

**UT** Municipal Technical Advisory Service  
INSTITUTE FOR PUBLIC SERVICE

# MUNICIPAL E-NEWS

April 2017 | Issue 83

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[bit.ly/MTASTrainingCalendar](http://bit.ly/MTASTrainingCalendar)

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Information Technology Job Descriptions (City of Chattanooga) | [Download](#)

The Learning Projects of Municipal Elected Officials: An Executive Summary | [Download](#)

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**1610 UNIVERSITY AVENUE  
KNOXVILLE, TN 37921  
PHONE: (865) 974-0411  
FAX: (865) 974-0423**

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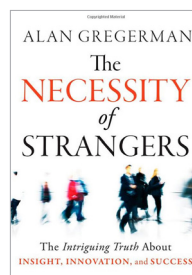
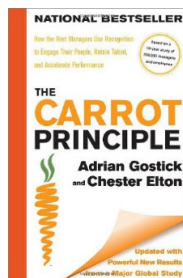
TMAC Recipient Recognition

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TREEDC: Chattanooga Solar Share

Elected Officials Academy Level II Pre-Conference



MTAS Management Consultants Read, Review and Recommend Books Relevant to Municipal Government

For more questions regarding the MTAS Municipal E-News, contact Frances Adams-O'Brien at [frances.adams-obrien@tennessee.edu](mailto:frances.adams-obrien@tennessee.edu) or 865-974-9842.

MTAS offices will be closed April 14, 2017

# MUNICIPAL E-NEWS

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## A Letter from the Executive Director



“It’s tough to make predictions, especially about the future,” said Yogi Berra once upon a time. Yogi had part of it right. It is tough to know what the future holds for any of us, particularly when we don’t manage the factors that get us from where we are to where we will be.

In April 2016, the UT Institute for Public Service (IPS), of which MTAS is one of five agencies, began a process that ultimately will provide a map and guidance getting us to the future. A cross-agency team began work to develop a strategic plan intended to guide us as we move four to six years into the future. Each of the five agencies serves a different clientele, but we share the goal of being the best we can be in helping our clients be the best they can be. In mid-March of this year, we rolled out the strategic plan to staff and our stakeholders. The plan is very specific as to how we intend to provide exceptional service to both our internal and external customers.

The plan just didn’t happen overnight. Long hours and days were committed to making it focus on exceptional service. In fact, several of you reading this played a key role in its development. You joined us last summer in Jackson, Nashville and Oak Ridge and gave us over 2,000 things to consider as we wrote the plan...and we greatly appreciate your contributions.

The plan is on the street and progress is ongoing in achieving success in completing some of the goals. I hope you’ll go here <http://www.ips.tennessee.edu/strategic-planning> and give it a good review and I hope you’ll come back here frequently to get an update on where we are with implementation...and let me know if you see us falling short.

All the best!

A handwritten signature in black ink that reads "Jim Thomas". The signature is written in a cursive, flowing style.

Jim Thomas  
Executive Director, MTAS

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## In Memoriam: Sidney D. Hemsley

Perhaps Dennis Huffer, retired MTAS legal consultant, said it best about our friend and co-worker, Sidney D. Hemsley, who passed away on January 31, in a message to the Tennessee Municipal Attorney Association.

“Dear TMAA Members,

A bright light of municipal law in Tennessee has been extinguished. Sid Hemsley died last night after a massive heart attack. He had been having health issues for some time.

Sid had a varied career, even serving as a police officer at one time. His career reached its zenith at MTAS as he became the state’s premier authority on municipal law. Serving with Sid was quite an adventure. Always outspoken with his mainly conservative views that I almost always disagreed with, he nevertheless always remained the consummate gentleman and scholar and kindly tolerated my heresies. He had a sort of running battle with his computers, which did not receive the same tolerance he reserved for humans. The words that reverberated from his office in denouncing the machine’s latest betrayal can’t be repeated here. Even with these mechanized betrayals, though, he was able to produce a massive amount of municipal scholarship that still serves as the basis of much of the MTAS knowledgebase.

Sid was very popular with city officials and city attorneys not only because his vast knowledge was valuable to them but because of his kind and respectful nature. He received so many calls that MTAS at one point had to limit access to him and other lawyers so they could actually do their work. City officials also knew that when they called him they would get an honest and frank answer. He was a man of the utmost integrity, even providing opinions that did not work to his own personal benefit.

He was my friend. I admired him as a person and a lawyer. I will miss him.”

We will all miss Sid Hemsley. We have many, many fond memories of our colleague and mentor that will keep Sid alive in our hearts and in the world of local government in Tennessee.



*In Memory of  
Sidney D. Hemsley*

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## MTAS Staff Changes

### Retirements!



#### **Sandy Selvage**

Sandy Selvage started with MTAS in 1993 and worked with the Codes Team until her retirement. Sandy began her career with the University in 1987 at the College of Law. She joined MTAS in 1993 and was a valuable member of the Legal Codes Team, even spending a brief period on the Training team. Sandy is pursuing a degree in Paralegal Studies and plans to do contract paralegal assignments upon graduation.



#### **Becky Smeltzer**

Becky started with MTAS in 2001 as the Technical Services Librarian and has been a steady and productive member of the MTAS Research and Information Center. Before joining MTAS Becky served as a librarian for the Knox County Public Library following work at the UT Music Library. While working with MTAS, Becky earned two advanced degrees: a master's in instructional technology and a doctorate in Adult Learning.

### Promotions!



#### **Abner Oglesby**

Abner "Abb" Oglesby has been named the MTAS Training and Development Manager. Abb, who has served as our Municipal Court Specialist for the past year, has devoted most of his adult life to public service. Prior to his appointment as the Municipal Court Specialist, Abb served as a Special Assistant Attorney General; Municipal Court Prosecutor; Juvenile Public Defender; Guardian Ad Litem; and as a member of the Ocean Springs, Mississippi Planning Commission.

Throughout his career in public service, Abb has actively sought out opportunities to train others. Over the past thirteen years, he has provided training to court clerks, police officers, state workers and to the public at-large. As an instructor, Abb consistently receives high marks on his evaluations; and as a consultant, he regularly receives praise from customers.

Abb officially started as the Training and Development Manager on February 1st, 2017 and is looking forward to meeting all your training needs in 2017.

You can email Abb at [abner.oglesby@tennessee.edu](mailto:abner.oglesby@tennessee.edu).



#### **Patrick Mills**

Patrick Mills joined the MTAS training team in November of 2014. Over the past two years he has been a remarkable employee providing excellent customer service and assisting with numerous MTAS programs including the Administrative Hearing Officer program, the Municipal Administrative Program and the National Flood Insurance Program. Patrick is leaving MTAS to pursue a great opportunity at the Naifeh Center for Effective Leadership. We are sad to see him go but also excited for his new opportunity and we wish him only the best for the future.



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## TN Open Records Public Records Policy

Earlier this year, the Office of Open Records Counsel (OORC) released the Model Public Records Policy pursuant to the requirements of Public Chapter 722, Acts of 2016. Per the language in the act, every governmental entity subject to the Tennessee Public Records Act is required to have a public records policy in place by July 1, 2017.



Using OORC's model policy, MTAS has prepared a sample Resolution Adopting a Public Records Policy as a resource for municipalities. The MTAS resolution contains only provisions required by state law and removes the optional provisions contained in the OORC model policy. If your city would like to consider optional provisions, please review the "Model Public Records Policy."

**Questions? If you have questions related to model policy, please contact your MTAS Management Consultant.**

## TREEDC Partners with MTAS and UT Chattanooga to Discuss

Recently, the Tennessee Renewable Energy and Economic Development Council (TREEDC) conducted an educational forum regarding the optimal measures to conserve energy and water resources. Tennessee Department of Environment and Conservation (TDEC) Deputy Commissioner Brock Hill and Chattanooga Mayor Andy Berke were the keynote speakers to an audience of 60 local, state and university officials on the campus of the University of Tennessee at Chattanooga.

Berke highlighted Chattanooga's recent strides in becoming a premier sustainable city in the world. He saluted Chattanooga area businesses such as Volkswagen and Electric Power Board of Chattanooga as being great stewards and role models in sustainability. Berke also discussed the Chattanooga Solar Community Garden Program. Hill presented an outline of necessary steps to address the recent droughts that affected Tennessee communities last year. The state is planning on several major water enhancement projects to protect citizens from future impacts of droughts.

Additionally, presentations were made on energy efficiency, universal recycling, Tennessee-China opportunities, alternative transportation and UTC research abstracts pertaining to concrete energy efficiency and water-energy nexus. Republic Industries sponsored the free luncheon forum.

**For more information on TREEDC, please visit the website at [www.treedc.us](http://www.treedc.us).**

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## Morristown, Greeneville Staff Complete Municipal Management Academy Level III

The city of Morristown and the town of Greeneville collaborated on delivering professional development to their staff for several years. In February, city employees completed the top level of the Municipal Management Academy (MMA) by presenting team projects. The third level of the MMA program consists of three courses followed by working together on teams to complete a project as approved by the city administrator. The group had approximately 12 weeks to complete the project and prepare a presentation. Each city had three teams.



### **Team Salty Snow Dogs – Mitchell Young, Paul Brown**

Morristown's Team Salty Snow Dogs did a cost benefit analysis of purchasing new snow removal and salt trucks for the city. The city will save money on salt and be able to more quickly and more efficiently clear the city streets when winter weather hits. They made good use of GIS technology to map routes and know which streets that have been treated in real time.



### **Team Risky Business (Risk Assessment for City Events)**

*From top: Mike Winstead, Tim Greene, Ron Wright, Todd King, Gary Blizzard, Jennifer Gentry, Frankie Cox, and Edith Sherles.*

Morristown hosts many outdoor and indoor events through the year so Team Risky Business produced a comprehensive guide to lead city staff and those hosting events. It provides a wealth of information about what is necessary for an event to make sure everyone is safe. Morristown now has documents to use so all the departments know who is doing what and why, as before much of it was known but not documented. There are also checklists for citizens who host events as to what their responsibilities are for safety.



### **Small Business Guidelines**

*Debbie Stamey, Logan Engle, Michele Parvin*

Morristown's third group project consisted of a new customer service manual for small businesses. The comprehensive guide will benefit folks who come to the city to start a small business. It will also improve internal work flow and provide better information for all the departments involved in starting a new business in Morristown.

*(Continued on Page 7)*



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*(Continued from Page 6)*

### **The ADA Planning Team**

*From top: Marty Shelton, Alan Shipley, Tim Ward, Brad Peters, Bert Seay, Patsy Fuller*

The ADA planning team worked on updating the city's ADA policies and on a transition plan that must be in place this year. Their project also included naming an ADA coordinator for the city. New forms for citizens to file ADA or accessibility complaints were created and will be posted on the city's website.



### **Greeneville Dog Park and Disc Golf Team**

*Amy Rose, Michael Buchanan, Butch Patterson*

This group created a comprehensive plan to install a dog park (the first for Greeneville) this summer. The plans also include an 18-hole disc golf course! The land is currently not in use and is a perfect location for outdoor activities. The dog park will have areas to accommodate both small and large dogs.



### **Little Tri Tikes Team**

*Lisa Scott-Fisher, John Darnell, Brooke Davis, Carol Susong*

This group decided to offer a new, fun activity to an age group that is under-served in the parks and recreation department. In June, this team will host a Little Tri Tikes event at Greeneville Middle School. The event will be for ages 2 - 5. They came up with very inventive and fun ways to get these kids to be active and learn more about the offerings of the department.



From the left on the top row: Tim Green, Tim Ward, Todd King  
Mitchell Young, Mike Winstead, Ron Wright  
Edith Sherles, Paul Brown, Gary Blizzard, Brooke Davis  
Frankie Cox, Michele Parvin, Brad Peters  
Jennifer, Carol Susong, Bert Seay  
Logan Engle Marty Shelton, Michael Buchanan, Patsy Fuller  
Lisa Scott-Fisher, Butch Patterson, John Darnell  
Alan Shipley, Amy Rose

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## Municipal Employees Earn the 2016 Tennessee Municipal Administration Certificate

Twenty five individuals earned the Tennessee Municipal Administration Certificate in 2016:

- |                               |                                      |
|-------------------------------|--------------------------------------|
| Jason Barnes (White House)    | Michael Hay (Mount Pleasant)         |
| Karen Bell (Jackson)          | Angela Hayes (Bedford County)        |
| Loretta Bell (Moscow)         | Christopher Hooper (Dickson)         |
| Kevin Carter (Arlington)      | Jimmy Jeffries (LaFollette)          |
| Todd Christian (Dickson)      | Laura Johnson (Franklin)             |
| Nora Clifton (Memphis)        | DeAnn Kraft (Franklin)               |
| Connie Cox (Jackson)          | Angie Marshall (Kingsport)           |
| Debra Craig (South Fulton)    | Debie Marshall (Mount Pleasant)      |
| Rhonda Fink (Lakeland)        | Billy Ray Morris (Oakland)           |
| Stan Foust (LaFollette)       | Kelly Rider (Ridge Top)              |
| Gary Graves (Millington)      | Travis Taylor (Mount Juliet)         |
| Tina Green (Whitwell)         | Bonnie Wright Woodward (Chattanooga) |
| Donny Groves (Mount Pleasant) |                                      |

The 2016 Tennessee Municipal Administration Certificate (TMAC) began January 1, 2016 and ended December 31, 2016. Thirty-two hours are required for TMAC: 16 hours under the Leadership and Management Track, and 16 hours under the Public Administration Track.

“The MTAS Tennessee Municipal Administration Certificate program is a great way to get job-specific training.”

- Chris Hooper, Dickson Special Project Coordinator

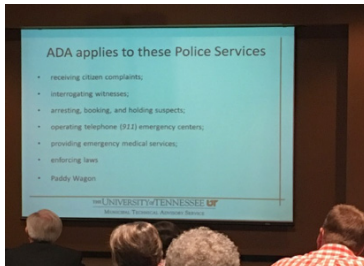
“The TMAC program was a great opportunity for me as a city finance director to interact with other cities that participated in the classes and get insightful information about new ideas and ways of doing things. The relationships that I built with my peers across the state will be especially helpful as I approach problems and seek to implement new programs in our city. I am very thankful for this program and the opportunity that it allowed me to grow professionally in my position.”

- Karen Bell, Jackson Finance Director

“I found the MTAS TMAC program to be educational and pertinent to my position as a department manager and a city employee. I believe the things learned in this program will benefit me, my employees, and my co-workers. The classes are fun and the instructors are personable. The ideas shared amongst fellow municipal employees at these events is invaluable too. I would recommend the TMAC program to any municipal or government employee.”

- Travis Taylor, City of Mt. Juliet Information Technology Director

### THE TENNESSEE MUNICIPAL ADMINISTRATION CERTIFICATE (TMAC) 2017



To enroll, or to find out more information about this calendar year’s (2017) certificate program, visit the MTAS website at: [www.mtas.tennessee.edu](http://www.mtas.tennessee.edu) or contact Kurt Frederick at [kurt.frederick@tennessee.edu](mailto:kurt.frederick@tennessee.edu) or 615-253-6385.



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## Tennessee Municipal Benchmarking Project News!



### TMBP has a New Look!

Over the past month or so, we have been working on our branding for the TMBP. Here is our new word mark. We are excited to roll it out!

### Annual Meeting 2017

TMBP held the 2017 Annual Members meeting at the Patterson Park Community Center in Murfreesboro on March 28. New this year, meeting attendees completed the requirements for a Yellow Belt certification in the methods of Lean Six Sigma performance analytics and were presented with certificates.

Also, a big THANK YOU goes to our MTAS consultants and city staff who led the member data review committees at the annual meeting. Members meet face-to-face once a year to review the data and share data stories or best practices. Also new at this year's meeting, members were presented with a methodology based on the TMBP benchmarks for setting meaningful performance targets.



Benchmark Performance Indicator	Good Direction	Group Performance History			Target Methodology	Your Result			
		2014 Median	2015 Median	2016 Median		Low	Target	Red	Hi
<sup>1</sup> P.PM002 Average Number of Days from the Complaint to the First Inspection	Down	2.00	1.00	1.00	33% Percentile	0.90	1.00	1.31	3.00
<sup>2</sup> P.PM003 When a Violation is Found, the Average Number of Days from the First Inspection Till the Case is Resolved	Down	18.00	16.27	15.00	33% Percentile	4.00	11.92	20.59	60.00

### TMBP FY2016 Annual Report

The TMBP FY2016 Annual Report has a new look as well, which we are excited to share with our members. We have reduced the number of charts in the report in favor of charts that provide more data at a glance. Members will continue to have the option to request (or create in Covalent) more in-depth charts customized to their specific needs.

For more information on the TMBP, please visit the MTAS TMBP website.

<http://mtas.tennessee.edu/web2012.nsf/Web/Benchmarking>

Laura Ogle-Graham, Project Coordinator

865-974-7441 | [laura.ogle-graham@tennessee.edu](mailto:laura.ogle-graham@tennessee.edu)

Frances Adams-O'Brien, Project Manager

865-974-0432 | [frances.adams-obrien@tennessee.edu](mailto:frances.adams-obrien@tennessee.edu)



Master Black Belt and consultant Bruce Berger instructs TMBP members in creating a histogram.

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## MTAS Book Review:

### *The Carrot Principle* by Adrian Gostick and Chester Elton

Reviewed by Dana Deem, MTAS Management Consultant

The principles outlined in this book have been incorporated into thousands of organizations worldwide by leaders, who realize that if they focus on their employees and acknowledge their great work, their organizations will be stronger and more productive. The book is divided into three parts:

**Part 1:** The Accelerator, How the Best Managers Deliver Extraordinary Results

**Part 2:** Carrot Culture, How Great Organizations Create World Class Results

**Part 3:** Managing by Carrots, You Can Get There from Here

One of the largest issues facing municipal governments today is the turnover of key employees. The key question is how do municipalities

begin to improve the rate of turnover of their employees? You begin to do this by changing the culture of your city. Create an environment where people love to come to work, and where employees are recognized and appreciated.

Studies have shown that 79 percent of employees who quit their jobs cite a lack of appreciation as the key reason for leaving. These same studies show that 65 percent of employees report that they weren't recognized in the least bit during the previous year.

The authors of this book explore ways that employers can create a culture where performance is both recognized and rewarded.

The simple transformative act of a leader expressing appreciation to a person in a meaningful and memorable way is the missing accelerator that can change the culture of your workplace. This can

help create a culture where employees are satisfied and engaged and much less likely to leave.

The book highlights that the central characteristic of truly effective management is "the manager's ability to recognize employee's talents and contributions in a purposeful manner." When recognition is considered effective, managers:

1. Have lower turnover rates
2. Achieve enhanced results
3. Are seen as much stronger in four basic areas of leadership
  - a. Goal Setting
  - b. Communication
  - c. Trust
  - d. Accountability

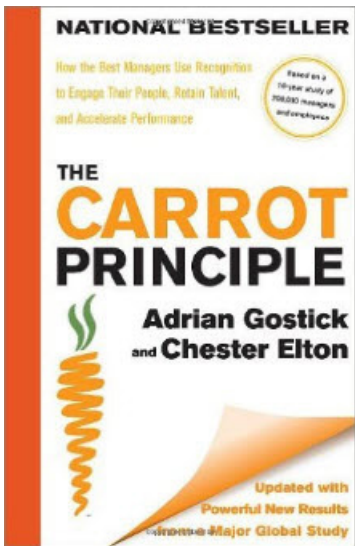
In other words, "recognition accelerates a leader's effectiveness." "Watching the impact of recognition in the workplace is a bit like watching the center pole lift up the middle of a large tent; everything else rises too except one thing - turnover. With effective recognition, that can drop like a rock." U.S. Department of Labor statistics show that the number one reason people leave an organization is that they "don't feel appreciated."

Great organizations and effective managers create what the authors define as a "Carrot Culture" one person at a time by using a variety of inclusive and meaningful recognition experiences. Four of the most common forms of recognition that make up the backbone of a healthy recognition culture are:

**Day-to-Day Recognition:** These are pats on the back, handwritten notes, team lunches, and other ways that you regularly express gratitude to employees.

**Above-and-Beyond Recognition:** These awards provide a structured way to reward significant achievements that support your core values and goals as an organization.

**Career Recognition:** A formal program to recognize employees on the anniversary of their hire date is an effective *(Continued on Page 11)*



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(Continued from Page 10) but underutilized vehicle for rewarding and engaging staff.

**Celebration Events:** These celebrations reinforce your organizations brand and thank everyone on your team.

These four recognition types are the essential tools of a Carrot Culture, and it's vital to know how to use them.

The authors identify what they refer to as the basic four areas of management:

1. Goal Setting
2. Communication
3. Trust
4. Accountability

The bottom line is this: Great management is born when it adds recognition to the other characteristics of leadership. This is The Carrot Principle. It is a simple concept and one that works every time. In other words, when recognition is applied to the Basic Four areas of good management identified above, it serves as an accelerator for employee performance and engagement.

The authors state that recognition accelerates results. It amplifies the effort of every action and quickens every process. It also heightens the manager's ability to see employee achievements, sharpens the manager's communication skills, creates cause for celebration, boosts trust between the manager and the employees, and improves accountability.

The authors create a strong case for incorporating and enhancing recognition in your management style and in your organization. Based on research from more than 200,000 interviews, The Carrot Principle illustrates the undeniable correlation between recognition and organizational and individual manager success. Their research shows that managers rated as very effective at recognition by their employees were also rated as:

1. Better goal setters
2. Better communicators
3. More trustworthy
4. Able to hold people accountable

The research leaves no doubt that recognition is the missing ingredient in successful leadership of groups with higher trust, teamwork, productivity, and overall success.

Who should read this book? Elected and appointed officials leading municipal governments and city managers and department heads will find this book extremely enlightening.

**This book can be borrowed from the MTAS Watson Information and Research Center by emailing Dawn McMillen, MTAS Senior Library Associate, at dawn.mcmillen@tennessee.edu or by calling at**

## MTAS Book Review: *The Necessity of Strangers* by Alan S. Gregerman

*Reviewed by Jeff Broughton, MTAS Management Consultant*

Author Alan Gregerman, in his 224-page book on creativity, collaboration, and engagement, establishes the framework of his work in part one of the book. His underlying premise is that remarkable things can be achieved by being open to "exploring the world around, connecting with the right people and ideas, turning those connections and ideas into conversations and then innovations that matter, and using those innovations as the catalyst for business and personal growth." The power of strangers is demonstrated with practical guidance and relevant examples.

Addressed in the book is the value of friends and the limitations of knowing a small number of people who are likely to see the world in a similar way. The author contends, "It's not whom you know but whom you could know" that determines organizational and personal success - and underscores the title of the book.

There is a focus on groupthink, or the tendency of organizations to follow leadership or go along with the group even when they know there could be a better way. Most organizations are averse to the insight of employees and strangers that question authority or the status quo - and all to the loss of the organization. (Continued on Page 12)



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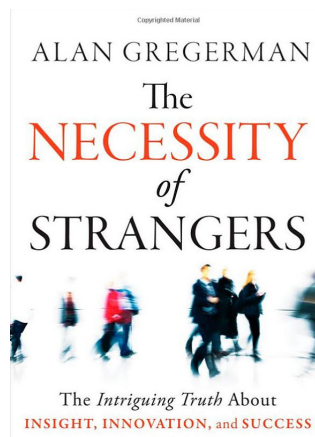
(Continued from Page 11) The author introduces the topic of mindset and that this can determine the way people engage the world. He notes that an open mindset furthers the ability to connect and learn from strangers, thereby increasing the potential for each person and organization to innovate and lead; while people and organizations with a closed mindset believe they know what is best – thereby stifling innovation. Four guiding principles to support openness to new people, ideas, and possibilities were examined, namely humility (we don't know everything), curiosity (openness to new ideas), respect (everyone matters), and purpose (efforts to learn and grow).

In part two, the author presents the areas of innovation, people, collaboration, customers, and leadership. He notes that innovation is essential to the success of organizations and individuals in order to grow and prosper, organizations must deliver greater value to the customers served. And while real innovation is the quest to be different in ways that matter, most organizations rely on a few key staff members to create a slightly newer version of what is already done. With 99 percent of all new ideas based on an idea or practice that someone or something else has already had, his call to engage with strangers is suggested as the way to spur creativity, innovation, and success.

Examples of learning from strangers is discussed, such as the 2009 quest by Nissan Motors to develop technology to prevent car collisions by enabling vehicles to maintain a uniform distance of separation under any driving condition. The unlikely source for the company's inspiration came through the observation of schools of fish, which move in large numbers in close proximity making instantaneous starts, stops, and change in direction without ever colliding. Nissan is using the knowledge gained from finding this right "stranger" to innovate in its EPORO autonomous vehicle initiative.

Recognizing the genius in everyone is fundamental to organizational success as more than ever before. Organizations need to find, develop, and engage people who ask tough questions and commit to finding and acting on the best answers. These people bring new ideas and fresh perspectives; have a sense of curiosity and openness to the world around them and the strangers in it; and are skilled at collaboration, knowledge sharing, and unlocking the hidden genius in everyone. Organizations that fail to take collaboration

seriously or do not understand how to collaborate with strangers down the hallway or across the globe may not reach their potential.



Connecting with customers and strangers, and making business services and expertise more accessible, is the new reality that must be embraced by organizations. These connections create increased customer brand and service loyalty. The power of crowdsourcing, which is the ability of strangers to share insights about an organization and share feedback with others, serves as an important resource to innovate and grow by leveraging the ideas and opportunities of customers and strangers that they present.

The book closes with a discussion on the power of travel and the fresh perspectives that can be gained in energizing thinking and opening the door to new possibilities, followed by an epilogue and a toolkit to enhance openness, collaboration, and help in finding the perfect stranger.

**This book can be borrowed from the MTAS Watson Information and Research Center by emailing Dawn McMillen, MTAS Senior Library Associate, at [dawn.mcmillen@tennessee.edu](mailto:dawn.mcmillen@tennessee.edu) or calling 865-974-8970.**

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## Chattanooga Breaks Ground On Solar Share Community Solar Project



Tennessee Renewable Energy and Economic Development Council (TREEDC) member TVAenergy (TVAE) recently began construction on Solar Share, Chattanooga's first community solar installation through a partnership with Tennessee Valley Authority (TVA) and the city of

Chattanooga (both entities are also members of TREEDC). The renewable power generating facility will be located along Holtzclaw Avenue at the Electric Power Board's (EPB) Distribution Center.

When fully operational, Solar Share is expected to begin generating 1.35 megawatts of solar power, which is enough to meet the needs of about 200 households that consume an average amount of power.

Through Solar Share, customers will be able to participate in the community solar project in three ways:

- For a one-time payment, customers may buy a 20-year license that entitles them to a monthly bill credit equal to the generation value of one or more panels. The amount of power generated by the number of panels selected by a customer will be credited to the customer's electric account on a monthly basis. This option is designed to provide the generation benefits of installing solar panels on your roof, but without the construction project.
- Customers may also buy a license by making a monthly payment that entitles them to a monthly bill credit equal to the generation value of the number of solar panels selected by a customer. As with the first option, the amount of power generated will be credited to their electric bill on a monthly basis.
- In addition, customers may purchase renewable energy credits that will allow them to offset the environmental impact of activities like cooling their home or commuting to work.

"Through partnerships that create forward-thinking initiatives like our city's first community solar installation, we can clearly see the power of our Innovation District," said Chattanooga-TREEDC Mayor Andy Berke. "As cornerstones of our Innovation District, EPB and TVA understand the importance of employing creativity, innovation, and next-generation technology to solve problems and improve the lives of our citizens. Solar Share is a perfect example of those values in action."

**Citizens who are interested in learning more about Solar Share are invited to go to [www.epb.com/solarshare](http://www.epb.com/solarshare) to sign up for updates including the initial invitation to be among the first to participate in Chattanooga's first community solar project.**

*Pictured Left: Chattanooga Mayor Andy Berke, Hamilton County Mayor Jim Copping, TVA and TVAenergy officials break ground for the new community solar project, Solar Share, February 2017.*



## UT MTAS 2016 Model MS4 NOI

MTAS and the Tennessee Department of Environment and Conservation (TDEC) prepared a model MS4 Notice of Intent. The model is primarily for those who have implemented the 2010 permit but it also includes suggestions for those who have not implemented the 2010 permit. MTAS acknowledges that not all MS4s are the same and the best management practices provided are suggestions.

[Click here for all of the MS4 documents.](#)

The model MS4 NOI is attached under as a "Reference Documents" in this Knowledgebase record.

**If you have any questions, please contact John Chlarson, MTAS public works consultant at 731-423-4785 or [john.chlarson@tennessee.edu](mailto:john.chlarson@tennessee.edu).**



# MUNICIPAL E-NEWS

**UT** Municipal Technical Advisory Service  
INSTITUTE FOR PUBLIC SERVICE

## Elected Officials Academy (EOA) Level II

MTAS is holding an Elected Officials Academy (EOA) Level II on the Friday and Saturday, June 9 and 10, 2017 before the Tennessee Municipal League Conference in Murfreesboro, Tennessee (June 11-13, 2017).

The MTAS Elected Officials Academy is offered in two levels. The Level I program provides an overview of municipal services and leadership training for new (and often not-so-new) mayors, council members, aldermen, and others, including interested staff. Past graduates attribute their early success with the city, the community and with each other to the information, relationships and insights that they gained through the MTAS Elected Officials Academy.

Level II of EOA concentrates on several specific functions of a city to help you can better under-stand the services that your city provides its citizens. This preconference Level II topics include an overview of the following municipal services: fire, water and wastewater operations, hu-man resources, police, and risk management. Courses are taught by experienced MTAS technical consultants and other experts in the field of municipal government in Tennessee.

We hope you can join us! Dress is casual. Cost is \$200 (including meals).

For more information, contact Dr. PJ Snodgrass at [pj.snodgrass@tennessee.edu](mailto:pj.snodgrass@tennessee.edu) or call 865-974-9858.

**UT** Municipal Technical Advisory Service  
INSTITUTE FOR PUBLIC SERVICE

## ELECTED OFFICIALS ACADEMY LEVEL II TML PRE CONFERENCE SESSIONS

JUNE 9 – 10, 2017  
MURFREESBORO, TN

**Location:** Embassy Suites, 1200 Conference Center Blvd., Murfreesboro, TN

The University of Tennessee Municipal Technical Advisory Service (MTAS) is holding an Elected Officials Academy (EOA) Level II on the Friday and Saturday before the Tennessee Municipal League Conference. The EOA provides training on municipal services and leadership and is targeted to new (and often not-so-new) mayors, council members, aldermen, and others, including interested staff. Past graduates attribute their early success with the city, the community and with each other to the information, relationships and insights that they gained through the academy. The Level II academy concentrates on specific functions of a city to help you can better understand the services you offer. We hope you can join us.

Dress is casual. Cost is \$200 (including meals).

Directions: From I-24E via take Exit 53A toward Chattanooga. Take the Medical Center Pkwy/Manson Pike exit, Exit 76. Turn slight left onto Medical Center Pkwy. Turn right onto Conference Center Pkwy. Stay straight to go onto Conference Center Blvd.



# MUNICIPAL E-NEWS

**UT** Municipal Technical Advisory Service  
INSTITUTE FOR PUBLIC SERVICE

## UPCOMING CONFERENCES

### Tennessee Fire Chiefs Association

Spring Meeting | April 26-28, 2017  
Gatlinburg, Park Vista  
Annual Conference | July 22-25, 2017  
Murfreesboro, Embassy Suites

### MTAS All Municipal Courts Conference

April 6-7, 2017 | Franklin, TN

### TAMCAR Spring Conference 2017

April 21, 2017 | Murfreesboro, TN

### Transforming Local Government (Alliance for Innovation)

April 18-21, 2017 | Tulsa, OK

### IPMA-HR Southern Regional Conference

May 21-24, 2017 | Tulsa, OK

### Elected Officials Academy Level II (TML Pre-Conference)

June 9-10, 2017 | Murfreesboro, TN

### Tennessee Municipal League

June 10-13, 2017 | Murfreesboro Convention Center

### Tennessee City Management Association Fall Conference 2017

September 20-22, 2017 | Gatlinburg, TN

### Tennessee Stormwater Association

October 17-19, 2017 | Fall Creek Falls, Pikeville, TN



International Public Management Association for Human Resources  
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**April 18-21, 2017**

**2017 TPMA Conference - Chattanooga, Tennessee**

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