

December 14, 2023

BMA MEETING MINUTES

Roll Call

Mayor Williams called the meeting to order at 6:00 PM. Roll Call for attendance: Alderman Burnette, yes; Alderman Meyer, absent; Vice-Mayor Povlin, yes; Alderman White, yes; Mayor Williams, yes; In addition to staff and member of the press.

Approval of Agenda

Motion was made to approve the agenda as presented. Moved by Alderman White, seconded by Vice-Mayor Povlin; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, and White; Alderman Meyer was absent; no nays; motion passed.

Approval of Minutes

Motion was made to approve the minutes of November 9, 2023. Moved by Vice-Mayor Povlin, seconded by Alderman White; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, and White; Alderman Meyer was absent; no nays; motion passed.

Motion was made to approve the minutes of special called meeting on November 30, 2023. Moved by Alderman White, seconded by Alderman Burnette; voting yes, Mayor Williams, Aldermen Burnette, and White; Vice-Mayor Povlin abstained; Alderman Meyer was absent; no nays; motion passed.

Mayor's Report

Mayor Williams welcomed a number of new businesses that have opened in Farragut. Vice-Mayor Povlin thanked the staff for the Light the Park and Celebrate the Season events.

Ron Oestreich reported on the LPFR grant presentation at Henry Horton State Park.

Ordinances

Public Notice and Second Reading

Ordinance 23-16, an ordinance to amend the Farragut Zoning Ordinance to address buffer strip requirements where an adjacent property is shown as non-residential on the Future Land Use Map

Motion was made to approve Ordinance 23-16 on second and final reading. Moved by Vice-Mayor Povlin, seconded by Alderman White; Roll call vote: Alderman Burnette, yes; Alderman Meyer, absent; Vice-Mayor Povlin, yes; Alderman White, yes; Mayor Williams, yes; motion passed.

Ordinance 23-18, Ordinance to amend the ARPA Fund Budget for Fiscal Year 2023-2024, passed by Ordinance 23-07

Motion was made to approve Ordinance 23-18 on second and final reading. Moved by Alderman White, seconded by Vice-Mayor Povlin; Roll call vote: Alderman Burnette, yes;

Alderman Meyer, absent; Vice-Mayor Povlin, yes; Alderman White, yes; Mayor Williams, yes; motion passed.

First Reading

Ordinance 23-17, an ordinance to amend the Farragut Zoning Map to rezone all properties currently zoned Rural Single-Family Acre Residential (R-1-S-A) to Rural Residential (R-1) (Mike Tuell, Applicant)

Motion was made to approve Ordinance 23-17 on first reading. Moved by Vice-Mayor Povlin, seconded by Alderman White; Roll call vote: Alderman Burnette, yes; Alderman Meyer, absent; Vice-Mayor Povlin, yes; Alderman White, yes; Mayor Williams, yes; motion passed.

Ordinance 23-19, Ordinance to amend the General Fund Budget for Fiscal Year 2023-2024, passed by Ordinance 23-07

Motion was made to approve Ordinance 23-19 on first reading. Moved by Alderman Burnette, seconded by Vice-Mayor Povlin; Roll call vote: Alderman Burnette, yes; Alderman Meyer, absent; Vice-Mayor Povlin, yes; Alderman White, yes; Mayor Williams, yes; motion passed.

Business Items

Approval of Supplement Request from Cannon & Cannon, Inc. for Additional Engineering Services for Advanced Traffic Management System (ATMS) Project

Motion was made to approve the supplement request from Cannon & Cannon, Inc. for additional design services for the Advanced Traffic Management System Project, with a fee of \$18,500. Moved by Vice-Mayor Povlin, seconded by Alderman White; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, and White; Alderman Meyer was absent; no nays; motion passed.

Approval of Supplement Request from Cannon & Cannon, Inc. for Additional Plat Map Services for 70 acres of property located off McFee Road and adjacent to the railroad track in Farragut, TN, being a portion of Knox County Tax Map 24.02 and 24.03.

Motion was made to approve the supplement request from Cannon & Cannon, Inc. for additional plat maps services for the property located off McFee Road and adjacent to the railroad track in Farragut, TN being a portion of Knox County Tax Map 24.02 & 24.03 with a fee of \$9,800. Moved by Vice-Mayor Povlin, seconded by Alderman White; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, and White; Alderman Meyer was absent; no nays; motion passed.

Approval of Resolution R-2023-13, Surplus Property

Motion was made to approve Resolution R-2023-13m Surplus Property. Moved by Vice-Mayor Povlin, seconded by Alderman White; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, and White; Alderman Meyer was absent; no nays; motion passed.

Approval of Appointments to the TVAC Committee

Motion was made to appoint Joey Ruffalo to the TVAC Committee with his term expiring June 2025. Moved by Vice-Mayor Povlin, seconded by Alderman Burnette; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, and White; Alderman Meyer was absent; no nays; motion passed.

Approval of a variance from the distance between driveways requirement in the Driveways and Other Access Ways Ordinance associated with a requested right in right out access for the Dollar General and Advance Auto Parts, 13020 and 13024 Kingston Pike (JMB Investment Company, Applicant)

Motion was made to approve the variance from the distance between driveways requirement in the Driveways and Other Access Ways Ordinance associated with a requested right in right out access for the Dollar General and Advance Auto Parts, 13020 and 13024 Kingston Pike. Moved by Alderman White, seconded by Vice-Mayor Povlin; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, and White; Alderman Meyer was absent; no nays; motion passed.

Approval of a variance from the distance between driveways requirement in the Driveways and Other Access Ways Ordinance associated with a requested access for the Dogtopia Dog Day Care, 12925 Kingston Pike (Chris Sharp – Urban Engineering, Applicant)

Motion was made to approve the variance request from the distance between driveways requirement in the Driveways and Other Access Ways Ordinance associated with a requested access for the Dogtopia Dog Day Care, 12925 Kingston Pike. Moved by Alderman White, seconded by Vice-Mayor Povlin; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, and White; Alderman Meyer was absent; no nays; motion passed.

Town Administrator's Report

David Smoak, Town Administrator, reported on the following:

- Wreaths Across America, December 16 at Pleasant Forest and Virtue Road cemeteries.
- Knox County Growth Policy Plan December 19th
- Town Hall will be closing the end of the year
- Farragut offices are closed December 22 & 25

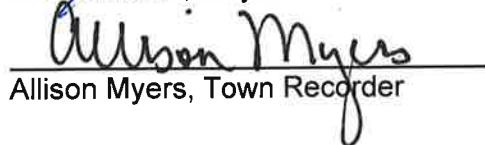
Town Attorney's Report

Tom Hale, Town Attorney, reported that the McFee Road land purchase had been completed.

The meeting adjourned at 8:00 PM.



Ron Williams, Mayor



Allison Myers, Town Recorder



FARRAGUT BOARD OF MAYOR AND ALDERMEN
Farragut Town Hall
11408 Municipal Center Drive

AGENDA
December 14, 2023

BEER BOARD MEETING
See Agenda
5:55 PM

BMA MEETING
6:00 PM

- I. Roll Call**
- II. Approval of Agenda**
- III. Approval of Minutes**
 - A. November 9, 2023**
 - B. November 30, 2023**
- IV. Mayor's Report**
- V. Ordinances**
 - A. Public Notice and Second Reading**
 - 1. Ordinance 23-16, an ordinance to amend the Farragut Zoning Ordinance to address buffer strip requirements where an adjacent property is shown as non-residential on the Future Land Use Map**
 - 2. Ordinance 23-18, Ordinance to amend the ARPA Fund Budget for Fiscal Year 2023-2024, passed by Ordinance 23-07**
 - B. First Reading**
 - 1. Ordinance 23-17, an ordinance to amend the Farragut Zoning Map to rezone all properties currently zoned Rural Single-Family Acre Residential (R-1-S-A) to Rural Residential (R-1) (Mike Tuell, Applicant)**
 - 2. Ordinance 23-19, Ordinance to amend the General Fund Budget for Fiscal Year 2023-2024, passed by Ordinance 23-07**

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It is the policy of the Town of Farragut not to discriminate on the basis of race, color, natural origin, gender, gender identity, sexual orientation, age, religion, disability or veteran status pursuant to Title VI of the Civil Rights Act of 1964, Public Law 93-112 and 101-336 in its hiring, employment practices and programs. To request accommodations due to disabilities, please call 865-966-7057 in advance of the meeting

VI. Business Items

- A. Approval of Supplement Request from Cannon & Cannon, Inc. for Additional Engineering Services for Advanced Traffic Management System (ATMS) Project
- B. Approval of Supplement Request from Cannon & Cannon, Inc. for Additional Plat Map Services for 70 acres of property located off McFee Road and adjacent to the railroad track in Farragut, TN, being a portion of Knox County Tax Map 24.02 and 24.03.
- C. Approval of Resolution R-2023-13, Surplus Property
- D. Approval of Appointments to the TVAC Committee
- E. Approval of a variance from the distance between driveways requirement in the Driveways and Other Access Ways Ordinance associated with a requested right in right out access for the Dollar General and Advance Auto Parts, 13020 and 13024 Kingston Pike (JMB Investment Company, Applicant)
- F. Approval of a variance from the distance between driveways requirement in the Driveways and Other Access Ways Ordinance associated with a requested access for the Dogtopia Dog Day Care, 12925 Kingston Pike (Chris Sharp – Urban Engineering, Applicant)

VII. Citizens Forum

VIII. Town Administrator's Report

IX. Town Attorney's Report

This meeting can be viewed live on the Farragut YouTube Channel and the Town of Farragut website www.townoffarragut.org/livestream.

The meeting will be held at the Farragut Town Hall, 11408 Municipal Center Drive

The Board of Mayor and Aldermen welcomes and invites Farragut residents to participate in public meetings.

At the end of each business meeting, there will be time reserved for public comment under the Citizen Forum agenda item. If you are interested in speaking, please fill out a blue comment card and turn it in to the Town Recorder or staff member. This time is set aside specifically for comments on items that are not on the Board of Mayor and Aldermen regular agenda for the meeting. Each speaker will be given five (5) minutes to speak on his/her topic.

During the regular agenda portion of the meeting there may be an allowance for public comment for each agenda item. The Mayor may recognize individuals for public comment based on the following guidelines.

1. The Mayor shall maintain and control the meeting to provide a professional and objective environment;
2. Any Farragut resident interested in speaking should fill out a blue comment card stating which agenda item they would like to comment on and turn in to the Town Recorder or a staff member;
3. Speakers shall come to the podium and identify themselves by name and street address;
4. Public comment shall be limited to five (5) minutes per individual. Time for public comment may be amended at the discretion of the Mayor. Time is not transferable to other speakers;

5. Speakers should strive to avoid redundancy; each speaker should have their own original viewpoint;
6. Comments shall address issues, not individuals or personalities;
7. Comments may support or oppose issues or measures, but the motives of those with differing views shall not be questioned or attacked;
8. Personal attacks and malicious comments shall not be tolerated;
9. An applicant, and/or their representative(s), for an item on the regular agenda shall be afforded the time necessary to present their request and respond to questions. The five (5) minute limitation shall not apply. However, the Mayor may ask an applicant to stay on point in order to facilitate the efficiency of the meeting.

Each speaker will be asked if they can agree to abide by the Comment Protocol. If so, please be prepared to speak when your name is called.



FARRAGUT BEER BOARD

December 14, 2023

5:55 PM

- I. Approval of Minutes
 - A. September 14, 2023
- II. Beer Permit
 - A. Approval of Class 3, On-Premise, Hotel/Motel Beer Permit for Hampton Inn, 11340 Campbell Lakes Dr



FARRAGUT BEER BOARD

September 14, 2023

Alderman Burnette, Chairman called the meeting to order at 5:55 PM. Members present; Mayor Williams, Vice-Mayor Povlin, Alderman Burnette, and Alderman White; Alderman Meyer was absent.

Motion was made to approve the minutes of February 9, 2023, as presented. Moved by Vice-Mayor Povlin, seconded by Alderman Meyer; voting yes; Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, Meyer and White; no nays; motion passed.

Approval of Minutes

Motion was made to approve the minutes of August 24, 2023, as presented. Moved by Vice-Mayor Povlin, seconded by Alderman White; voting yes; Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette and White; Alderman Meyer was absent; no nays; motion passed.

Beer Permit

Approval of Class 6, Farragut Business Alliance HARVEST FEST Event

Motion was made to waive the \$100 application fee and approve the special occasion beer permit for the Harvest Fest for October 22, 2023, and valid through December 31, 2023. Moved by Vice-Mayor Povlin, seconded by Alderman White; voting yes; Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette and White; Alderman Meyer was absent; no nays; motion passed.

Drew Burnette, Chairman

Allison Myers, Town Recorder

AGENDA NUMBER II.A.

MEETING DATE December 14, 2023

REPORT TO THE BEER BOARD

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of a Class 3, On-Premise, Hotel/Motel Beer Permit for Hampton Inn, 11340 Campbell Lakes Dr

The Hampton Inn on Campbell Lakes Drive will be under new ownership early next week. Staff will forward the beer permit packet by Tuesday, December 12, 2023. The Hampton Inn currently has a beer permit, a new permit is needed due to the change of ownership.

November 9, 2023

BMA MEETING MINUTES

Roll Call

Mayor Williams called the meeting to order at 6:00 PM. Roll Call for attendance: Alderman Burnette, yes; Alderman Meyer, yes; Vice-Mayor Povlin, yes; Alderman White, absent; Mayor Williams, yes; In addition to staff and member of the press.

Approval of Agenda

Motion was made to approve the agenda as presented. Moved by Alderman Meyer, seconded by Alderman Burnette; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, and Meyer; Alderman White was absent; no nays; motion passed.

Approval of Minutes

Motion was made to approve the minutes of October 26, 2023. Moved by Alderman Meyer, seconded by Vice-Mayor Povlin; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, and Meyer; Alderman White was absent; no nays; motion passed.

Mayor's Report

Larson Jay, Knox County Commissioner, gave an update on the Knox County Jr. Commissioner Program.

Vice-Mayor Povlin announced that Knox County Schols would be having information sessions about the new school in Farragut.

Alderman White arrived at 6:15 PM.

Ordinances

First Reading

Ordinance 23-16, an ordinance to amend the Farragut Zoning Ordinance to address buffer strip requirements where an adjacent property is shown as non-residential on the Future Land Use Map

Motion was made to approve Ordinance 23-16 on first reading. Moved by Vice-Mayor Povlin, seconded by Alderman Meyer; Roll call vote: Alderman Burnette, yes; Alderman Meyer, yes; Vice-Mayor Povlin, yes; Alderman White, yes; Mayor Williams, yes; motion passed.

Business Items

Approval speed cushions for traffic calming on St. John Court in Prestwick Place Subdivision

Motion was made to approve the speed cushions for traffic calming on St. John Court in Prestwick Place Subdivision. Moved by Alderman Meyer, seconded by Vice-Mayor Povlin; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, Meyer and White; no nays; motion passed.

Citizens Forum

The following residents spoke to the board concerning pickleball at McFee Park.

- John Ford, 12516 Willow Cove Way
- Roger Starett, 1147 Bishops View Lane
- Tammy McKinney, 11534 Boston Ivy
- Linda Anderson, 1162 Blackstone Lane
- Wayne Jones, 11441 Bancroft Lane
- Nancy Reveiz, 12228 Ansley Court
- David Catlett, 824 Farragut Commons
- Pam Zena, 12646 Brass Lantern Lane
- Carlos Reveiz, 12228 Ansley Court
- Becky Hofseth, 911 Heathgate Rd
- Dana Hofseth, 911 Heathgate Road
- Craig Smith, 12651 Brass Lantern Lane
- Cynthia Smith, 12651 Brass Lantern Lane
- George Ellis, 12650 Brass Lantern Lane

Town Administrator's Report

David Smoak, Town Administrator, announced the following events:

- Light the Park November 20
- Celebrate the Season November 30
- Town Hall will be closed for Thanksgiving.

Town Attorney's Report

The board recessed for an executive session with Tom Hale, Town Attorney, at 7:32 PM.

The board reconvened at 8:00 PM. Mr. Hale advised the board concerning litigation. There was no deliberation.

The meeting adjourned at 8:00 PM.

Ron Williams, Mayor

Allison Myers, Town Recorder

BMA MEETING MINUTES SPECIAL CALLED MEETING November 30, 2023

Roll Call

Mayor Williams called the meeting to order at 5:30 PM. Roll Call for attendance: Alderman Burnette, yes; Alderman Meyer, yes; Vice-Mayor Povlin, absent; Alderman White, yes; Mayor Williams, yes; In addition to staff and member of the press.

Approval of Agenda

Ordinances

First Reading

Ordinance 23-18, Ordinance to amend the ARPA Fund Budget for Fiscal Year 2023-2024, passed by Ordinance 23-07

Motion was made to approve Ordinance 23-18 on first reading. Moved by Alderman Meyer, seconded by Alderman Burnette. Kim Parks, Concord Hills, presented the board with comments concerning Ordinance 23-18. Roll call vote: Alderman Burnette, yes; Alderman Meyer, yes; Alderman White, yes; Mayor Williams, yes; Vice-Mayor Povlin was absent; motion passed.

Business Items

Approval of Bids and Award of Contract 2024-07, Farragut Town Hall Interior Renovations

Motion was made to approve the bid for Contract 2024-07, Farragut Town Hall Interior renovations, with Wright Construction for the base bid of \$2,772,000 and alternate #2 (windows) for \$227,700, for a total construction contract of \$2,999,700, to include a 5% contingency of up to \$150,000 and to authorize the Town Administrator to approve up to \$25,000 in change orders prior to the Board of Mayor and Aldermen authorization. Moved by Alderman Meyer, seconded by Alderman Burnette.

The following citizens spoke concerning this agenda item:

- Wendy Rose, 537 Macarthur Lane
- Mike Mitchell, 716 Brixworth

Roll call vote: Alderman Burnette, yes; Alderman Meyer, yes; Vice-Mayor Povlin, absent; Alderman White, yes; Mayor Williams, yes; motion passed.

The meeting adjourned at 5:55 PM.

Ron Williams, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Mark Shipley, Community Development Director**SUBJECT:** Ordinance 23-16, an ordinance on second reading to amend the Farragut Zoning Ordinance to address buffer strip requirements where an adjacent property is shown as non-residential on the Future Land Use Map (Schaad Companies, Applicant)

INTRODUCTION AND BACKGROUND: During discussion with the Planning Commission, it was noted that this involves a request to amend the buffer strip requirements in the General Commercial District (C-1) to provide the Planning Commission with the ability to evaluate the buffer strip requirements based on whether a property currently zoned residential or agricultural is shown as a non-residential land use on the adopted Future Land Use Map. In this case, the Planning Commission may consider a modification to the buffer strip requirements based on the surrounding built environment and context. This may include whether the property is adjacent to a major arterial street or surrounded by non-residential development.

DISCUSSION: At the workshop session with the Planning Commission in September, the staff presented some discussion language that was favorably received, and direction was given for the staff to prepare an ordinance that included the staff's proposed language. As proposed and included in Ordinance 23-16, the language does not waive the buffer requirement. It provides the Planning Commission with the opportunity to consider the surrounding context and a property's Future Land Use Map designation to evaluate whether and to what extent a buffer may be appropriate.

RECOMMENDATION: At the October 19 Planning Commission meeting, Ordinance 23-16 was unanimously recommended for approval. Ordinance 23-16 was also unanimously approved on first reading by the Board of Mayor and Alderman at their meeting on November 9. There have been no changes to Ordinance 23-16 since first reading and Community Development Director, Mark Shipley, recommends approval of Ordinance 23-16 on second reading.

BOARD ACTION:**MOTION BY:** _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>WILLIAMS</u>	<u>MEYER</u>	<u>WHITE</u>	<u>POVLIN</u>	<u>BURNETTE</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

ORDINANCE:	23-16
PREPARED BY:	Shipley
REQUESTED BY:	Town of Farragut
CERTIFIED BY FMPC:	October 19, 2023
PUBLIC HEARING:	_____
PUBLISHED IN:	_____
DATE:	_____
1ST READING:	_____
2ND READING:	_____
PUBLISHED IN:	_____
DATE:	_____

AN ORDINANCE TO AMEND THE TEXT OF THE FARRAGUT ZONING ORDINANCE, ORDINANCE 86-16, AS AMENDED, PURSUANT TO AUTHORITY GRANTED BY SECTION 13-4-201, TENNESSEE CODE ANNOTATED, BY AMENDING THE FARRAGUT MUNICIPAL CODE, APPENDIX A., ZONING, CHAPTER 3., SECTION XII., GENERAL COMMERCIAL DISTRICT (C-1), C. AREA REGULATIONS, 5. BUFFER STRIPS, B., TO ADDRESS BUFFER STRIP REQUIREMENTS WHERE AN ADJACENT PROPERTY IS SHOWN AS NON-RESIDENTIAL ON THE FUTURE LAND USE MAP

WHEREAS, the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, wishes to amend Chapter 3., Section XII., General Commercial District (C-1), Subsection C. Area Regulations, 5. Buffer strips, b. of the Farragut Zoning Ordinance, Ordinance 86-16.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, that the Farragut Zoning Ordinance is hereby amended as follows:

SECTION 1.

5. Buffer strips.

- b. There shall be a buffer strip a minimum of 35 feet in width on all side and rear property lines when the abutting property is zoned residential or agricultural unless such property is shown as a non-residential land use on the adopted Future Land Use Map. In this case, the Planning Commission may consider a modification to the buffer strip based on the surrounding built environment and context. This may include whether the property is adjacent to a major arterial street or surrounded by non-residential development.

SECTION 2.

This ordinance shall take effect from and after its final passage and publication, the public welfare requiring it.

Ron Williams, Mayor

Allison Myers, Town Recorder

Certified to the Farragut Board of Mayor and Aldermen this ____ day of _____, 2023,
with approval recommended.

Scott Russ, Chairman

Shannon Preston, Secretary

-
- c. All structures developed as an integral part of a recreational facility/use are set back a minimum of 40 feet in the front yard and ten feet in the side and rear yards. Setbacks shall be measured from the nearest point of any property line.
25. Utility uses.
- C. *Area regulations.* The purpose of these setback regulations is to create a flexible building envelope that will enable the creative possibilities for development of a parcel to be maximized and to allow consideration of the natural features of a parcel as it is being developed. Please refer to Illustrations 6, 7 and 8 (see Chapter 1). These illustrations depict the intent of the following regulations. Setbacks shall be measured from the nearest point of any property line and all structures shall comply with the following setback requirements:
1. *Front Yards.*
 - a. Where a parking lot is situated in the front yard between a building and an abutting street, all buildings shall be set back from the nearest point of any right-of-way a minimum of 80 feet;
 - b. Where only a driveway aisle is situated in the front yard between a building and an abutting street, all buildings shall be set back from the nearest point of any right-of-way a minimum of 60 feet; or
 - c. Where neither a parking lot nor a driveway aisle is situated in the front yard between a building and an abutting street, all buildings shall be set back from the nearest point of any right-of-way a minimum of 20 feet.
 - d. All accessory structures, excluding signage (which would be subject to the provisions in the sign ordinance), detention basin structures (if associated with a low impact development measure), and/or non-roofed structures that provide for pedestrian engagement with the public street (such as outdoor patios, pedestrian facilities, sitting areas, public art), shall be set back from the nearest point of any right-of-way a minimum of 20 feet, except as provided for elsewhere in this ordinance or the [Farragut] Municipal Code.

With the exception of linear pedestrian facilities that connect to similar facilities in the right-of-way, no structures shall encroach into the public right of way and/or platted utility easements. Detention basin structures that are not associated with a low impact development measure shall be set back from the nearest point of any right-of-way a minimum of ten feet. Electrical substations, utility offices, or any other utility building shall meet the front yard building setback requirements.

Service areas and their associated structures (e.g., dumpsters, loading areas, utility building) shall be located to the side or rear of a building so as to minimize visual impacts from the street and foster a more pedestrian friendly streetscape.
 2. *Side yards.* All buildings shall be set back a combined total of at least 60 feet on the two sides, but not less than 20 feet on any one side.
 3. *Side and rear yards.* All accessory structures shall be set back a minimum of ten feet, except as provided for elsewhere in this ordinance or the [Farragut] Municipal Code.
 4. *Rear yards.* All buildings shall be set back a minimum of 30 feet.
 5. *Buffer strips.*
 - a. There shall be a buffer strip a minimum of 35 feet in width on all front property lines when the street adjacent to that front property line is classified as a collector or local street on the Major Road Plan and the property on the opposite side of the street is zoned residential or agricultural;

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- b. There shall be a buffer strip a minimum of 35 feet in width on all side and rear property lines when the abutting property is zoned residential or agriculture ~~agriculture~~ **agricultural unless such property is shown as a non-residential land use on the adopted Future Land Use Map. In this case, the Planning Commission may consider a modification to the buffer strip based on the surrounding built environment and context. This may include whether the property is adjacent to a major arterial street or surrounded by non-residential development.**
 - c. Existing, mature vegetation shall be preserved and incorporated into the buffer strip; and
 - d. Detention basins, measured from top-of-slope to top-of-slope, and associated structures shall not be located within any buffer strips.
 - 6. *Maximum lot coverage.* Total lot coverage: 70 percent.
 - 7. *Land area.* Minimum lot size of one acre.
 - D. *Height regulations.* No structure shall exceed 2½ stories, or 35 feet in height, except as provided for elsewhere in this ordinance.
 - E. *Parking.* As regulated in Chapter 4.

In order to minimize the visual impact of surface parking, where parking is situated between a building and a street or is parallel with a building along a street, a berm shall be constructed or landscaping shall be planted so as to limit the viewability of the parking lot from the street. A minimum of 60 percent of the total parking lot length adjacent to the front property line shall be screened from view with a berm or landscaping.
 - F. *Mixed Use Town Center.*
 - 1. *General Description and Purpose.*

In the Town's adopted Comprehensive Land Use Plan (CLUP), Strategy 1 describes the community's desire to Bring About a Downtown. Also included in the CLUP are land use descriptions related to the intent, uses, and character of what is described as a Mixed Use Town Center (MUTC). The CLUP also includes a future land use map which identifies locations for a MUTC.

The purpose of this section is to ensure that properties zoned C-1 that are within (i.e., at least half of the existing parcel) the area shown as Mixed Use Town Center are developed and redeveloped in a manner that is consistent with the CLUP.

Where a property is zoned C-1 and is shown to be within the area identified as MUTC on the Future Land Use Map, the following provisions shall apply.
 - 2. *Permitted Principal and Accessory Uses and Structures.* (If a use is not listed below it shall not be permitted unless it is approved by the Board of Zoning Appeals as a Special Exception and the proposed use is consistent with the CLUP as it relates to the MUTC.)
 - a. Generally recognized retail sales. This excludes all outdoor sales or storage (unless part of an approved Farmers Market or similar seasonal pedestrian oriented use) and any "big box" entities where the total gross square footage exceeds 25,000 square feet.
 - b. Restaurants, tea rooms, cafes, coffee houses, bistros, or other similar establishments serving food or beverage that is primarily consumed within the principal building or in designated outdoor seating areas associated with the principal building. A drive-through lane may be permitted provided the following criteria are satisfied:
 - 1. The property is a minimum of two acres and is a lot of record that has existing frontage on a street classified as a major arterial on the Major Road Plan;

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder/Treasurer

SUBJECT: Ordinance 23-18, Ordinance to amend the ARPA Fund Budget for Fiscal Year 2023-2024, passed by Ordinance 23-07

INTRODUCTION:

The purpose of this agenda item is to approve Ordinance 23-18 on second reading to amend the Fiscal Year 2024 ARPA Fund Budget.

DISCUSSION:

The **ARPA Fund Budget** will be amended by increasing the appropriated expenditures from \$7,400,000 to \$8,900,000, an increase of \$1,500,000. This amendment is needed to budget for the additional expenditures required for the Town Hall renovation project. The amendment will also increase the fund revenues from \$1,791,566 to \$3,858,263, an increase in revenue of \$2,017,591. The additional funding is due to the award of the ARP Competitive Grant through The Tennessee Department of Environment and Conservation (TDEC) and the State Water Infrastructure Grants (SWIG) Program for the McFee Park Stormwater Parking Facilities. Please refer to Attachment A for the ARPA Fund budget and ending balance of \$1,423,479.

FINANCIAL SECTION: ARPA Fund Budget

Account Number: ARPA Fund Revenue-ARP Competitive Grant		
<u>FY2024 Budget</u>	<u>Requested Amendment</u>	<u>FY2024 Amended Budget</u>
\$1,791,566	\$2,017,591	\$3,858,263
Approved By: <u>Allison Myers</u>		

Account Number: ARPA Fund Expenditures		
<u>FY2024 Budget</u>	<u>Requested Amendment</u>	<u>FY2024 Amended Budget</u>
\$7,400,000	\$1,500,000	\$8,900,000
Approved By: <u>Allison Myers</u>		

RECOMMENDATION BY: Allison Myers, Town Recorder/Treasurer, for approval.

PROPOSED MOTION: Motion to approve Ordinance 23-18 on second and final reading.

ORDINANCE	23-18
PREPARED BY	Myers
1 ST READING	November 30, 2023
2 ND READING	December 14, 2023
PUBLISHED IN	Farragut Press
DATE	

AN ORDINANCE OF THE TOWN OF FARRAGUT, TENNESSEE AMENDING THE FISCAL YEAR 2023-2024 ARPA FUND BUDGET, PASSED BY ORDINANCE 23-07

WHEREAS, the Town of Farragut adopted the fiscal year 2023-24 budget by passage of Ordinance Number 23-07 on June 8, 2023; and

WHEREAS, pursuant to the Tennessee State Constitution, Section 24 of Article II, no public money shall be expended except pursuant to appropriations made by law; and

WHEREAS, expenses for the ARPA Fund budget will be greater than budgeted; and

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF FARRAGUT, TENNESSEE THAT CHANGES BE MADE TO THE FISCAL YEAR 2023-2024 BUDGET AS FOLLOWS:

SECTION 1. Ordinance 23-07 is hereby amended by:

The **ARPA Fund** will be amended by increasing the appropriated expenditures from \$7,400,000 to \$8,900,000, an increase of \$1,500,000. This amendment is needed to budget for additional expenditures required for the Town Hall remodeling project. The ARPA Fund revenue will be amended by increasing the fund revenues from \$1,791,566 to \$3,858,263, an increase in revenue of \$2,017,591. The additional funding is due to the award of the ARP Competitive Grant through The Tennessee Department of Environment and Conservation (TDEC) and the State Water Infrastructure Grants (SWIG) Program for the McFee Park Stormwater Parking Facilities

SECTION 2. The Board of Mayor and Aldermen authorizes the Town Recorder to make said changes in the accounting system.

SECTION 3. This ordinance shall take effect after its final passage and publication, the public welfare requiring it.

Ron Williams, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Mark Shipley, Community Development Director**SUBJECT:** Ordinance 23-17, an ordinance on first reading to amend the Farragut Zoning Map to rezone all properties currently zoned Rural Single-Family Acre Residential (R-1-S-A) to Rural Residential (R-1) (Mike Tuell, Applicant)

INTRODUCTION AND BACKGROUND: During discussion with the Planning Commission, it was noted that one of the Town's residential zoning districts is the Rural Single-Family Acre Residential District (R-1-S-A). This district is very similar to the Rural Residential District (R-1) with the biggest difference being the requirement for a lot size of at least one acre. Only the Belleaire Subdivision and a portion of the Concord Baptist property are zoned R-1-S-A.

The main issue with the R-1-S-A is that many of the lots in the Belleaire Subdivision that are zoned R-1-S-A are less than one acre and thus nonconforming. This inhibits modifications to these lots that would otherwise be reasonable. It is likely that the R-1-S-A was originally applied to Belleaire since most of the oldest platted lots along Belleaire Drive were more than one acre. The staff is unclear as to why the subdivision was not rezoned to R-1, which only requires a minimum lot size of 20,000 square feet (.46 acres) since the lots south of Belleaire Drive were mostly under one acre but more than 20,000 square feet.

As noted to the Planning Commission, the applicant's request to rezone the lots currently zoned R-1-S-A to R-1 would make all of the lots compliant with the minimum lot size and not affect how the properties are being used since, other than the minimum lot size, the R-1 District is virtually identical to the R-1-S-A. The only other differences are that the side yard setbacks for dwelling units are a combined 50 feet in R-1-S-A vs. 40 feet in R-1. The R-1-S-A also allows parks, playgrounds and playfields, neighborhood and municipal buildings, and libraries if approved as a special exception. These are not options in the R-1 and would best be covered under the Community Service District (S-1).

RECOMMENDATION: At the November 16 Planning Commission meeting, Ordinance 23-17 was unanimously recommended for approval. Community Development Director, Mark Shipley, recommends approval of Ordinance 23-17 on first reading.

BOARD ACTION:**MOTION BY:** _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>WILLIAMS</u>	<u>MEYER</u>	<u>WHITE</u>	<u>POVLIN</u>	<u>BURNETTE</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

ORDINANCE: 23-17
PREPARED BY: Shipley
REQUESTED BY: Mike Tuell
CERTIFIED BY FMPC: November 16, 2023
PUBLIC HEARING: _____
PUBLISHED IN: _____
DATE: _____
1ST READING: _____
2ND READING: _____
PUBLISHED IN: _____
DATE: _____

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE TOWN OF FARRAGUT, TENNESSEE, ORDINANCE 86-16, AS AMENDED, PURSUANT TO SECTION 13-4-201, TENNESSEE CODE ANNOTATED.

BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, that the Farragut Zoning Ordinance, Ordinance 86-16, as amended, is hereby amended as follows:

SECTION 1.

The Farragut Zoning Ordinance, Ordinance 86-16, as amended, is hereby amended by rezoning all properties currently zoned Rural Single-Family Acre Residential (R-1-S-A) to Rural Single-Family Residential (R-1) (See Exhibit A).

SECTION 2.

This ordinance shall take effect from and after its final passage and publication, the public welfare requiring it.

Ron Williams, Mayor

Allison Myers, Town Recorder

Certified to the Farragut Board of Mayor and Aldermen this ____ day of _____, 2023, with approval recommended by the Farragut Municipal Planning Commission (FMPC).

Scott Russ, Chairman

Shannon Preston, Secretary



Exhibit A Ordinance 23-17

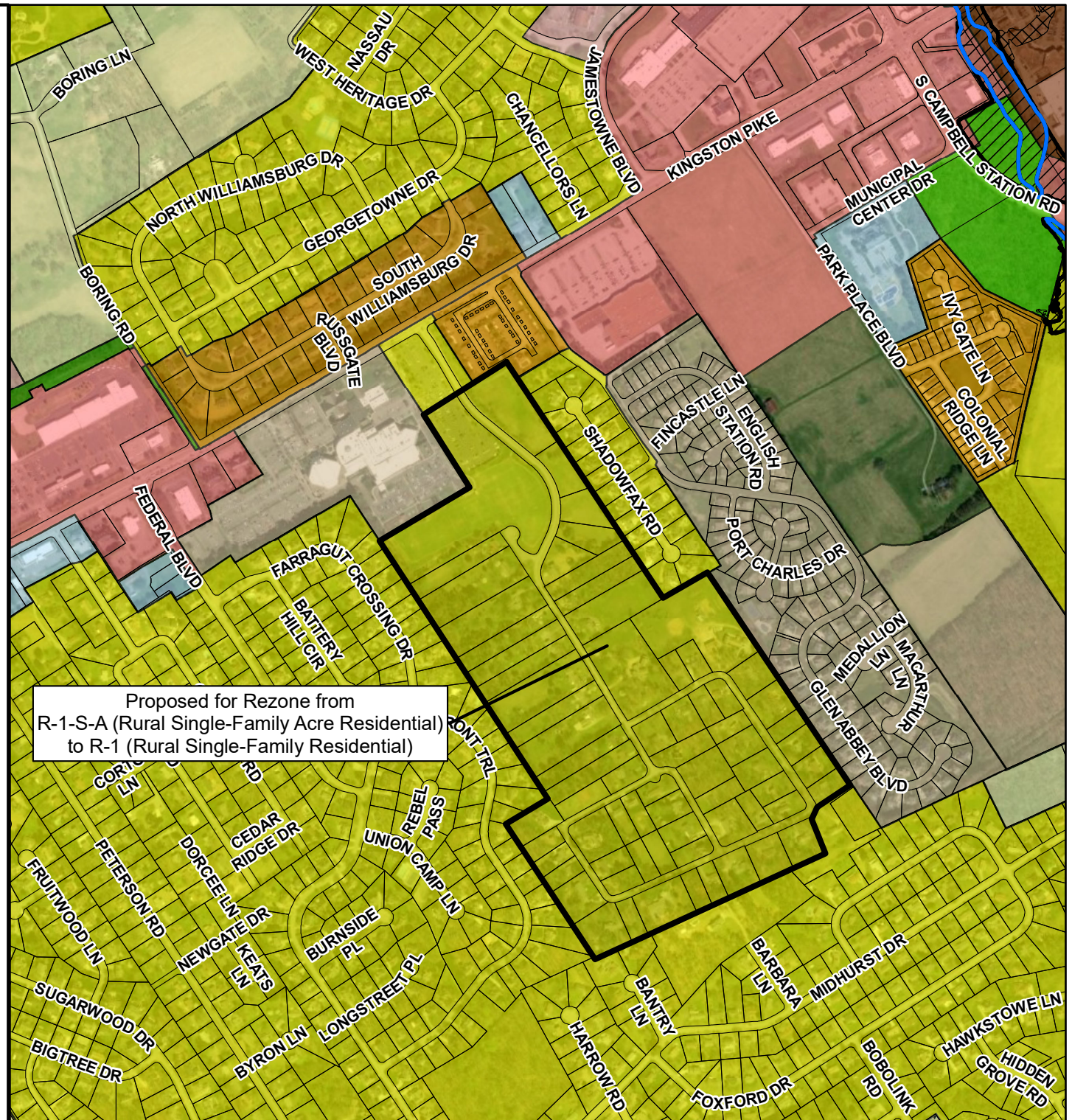
Proposed for Rezone from
R-1-S-A (Rural Single-Family Acre Residential)
to R-1 (Rural Single-Family Residential)

Legend

- Floodway
- 100 year Flood Zone
- 500 year Flood Zone
- Parcels
- Subject Area
- B-1, Buffer
- OS-P, Open Space/Park
- S-1, Community Service
- R-1, Rural Single-Family Residential
- R-1-S-A, Rural Single-Family Acre Residential
- R-2, General Single-Family Residential
- R-3, Small Lot Single-Family Residential
- R-4, Attached Single-Family Residential
- R-5, Two-Family Residential
- R-1/OSR, Open Space Residential Overlay
- R-1/OSMR, Open Space Mixed Residential Overlay
- O-1, Office
- C-1, General Commercial
- PCD, Planned Commercial Development



1 in = 800 ft



REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder/Treasurer

SUBJECT: Ordinance 23-19, Ordinance to amend the General Fund Budget for Fiscal Year 2023-2024, passed by Ordinance 23-07

INTRODUCTION:

The purpose of this agenda item is to approve Ordinance 23-19 on first reading to amend the Fiscal Year 2024 General Fund Budget.

DISCUSSION:

The **General Fund Budget** will be amended by increasing the appropriated expenditures from \$10,379,296 to \$10,439,602, an increase of \$60,306. This amendment is needed to budget for a temporary full-time Operations Manager position in the General Fund budget. Please refer to Attachment A for the details of the new position.

FINANCIAL SECTION: General Fund Budget

Account Number: General Fund Expenditures

FY2024 Budget

\$10,379,296

Requested Amendment

\$60,306

FY2024 Amended Budget

\$10,439,602

Approved By: Allison Myers

RECOMMENDATION BY: Allison Myers, Town Recorder/Treasurer, for approval.

PROPOSED MOTION: Motion to approve Ordinance 23-19 on first reading.

BOARD ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>BURNETTE</u>	<u>MEYER</u>	<u>POVLIN</u>	<u>WHITE</u>	<u>WILLIAMS</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

ORDINANCE	23-19
PREPARED BY	Myers
1 ST READING	December 14, 2023
2 ND READING	January 11, 2024
PUBLISHED IN	Farragut Press
DATE	

AN ORDINANCE OF THE TOWN OF FARRAGUT, TENNESSEE AMENDING THE FISCAL YEAR 2023-2024 GENERAL FUND BUDGET, PASSED BY ORDINANCE 23-07

WHEREAS, the Town of Farragut adopted the fiscal year 2023-24 budget by passage of Ordinance Number 23-07 on June 8, 2023; and

WHEREAS, pursuant to the Tennessee State Constitution, Section 24 of Article II, no public money shall be expended except pursuant to appropriations made by law; and

WHEREAS, expenses for the General Fund budget will be greater than budgeted; and

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF FARRAGUT, TENNESSEE THAT CHANGES BE MADE TO THE FISCAL YEAR 2023-2024 BUDGET AS FOLLOWS:

SECTION 1. Ordinance 23-07 is hereby amended by:

DISCUSSION:

The **General Fund Budget** will be amended by increasing the appropriated expenditures from \$10,379,296 to \$10,439,602, an increase of \$60,306. This amendment is needed to budget for a temporary full-time Operations Manager position in the General Fund budget. Please refer to Attachment A for the details of the new position.

SECTION 2. The Board of Mayor and Aldermen authorizes the Town Recorder to make said changes in the accounting system.

SECTION 3. This ordinance shall take effect after its final passage and publication, the public welfare requiring it.

Ron Williams, Mayor

Allison Myers, Town Recorder



DATE: December 7, 2023

TO: Board of Mayor and Aldermen

FROM: David Smoak, Town Administrator

RE: Added Operations Manager position to FY24 general fund budget

The FY24 General Fund budget includes 67 Full-time positions to provide services to the Town of Farragut. The attached proposal would add a Temporary Full-time Operations Manager position through the remainder of fiscal year 2024. This position would report to the Town Administrator and provide strategic and operational guidance to the Community Development, Engineering, Parks and Recreation and Public Works departments.

The proposed budget amendment for this position for the remainder of the fiscal year is:

Salary:	\$42,250
<u>Benefits:</u>	<u>\$18,056</u>
Total:	\$60,306

Operations Manager

Department: General Government

FLSA Status: *Exempt*

General Definition of Work

Provides leadership as an extension of the Town Administrator. Serves as a project lead for Town divisional projects that enhance the efficiency and effectiveness of the operations. Strategic, Tactical and Operational guidance is exercised over Community Development Director, Town Engineer, Parks and Recreation Director and Public Works Director. Work is performed under the general direction of the Town Administrator.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

- Works closely with the Town Administrator and the Leadership Team to ensure ongoing coordination and collaboration on implementing the Town's strategic goals, department goals, and capital projects.
- Proactively communicates and engages with a diverse group of stakeholders, including residents, businesses, regional and community partners, members of the development community, staff, department directors, and Board members in a manner that promotes the Town's values of dedication, integrity, courtesy, and innovation.
- Ensures the application of systematic and strategic project management principles to Town projects. Identifies metrics, action plans, and scope management while applying sound decision-making and judgment to ensure delivery of project outcomes on time and on budget.
- Investigate, analyze, and resolve operational issues; plan and implement adjustments to improve operational performance and increase customer service.
- Review and provide guidance on Town policies in conjunction with HR and departmental leadership.
- Demonstrates stewardship of community needs related to community development, public safety, and quality of life for our residents and visitors.
- Maintains a comprehensive, current knowledge of applicable laws/regulations; maintains an awareness of new trends and advances in the profession; reads professional literature; maintains professional affiliations; attends workshops, seminars, and training sessions as appropriate.
- Requires attendance at meetings outside regular business hours. Such meetings include but are not limited to Board of Mayor and Alderman, Municipal Planning Commission, and other relevant government and business meetings, where appropriate.
- Performs other related duties and special projects as required and assigned by the Town Administrator.

Knowledge, Skills, and Abilities

Requires the ability to evaluate, audit, deduce, and/or assess data using established criteria. Includes exercising discretion in determining actual or probable consequences and in referencing such evaluation to identify and select alternatives. Requires the ability to apply principles of persuasion and/or influence over others in coordinating activities of a project, program, or designated areas of responsibility. May include ability to perform mathematical operations involving basic algebraic principles and formulas. Requires the ability to apply principles of influence systems, such as motivation, incentive, and leadership, and to exercise independent judgement to apply facts and principles for developing approaches and techniques to resolve problems. Requires the ability to exercise judgement, decisiveness and creativity in situations involving the evaluation of information against sensory, judgement, or subjective criteria, as opposed to that which is clearly measurable or verifiable. Requires the ability to establish and maintain effective working relationships with employees, elected officials, consultants, attorneys, vendors and the general public.

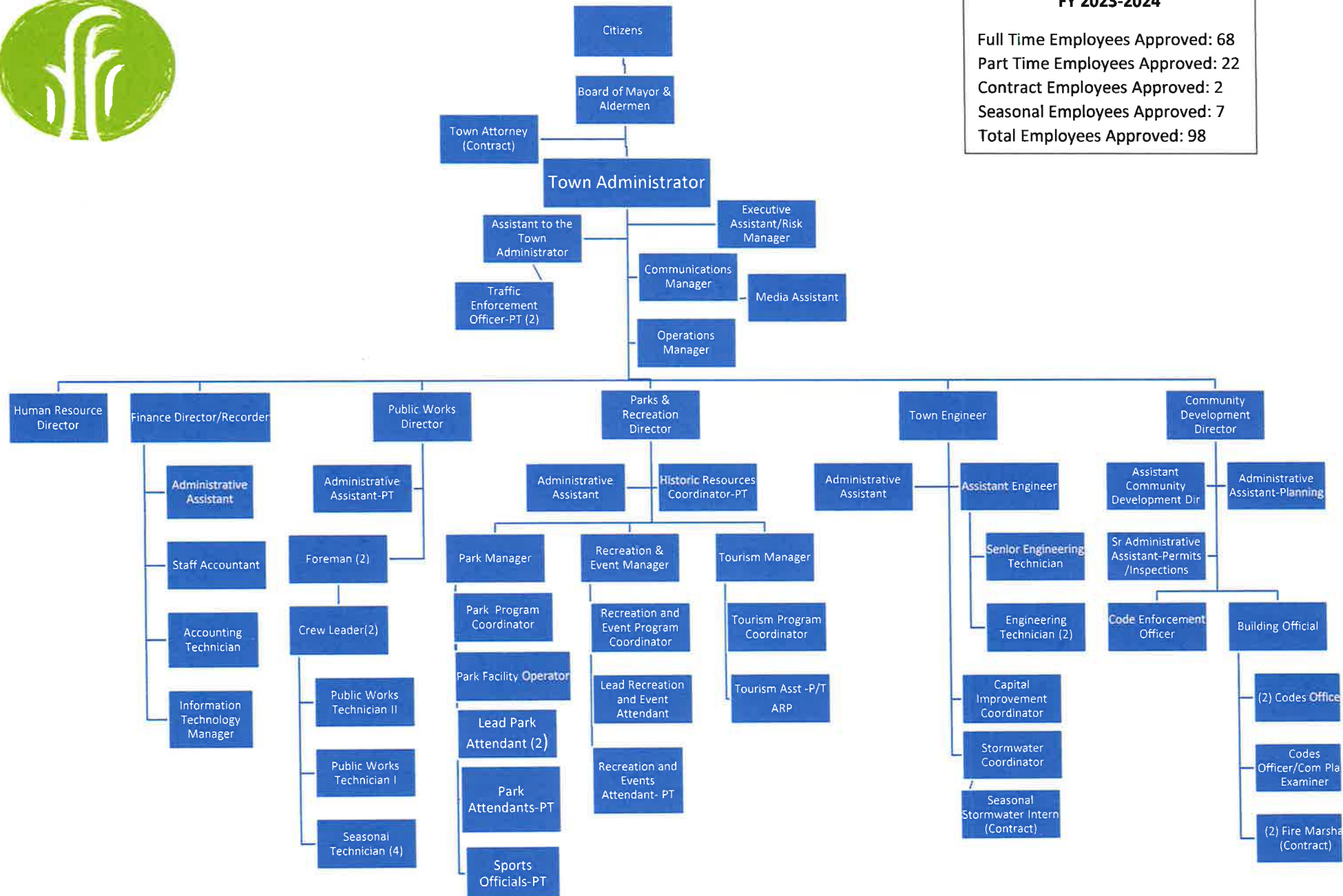
Education and Experience

Bachelor's degree in Public Administration, Business Administration, or closely related field required; supplemented by five (5) years previous experience in a municipal office at a professional level; or any equivalent combination of



FY 2023-2024

Full Time Employees Approved: 68
Part Time Employees Approved: 22
Contract Employees Approved: 2
Seasonal Employees Approved: 7
Total Employees Approved: 98



REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Darryl W. Smith, PE**SUBJECT:** Approval of Supplement Request from Cannon & Cannon, Inc. for Additional Engineering Services for Advanced Traffic Management System (ATMS) Project.

INTRODUCTION: The purpose of this item is consideration of a supplement request from Cannon & Cannon, Inc. for additional design services related to the Town's ATMS project currently under construction.

BACKGROUND: In 2017, the Board entered into an agreement with Cannon & Cannon, Inc. for design services for development of a Congestion Mitigation Air Quality (CMAQ)-funded project that will upgrade our existing traffic signals to a Town-wide centrally controlled system. The project also includes replacement of signal controllers, cabinets, communications systems and other hardware, as well as installation of mast arm poles at various locations.

The original contract included routing of fiber to a separate server on the second floor of the Town Hall. However, Town Hall renovations will shut the building down over the next year. Additionally, the Town already has a cooled room at the Community Center that can be used for the server location. As we intended to eventually install fiber to the Community Center anyway, staff recommends the fiber be installed now as part of the ATMS project. Design of the additional fiber and routing to the server room at the Community Center will require supplemental services from Cannon & Cannon, with a total fee of \$18,500 for modifying the project plans.

FINANCIAL SECTION:**Project: CMAQ ATMS Phase 1**

<u>Project Budget</u>	<u>Requested Amount</u>	<u>Contracted Amount</u>	<u>Available Amount</u>
\$6,810,000	\$18,500	\$6,388,190	\$403,310

Approved
By: Allison Myers

PROPOSED MOTION: Approval of request for supplement from Cannon & Cannon, Inc. for additional design services for Advanced Traffic Management System Project, with fee of \$18,500.

BOARD ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>WILLIAMS</u>	<u>POVLIN</u>	<u>MEYER</u>	<u>BURNETTE</u>	<u>WHITE</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____



October 12, 2023

Mr. Darryl W. Smith, P.E.
Town Engineer
Town of Farragut
11408 Municipal Center Drive
Farragut, Tennessee 37934

RE: Budget Supplement Agreement No. 2
Farragut Advanced Traffic Management System Phase 1 Project

Dear Mr. Smith:

Cannon & Cannon, Inc. (CCI) appreciates the opportunity to prepare this budget supplement agreement for the referenced project. The original agreement was executed by the Town of Farragut on October 27, 2017, and Budget Supplement Agreement No. 1 was executed by the Town of Farragut on September 26, 2019. This Budget Supplement Agreement No. 2 is being submitted to provide additional engineering services as requested by the Town of Farragut.

The additional services to be provided by CCI and Kimley-Horn (KH) include revisions to construction plans and specifications due to the relocation of the proposed Traffic Operations Center (TOC) from Farragut Town Hall at 11408 Municipal Center Drive to the Farragut Community Center at 239 Jamestowne Boulevard. Specific revisions will include conduit and fiber layouts to connect the signal system to the Farragut Community Center as well as to access the appropriate room within the Center, additions and modifications of fiber splice details and summary tables, and revisions of scope of work descriptions.

Based on our understanding of these additional services, the proposed budget for the services described above in Budget Supplement Agreement No. 2 is \$18,500. This brings the total CCI engineering budget contract of this project to \$455,980. In accordance with the original agreement, CCI will continue to bill services on a lump sum basis, with invoices issued monthly.

If the outlined terms of this proposed budget supplement agreement are acceptable, please have this document signed in the space provided and return a copy via e-mail for our records.

Please do not hesitate to give me a call if you have questions or require additional information.

Sincerely,

Brian J. Haas, P.E., PTOE
Traffic Team Leader

AUTHORIZATION TO PROCEED:

By: _____ Date: _____

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Darryl W. Smith, PE**SUBJECT:** Approval of Supplement Request from Cannon & Cannon, Inc. for Additional Plat Map Services for 70 acres of property located off McFee Road and adjacent to the railroad track in Farragut, TN, being a portion of Knox County Tax Map 24.02 and 24.03.

INTRODUCTION: The purpose of this item is consideration of a supplement request from Cannon & Cannon, Inc. for additional engineering services to replat the 70 acres of property, a portion of which was purchased by the Town and a portion donated by the seller, at the northwest quadrant of the intersection of McFee Road and Boyd Station Road.

BACKGROUND: In June the Board entered into an agreement with Cannon & Cannon, Inc. for due diligence investigation of the property. The Town recently closed on the purchase, and at this time we wish to create a plat that will dissolve interior property lines and define the portion of the property that is being donated by the sellers, as well as any other easements already on the property. Platting of the property is outside the original scope of services, so Cannon & Cannon, Inc. have requested supplemental fee of \$9,800.

FINANCIAL SECTION:**Project:**

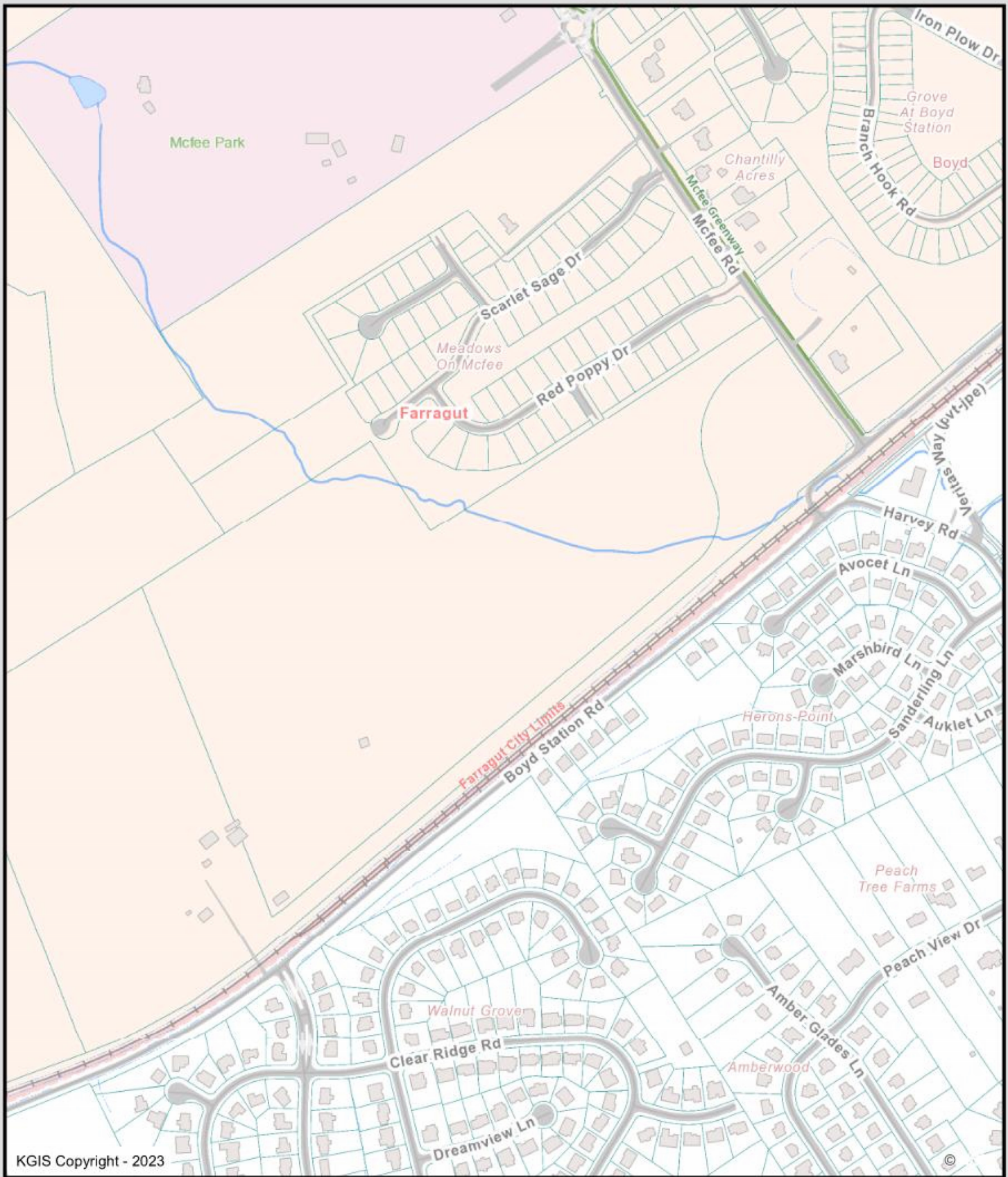
<u>Project Budget</u>	<u>Requested Amount</u>	<u>Expenditures to Date</u>	<u>Available Amount</u>
\$5,600,000	\$9,800	\$5,584,634	\$5,566

Approved**By:** Allison Myers

PROPOSED MOTION: Approval of request for supplement from Cannon & Cannon, Inc. in the amount of \$9,800 for additional plat map services for the property located off McFee Road and adjacent to railroad track in Farragut, TN, being a portion of Knox County Tax Map 24.02 and 24.03.

BOARD ACTION:**MOTION BY:** _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>WILLIAMS</u>	<u>POVLIN</u>	<u>MEYER</u>	<u>BURNETTE</u>	<u>WHITE</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

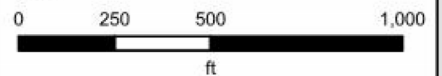


McFee Road Property

Knoxville - Knox County - KUB Geographic Information System



Printed: 12/5/2023 at 4:34:24 PM



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November 3, 2023

Mr. Darryl W. Smith, PE
Town of Farragut
11408 Municipal Center Drive
Farragut, TN 37934
Email: dsmith@townoffarragut.org

RE: Professional Services Agreement – AMENDMENT #1
Scope and Fee Proposal
McFee Road Property (70ac) Due Diligence

Mr. Smith:

Cannon & Cannon, Inc. (CCI) appreciates the opportunity to submit this budget amendment agreement for the referenced project. The original agreement for this project's work authorization was executed with the Town of Farragut on June 22, 2023.

SCOPE OF WORK – BASIC SERVICES – AMENDMENT #1

The original scope of services prepared due diligence documents for the purchase of a 55-acre parcel south of McFee Road in the Town of Farragut. These documents included a Topographic Survey and an ALTA/NSPS survey for the properties. As per the town's request, additional services are proposed within this amendment to include the preparation of a plat for subdivision of the referenced property. The following Scope of Work outlines the services associated with this amendment:

- An exempt plat will be prepared for the portions of Parcels 162 024, 02402, and 02403 for the purpose of establishing a 55-acre tract, a 15-acre tract and the remainder for the use in the proposed property transaction.

Amendment #1 Total	\$ 9,800
<u>Original Contract Fees</u>	<u>\$ 71,200</u>
Total Proposed Amended Budget	\$ 81,0000



The total amount of this Budget Amendment No. 1 is **\$9,800**. Based on the Original Contract Amount of \$71,200, the total proposed budget is **\$81,000**. In accordance with the original agreement, CCI will invoice on a LUMP SUM basis, with monthly invoices. Reimbursable expenses, including mileage, are included. Reference the original contract for terms and conditions.

We appreciate the opportunity of working with the Town of Farragut on this project. If this proposed budget amendment agreement is found acceptable, please have this document signed and return one copy for our records. Please contact us if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Jeff Beckett". The signature is fluid and cursive, with the first and last names clearly legible.

Jeff Beckett, P.E.
Transportation Team Leader

AUTHORIZATION TO INCREASE PROJECT BUDGET FROM \$ 71,200 TO \$ 81,000.

AUTHORIZATION TO PROCEED

By: _____ Date: _____

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of Resolution R-2023-13, Declaring Certain Town Property to be Surplus Property

DISCUSSION:

The following items are all in working order and have a value greater than \$100. Therefore, the items meet the criteria to be surplus items. The Town will be advertising the items on Govdeals.com, an online government surplus auction site.

- 2003 Chevy Blazer
- 2005 Ford Freestar Van
- 2007 Chevy Colorado 4x4
- 2008 Ford Escape Hybrid
- 2010 Ford Escape Hybrid
- 2012 Ford F150
- 2013 Ford F150
- HON filing cabinets (10)
- FireKing Fired Rated filing cabinet
- SafCo flat file cabinets (3)
- Drafting table 60"X37.5"

This resolution approval will allow for the removal of the items from the fixed asset list and advertise the sale of the items on the GovDeals website.

RECOMMENDATION BY:

Allison Myers, Town Recorder

PROPOSED MOTION:

To approve Resolution R-2023-13, a resolution declaring certain town property to be surplus property.

BOARD ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>WILLIAMS</u>	<u>BURNETTE</u>	<u>WHITE</u>	<u>POVLIN</u>	<u>MEYER</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____



TOWN OF FARRAGUT

RESOLUTION R-2023-13

A Resolution Declaring Certain Town Property to be Surplus Property.

WHEREAS, it has been determined that the Town has no further use of certain item(s);
and

WHEREAS, the Board of Mayor and Aldermen may determine that these items are
surplus property; and

WHEREAS, the value, if any, is determined for the surplus property and its disposal will
be for the common benefit; and

WHEREAS, at time of sale of surplus item(s), moneys, if any, will be allocated back to
the appropriate department;

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF MAYOR AND
ALDERMEN OF THE TOWN OF FARRAGUT, TENNESSEE,** does hereby surplus the following
items(s):

- 2003 Chevy Blazer
- 2005 Ford Freestar Van
- 2007 Chevy Colorado 4x4
- 2008 Ford Escape Hybrid
- 2010 Ford Escape Hybrid
- 2012 Ford F150
- 2013 Ford F150
- HON filing cabinets (10)
- FireKing Fired Rated filing cabinet
- SafCo flat file cabinets (3)
- Drafting table 60"X37.5"

This Resolution is duly adopted by the Board of Mayor and Aldermen of the Town of
Farragut on this 14th day of December 2023.

Ron Williams, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of the Farragut Tourism and Visitor Advisory Committee Appointment

INTRODUCTION: The purpose of this business item is to appoint an applicant to the Farragut Tourism and Visitor Advisory Committee. There is an at-large position available. Joey Ruffalo has applied for the at-large position.

RECOMMENDATION BY: Allison Myers, Town Recorder/Treasurer, for approval.

PROPOSED MOTION: To appoint Joey Ruffalo to the Farragut Tourism and Visitor Advisory Committee.

BOARD ACTION:

MOTION BY: _____ SECONDED BY: _____

<u>VOTE/TOTAL</u>	<u>BURNETTE</u>	<u>MEYER</u>	<u>WHITE</u>	<u>POVLIN</u>	<u>WILLIAMS</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

Print

Board and Committee Application Form - Submission #5700

Date Submitted: 4/7/2023

Select the Board, Commission, or Committee applying for*

Farragut Tourism / Visitor Advisory Committee



Please select a committee from the drop down menu above. If the Stormwater Advisory Committee, Tree Board or the Tourism / Visitor Advisory Committee is selected, please select a category from one of the next three questions.

The Stormwater Advisory Committee will consist of representatives from backgrounds including water quality representative, landscape representative, PE representative, and at-large representatives. If you selected the Stormwater Advisory Committee above, please select the category you would represent:

-- Select One --



The Tree Board will consist of representatives from different backgrounds including Utility Representative, Board of Mayor and Aldermen or Farragut Municipal Planning Commission Representative, and At-Large Representative. If you selected the Tree Board above, please select the category you would represent:

-- Select One --



The Tourism / Visitor Advisory Committee will consist of representatives from different segments of the community including one lodging representative, one dining representative, one retail representative, one attraction representative, and four at large members. If you selected the Farragut Tourism / Advisory Committee above, please select the category you would represent:

At Large Representative



Personal Information

First Name*

joey

Last Name*

ruffalo

Address1*

11319 Campbell Lakes Dr

Address2

431

City*

Farragut

State*

TN

Zip*

37934

Home / Cell Phone Number*

5109323294

Business Phone Number*

5108713328

Occupation*

Financial Coach / Business Profit Growth Strategist

Email Address*

joeyruff25@gmail.com

Education Background

MBA in Financial Planning

Attach resume or additional information if desired

Joseph_Ruffalo.docx

Are you a graduate of the Town of Farragut's Introduction to Farragut Program?

☒ Yes

☐ No

Briefly describe why you would like to serve on a Town of Farragut Committee?*

I have the desire to be actively involved in shaping the direction and future of the town of Farragut. I love being here and want to contribute.

Organization Membership Information

Are you currently serving on other Boards, Commissions, or Committees?*

☐ Yes

☒ No

If yes, which

Have you served on a Board, Commission, or Committee before?*

☐ Yes

☒ No

If yes, which

I give my permission to the Town of Farragut to use my likeness on the web and/or Town publications. I have read and understand the Code of Ethics Ordinance and the applicable committee charter, ordinance and/or by-laws.

Name*

joey ruffalo

Date*

4/7/23

JOSEPH RUFFALO

joey@jrfinancialcoaching.com | (510) 871-3328 | El Sobrante, CA 94803 | www.jrfinancialcoaching.com

PROFESSIONAL SUMMARY

Award Winning Financial Coach with several years' experience in budgeting, debt management, coaching, and financial wellness. Personally paid off over \$370,000 in debt. Guided clients in paying off over 2 million dollars in debt. Possesses strong communication skills, active listening, and the heart of a teacher. Excited about growing as a coach, a person, and a teacher while helping others understand their situation, providing them information, and injecting hope by empowering the individuals to move forward.

SKILLS

- Client communication
- Financial advice
- Budgeting
- Active Listening
- Virtual Client Communication
- Relationship development
- Team building
- Customer Relations
- Budget analysis
- Debt management
- Financial planning
- Problem-solving
- Fact checking
- Problem resolution
- Financial Writing
- Organization
- Fact based writing
- Delivery management

WORK HISTORY

Owner / J.R. Financial Coaching - El Sobrante, CA / 03.2017 - Current

- Featured on 6 episodes of the Selling on eBay Podcast. Topics discussed include inventory management, financial planning for eBay sellers, employees and independent contractors, best shipping practices and business development.
- Clients have eliminated over \$7500,000 in debt
- Clients' savings have increased over \$250,000
- Performing periodic budgeting reviews to project monthly cash flows while directing reserves towards debt repayment
- Assessing clients' financial situations to develop strategic financial planning solutions
- Gathering data and building financial models around key metrics.
- Working with clients to assess and meet short- and long-term financial goals
- Partnering with E-Commerce small business owners on developing financial plans for themselves and their business.

Business Owner / Favorite Treasures and More - El Sobrante, CA / 11.2016 - Current

- Industry expert in financial planning for eBay sellers
- Top Rated Seller on multiple platforms
- Increased growth 240% in 3 years
- Exceeding sales goals by 75% through effective inventory and sales management
- Cultivating a customer-focused shopping environment by greeting and responding to all customers in a friendly manner

- Responding to customer questions and requests in a prompt and efficient manner
- Building relationships with domestic and international customers to increase likelihood of repeat business
- Actively pursuing personal learning and development opportunities
- Capitalizing on social media platforms such as Facebook and Instagram to increase market awareness and recruit sales agents

Business Owner/Operator / JBR Deliveries - El Sobrante, CA / 09.2017 - Current

- Served customers with knowledgeable, friendly support at every stage of shopping and purchasing.
- Liaised with customers, management, and sales team to better understand customer needs and recommend appropriate solutions.
- Conferred with customers to understand needs and make targeted recommendations.
- Transported goods such as groceries, prescriptions and more to customer locations.
- Maintained excellent attendance record, consistently arriving to work on time.
- Completed over 3000 customer orders to understand needs and provide excellent service.

Business Owner / Ruff Ruff Pet Care - El Sobrante, CA / 09.2003 - Current

Capitalizing on social media platforms such as Facebook, Instagram, and Twitter to increase market awareness and recruit sales agents

- Assisting customers with prompt and polite support in-person and via telephone
- Ensuring superior customer experience by addressing customer concerns, demonstrating empathy and resolving problems swiftly
- Managing and ensuring pet safety and wellness in owners' absence
- Administering medications or wellness protocols as directed
- Communicating effectively with clients by phone and text to determine appropriate pickup times
- Administering routine, post-operative, and daily treatments to animals in collaboration with veterinarian

EDUCATION

Liberty University - Lynchburg, VA / Expected in 05.2025

Doctor of Business Administration: Finance

California Lutheran University - Thousand Oaks, CA / 2018

MBA: Financial Planning

University Of California - Los Angeles - Los Angeles, CA / 2017

Certificate In Personal Financial Planning: Financial Planning

- Graduated with Distinction

San Francisco State University - San Francisco, CA / 2015

Bachelor of Arts: History

ACCOMPLISHMENTS

- Bay Area's 2020 Best of the Best by *Bay Area Parent* Gold Winner- East Bay Financial Planner
- Co-Author Amazon #1 Best Selling International Book *The Transformation Within*
- Author #1 Amazon New Release *An eBay Seller's Guide to Financial Planning*
- 2021-2022 Marquis Who's Who in America
- 2021-2022 Marquis Who's Who Top Business Professionals
- As seen in Yahoo Finance and GoBankingRates.com
- Featured expert: Consolidated Credit- Overcoming the Unique Financial Challenges that Come with Military Service April 9, 2021
- Awarded with Best Pet Sitting Company in the Bay Area in 2008, 2016.
- Runner up 2015, 2017
- Top 5 2010, 2011, 2012, 2013, 2014
- Main guest "Selling on eBay Podcast" Episode 24 -Inventory Management Ranked #1 on iTunes Jan 22-Jan 29th
- Main guest "Selling on eBay Podcast" Episode 26 - Financial Planning for your eBay business. Ranked #1 on iTunes Feb 5th-Feb 12th
- Main guest "Selling on eBay Podcast" Episode 49 - Employee and Performance Management. Ranked #1 on iTunes July 16-23rd 2019
- Main guest "Selling on eBay Podcast" Episode 67 - Get it out the door Best shipping practices. Ranked #1 on iTunes November 5th-12th 2019
- Main guest "Selling on eBay Podcast Episode 174 – Business Risk Management: Selecting the Right Business Structure for your business on eBay. Released Jan 18, 2022

AFFILIATIONS

- Member, Financial Planning Association, 2016 to Current
- Volunteer – National Federation of the Blind of New Jersey 1991- Current

CERTIFICATIONS

- Ramsey Solutions Master Financial Coach
- Ramsey Preferred Coach
- eMoney Fundamentals Certificate
- College Aid Pro Foundations Course Certification

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Mark Shipley, Community Development Director**SUBJECT:** Request for approval of a variance from the distance between driveways requirement in the Driveways and Other Access Ways Ordinance associated with a requested right in right out access for the Dollar General and Advance Auto Parts, 13020 and 13024 Kingston Pike (JMB Investment Company, Applicant)

INTRODUCTION AND BACKGROUND: At the November 16 Planning Commission meeting a site plan was approved for a new Dollar General and Advance Auto Parts development on the south side of Kingston Pike northeast of the Cool Sports Icearium. Originally, the site plan for this project included a full access that did not line up with the Fast Pace Urgent Care access on the north side of Kingston Pike. The staff informed the applicant that they could not support this proposed access because the offset could potentially create conflicts in the center turn lane.

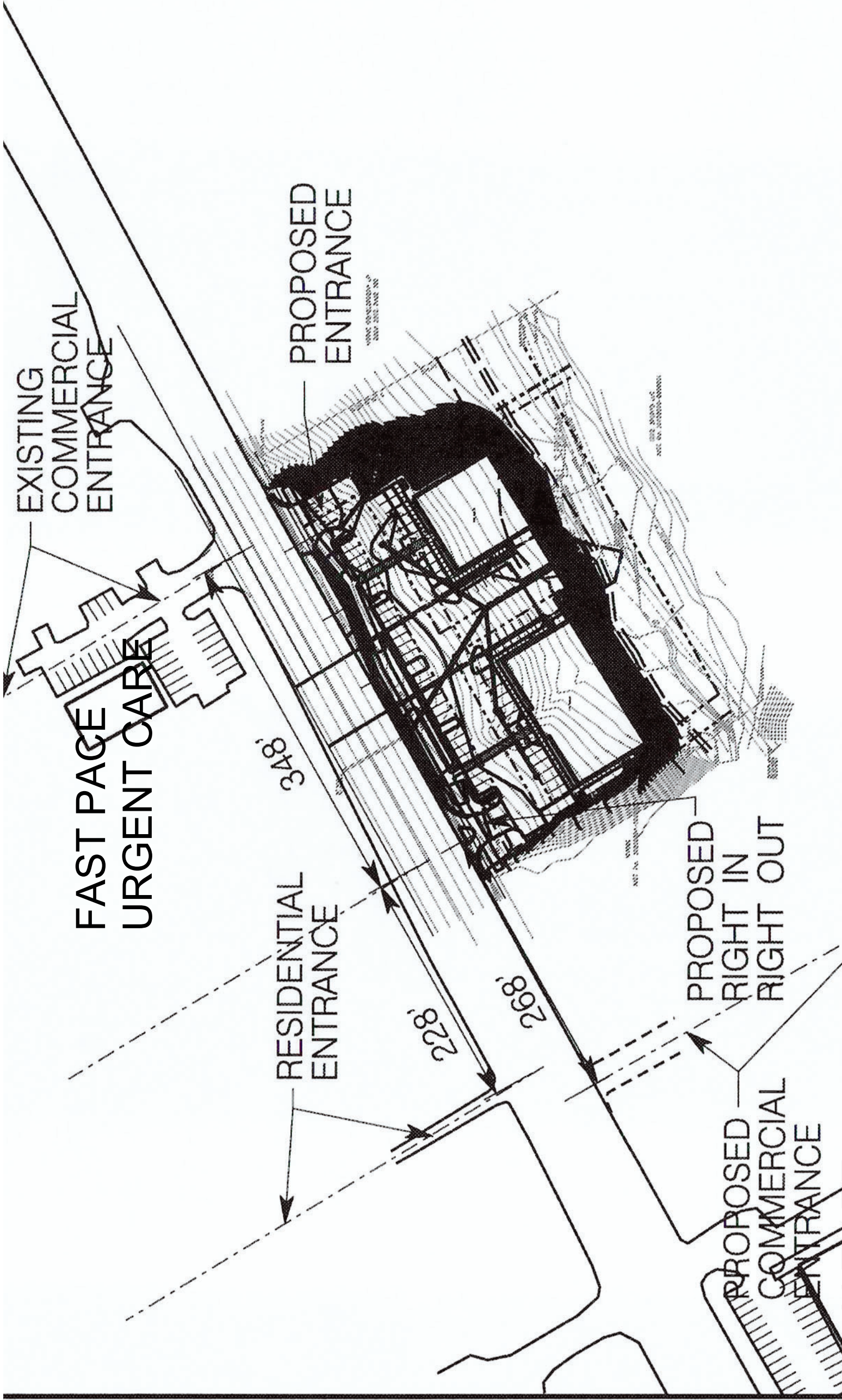
As a result, the site plan was postponed at the October Planning Commission meeting so the applicant could re-visit their access. The revised site plan that was approved by the Planning Commission in November provided for a full access that would line up with the Fast Pace Urgent Care. As a secondary access from Kingston Pike, the applicant also showed a right in right out access near the western property line. This access would provide eastbound travelers with the ability to access the property before arriving at the full access to the east.

DISCUSSION: The proposed right in right out access would be within the 400 feet of separation required for accesses onto arterial streets as provided for in the Driveways and Other Access Ways Ordinance. The access would be roughly 317 feet to the west of the full access and roughly 209 feet to the east of a residential driveway on the north side of Kingston Pike. Consequently, the applicant asked the Planning Commission to recommend approval of a variance for the proposed right in right out access.

RECOMMENDATION: The Town Engineer reviewed this request and recommended approval of the variance since it would provide an additional access option that would not create conflicts in the center turn lane. The recommendation was conditioned on the raised curbing being more pronounced to dissuade motorists from turning left (westbound) from this access point. At their meeting on November 16, the Planning Commission unanimously recommended approval of the variance subject to the curbed island at the access being more flared for both the enter and exit movements. Since this access is onto Kingston Pike, the access will also have to be approved by TDOT.

BOARD ACTION:**MOTION BY:** _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>WILLIAMS</u>	<u>MEYER</u>	<u>WHITE</u>	<u>POVLIN</u>	<u>BURNETTE</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____



DRAWN:
CHECKED:
DATE:
FILE NAME:
PROJECT:

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Mark Shipley, Community Development Director**SUBJECT:** Request for approval of a variance from the distance between driveways requirement in the Driveways and Other Access Ways Ordinance associated with a requested access for the Dogtopia Dog Day Care, 12925 Kingston Pike (Chris Sharp – Urban Engineering, Applicant)

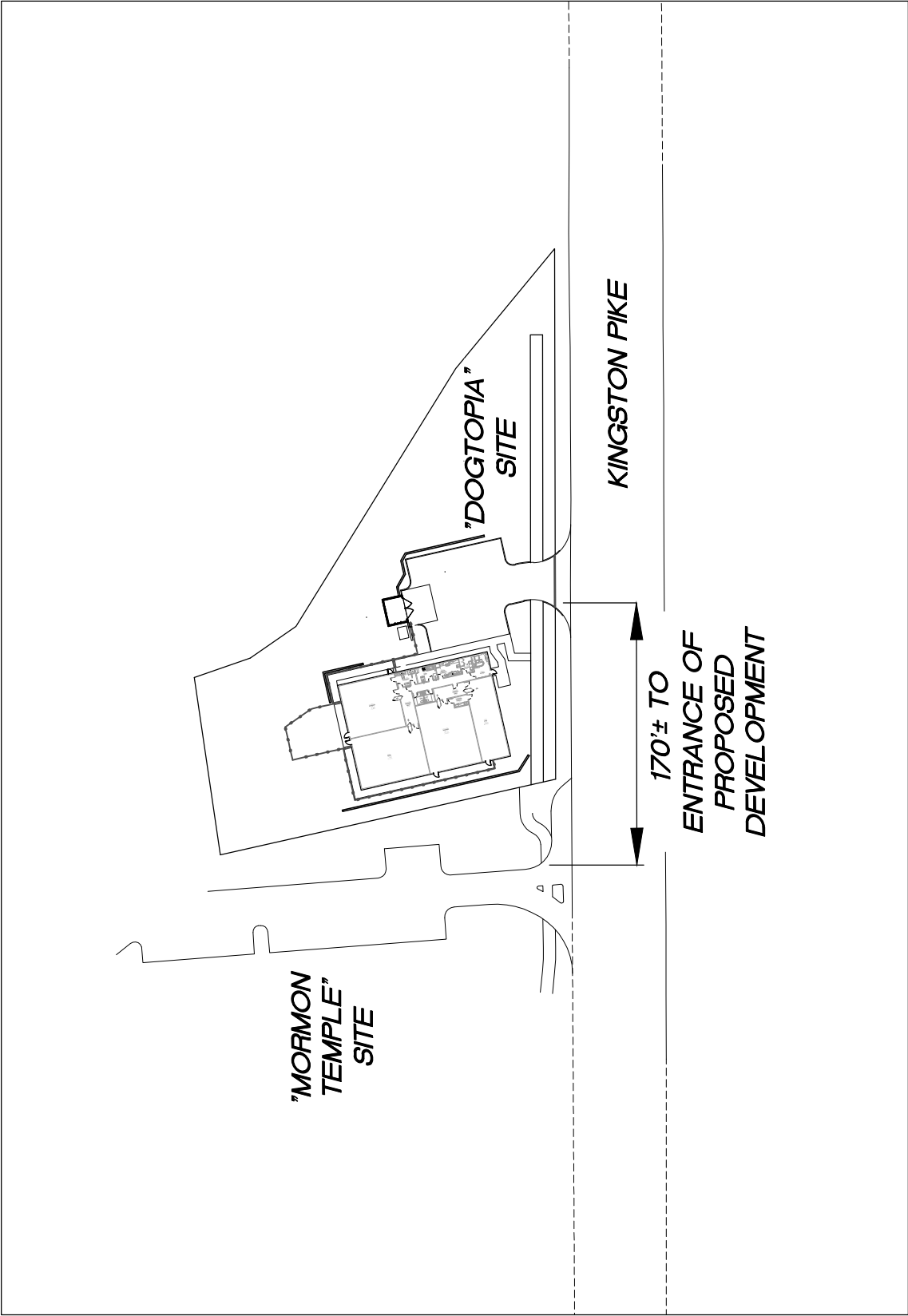
INTRODUCTION AND BACKGROUND: At the November 16 Planning Commission meeting a site plan was approved for a new Dogtopia Dog Day Care development on the north side of Kingston Pike just east of the Mormon Temple that was recently approved for site development. The Dogtopia tract had been an old house site owned by Christ Covenant Presbyterian Church. It is triangular shaped with a major drainageway along the eastern portion of the property.

DISCUSSION: Though the property had a driveway for the old house, the location for the access needed to be modified for this development. Given the width of the lot and the distance from the proposed access to the access approved for the Mormon Temple to the west, the applicant requested approval for a variance of 230 feet. The proposed access would be roughly 170 feet from the eastern edge of the right in right out access for the Mormon Temple to the west. As provided for in the Driveways and Other Access Ways Ordinance, new accesses onto arterial streets are required to be at least 400 feet apart.

RECOMMENDATION: Since a connection was not required into the Dogtopia property from the Mormon Temple site when the site plan and access was approved for the Mormon Temple, the staff supported the variance needed for the Dogtopia access. Otherwise, since the property does not front on another public street, there would be no access. At their meeting on November 16, the Planning Commission unanimously recommended approval of the requested 230-foot variance. Since this access is onto Kingston Pike, the access will also have to be approved by TDOT.

BOARD ACTION:**MOTION BY:** _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>WILLIAMS</u>	<u>MEYER</u>	<u>WHITE</u>	<u>POVLIN</u>	<u>BURNETTE</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____



ACCESS EXHIBIT

SCALE: 1"=100'