ridge. CCCC employs seven full-time employees and has an \$800,000 annual budget. In the fall of 2008, we moved into a completely new customized automotive repair shop. In addition to providing state-of-the-art automotive service, CCCC is also the oldest continually run Budget Truck rental agency in the area and the only propane refill facility in Oak Ridge. My ability to organize, prioritize, delegate and control work flow coupled with my analytical, interpersonal and leadership skills make me a top candidate for working with customers and solving the day-to-day issues of a service-oriented business. Graduating from the Management Success Program in 2004 and Leadership Oak Ridge in 2005 this background provides the perfect backdrop for my community involvement. My community involvement includes, but has not been limited to:

- Active member since 2004 of the Oak Ridge Chamber of Commerce and Bronze Millennium partner since 2007
- Appointed to the Board of Directors of the Chamber in 2008
- Served as the Chairman of the Board of Directors in 2010
- Appointed to the Oak Ridge Beer Permit Board in December 2005
- Appointed to the board of directors of the Oak Ridge Convention and Visitors Bureau (CVB) in May 2006
- Elected as the Chairman of the board of directors for the CVB in June 2007 serving in that position for two years.
- Appointed to the B&W Y-12 Community Relations Council in 2011.

During my time on the Oak Ridge CVB board, I was able to facilitate the successful move of the CVB into their current office space in the Mid-Town Community Center. I have been able to help plan and develop a strategic plan, then implement and complete actions from the plan, and I helped in changes to how the CVB handles their budget process. I was instrumental in initiating changes to the CVB employee health program, which has brought about substantial cost savings. I have also helped in the current negotiations of the City / CVB annual contract, working closely with both the City Manager Mark Watson, and the CVB Executive Director Katy Brown to completely update and change the scope-of-work and the measurables from which the contract is based.

As a member of the Chamber of Commerce since 2004, I participated in numerous activities, which allowed me to see how the chamber works within the community. In 2008, I was appointed to the Board of Directors, and was named the Vice-Chair of Organizational Value, as well as a member of the Housing Advisory committee. In 2009, I was elected as the chair-elect and served on the board of Tech 2020 to gain the insight of that organization. In 2010, becoming the Chairman of the Board for the chamber, I worked very closely with the President of the Chamber Parker Hardy and then current intern City Manager Gary Cinder on the City / Chamber annual contract, updating it from a yearly contract to a three-year term contract with new measurables and scope-of-work.

Besides all the civic boards and business boards I sit on, I am very much involved in our city's youth soccer that I have coached for more than 17 years. This has been a great pleasure. Not only was I able to watch my kids grow up playing sports, but I am known as "Coach" to several hundred kids in town. It is a badge I wear with pride, and of all the names I may be known by, this is the one I like the best. I have also volunteered at the Secret City Festival for the past seven years, which has allowed me to really get to know a lot of the city staff, as I have had to work closely with them throughout the festival. The last several years I have also volunteered at the Lavender Festival on traffic control and this has allowed me to meet and greet a large number of visitors to the festival. One of my most cherished accomplishments has been that of Tool Coordinator on the Cedar Hill Playground Projects, both in 1988, as a co-coordinator, and then again in 2011 as the main coordinator, this allowed me to again work closely with the city staff in the Parks and Recreation dept. I have a long-time relationship with many of them through my involvement with youth sports and playground projects.

I have been involved in a wide range of sports including soccer, motor sports, and golf. I also enjoy reading, hiking, gardening, and woodworking. I am an avid high school football and soccer fan, and enjoy going to the games all over the state. I really enjoy being with my family and friends and having a good time here in our great city.

Affiliations

- Youth soccer team coach in Oak Ridge for more than 17 years
- Serving on the Oak Ridge City Beer Permit Board since December 2005
- Serving on the Board of the Oak Ridge Convention and Visitor Bureau since May 2006
- Have served on the Oak Ridge Chamber of Commerce Board since 2008, and as Chairman in 2010
- Coach Administrator with AYSO Region 390 of Oak Ridge for three years
- Several board positions with Tennessee Dirt Karting Association
- Member of Business Network International since October 2006, and chapter president in 2008
- Family was an Ulster Project host during July 2005 and July 2010
- Serve as a deacon of our church, The Rock Church in Oak Ridge
- Field Coordinator / City Liaison for Soccer Club of Oak Ridge for over 2 years
- Tool Coordinator for both Cedar Hill Playground Projects, 1988 and 2011
- Currently work with school system and Pro2Serve, to update high school soccer complex
- Newly appointed to the B&W Y-12 Community Relations Council.

Professional Development

- Graduate of the Management Success Program (2004)
- Graduate of Leadership Oak Ridge (2005)
- Automotive Service Excellence (ASE) Certification (1991)
- Graduated from Oak Ridge City Schools (1980).

My Vision for Oak Ridge

As you know you can either look at a glass half full or half empty. I believe the same goes for a city. I have heard my fair share of why the city is always half empty, but if we are going to change things in town, we have to start with our perception and start to look at the city as half full.

Do we have work to do? Yes, but we have real opportunity that no other city in the state has, since we are the second largest economic driver in the state. What we need to do is a better job of promoting the City of Oak Ridge as a desirable place to live and work. We have a new city manager that is making good decisions with forward progress, to make sure this continues we have to work closely as a city council to form policies that will support this effort.

We have to continue to market tourism as an economic driver here in Oak Ridge because with our natural beauty, our under-utilized waterfront, our extensive parks and greenways, and our historic relevance we have an abundance of opportunities.

Our relationship with the Chamber of Commerce and the Economic Partnership must continue to grow and adapt. The dynamics of the business world are always changing. Every town, city and county surrounding us has aggressively adapted, therefore, we must work even harder in order to recruit industry, retain jobs, and entice retail.

Our school system is one of our biggest attributes. To continue marketing Oak Ridge as a great place to live, we must decide as a city if we are willing to pay the price necessary to provide our children with a great education. We have to work closely with the school board to find common ground on this topic, and bring the school system into the 21st century. As a city we have made those commitments in the past, and must continue with the same enthusiasm. We have recently made a large commitment to support our schools and cannot stop but must finish what we have set out to do.

I personally believe our city “glass” is *more* than half full, and with a strong council, a very good vision, and no fear to make the right decisions, we will continue to work in the right direction and move our great city forward.

July 18, 2011

Joseph E. Lee III
99 East Pasadena Road
Oak Ridge, TN 37830

The Honorable Mayor and Members of City Council
City of Oak Ridge
P. O. Box 1
Oak Ridge, TN 37831-0001

Dear Honorable Mayor and Members of City Council:

I am writing to request your consideration for the appointment to the Oak Ridge City Council. My date of birth is 6/29/52; I have lived in Oak Ridge for the majority of my life and am a registered voter in Anderson County. I have been married for 22 years and the proud father of two girls that have graduated from Oak Ridge High School with honors in 2010 and 2011.

I wish to serve on City Council to continue my involvement in local government. I have been a member of the Board of Building and Housing Code Appeals since 2006. I have found this service to be very rewarding and feel that I have contributed to our community in some small way. As a council member I believe I could accomplish even more for our city.

The future of Oak Ridge is a major concern of mine. As a native of Oak Ridge I want my city to grow and position itself for what ever may lay ahead. I believe there are two main topics that must be kept at the top of the City's list of priorities; Housing and Retail. They are dependent on each other and I will support any action that will improve either one or both.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "J. E. Lee III". The signature is written in a cursive style with a large, sweeping initial "J".

Joseph E. Lee III

Enclosed: Resume and Letters of endorsement

Resume:

Joseph E. Lee III
99 East Pasadena Road
Oak Ridge, Tennessee 37830
josephelee3@comcast.net
(865)-389-6812

Objective: Provide quality supervision of personnel and deliver projects that are on-schedule and in-budget.

Experience:

2010	Tennessee Tech University / residence hall	Cookeville	TN
2010	Grand Bohemian Hotel	Asheville	NC
2009	UTK - Baker Center for Public Policy	Knoxville	TN
2009	UTK -Neyland Stadium / renovation	Knoxville	TN
2008	Harrah'a Casino / expansion	Cherokee	NC
2007	Johnson Bible College / student union	Knoxville	TN
2006	Board of Building & House Code Appeals	Oak Ridge	TN
2006	PBA - Powell Branch Library	Powell	TN
2005	Methodist Medical Center / renovation	Oak Ridge	TN
2004	Townsend Heritage Center	Townsend	TN
2003	Scarboro Community Center	Oak Ridge	TN
2002	Carson-Newman College / residence hall	Jefferson City	TN
2001	LaGrange College / residence hall	LaGrange	GA
2001	LaGrange College / sports complex	La Grange	GA
2000	Cossa Bend Golf Course	Gadsden	AL
1999	Whirlpool Corporation / research facility	St. Joseph	MI
1999	Gettysvue / fuel and retail center	Knoxville	TN

1998	Shorter College / student union	Rome	GA
1997	Centennial Golf Clubhouse	Oak Ridge	TN
1997	Bennett Galleries / art and retail shops	Knoxville	TN
1997	Truett-McConnell College / student union	Cleveland	GA
1996	Gettysvue / sports complex	Knoxville	TN
1996	Gettysvue Polo, Golf & Country Club / clubhouse	Knoxville	TN
1995	Revco Drug Store / retail	Oak Ridge	TN
1994	HUD Cherry Hills / 40 housing units	Spring Hill	TN
1993	HUD Auburn Hills / 42 housing units	Oak Ridge	TN
1992	Tennessee Air National Guard Mini-Mall	Knoxville	TN
1991	Firestone Tire and Rubber / plant expansion	Wilson	NC
1988	Oak Ridge Mall / mall development	Oak Ridge	TN
1987	Wal-Mart Store / retail anchor	Oak Ridge	TN
1986	Home Builders Institute – Management Training	Hendersonv.	NC
1980	United States Army – Basic Combat Training	Fort Jackson	SC
1972	Warren Wilson College - Student	Swannanoa	NC
1971	Boy Scouts of America - Troop 224 Eagle	Oak Ridge	TN
1970	Oak Ridge High School - Graduate	Oak Ridge	TN

Note: Addition information and references provided upon request.

Attached: Letters of endorsement.



November 23, 2010

To Whom It May Concern

Please let this letter serve as my endorsement of Joe Lee as a very capable construction superintendent. As the construction industry continues to endure the down economy, our company is forced to downsize our construction team. In a down economy, eventually you are forced to let some good people go. Joe Lee is an example of this situation.

Joe Lee is a good leader, very dependable, a great problem solver, resourceful, knowledgeable, and extremely capable. My favorite thing about Joe is his ability to "close" a job, that is, he can build the project and then follow up and get the punch list completed, allowing final payment and swift closure to any open issues.

Should you need a superintendent for your project, you should consider adding Joe to your team. If you would like, you may contact this writer for a further reference on Joe.

Very truly yours,

RENTENBACH CONSTRUCTORS INCORPORATION

Anthony K. Pettit

Vice President

AKP:ism

PARTNERS
AND ASSOCIATES INCORPORATED
REAL ESTATE DEVELOPMENT

14 January 2003

To whom it may concern:

It is my pleasure to recommend Mr. Joseph Lee without reservation. Partners and Associates is a real estate development company based in Knoxville, Tennessee. Joe has worked for us for seven and one-half years.

Of prime importance to us has been his willingness to truly work to maximize the quality and value of the final product while aggressively working within budget and schedule constraints. Joe has a hands on management style and a no-nonsense approach to getting the job done. On tough schedules, he has shown a very willing attitude to work as long as necessary to stay on schedule. The attitude of Joe has been, "I will do whatever it takes to get the job done."

He is enthusiastic to undertake very complicated and sensitive jobs, and he is a strong, cooperative team member with architects, engineers, subcontractors and specialty consultants. Joe served as a project manager for Partners and Associates on a variety of local and out of state projects that included the renovation and new construction of educational, recreational and commercial facilities. These projects include the Clubhouse and Retail Center at Gettysvue Polo, Golf and Country Club, Bennett Art Galleries, Whirlpool Corporation's Research and Product Development Facility in Benton Harbor, Michigan, the Twin Bridges Public Golf Course and Clubhouse for the City of Gadsden, Alabama and, most recently, the renovation of two historic residence halls on the campus of Carson-Newman College.

Most importantly, Mr. Lee's work ethic is based upon hard work, integrity and performance.

Please contact me personally if you have any further questions.

Sincerely,



R.. A. Watkins, Jr.
Chief Operating Officer

RAWjr/mm



**CHEROKEE
CONSTRUCTION AND SUPPLY COMPANY, INC.**

March 15, 1995

Mr. Joseph E. Lee
99 East Pasadena Road
Oak Ridge, TN 37830

Dear Joe:

This correspondence is to confirm the conversations we have had earlier regarding your employment status with our company. Due to a light work load at the present time we will be unable to offer employment for you at the conclusion of the Cherry Hill project. The last day for your work will be Friday, March 17; we will continue to pay you at the same weekly rate until Friday, March 31, 1995.

On behalf of the owners of Cherokee Construction I want to express our appreciation for the fine supervision you have provided for the construction of the Auburn Hills project in Oak Ridge last year and for the same type of effort and result at Cherry Hill Apartments in Spring City. We have received favorable comments about your organizational ability from many subcontractors, as well as from the HUD inspector on his final visit to the jobsite. We wish we had another project waiting for you, but unfortunately we do not.

As you are in contact with prospective employers, please know that we will be ready to offer our support in verifying the skills and abilities you are able to bring to work each day. We wish you the best in your future endeavors.

Sincerely yours,

CHEROKEE CONSTRUCTION & SUPPLY CO., INC.

Doug Moody
President

BRIDGESTONE/FIRESTONE, INC.

February 14, 1991

WILSON PLANT

P.O. Box 1139, Firestone Parkway
Wilson, North Carolina 27893
Phone: 919-291-4275
Fax: 919-399-7442

Mr. Dick Parker
Senior Vice President
Lockwood Greene Engineers, Inc.
P. O. Box 3561
Oak Ridge, TN 37831-3561

Re: Joseph E. Lee, III

Dear Mr. Parker:

I am pleased to have had the opportunity to work with your employee, Joseph Lee, for the past (18) months in my role as Controller of the Bridgestone/Firestone plant in Wilson, North Carolina. Lockwood Greene was selected to be our primary contractor in our effort to make the Wilson facility a "World Class" operation. From my experience, the selection of a company is more reflective of the quality of its personnel not so much by its name.

Joe has worked in Wilson from the inception of the project and is the only Lockwood Greene employee remaining as we near completion. As construction manager, Joe has conducted himself in a very professional manner even in times of disagreement. One of the qualities of a good manager is one who offers a different opinion but still remains a "team player". I believe Joe has shown that quality.

In my opinion there have been occasions when I found it necessary to ask for Joe's advise and help in resolution of contractual matters. He has made an effort to diligently review the situation and provide me with recommendations that were in the overall interest of BFS. He interfaced extremely well with our purchasing department.

Joe is an individual that would be an asset to any organization. He is the "take charge" guy who gets assignments completed in a timely manner. I have enjoyed the opportunity to work with Joe and would renew our association in the future if the situation arises.

Respectfully,



John W. Jenkins
Controller

JWJ:jbp

cc: Jack Lafferty, Lockwood Greene
Gerry Levers, Lockwood Greene
Bonnie Ogden, Lockwood Greene
Joseph Lee, Lockwood Greene

Downtown Management Company

November 8, 1988

333 Main Street East
Post Office Box 447
Oak Ridge, Tenn.
37831

615/482-1013

To whom it may concern:

This letter is written on behalf of Mr. Joseph Lee. Joe was hired by me approximately one (1) year ago to oversee the construction activities associated with the planned activity to convert our large strip shopping center into a regional enclosed mall. This project would have involved the construction of approximately 200,000 square feet of new buildings facing our 550,000 square feet of existing stores and construction of a covered walkway between the buildings, thus forming an enclosed mall. The magnitude of the project was tremendous, especially considering that throughout the entire construction project all of our existing businesses would have been kept accessible to the public and open for business.

Following ten (10) months of a major "war" with another mall developer who was proposing to construct a mall within one mile of our project, the matter was finally resolved by the selling of our project to our competitor. As a result of this sale we are closing out our management and construction activities in Oak Ridge.

Throughout the entire time Joe worked for me I found him to be a hard working, take-charge type of person who was 110% dedicated to our company. His professional knowledge of the construction industry was extremely beneficial to me. It should be noted that at the time of Joe's employment with our company we had just contracted out for the building of a 90,000 square foot Wal-Mart store. His overseeing the contractor of this building proved to be of tremendous value.

In addition to the above mentioned projects, Joe was also responsible for the construction involved in the turnover of tenants in our center. He would draw floor plans, make construction estimates, order materials, schedule subcontractors, and see that the completed project met the needs of the new tenant.

In conclusion I found Joe to be a great deal of pleasure to work with both on a professional and personal basis. I believe he can handle almost any type of construction activity on a highly competent level. I would welcome the opportunity to work with Joe in the future.

Sincerely,

DOWNTOWN MANAGEMENT CO.



John Bryant
Vice President

Patterson, Donna

From: D C MOYER <dc68308@bellsouth.net>
Sent: Monday, July 18, 2011 4:05 PM
To: Patterson, Donna
Subject: Application to serve on the City Council
Attachments: deloresresume3.wps

I am attached my resume for the council's review plus will add the following per the questions you stated were to be answered:

1. Statistics - I have lived in Oak Ridge (close to the Oak Ridge Country Club) for over 15+ years - initially leasing a place by the Country Club, then buying a home at 169 Glassboro Drive, Oak Ridge, Tennessee. I was born 12/28/34 which makes me a senior citizen; however, I have worked since I was a teenager, went on to undergraduate and graduate schools (Frederick Community College in Frederick, Md-AA, Trinity University in San Antonio, Tx., BS and, again, at Trinity University to get my graduate degree (MS) in health care administration. I was a honor student at all colleges/universities (3.8 GPA) and, since have been in the health care business as an Administrator/CEO or VP of large systems. My daughter lives in the area and works as a nuclear engineer at the Y-12 Plant; thus, my desire to move here. I have my voter registration here and have voted ever chance I get. I have worked out-of-state much of the time since I have lived here but have worked for a home care agency when I first moved here (ProCare which is no longer here), then with the Baptist System (consultant initially, then their LaFollette Med. Center's Compliance Officer & Nursing Home Adm). I also worked at Hillcrest (county owned) and left there due to the many problems they had and later the county established a management contract with Grace Health Care which I encouraged to happen at the County Commissioners meeting several years ago). I am now back hhome and plan to stay in the area and possibly seek employment here but not for awhile. I am still being paid from my positions I held in NC.
- 2, My reason for wanting to be on the City Council: I read the OR newspaper and know of its many challenges and, as a business woman/executive, do have the gift of looking at situations, looking at all options and coming up with a viable answer. During that process, I talk to people, listen intently, don't take sides and make decisions based on facts, not my personal ideals or others. I try to completely be non-biased in my gathering of data plus how it is reviewed and decisions made. I do not, nor will I ever, tie into special interest groups. I just want what is best overall for the city and its inhabitants and believe I could serve with their interests in mind.
3. What do I envision for the future of Oak Ridge? Well, if there are political goups that wish to head the city in a certain direction due to their allegiences/biases for certain things/ways of doing things, then, I'm not your person to be on the City Council. I believe it can become a great city again; however, believe more "non-governmental" businesses have to be encouraged to come here without the tax burden that you have, that you will need a balanced budget ammendment, no special interest groups to sway people and establish a mall that is not like the Turkey Creek Mall - which I hate to go to because one has to go in/out multiple times in rain/shine just to go to the various stores there. That is not something most of our shoppers like. I certainly wouldn't build more golf courses just because a few residents of wealth want them. Housing is a major issue here and the 40's-50's housing that look like "barracks" just won't give the general public much of a good feeling when looking for affordable/modern housing to purchase. Taxes are high here and I'd probably want to cut some of the spending as well - a balanced budget and don't believe in the tax/spend ideology. I could go on and on as to my conservative political stances, but I think I gave you a good overview.
4. Biography - pretty well stated on attached resume. I grew up in Indiana (place of birth), moved around the country putting my ex-husband through universities to get his Ph.D. in Biology while I was also taking courses and working as a Radiologic Tech., got divorced and raised basically 3 children on my own while getting grants/etc. to finish my education. I moved to Memphis from San Antonio after my residency in health care administration, then on to this area. Also, spent some time at Ft. Dietrick in Frederick, Md. where my ex-

husband worked there as a Scientist before moving back to Texas to be a Professor at Trinity University.

If you wish further information, I would be happy to provide it to you.

Sincerely,

Delores Moyer, MHA

169 GLASSBORO DRIVE, OAK RIDGE, TN., 37830
(865)4820349 (H) OR (865) 250-3196

DELORES C. MOYER

OBJECTIVE

To work in an environment which is progressive, has a mission, philosophy, management style, integrity, honesty, commitment and values for those we serve which is similar to my own and would utilize my extensive knowledge, experiences and education in high regard so that the organization may grow, create a positive environment and be successful in all that it does. It must have as its overall goal the success of the organization and all those it serves - residents/families, the public and overall community and its staff.

SUMMARY OF QUALIFICATIONS

Years of experience in the healthcare field having served in various capacities as CEO, Executive Director, Administrator, Consultant, VP, Compliance Officer, Program Developer and College Professor as well as direct hands-on experience in the field as caregiver. This encompasses work in hospitals, the home care industry, nursing facilities, physician office practice mgt. and consulting. Began management in long-term care in when charged with the responsibility to develop the Baptist Hospital's (Memphis, Tn.) skilled units and, since that time, have devoted much of my time to the long-term care areas,

WORK OF EXPERIENCE

June to July 27, 2011

Willow Ridge Rehab & Living Center
Interim Administrator

Sept., 2007 to June, 2011
Administrator

Skyland Care Center Sylva, North Carolina

Overall responsibility for the entire operations, program development, quality of care/regulatory compliance, financial viability, community liaison activities, census building/marketing and personnel administration. Had recently one of the best surveys (under new QIS system) in the State and turned around a poor performing facility to one which is financially stable/viable, has a continuous high census and now has a good reputation in the community it serves. It has gone from a 1 Star Facility to a 5 Star Facility over the past 2 years due to my management expertise/ dedication and hard work.

Jan., 2001-August, 2007

Various Long-term Care Companies (SAVA Senior Care, Kindred, Cornerstone, Sunbridge, Overton County Nursing & Extencicare in Tennessee, North Carolina & Kentucky (licenses in these states).
Interim Administrator for approx. 2 years as well as did several Consultant jobs as well.

Same responsibilities as above plus consulting which often consisted of compliance audits and action plans of correction and, at times, development of policies & procedures, new programs/services, etc.

Sept. 2003 to July, 2006 Tsali Care Center, Cherokee, NC
Administrator for Nursing Facility and first went there as a Consultant to correct its problems and then was hired by Cherokee Indian Tribe.

Jan. 1998 to Jan. 2001 LaFollette Medical Center LaFollette, Tn.
Administrator for Nursing Facility and Medical Center's Compliance Officer

Administrator over Nursing Facility with operational responsibility over facility as Stated above and Compliance Officer (establishing overall program for all entities under its overall direction (hospital, nursing home, home health, labs & clinics) and did all training, auditing and compliance development (policies/procedures, etc.) For medical center.

Jan. 1980 to Jan. 1998 Baptist Health & St. Joseph Health System (Memphis, Tn.) as VP/Executive Director over various programs/services within their system including acute care services, program development (inc. skilled units, clinics, home health services & occupational health programs).

EDUCATION

1975-1978 Trinity University San Antonio, Texas
MS - MHA/Health Care Administration
3.8 GPA, Sigma Iota Epsilon Honor Society. Residency in Health Care Adm. At a local hospital for 1 year as well.

1970-1974 Trinity University San Antonio, Texas
BS - Business Adm. with a minor in Biology
3.8 GPA

1967-1969 Frederick Community College Frederick, Maryland
AA - Biology
3.8 GPA

Prior to the above - RT (Radiologic Technologist)

EXTRACURRICULAR ACTIVITIES

Served on many Boards over the years - Cancer Society, Independent Living, The United Way, a Home Health Agency in Clinton, Tn. and others over the years.

EXTRACURRICULAR ACTIVITIES/OTHER

Served on the Clinton, Tennessee Child Protection Volunteer Board that reviewed children's cases in court as to abuse/neglect.

Taught health care administrative/allied health courses at Christian Brothers University in Memphis (undergraduate) as well as at the College of St. Frances (off-campus graduate programs) in health care administration.

REFERENCES Available upon request

July 18, 2011

Oak Ridge City Council
Ms. Donna L. Patterson, City Clerk
P.O. Box 1
Oak Ridge, TN 37831-0001

Ms. Patterson,

Please accept my Letter of Intent and enclosed résumé for the City Council's consideration to fill the vacancy created by the resignation of Tom Hayes. My experience as a career public servant responsible for the fiscal stewardship of tax payer dollars I feel can make a positive contribution to Oak Ridge as a City Council Member.

As a resident of Oak Ridge I have had extensive exposure to citywide issues through my involvement with Leadership Oak Ridge, daily interactions with local businesses, as well as through relationships I have formed with everyday citizens who desire the city to reach its potential. Social and traditional media blog comments illustrate that Oak Ridge is perceived as boring, unsafe, and unattractive for business. While many people work in Oak Ridge they do not want to live in Oak Ridge. The leadership challenges to alter these perceptions provide an opportunity to create change that will do more to make people believe living here is fun, safe, and business friendly by demonstrating tangible results.

I agree that maintaining attractiveness is instrumental to growth but the *real* future of Oak Ridge hinges in the balance between parochial and regional interests. The City must be nimble in its decision making to keep up pace with services, public amenities, and take further steps in creating a more business friendly environment. In working together with the City Manager, Chambers of Commerce, and the State, I envision Oak Ridge as a city five years from now that is better positioned to compete and be named "a top place to live and work" among cities of similar size. I am prepared to work hard to help bring this vision to life.

Most importantly my desire and commitment to serve something greater than myself, by promoting the City that I call home coupled with my experience, leadership skills, and familiarity with the entire community, makes me a strong candidate to fill this vacancy.

I look forward to an opportunity to serve in this capacity.

Regards,



Joseph H. Noecker

JOSEPH H. NOECKER

98 Park Meade Drive · Oak Ridge, TN 37830 · Length of Residency: 2 years 8 months · Registered voter #. [REDACTED] · Date of Birth: 08/27/1971 · 865-771-8444 · josephnoecker@yahoo.com

OVERSIGHT AND PROGRAM MANAGEMENT

Manager successful at developing and implementing national security physical protection programs at mission critical facilities for federal agencies and commercial industry. Expertly uses the continuous improvement process to improve efficiency and reduce costs while enhancing quality. Adept at building high-performing teams to ensure a safe, secure, and environmentally compliant workplace.

Core expertise includes:

•Leadership •Problem solving •Planning Mindset •Crisis Management •Total Quality Management

Executive Master Business Administration (Attending) • Vanderbilt University, Nashville, TN

Bachelor of Science Government • Campbell University, Buies Creek, NC

SELECTED ACCOMPLISHMENTS

- A life-cycle replacement challenge. A significant security system needed to be replaced and the manufacturing & operating contractor were responsible for identifying a replacement system. I conceived the idea and championed development and deployment to introduce an alternative that the best option was to pursue leveraging existing technologies of computer work stations and RSA® tokens as the security feature for physical access. Their pursuit of this option resulted in a realized cost avoidance of \$3M.
- Capital project completion. Poor performance of a project execution plan during installation of security equipment and systems tests would have delayed and impacted construction by adding cost to a \$550M Special Nuclear Material Storage Facility project. My daily government oversight for an extensive period of activities during the security systems engineering project milestones were a significant contribution in validating the completion of the project.
- Improved efficiency of performance. Limited resources at the U.S. Embassy in Baghdad, Iraq slowed progress of staff efforts. By hiring additional support staff, reassigning \$20M of armored vehicles to offices instead of individuals, establishing a consolidated administrative service center, and procuring buses and assigning drivers to newly established routes to business meeting locations I was able to improve the synergy between offices and double customer throughput.

PROFESSIONAL EXPERIENCE

U.S. Department of Energy/ National Nuclear Security Administration 2007, 2009 - Present
Topical Program Lead, Physical Protection, Oak Ridge, TN

Leads oversight of a physical security program evaluating \$1B contract and \$245M security program doing project and operations work at a Nuclear Weapons Facility. Conducts operational and transactional activities of technical objectives and provides rigorous assessments and impact evaluations. Current focus is on identifying practices that exceed established security standards with the goal of reducing future budget requests by 5% while maintaining compliance with documented requirements.

U.S. Department of State

2007 - 2009

Bureau of Near Eastern Affairs, Iraq Transition Assistance Office (ITAO)***Requirements Coordination Officer, Supervisory Program Manager, Washington, D.C.***

Led business operations and support which recognized customer needs and improved services by conducting duties in contracting, procurement & supply including warehouse management, property & space management, travel & transportation, customs & clearances, supervision of staff, waste, fraud, & mismanagement program for a \$3B+ support function to the Chief of Mission, US Embassy, Baghdad, Iraq. Managed 30 locally employed staff and ensured equal employment and training.

Battelle Memorial Institute

2005 - 2007

Pacific Northwest National Laboratory***Department of Energy Chief Defense Nuclear Security, Future Leader Program, Richland, WA***

Competitively selected to participate in leadership and career development program that partnered senior and peer-level mentors to learn how to more effectively strategize initiatives to promote projects. Recommended \$3M award fee to the fee determining official as a result of submitting performance evaluation report on \$500M contract security force. Attended agency specific career development courses and seminars expanding knowledge base to recommend best business practices and lessons learned.

Halliburton Corporation***Kellog, Brown & Root***

2004 - 2005

Management Consultant, Security Coordinator, Houston, TX

Managed industrial security program at one of thirteen field sites supporting a \$1B global primary support contractor in Southwest Asia. Responsible for security, health and safety of 1000 employee diverse workforce. Managed staff investigating cases of waste, fraud, and abuse, and led field office in tracking and recovery of \$25M corporate assets as part of an audit function. Developed Rough Order of Magnitude and Work Breakdown Structures to meet constant change of customer Indefinite Delivery Indefinite Quantity services.

US Department of Defense**UNITED STATES MARINE CORPS**

1990 - 2003

Operations, Team Lead, global

Led detachment of security professionals at the American Embassies, Morocco, and Mali to achieve the highest rating of "Satisfactory" for operational readiness during multiple performance audits. The detachment was evaluated as the best performing organization in the company against 10 others in the Middle East Region two years straight. Recruited, retained, and developed 65 exceptional leaders to achieve 100% performance proficiency in competencies required to receive the coveted "mission capable" designation for a Marine Expeditionary Unit.

COMMUNITY ACTIVITY**Leadership Oak Ridge, Oak Ridge Chamber of Commerce**

2011 - Present

Member of Project Planning Committee responsible for incorporating all 37 Leadership Oak Ridge class participants to take on a fundraising project for Oak Ridge's Emory Valley Center, a private non-profit agency providing support and services to individuals with developmental disabilities.

RECEIVED

15

2011 JUL 16 AM 12:40

To: The Honorable Mayor and Members of the Oak Ridge City Council

OFFICE OF THE CITY CLERK

I am respectfully requesting consideration for appointment to the vacant City Council position. I have been a resident of Oak Ridge since December 2007. I am a qualified voter and currently reside in the city. I love Oak Ridge. I love the uniqueness of its history and the richness of the experiences of its people. This city has embraced my family and me in such a way that is indicative of God's divine touch.

I respect the people here and their stories and I have a sincere desire to serve the city in a way that builds inclusion and cohesion with all its citizens. I am applying for this unique opportunity not to start a prolonged vocation of public service but to give myself the opportunity to grow in my understanding of the depth and scope of the city's issues and facilitate the exploration of avenues of holistic problem solving. My heart and mind are united in my authentic desire to serve the city that has given me so much in such a short period of time.

A synopsis of my history is below:

Born and raised in Panama City Florida

Wife: Mary P. Stephens Children: Blended family of 5 boys & 3 girls (42 – 14)

Current Position: B&W Y-12 Partnership and Talent Management Consultant

- Arrived in Oak Ridge from Maryland (Washington DC area) where I worked for the Office of Naval Intelligence as Assistant Director EEO and Diversity for 4 years.
- Worked for Booz Allen and Hamilton, McLean VA (Defense Contractor) as Senior Corporate Trainer and University Partnership Consultant for 4 years
- **Retired Navy Senior Chief Petty Officer – 25 years**
(Equal Opportunity Specialist & Aviation Electronics Maintenance Chief)
- **BS degree in Professional Aeronautics 1990**
(Embry Riddle Aeronautical University in Daytona Beach FL)
- **MSA degree in Human Resources 1998**
(Central Michigan University Mt. Pleasant, MI)

24 years experience in Diversity/Equal Opportunity & Mediator

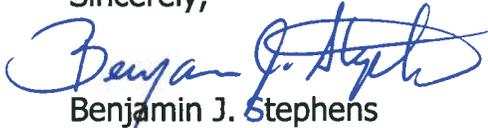
20 experience as Trainer/Facilitator of leadership, management, consulting & interpersonal people skills

Current Associations & Organization Affiliations:

- Board Member of Big Brothers and Big Sisters of East Tennessee
- Board Member of East Tennessee Regional Boys & Girls Club
- Developmental Board member of the Oak Ridge Chamber of Commerce Center for Leadership & Community Development
- Graduate of Leadership Oak Ridge Class of 2009
- Graduate of East TN Regional Leadership Association Class of 2010
- Oak Ridge Rotary Club
- Member of the Naval Institute
- Member of the National Black Scuba Divers Association & Certified Rescue Diver

Hobbies: SCUBA diving, writing poetry, reading, movies

Sincerely,

A handwritten signature in blue ink that reads "Benjamin J. Stephens". The signature is fluid and cursive, with the first name being the most prominent.

Benjamin J. Stephens

Office: (865) 576-8381

Home: (865) 483-7553

Cell: (865) 617-2932

Benjamin J. Stephens II

105 Tamara Lane

Oak Ridge TN 37830

Benjamin_Ste@msn.com

Work: (865) 576-8381/ Home: (865) 483-7553

OBJECTIVE: Building an inclusive and cohesive workforce/community that meets and exceeds the organizational mission and overcomes the challenges of the 21st century.

EXPERIENCE:

Over 25 years in Human Resources

Diversity, Equal Opportunity & Employment Opportunity Specialist

Leadership Development Specialist and Instructor

Drug and Alcohol Abuse Counselor

Training/Facilitation

University Partnerships Consultant

Recruiting

12 years experience in Aviation Maintenance (Avionics)

Assignments

B & W Technical Services Y-12

Oak Ridge, TN

November 2007 – present.

Talent Management Internal HR Consultant

Diversity & Employee Concerns Manager

B & W Y-12 is a federal contractor for the Department of Energy. Y-12 is a complex of approximately 4500 employees, including all collective bargaining unit personnel. I provide individual and team coaching, counseling and mentoring. I provide management consulting on Diversity, EEO, leadership and other HR related issues. I create and facilitate professional development courses for the Y-12 workforce on leadership, career development, conflict management, coaching and mentoring. I conduct organizational development interventions with Y-12 departments and DOE business units on request. I facilitate the building of partnerships with local and regional educational institutions to address the needs of Y-12 and increase the branding of Y-12 with faculty and students.

I have developed, implemented and monitoring a diversity strategy, Equal Employment Opportunity and Affirmative Action compliance for the Y-12 National Security Complex. My responsibilities have included addressing all concerns & complaints using the Employee Concerns Tracking system, responding to allegations of discrimination, harassment and retaliation from the Equal Employment Opportunity Commission and the Department of Labor's Office of Federal Contract Compliance Programs. I was responsible for the education and training of all employees in regards to workforce diversity, EEO and AAP laws and regulations.

(A) Complaints Programs Manager
(B) Acting Director of EEO/EO & Diversity
(C) EEO/EO and Diversity Specialist

My duties have included the successful leadership of a 3 person Civilian EEO/Diversity/Military EO office and includes recommending, initiating, and developing agency EEO and Diversity policies and procedures; planning, administering and evaluating the EEO complaint processing system. I developed a very successful lecture and film series titled: "Around the World in 80 Days" designed to improve the cultural competencies of the workforce consisting of over 15 lectures and 45 films. I conduct reasonable accommodation assessments and I am the Alternative Dispute Resolution (ADR) manager for all disputes. I am a Registered Neutral in the State of Georgia. I train supervisors and non-supervisors in EEO, Diversity, Prevention of Workplace Harassment, Interpersonal Communication and Conflict Resolution. I developed a program designed to enhance the cultural competencies of the workforce. I have developed and administered a 300K budget and a comprehensive EEO program evaluation system; I review evaluation reports for information concerning effectiveness of the EEO program; provide EEO consulting services to managers, supervisors, and key staff officials throughout the Department. I have coordinated command climate assessments and trend analysis of multiple years of assessment data. I identify, define, analyze, and recommend solutions for systemic EEO issues in the activity MD -715 report. I review, revise, and analyze personnel policy proposals to determine their impact on EEO and Diversity. I maintain a liaison with the Equal Employment Opportunity Commission.

Facilitator/Trainer/Consultant (Independent Private Contactor)
November 1999 – 2009 Washington, DC

I facilitate group discussions as part of an organizational development or policy development effort for public and private organizations. I teach facilitation techniques and serve as a floor managing facilitator for large group 21st century town hall meetings. I was a leading team member on the following recent projects:

Citizens Health Care Working Group	Cincinnati	April 2006
ASCME National Union meeting	Chicago	July 2006
Leadership Summit on Race	Detroit	October 2006
EMS National Policy Summit	Washington DC	October 2006
Unified New Orleans Project	New Orleans	December 2006
EMS National Policy Summit II	Washington DC	March 2007
California Health System Summit	Riverside CA	August 2007
Equal Voice for America's Families	Birmingham, AL	March 2009

Resume of Benjamin J. Stephens II

Contract Airport Baggage Screening Trainer (Independent Private Contactor)

Advanced Interactive Systems

Renton, WA

Nov 2002 – Jan 2003

I was contracted to train and coach personnel on the process of baggage screening for municipal and international airports in the United States. I trained personnel in the operation of various Airport Explosive Detection Systems, CTX 2500/5500, Barringer 4000, Itemizer, and Egis II equipment, and baggage search methods.

Manager, Diversity & EEO Compliance

CitiFinancial

Baltimore, MD

March 2002 – Sept 2002

I managed an office of 3 direct reports that was responsible for the creation, design, organization and implementation of the Diversity program for Field Operations and Home Office. I conducted investigations into complaints of discrimination and sexual harassment. I coached managers in the leadership of a diverse workforce. Other responsibilities included interfacing with all levels of employees and managers, the resolution of internal and external EEO complaints, and training, staffing and recruiting activities.

Senior Trainer and University Partnership Consultant

Booz-Allen & Hamilton Inc.

McLean, VA

August 1998- March 2002

I was the instructor for interviewing, basics consulting skills, customer service, and intercultural communications, management, and workplace harassment policy and prevention skills. I developed a two-day problem solving course. I established a partnership with Johns Hopkins to teach two on site degree programs and with the University of Maryland for discounted tuition rates for Booz Allen employees and their families. I was the event planner for two Career Development Conferences and one Health and Fitness Fair.

Equal Opportunity Program / Diversity Specialist & Avionics Technician

United States Navy

FL; VA; DC; LA and CA

June 1973- August 1998

Instructor/Facilitator: 14 years. I have developed and conducted seminars and panel discussions on Equal Opportunity, Sexual Harassment, Diversity, Leadership, Management, Focus Groups, Substance Abuse Prevention and Organizational Climate Assessments. I have conducted over 300 focus groups facilitating a total over 6000 people. I was a guest instructor at the Defense Equal Opportunity Management Institute for new Navy Equal Opportunity Specialist.

Resume of Benjamin J. Stephens II

Manager/Advisor: I have 12 years experience as Advisor or Special Assistant for Equal Opportunity, and Diversity, serving as a central advisory source for all Equal Opportunity issues, military and civilians, with my last military assignment being the Office of the Naval Inspector General. I have an excellent working knowledge of the Federal EEO guidelines, 29 C.F.R. Part 1614 and EEO MD-110. I also served three years as Community Manager of 125 Navy Equal Opportunity Specialists worldwide.

Counselor/Investigator/Inspector/Examiner: I have 12 years experience as an Equal Opportunity and Sexual Harassment Counselor, Investigator, Inspector, Examiner. I have conducted over 168 investigations of discrimination, sexual harassment and misuse of authority. I served as a complaint manager for 10 years. I am proficient in the art of data collection, research, analysis and evaluation. I was a compliance inspector of equal opportunity programs (military and civilian), Drug and Alcohol Abuse Prevention, and Total Quality Management Programs. I was a trained examiner for performance inspections based on Malcolm Baldrige National Quality Awards Criteria.

Aviation Electronics Technician and Supervisor: (E-8) 8 years as aviation anti-submarine and avionics technician with two squadrons. I was as a Division, Quality Assurance and Maintenance Chief with direct reports of 4 to 40 personnel.

Navy Recruiter in Navy Recruiting District San Francisco: Three years as an award winning recruiter in Oakland and San Leandro CA. Worked both as a independent and in a 3 person station recruiting enlisted and officers for the active duty Navy and Navy Reserve.

EDUCATION:

Masters of Science in Human Resources Administration (1998)

Central Michigan University, Mt Pleasant MI

Bachelor of Science in Professional Aeronautics (1990)

Embry-Riddle Aeronautical University, Daytona Beach, FL

Military Certification Programs

Defense Equal Opportunity Management Institute

Cocoa Beach, FL

- Civilian Equal Employment Opportunity Officer
- Military Equal Opportunity Specialist

Navy Recruiting School

Orlando FL

Certified Administrator:

Myers-Briggs Type Indicator (MBTI)
Intercultural Development Inventory (IDI)

Conflict Dynamics Profile (CDP)
Intercultural Conflict Styles (ICS)

Certified Mediator

Atlanta Justice Center

Resume of Benjamin J. Stephens II

Guest Columnist:

Oak Ridger Newspaper
Oak Ridge, Tennessee

2008 - Present

Reflection Magazine
Defense Equal Opportunity Management Institute

(1990 – 1998)
Cocoa Beach, FL

Associations:

- East Tennessee Leadership Association
- Board Member of East Tennessee Big Brothers and Big Sisters
- Board Member of East Tennessee Boys and Girls Club
- Board Member of the Oak Ridge Chamber of Commerce Center for Leadership and Community Development
- Leadership Oak Ridge
- Oak Ridge Rotary
- National Association of Black SCUBA Divers
- Society for Human Resource Management

CITY COUNCIL WORK SESSION AGENDA

JULY 25, 2011

Call to order immediately following Special City Council meeting in the Municipal Building Court Room.

- I. Review and discussion on conveyance of priorities and goals for City boards and commissions [see attached March 28, 2011 memo from City Manager Mark Watson and comments from Councilwoman Ellen Smith]
 - A. Review of suggested goals
 - B. Review of overriding strategies for City boards
- II. Briefing and discussion on federal lobbying goals and objectives with Kareem Murphy of The Ferguson Group, Washington, D.C.
- III. Actions, updates, and discussion on "Not in Our Town" campaign
 - A. Inspection program and process
 - B. Development of volunteer programs/Neighborhood Watch expansion
 - C. Startup of "Not in Our Town" cleanup container program
 - D. Review of the Code Enforcement structure
 - E. Top 10 list of blighted housing in Oak Ridge
 - F. "Not in Our Town" logo contest
- IV. Preparation, discussion, and scheduling of strategic planning retreat by City Council [see attached summary of Council topics]
 - A. Date and location
 - B. Facilitator
 - C. Topics to cover
 - D. Preparatory information needed prior to retreat
- V. Review of Upcoming Agenda
 - A. Country Club Estates storm drainage improvement project – Graceland Road
 - B. Selection of an architectural firm to perform a needs assessment and feasibility study for a new Senior Center
 - C. Electric cable
- VI. EPA Administrative Order Update
 - A. Progress on smoke testing
 - B. Reports submitted to EPA
 - C. Penalty phases/negotiations
 - D.
- VII. Review and discussion of options available for PEG Channel Broadcasting [see attached options (3)]
- VIII. Updates
 - A. Special meeting – Recreation and Parks Advisory Board, July 28, 2011, at 7:00 p.m. in the Craft Room, Recreation Center
 - B.
 - C.
 - D.
- IX. Adjournment

CITY COUNCIL MEMORANDUM
11-17

DATE: March 28, 2011
TO: Honorable Mayor and Members of City Council
FROM: Mark S. Watson, City Manager
SUBJECT: GOALS FOR CITY BOARDS AND COMMISSIONS

The City of Oak Ridge has 12 Boards and Commissions, each reporting and advising the City Council on their respective topical area. The Boards have usually awaited directions or actions for their respective activities. Some have identified related areas of interest to their board and initiated actions that are usually within their purview. Boards have been used to review DOE and statewide initiatives. Boards have also established economic policies and directions for preserving land and future environmental considerations.

As we look at the 2011 year, we find the need for the City Council to refocus the Boards on activities that are needed to increase economies within the community. Board activities should also work to assist the City Manager in the "Not in Our Town" campaign, an effort to address matters of legacy housing and redevelopment.

Priorities for all Boards should be confirmed and assigned by the City Council for the coming year. There are many opportunities for the Boards to address different matters, but for the coming year, the City Manager finds that concentration by the Boards on any associated matters involving housing is imperative at this time. Most of our community problems are now being tied back to certain legacy housing that exists within the city. With each Board examining how they can affect future matters involving housing, a new initiative can develop that is holistic in approach.

Policy initiatives for the coming year should include the following with each Board's awareness or suggested policy changes:

Traffic Safety Advisory Board

- Develop recommendations on required parking for rental housing and limitations on cars per household based on lot size and neighborhood densities.

Environmental Quality Advisory Board

- Analyze and determine alternative methods for removal of asbestos from houses to be demolished or rehabilitated through "Not in Our Town" campaign.

Beer Permit Board

- Utilizing criminal data and calls for service information, conduct periodic reviews of existing permits to review and determine conditions for continued activity or revocation.

Board of Building and Housing Code Appeals

- Increase activity level and review of code compliance on targeted streets based on available criminal data and calls for service information.

Convention and Visitors' Bureau

- Take actions to increase reported sales and occupancy tax in conjunction with city festivals and sporting events.
- Develop voting representation of major hotels on the CVB Board.

Elder Citizens' Advisory Board

- Develop a space needs analysis for the Senior Center as basis for future design or lease.
- Reassess location of senior center for purpose of optimal transportation coordination based on existing users.

Highland View Redevelopment Advisory Board

- Utilizing recently developed data and information, use the HVRAB to identify needed policy improvements that can be applied initially in a high profile pilot project role for the targeted Highland View neighborhood as part of the "Not in Our Town" campaign.

Oak Ridge Housing Authority

Oak Ridge Municipal Planning Commission

- Report on Density of Housing and effect on quality of life issues, making appropriate policy recommendations to enhance impacts on city services
- Report and advise on "Not in Our Town" campaign regarding replacement of blighted homes.
- Continue to pursue development of Form based code options for use in existing commercial areas near low to moderate income areas.
- Improve Commercial Article of Zoning Ordinance to encourage investment and speed of reviews.

Youth Advisory Board

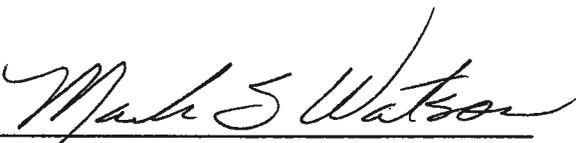
- Develop bicycle and pedestrian awareness programs for community through active events in various areas of the city.

Board of Zoning Appeals

- Examine business process associated with appeals to ensure swift processing of staff filings and reviews.

Industrial Development Board

- Conduct annual confirmations of corporations receiving abatements to ensure compliance with contract terms.
- Recommend assessment and development of separate tax abatement policies or other programs with respect to major retail centers.



Mark S. Watson

Ellen Smith's thoughts on City Council "assignments" for city boards

In general, I think that the work-plan-type direction for boards should be developed in consultation between the Council and the boards, not handed down from Council to the boards. The board members have ideas that they want to pursue, and they know their capabilities limitations better than Council does. This is one reason why some of their relevant by-laws (and the ordinance, at least in the case of EQAB) call for them to develop an annual work plan for presentation to City Council. However, it's desirable for Council to start a communication about initiatives for them to pursue. These comments are offered in that spirit.

Traffic Safety Advisory Board

1. I have severe misgivings about laws limiting cars per household. I don't think that can be done legally, and even if it can, I don't like the idea.

However, I would like the TSAB to explore limiting the number of vehicles parked on the street in neighborhoods where on-street parking is a source of conflict. For example, this could be done by creating **neighborhood parking districts**, in which each household would receive permits to park a certain number of vehicles on the street within the neighborhood (for example, "one" or "two"), and cars without a neighborhood permit could be towed. This would address an issue for some homeowners who complain that they no longer have a place to put their cars.

The issue of parking too many cars on the property does need to be addressed, but I think it could be best addressed by requirements limiting the amount of a house lot (outside of garages and carports) that can be used for parking, restrictions on storing cars on lawns, etc. That's an issue for the Community Development staff and associated boards (Planning Commission, BZA, and Housing Codes) and possibly also for the **Highland View Advisory Board**.

2. Make recommendations on locations where **traffic calming** measures (including humped zebra crossings, speed tables, and width modifications of roads or intersections) or other measures (such as additional stop signs or warning signs) should be considered to improve traffic/pedestrian safety and neighborhood livability.

3. Review **proposed designs for traffic-pedestrian safety modifications** to be funded with traffic camera money as those designs get developed (and before they are built). This includes giving members of the public an opportunity to see and comment on the proposals by attending TSAB meetings.

Environmental Quality Advisory Board

1. I believe the proposed **asbestos** assignment has already been completed (years ago), so it can be crossed off EQAB's list.

2. EQAB should work with staff to monitor the City's progress with respect to the **Climate Action Plan** goals.

3. Sitting as the City Tree Board, develop a set of **tree- and shrub-planting** recommendations for voluntary organizations desiring to plant trees on rights of way and other public property. This would include identification of appropriate high-priority planting locations and recommendations on appropriate varieties for those locations. It need not be comprehensive (not necessary to cover every conceivable planting site in the City), but a plan is needed to outline available opportunities and options for the organizations that are itching to donate and plant trees. Staff (Public Works, Electric, and Rec&Parks) needs to weigh in on the plan, but the board can expedite the process by developing a conceptual plan for staff to react to.

4. Make recommendations and encourage volunteer initiatives to control **invasive plants** in the City, particularly on City property and rights of way. Not everything is controllable, but there are some ongoing initiatives and some opportunities:

- Last summer, an effort (involving TVA, ORNL, Tennessee Citizens for Wilderness Planning, and volunteers) was initiated to try to eradicate purple loosestrife (an aquatic invasive plant that is a state-listed noxious weed and that TVA hopes to keep out of its reservoirs) growing near the intersection of Union Valley Road and South Illinois Avenue on both city-owned and private land. This involves use of herbicides, and it needs to be continued each summer for several years to be successful.
- Volunteers have been holding annual work days in the spring for the past several years to pull up the garlic mustard plants growing on city greenbelt behind the apartments that we all call the Garden Apartments. There is some hope of eradicating this invasive plant from that area simply by pulling it up each year and disposing of the plants before they can go to seed.
- ORNL has had a great deal of success in recent years in eradicating large patches of kudzu, autumn olive, and certain other invasive plants on the Oak Ridge Reservation and would like to advise the City on how to do the same. Eliminating this kind of noxious growth from certain City-owned property (particularly greenbelts) would be a significant positive contribution to "Not in my town."

EQAB is in a position to investigate the opportunities that exist and make recommendations, as well as to encourage the ongoing efforts.

5. Don't give up on the initiative to address open burning and burning of land-clearing debris. This topic was assigned to EQAB for consideration by action of two Council members as a result of complaints from citizens in two different neighborhoods about burning related to land-clearing and construction in new developments adjoining their neighborhoods. Knox County and other jurisdictions no longer allow such burning. It is primarily an issue for air quality (including our nonattainment status for fine particulates) and health (Council members and EQAB all heard

from a very pleasant and reasonable family whose asthmatic child's activities had been restricted due to burning on one development), and only secondarily a greenhouse gas item, so it was not appropriate for inclusion in the Climate Action Plan. City fire department personnel (who issue burning permits) supported a change in policy on this. One vocal individual, who lives next door to one of the City Council members who first referred this to EQAB and who owns an air curtain destructor device, has managed to prevent public discussion of this topic, but this still needs to be addressed.

Elder Citizens Advisory Board

1. Make recommendations on enhancing the City's current programs for seniors. Collect information on unmet needs in the community. Focus particularly on identifying things that could be done at little or no cost to the City to improve quality of life and enhance the senior center program (examples include conversation groups, a jigsaw puzzle table, a knitting group).
2. Solicit donations for the benefit of Oak Ridge seniors and the existing and future senior center. (Would someone like to donate a Wii gaming system to the senior center? Would the families of deceased persons like to donate their old walkers and wheelchairs for use by someone else?)

Oak Ridge Municipal Planning Commission – also see TSAB item 1

1. With the **Board of Zoning Appeals**, compile a report on the requirements in the existing zoning ordinance that are known or potential **barriers or deterrents to “sustainable commercial neighborhood” development** in Jackson Square and Grove Center. This could include per-business parking space requirements, setback and height restrictions, rules on distances between establishments that sell alcoholic beverages or between such establishments and other uses, sign ordinance provisions, uses not allowed under the zoning ordinance, etc. (We might not need a full form-based code if we could eliminate specific issues with the current code.)
2. Explore and report on possibilities for historic district zoning, including potential incentives for the City and property owners if such zoning were established.

BZA – see ORPC item 1 and TSAB item 1

Industrial Development Board

1. Conduct an expanded evaluation of the TIF process. Could a TIF make it possible for a business to get tax advantages without running afoul of SBA requirements?

Recreation and Parks Board

Has a lot on its plate already. However, in addition to addressing the waterfront plan, this board should deal with the naming issue for the tennis courts and should develop an effective interface with the citizen dog-park group.

CITY COUNCIL WORK SESSION
December 6, 2010

Discussion topics developed by Council at the December 6, 2010 Work Session. The City Manager will be consolidating and prioritizing these issues with the Council at the January 24, 2011 Work Session.

VISION

Quality of Life

- Tourism/marketing
- Education/Schools
- Live Where You Work
- Assets of Oak Ridge Area
- Encompassing Identity
- Opportunities to Improve
- Housing
- Safety
- Green City
- Recreation/Sports Authority/Events Planner
- Quality of Life
- Family Friendly
- Transportation
- City of Future – as we see it
- Sustainability for Future Residents
- Vitalize the Waterfront
- Better Stewardship of Greenbelts
- Pedestrian and Bike Circulation
- Library
- Senior Programs
- Higher Education Plan
- Attracting New Residents
- Community Leadership

Economics

- Business Friendly
- Revenue Streams
- Growth (how, why, where)
- Future Demographic
- Redevelop Mall Property as a Vital City Center
- Sustainable Neighborhoods
- Diverse Retail
- Quality and Attractive Housing in all Neighborhoods
- Center City Plan
- New Initiatives
- Waterfront Redevelopment Plan
- 100-day Report

Safety

- Crime/Drugs
- Teaming/Relationships with near Communities
- Improve Traffic Circulation and Flow (South Illinois, especially)
- Minimize Crime
- Succession Planning

PLANNING

Quality of Life

- Be a Healthy City
- How to be a Playful City
- Education – Life-long Learning for all Citizens
- How to be a Family Friendly City
- Recreation and Community Service Needs – Balance Supply with Demand
- Senior Citizen and Healthcare Needs versus Availability
- Transit/Para-transit Options for the City and Needs
- Providing/Coordinating Activities for the Youth
- Beautification Efforts – Reinvesting in Oak Ridge View-scape
- Citizen Involvement – Neighborhoods, Interest Groups
- Energy – Conservation and Production – Rewards
- Recreation – Parks, Green Space
- Education – Early, K-12, Post, Continues
- Parks and Preservation of Open Space
- Customer Service: How are we doing as a city?
- Positive Message: What is good about our city?
- Business Development: What do people want to buy, eat?

Economics

- How to be a Player in Regional Issues
- Retail Market Demographics and Opportunities
- Financing Options for Redevelopment and Rehab
- Parking at Waterfront
- Bringing Retail to Oak Ridge
- Small Business Development; Commercial, Retail, Manufacturing
- Land Use Map – Top Down, not Reactionary
- Sustainable Tax Base/Plan
- Regional Initiatives

Safety

- Crime in Neighborhoods
- How to get Around – Transportation
- Real Time Information on Rates/Types of Property Crime
- Real Time Information on Rates/Types of Drug Crime
- Demographics of our Housing
- Pedestrian and Motorist Safety Hotspots
- Traffic Congestion Areas and Options
- Bike/Pedestrian Planning Needs
- Loitering in Scarboro
- Traffic Control along Edgemoor Road
- Integrated Transportation Plan – Bus, Light Rail, Bicycles, etc.
- Lab/Y-12 Integration into City Plan
- Crime: Citizen Input on Crime, Drugs – Better Response to Calls
- Small Bus: What do codes do to hamper progress?

**PEG CHANNEL BROADCASTING
OPTIONS**

July 25, 2011

Option One:

Under state law, AT&T is not required to pay for PEG content with the exception of a general PEG support fee, which Oak Ridge does not have. It is the City's responsibility to provide to AT&T a standard video/audio signal of the City Council meetings. This signal cannot contain any other content, such as other programming or advertising from BBB Communications, TV-12. At the signal hand-off point, the City must also provide other items, including, but not limited to, space for the encoding equipment, power, environmental controls, etc. AT&T will install and operate the equipment for a period of 90 days at which time responsibility and ownership of the equipment transfers to the City.

The City, at its discretion, may arrange for a third party to provide these requirements on the City's behalf. In that case, AT&T will work with the third party on the City's behalf to provide the specific requirements regarding the City's encoding equipment and other items.

Option Two:

AT&T can work with the City to get City Council meetings from the web since we are currently streaming live through U-stream.

The City must adjust the current URL where AT&T can see the feed on U-stream.

Option Three:

The City can provide video/audio input from an alternate source than BBB Communications, taken to a transmittal point, as established by AT&T.