



FARRAGUT BOARD OF MAYOR AND ALDERMEN
Farragut Community Center
239 Jamestowne Blvd

AGENDA
May 23, 2024

BEER BOARD
5:55 PM

BMA MEETING
6:00 PM

- I. Roll Call**
- II. Approval of Agenda**
- III. Approval of Minutes**
 - A. April 25, 2024**
- IV. Mayor's Report**
 - A. Public Works Week Proclamation, May 19-25, 2024**
- V. Resolutions & Ordinances**
 - A. Resolutions**
 - 1. Approval of Resolution R-2024-07, FY2025 Fee Schedule**
 - B. Ordinances**
 - 1. First Reading**
 - a) Ordinance 24-07**, Ordinance of The Town of Farragut, Tennessee Adopting the Annual Budget for the Fiscal Year Beginning July 1, 2024, and Ending June 30, 2025
- VI. Business Items**
 - A. Approval of Bids and Award of Contract 2024-05, Resurfacing of Various Streets**
 - B. Approval of Bids and Award of Contract 2024-16, School Zone Signal Improvements along Campbell Station Road**

11408 MUNICIPAL CENTER DRIVE | FARRAGUT, TN 37934 | 865.966.7057 |
WWW.TOWNOFFARRAGUT.ORG

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

**C. Approval of the Great Farragut Sidewalk Sale special event hosted by the
Farragut Business Alliance, July 26-28, 2024**

VII. Citizens Forum

VIII. Town Administrator's Report

IX. Town Attorney's Report

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

Public Participation Guidelines for Farragut Board of Mayor and Aldermen 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 three (3) minutes to speak on his/her topic.

The Board also seeks public comment on regular agenda items during the portion of the meeting devoted to discussion and consideration of the specific agenda item.

The Mayor may recognize individuals for public comment during both the regular agenda and Citizen Forum portions of the meeting based on the following guidelines.

1. The Mayor shall maintain and control the meeting to provide a professional and objective environment conducive to presentation and discussion of the agenda items;
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 it 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 three (3) minutes per individual. Time for public comment may be amended at the discretion of the Mayor; provided that when additional time is allowed, speakers with differing points of views are allowed the same amount of time if requested. Time is not transferable to other speakers;
5. Speakers should strive to avoid redundancy; different considerations than expressed by previous speakers on a subject are encouraged;
6. Comments that threaten violence or imminent physical harm toward any individual will not be tolerated.
7. Comments may support or oppose issues or measures;
8. Personal attacks on the character of individuals who hold different points of view that have no relationship to the merits of the matter or issue raised for discussion will 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 three (3) 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.

Tennessee Code Annotated 39-17-306. Disrupting meetings or processions.

- (a) A person commits an offense if, with the intent to prevent or disrupt a lawful meeting, procession, or gathering, the person substantially obstructs or interferes with the meeting, procession, or gathering by physical action or verbal utterance.
- (b) A violation of this section is a Class A misdemeanor.



FARRAGUT BEER BOARD

Farragut Community Center
239 Jamestowne Blvd

May 23, 2024
5:55 PM

- I. Approval of Minutes
 - A. April 25, 2024
- II. Beer Permit
 - A. Approval of Class 6, Special Occasion Beer Permit for Farragut Business Alliance DOG DAZE 8 August 9-11, 2024
 - B. Approval of Class 6, Special Occasion Beer Permit for Farragut Business Alliance Harvest Fest, October 27, 2024



FARRAGUT BEER BOARD

Farragut Community Center
239 Jamestowne Blvd

April 25, 2024

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

Approval of Minutes

Motion was made to approve the minutes of February 22, 2024, as presented. Move by Vice-Mayor Povlin, seconded by Mayor Williams; voting yes; Mayor Williams, Aldermen Burnette, Meyer, Vice-Mayor Povlin and White; no nays; motion passed.

Beer Permit

Approval of Class 5, Off-Premise Beer Permit for Ian's Market #122, 10855 Kingston Pike

Motion was made to approve the 5, Off-Premise Beer Permit for Ian's Market #122, 10855 Kingston Pike. Move by Vice-Mayor Povlin, seconded by Mayor Williams; voting yes; Mayor Williams, Aldermen Burnette, Meyer, Vice-Mayor Povlin and White; no nays; motion passed.

Drew Burnette, Chairman

Allison Myers, Town Recorder

REPORT TO THE BEER BOARD

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of a special occasion beer permit for the Farragut Business Alliance DOG DAZE 8, August 9-11, 2024

DISCUSSION:

The Farragut Business Alliance is planning a DOG DAZE 8 event and is requesting a special occasion beer permit. The Town's Municipal Code governing special occasion beer permits is below.

Sec. 8-212. - Special occasion beer permit.

The special occasion beer permit request shall be made on such form as the board shall prescribe and/or furnish and shall be accompanied by a non-refundable application fee of one hundred dollars (\$100.00).

- (1) The beer board is authorized to issue a special occasion beer permit to bona fide charitable or nonprofit organizations for special events.
- (2) The special occasion beer permit shall not be issued for longer than one (1) forty-eight-hour period, unless otherwise specified by the beer board, subject to the limitations on the hours, imposed by law.
- (3) The application for the special occasion beer permit shall state whether the applicant is a charitable or nonprofit organization, include documents showing evidence of the type of organization, and state the location of the premise upon which alcoholic beverages shall be served and the purpose for the request of the license.
- (4) For purposes of this section:

Bona fide charitable or nonprofit organization means any corporation or other legal entity which has been recognized as exempt from federal taxes under section 501(c) of the Internal Revenue Code.
- (5) No charitable or nonprofit organization possessing a special occasion beer permit shall purchase, for sale or distribution, beer from any source other than a licensee as provided pursuant to state law.
- (6) Failure of the special occasion permittee to abide by the conditions of the permit and all laws of the State of Tennessee and the Town of Farragut will result in a denial of a special occasion beer permit for the sale of beer for a period of two (2) years.

The Farragut Business Alliance is a nonprofit organization and is requesting the permit for August 9-11, 2024. If the event date changes, the approval of this special event permit is valid until December 31, 2024. The FBA is also requesting the \$100 application fee be waived as the Town is an event sponsor of the event.

RECOMMENDATION BY:

Allison Myers, Town Recorder, for approval.

PROPOSED MOTION:

Motion to waive the \$100 application fee and approve the special occasion beer permit for the DOG DAZE 8 for August 9-11, 2024, and valid through December 31, 2024.

BOARD ACTION:

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

APPLICATION FOR BEER PERMIT

STATE OF TENNESSEE

TOWN OF FARRAGUT

I hereby make application for a permit to sell, store, manufacture, or distribute Beer under the provisions of Tennessee Code Annotated Section 57-5-101 et seq. and base my application upon the answers to the following questions:

- Reason for application: New Business ____ New Ownership ____ Name Change ____ Other ☒
- Type of permit requested, please circle all that apply:

Class 1 On-Premise

Class 2 On-Premise, Other

Class 3 On-Premise, Hotel/Motel

Class 4 On-Premise, Tavern

Class 5 Off-Premise

Class 6, Special Occasion

- Name of Applicant(s) (Owner(s) of Business) Farragut Business Alliance
dba SHOP FARRAGUT

- Type of applicant (check one):

Person ____ Firm ____ Corporation ☒ Joint-Stock Company ____ Syndicate ____ Other ____

- List all persons, firms, corporations, joint-stock companies, syndicates, or associations having at least a 5% ownership interest in the business:

- Applicant's present home address:

404 Justice Valley Street, Farragut, TN 37934

- Date of Birth 10/04 Home Telephone Number _____
Business Telephone Number 865-307-2486 Social Security Number _____

- Representative Email Address: steve @ shopfarragut.com

- Under what name will the business operate? SHOP FARRAGUT

- Business address PO Box 23583 Farragut, TN 37933

Business Telephone number 865-307-2486

11. Specify the identity, email and physical address of the person to receive annual privilege tax notices and any other communication from the Town:

12. Information of any manager, other than the applicant:

Name: _____ Birth Date: _____

Address: _____

Phone Number: _____

13. Has any person having at least a 5% ownership interest, any of the managers, or any other employee of the business, been convicted of any violation of the beer or alcoholic beverage laws or any crime within the last ten (10) years: ____ Yes ____ No. If yes, give particulars of each charge, court, and date convicted.

14. Have you or your organization ever had a Beer Permit revoked, suspended, or denied in the State of Tennessee? NO If so, specify, where, when, and why:

15. Name and address of property owner, if other than the business owner:

White Realty / Davis Overton PO BOX 10028 Knoxville, TN 37939

16. What is the name and address of the Church (or other place of worship) nearest to your business?

FAITH LUTHERAN (Behind Village Green Shopping Center)

17. What is the name and address of the school nearest to your business?

FHS (Across Campbell Station Rd)

18. Special Occasion Event Name: DOG DAZE 8

Location of the special occasion event: 15505 Kingston Pike, Farragut, TN

Event Date & Times: August 9 - 11, 2024

Representative name & phone number: Stephen F. Krempasky 865-307-2486

Have you received a special event permit to hold the event in the Town of Farragut? YES

19. Tennessee Sales Tax Number: _____

20. Town of Farragut Business License Number _____

REPORT TO THE BEER BOARD

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of a Class 6, special occasion beer permit for the Farragut Business Alliance Harvest Fest, October 27, 2024

DISCUSSION:

The Farragut Business Alliance is planning a Harvest Fest event and is requesting a special occasion beer permit. The Town's Municipal Code governing special occasion beer permits is below.

Sec. 8-212. - Special occasion beer permit.

The special occasion beer permit request shall be made on such form as the board shall prescribe and/or furnish and shall be accompanied by a non-refundable application fee of one hundred dollars (\$100.00).

- (1) The beer board is authorized to issue a special occasion beer permit to bona fide charitable or nonprofit organizations for special events.
- (2) The special occasion beer permit shall not be issued for longer than one (1) forty-eight-hour period, unless otherwise specified by the beer board, subject to the limitations on the hours, imposed by law.
- (3) The application for the special occasion beer permit shall state whether the applicant is a charitable or nonprofit organization, include documents showing evidence of the type of organization, and state the location of the premise upon which alcoholic beverages shall be served and the purpose for the request of the license.
- (4) For purposes of this section:

Bona fide charitable or nonprofit organization means any corporation or other legal entity which has been recognized as exempt from federal taxes under section 501(c) of the Internal Revenue Code.
- (5) No charitable or nonprofit organization possessing a special occasion beer permit shall purchase, for sale or distribution, beer from any source other than a licensee as provided pursuant to state law.
- (6) Failure of the special occasion permittee to abide by the conditions of the permit and all laws of the State of Tennessee and the Town of Farragut will result in a denial of a special occasion beer permit for the sale of beer for a period of two (2) years.

The Farragut Business Alliance is a nonprofit organization and is requesting the permit for Sunday, October 27, 2024, from 2:00-6:00 PM. If the event date changes, the approval of this special event permit is valid until December 31, 2024. The FBA is also requesting the \$100 application fee be waived as the Town is an event sponsor of the event.

RECOMMENDATION BY:

Allison Myers, Town Recorder, for approval.

PROPOSED MOTION:

Motion to waive the \$100 application fee and approve the special occasion beer permit for the Harvest Fest for October 27, 2024, and valid through December 31, 2024.

BOARD ACTION:

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

APPLICATION FOR BEER PERMIT

STATE OF TENNESSEE

TOWN OF FARRAGUT

I hereby make application for a permit to sell, store, manufacture, or distribute Beer under the provisions of Tennessee Code Annotated Section 57-5-101 et seq. and base my application upon the answers to the following questions:

1. Reason for application: New Business ____ New Ownership ____ Name Change ____ Other ____
2. Type of permit requested, please circle all that apply:

Class 1 On-Premise

Class 2 On-Premise, Other

Class 3 On-Premise, Hotel/Motel

Class 4 On-Premise, Tavern

Class 5 Off-Premise

Class 6, Special Occasion

3. Name of Applicant(s) (Owner(s) of Business) Farragut Business Alliance
dba Shop Farragut

4. Type of applicant (check one):
Person ____ Firm ____ Corporation ☒ Joint-Stock Company ____ Syndicate ____ Other ____
5. List all persons, firms, corporations, joint-stock companies, syndicates, or associations having at least a 5% ownership interest in the business:

6. Applicant's present home address:
404 Justice valley Street Farragut, TN 37934
7. Date of Birth 10/04 Home Telephone Number _____
Business Telephone Number same Social Security Number _____
8. Representative Email Address: steve@shopfarragut.com
9. Under what name will the business operate? SHOP FARRAGUT
10. Business address 404 Justice valley St. PO Box 23583 Farragut, TN
Business Telephone number 865-307-2484 37933

11. Specify the identity, email and physical address of the person to receive annual privilege tax notices and any other communication from the Town:

12. Information of any manager, other than the applicant:

Name: _____ Birth Date: _____

Address: _____

Phone Number: _____

13. Has any person having at least a 5% ownership interest, any of the managers, or any other employee of the business, been convicted of any violation of the beer or alcoholic beverage laws or any crime within the last ten (10) years: ____ Yes ____ No. If yes, give particulars of each charge, court, and date convicted.

14. Have you or your organization ever had a Beer Permit revoked, suspended, or denied in the State of Tennessee? NO If so, specify, where, when, and why:

15. Name and address of property owner, if other than the business owner:

White Realty c/o Davis Overton PO Box 10028 Knoxville, TN 37939

16. What is the name and address of the Church (or other place of worship) nearest to your business?

Faith Lutheran

17. What is the name and address of the school nearest to your business?

FHS

18. Special Occasion Event Name: Harvest Fest

Location of the special occasion event: 11505 Kingston Pike Village Green Shopping Ctr.

Event Date & Times: Sunday October 27, 2024 2-6pm

Representative name & phone number: Steve Krempasky 865-307-2486

Have you received a special event permit to hold the event in the Town of Farragut? Pending

19. Tennessee Sales Tax Number: _____

20. Town of Farragut Business License Number _____

April 25, 2024, MINUTES

Program Change & Fee Schedule Workshop Minutes

Staff presented the FY25 proposed program changes and the FY25 Fee Schedule.

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, 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 Meyer, seconded by Alderman White; 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, as amended, of April 11, 2024. Moved by Alderman White, seconded by Vice-Mayor Povlin; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, Meyer, and White; no nays; motion passed.

Mayor's Report

Alderman Meyer read the Building Safety Month Proclamation.

Alderman Burnette announced the following:

- Living History at the Pleasant Forest Cemetery
- Bob Watt Fishing Rodeo, May 11
- Movies on McGill, May 11

Resolutions & Ordinances

Resolutions

Approval of Resolution R-2024-06, Declaring Certain Town Property to be Surplus

Motion was made to approve Resolution R-2024-06, Declaring Certain Town Property to be Surplus. Moved by Alderman Burnette, seconded by Alderman White; Roll call vote: Alderman Burnette, yes; Alderman Meyer, yes; Vice-Mayor Povlin, yes; Alderman White, yes; Mayor Williams, yes; motion passed.

Business Items

Approval of Purchase for One (1) Chevrolet Silverado 1500 4wd Pick-up from Wilson County Motors

Motion was made to approve the replacement purchase of one (1) new 2024 Chevrolet Silverado 4WD Crew Cab Pick-up from Wilson County Motors in the amount of \$44,070. Moved by Alderman White, seconded by Alderman Burnette; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, Meyer, and White; no nays; motion passed.

Approval of Bids for Contract 2024-15 Synthetic field resurfacing

Motion was made to approve bids and award of Contract 2024-15 to GeoSurfaces Inc. in the amount of \$1,320,000. Moved by Vice-Mayor Povlin, seconded by Alderman White; voting yes, Mayor Williams, Vice-Mayor Povlin, Aldermen Burnette, Meyer, and White; no nays; motion passed.

The meeting adjourned at 6:17 PM.

Ron Williams, Mayor

Allison Myers, Town Recorder



Town of Farragut P R O C L A M A T I O N

National Public Works Week

WHEREAS, public works professionals focus on infrastructure, facilities, emergency management, and services that are of vital importance to sustainable and resilient communities and the public health, high quality of life, and well-being of the people of the Town of Farragut; and,

WHEREAS, these infrastructures, facilities, and services could not be provided without the dedicated efforts of the Town of Farragut Public Works Department, who are the federally mandated first responders, engineers, managers, and employees at all levels of government, who are responsible for maintaining, improving, and protecting our Town's parks, public buildings, roads, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in the Town of Farragut to gain knowledge and maintain ongoing interest and understanding of the importance of public works first responders and public works programs in their communities; and,

WHEREAS, the year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Mayor and Aldermen of the Town of Farragut, Tennessee do hereby designate

**May 19–25, 2024
National Public Works Week**

and urge all citizens to join with the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals and to recognize the substantial contributions they make to protecting our health, safety, and quality of life.

Signed this 15th Day of May 2024

Ron Williams, Mayor

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder
SUBJECT: Approval of Resolution R-2024-07, FY2025 Fee Resolution

INTRODUCTION:
Each fiscal year the Board of Mayor and Aldermen establish a general fee schedule for necessary fees for all Town services, including but not limited to application, filing, license and permit fees.

DISCUSSION:
Attached is the proposed schedule of fees. Changes to the current fee schedule are described below. New to the fee schedule is the listing of Employee Facility and Recreation Discounts.

Fee	Current Fee	Proposed Fee
Synthetic Turf Tournament Fee	½ Day Fee \$300 Full Day Fee \$600	½ Day Fee \$325 Full Day Fee \$650
McGill Plaza Special Park Rental Fee		
Non-Profit (100 or less)	\$300	\$325
For Profit (100 or less)	\$400	\$450
Non-Profit (101 or more)	\$450	\$475
For Profit (101 or more)	\$600	\$650

Employee Facility & Recreation Discount	Proposed
Drop-in play at the Community Center	Free for employee & immediate family
Facility rental	50% off for employee & immediate family
League entry for Town run athletics	50% off for employee & immediate family
Programming Registration-Staff Led	50% off for employee & immediate family
Programming Registration- Contractual Programming	25% off for employee & immediate family

RECOMMENDATION BY: Allison Myers, Town Recorder/Treasurer

PROPOSED MOTION: Approve Resolution R-2024-07, FY2025 Fee Resolution

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	_____	_____	_____	_____	_____



TOWN OF FARRAGUT

RESOLUTION R-2024-07

WHEREAS, the Board of Mayor and Aldermen desires to establish a general fee schedule for Fiscal Year 2025, setting the necessary fees for all Town services and collection of Town accounts and expenditures, including but not limited to application, filing, license and permit fees; and

WHEREAS, it is the desire of the Board of Mayor and Aldermen to consolidate all fees and adopt them by resolution;

NOW, THEREFORE BE IT RESOLVED by the Town of Farragut Board of Mayor and Aldermen, that all fees are hereby adopted as listed on the attached schedule.

This Resolution is duly adopted by the Board of Mayor and Aldermen of the Town of Farragut on this 23rd day of May 2024.

Ron Williams, Mayor

Allison Myers, Town Recorder

<u>FY2025 Fee Schedule</u>		Revised
		<u>Approved Fee</u>
<u>Administration</u>		
Beer Permit		\$250
Beer Permit Privilege Tax/Annual Renewal Fee		\$100
Retail Liquor Store Application		\$300
Liquor Privilege Tax		
	Private Club	\$300
	Hotel & Motel	\$1,000
	<u>Restaurants, according to seating</u>	
	75-125 seats	\$600
	126-175 seats	\$750
	176-225 seats	\$800
	226-275 seats	\$900
	276 seats & over	\$1,000
Wine Only Privilege Tax		\$120
Solicitation Permit		\$15
Records Request/Copies	Black & White 8 1/2 X 11	\$0.15
(see Section 1-307 of Farragut Municipal Code)	Color 8 1/2 X 11 or 8 1/2 X 14	\$0.50
	Color 36 X 24	\$5
	Larger copies	Cost of production
	Labor to fill request	Charges based on employee hourly rate and time to fulfill request
Notary Service	\$0 for Farragut residents	\$10 per stamp/signature
Credit Card Fee		2% transaction fee
<u>Employee Facility and Recreation Discount</u>		
Drop-in play at the Community Center		Free for employee & immediate family
Facility Rental		50% off for employee & immediate family
League entry for Town run athletics		50% off for employee & immediate family
Programming Registration	Staff led programming	50% off for employee & immediate family
	Contractual Programming	25% off for employee & immediate family

<u>Engineering</u>		
Drainage Fee		
	Commercial/Office Development	\$0.03 per square foot of impervious surface
	Residential Development	\$40 per subdivision lot

<u>Community Development</u>		<u>Approved Fee</u>
General		
	Illegal Parking (in fire lanes)	\$25
	Special Events Permit	\$25
	Home Occupation	\$50
	Local Contractor Licensing Fee	\$100
	Mobile Food Vendor Fire Safety Permit/per year	\$100
	Zoning Letter	\$25
Building Permits	Permit valuation shall include total value of work, including labor and materials, for which the permit is being issued	
	Total Valuation:	
	\$1,000 and less	\$35.00 minimum
	\$1,001 to \$50,000	\$35.00 for the first \$1,000, plus \$6.50 for each additional thousand or fraction thereof, to and including \$50,000
	\$50,001 to \$100,000	\$340 for the first \$50,000, plus \$5.25 for each additional thousand or fraction thereof, to and including \$100,000
	\$100,001 to \$500,000	\$600 for the first \$100,000, plus \$4.00 for each additional thousand or fraction thereof, to and including \$500,000
	\$500,001 and up	\$2,260 for the first \$500,000, plus \$2.60 for each additional thousand or fraction thereof
Plumbing Permits		\$35, plus \$5.00 for each fixture
Gas Permits		\$35 for first tap, plus \$5.00 for each additional tap

Mechanical Permits-Commercial		\$35 for first \$1,000, per total value of installation, plus \$5.00 for each additional thousand or fraction thereof
Mechanical Permits-Residential		\$35, plus \$35 per each unit
Plumbing, Gas, Mechanical Local License		\$100.00
Swimming Pool Permits	Public and Private Pool	Per total value of construction
Demolition Permits (for demolition of any building or structure)		\$100
Moving Permits (for moving any building or structure)		\$100
Re-Inspections		\$50 for 1st re-inspection and \$100 for 2nd re-inspection and \$200 for re-inspections of the same failure beyond the 2nd re-inspection
Commencing Work Without a Permit		Fee will be double the calculated building permit fee
Building Permit Application Extensions		\$100 with up to 90 days as the maximum extension
Building Permit Extensions		\$100 with up to 180 days as the maximum extension
Temporary Certificate of Occupancy	Residential-30 day maximum	\$100
Temporary Certificate of Occupancy	Non-residential-30 day maximum	\$200
Plan Reviews	Commercial	Fee is one half of the calculated Building Permit Fee, which is to be paid at the time of plan submittal.
Re-submittal Plan Reviews	Commercial	\$250 after the initial submittal and one correction submittal
Re-submittal Plan Reviews	Residential	\$50 after the initial submittal and one correction submittal
Fire Prevention		
	Fire Sprinkler System Permit	\$0.02 per square foot or \$100 (whichever is greater)
	Fire Alarm System Permit	\$0.02 per square foot or \$100 (whichever is greater)
	Modifications to existing fire alarm or sprinkler systems if work does not exceed \$1,000; if does exceed \$1,000, refer to Fire Alarm or Sprinkler System Permit fee	\$50
	All other permits	\$100

Fire Prevention Plan Resubmittal		\$100 after the second submittal
Concept Plans, Subdivision Plats and Subdivision Variances		
	Concept Plan	\$100
	Preliminary Plat	\$100 plus \$25/lot
	Final Plat	\$100 plus \$25/lot
	Variance Request	\$300
Site Plans (small acreage/building size)	Less than 3 acres or proposed gross square footage of building space is less than 10,000 square feet	\$100
Site Plans (large acreage/building size)	More than 3 acres or proposed gross square footage of building space is more than 10,000 square feet	\$200
Landscape Plans		\$50
Zoning Ordinance & Subdivision Regulations Text Amendments	Amend text	\$300
Zoning Map Amendments	Amend map	\$300
Board of Zoning Appeals - Variance Request		\$300
Board of Zoning Appeals - Special Exception, Use on Review, or Interpretation Request		\$100
Comprehensive Land Use Plan Amendments	Amend text or map	\$300
Municipal Code Text Amendments		\$300
Municipal Code Variance (Non- Board of Zoning Appeals)		\$300

Signs		
	Permanent Signs (non individual tenant panel)	\$100
	Temporary Signs	\$25
	Sign Fees for Tenant Panel Addition or Modification to Tenant Panel on Existing Ground Mounted Sign	\$50
	Signs Erected or Modified Without a Permit	Double the sign permit fee
Sign expiration extension of 180 days		
	Permanent Signs (non individual tenant panel)	\$100
	Tenant Panel Sign	\$50
Everett Road Corridor Fee		Ordinance 14-19

<u>Parks & Recreation</u>		<u>Approved Fee</u>
<u>Facility</u>		
Picnic/Pavilions Rental	Essex (AP); Burnside (CSP)	\$25 half day/ \$40 full day
	Hartford & Saratoga (AP); Longstreet (CSP)	\$45 half day/\$80 full day
	McFee Small	\$85 half day/\$125 full day (Monday through Thursday)
	McFee Small	\$100 half day/\$150 full day (Fri, Sat, Sun & Holidays)
	McFee Large	\$95 half day/\$145 full day (Monday through Thursday)
	McFee Large	\$120 half day/\$175 full day (Fri, Sat, Sun & Holidays)
	McFee Great Lawn and Great Lawn Pavilion-	see McFee Park Fees section
	Town Hall Park Pavilion	\$25 half day/ \$40 full day
	Anchor Park Restroom Pavilion	\$25 half day/ \$40 full day
Athletic	Fields (Diamond & Rectangular) Grass	\$25 per hour. Tournament Fees: 1/2 day \$100 All Day \$200
	Fields (Synthetic Turf)	\$50 per hour
	Competitive, Recreational & Intermediate Volleyball Fees	\$165 per team
	McFee Tennis	\$10 per court for 1 hour
	McFee Pickleball	\$5 per court for - 1 hour
	McFee Basketball	\$10 per court for 1 hour
Park Usage Fee for Non-Town Programs (Does not include any facility i.e. pavilions, etc.)	Professional photographers, fitness classes, trainers, Etc.	\$100 Annual Permit Fee
For-Profit/Park Usage Fee	Professional Photographers, For profit classes, Trainers, Etc.	\$100 Annual Permit Fee
Tournament/Camp/Clinic Usage Fee	Grass Field/Volleyball Complex	\$85 half day/\$150 full day
	Synthetic Turf Field	\$325 half day/\$650 full day
	Tennis (2)/Pickleball (4)	\$200 full day
	Tennis (4)/Pickleball (8)	\$400 full day

Tournament Deposit (Refundable)		\$500
Vendor Fee-Tournament	Per Vendor	\$20 per day
Special Event Park Use Fee - Founders Park		\$200 per 4 hours; \$50 per hour for each additional hour
Excessive Trash		
	First Trash Violation	A written warning and/or a \$100 fine will be charged to the renter/organization. The renter/organization will not be allowed to use the fields until the fine is paid.
	Second Trash Violation	\$100 fine and 30-day suspension (without a refund of fees) to the renter organization. The renter/organization will not be allowed to rent a pavilion or rent/use fields or to until after the 30-day suspension and the fine is paid.
	Third Trash Violation	The renter/organization's contract will be canceled, and the organization will be banned from using any Town of Farragut field in the future.

<u>Mayor Ralph McGill Plaza</u>	Non Profit	For Profit/Social	
100 people or less	\$325	\$450	use of two grass lawns and sections of parking lot
101 people or more	\$475	\$650	use of two grass lawns, parking lot, and can shut down entry roads – parking provided at the Farragut Community Center
Electrical Fee	\$100	\$100	
Trash Fee-100 people or less	\$75	\$75	
Trash Fee-101 people or more	Renter must provide for private trash service		
Security Deposit (Refundable)-100 people or less	\$300	\$300	
Security Deposit (Refundable)-101 people or more	\$500	\$500	
Tent Permit/Fee	\$50	\$50	
Alcohol Fee	\$100	\$250 (No sales)	
Alcohol Fee		\$500 (sales)	
Any event serving or selling alcohol must hire an officer (not security guard), must receive a Town of Farragut beer board event permit (beer only) and must receive a State of Tennessee alcohol event permit (wine and liquor)			
<u>Tourism Rental Rebate Plan (Hotel Incentive)</u>			
Rebate for rental fees for Farragut hotel use (20 or more rooms)	Rentals of athletic fields, courts, McGill Plaza, CC Gym, CC Assembly Hall	\$2.55 per hotel night	

McFee Park Fees

McFee Great Pavilion Only

1/2 day rental - \$100

Full day rental- \$175

McFee Great Lawn and Pavilion- 120 person max

Non-Profit

1/2 day rental - \$400

Full day rental- \$600

For Profit/Social

1/2 day rental -
\$500

Full day rental-
\$700

Additional Fees for half or full day rentals:

Electrical Fees	\$100
TOF Tables & Chair rental	\$125
Refunable Deposit	\$250

Community Center Fees				
Classrooms	Non Profit - Reg Hours	Non-Profit - After Hours	For Profit/ Social - Reg Hours	For Profit/ Social - After Hours
Small (1 - 1/2 hour block)	\$15	\$40	\$15	\$40
Small (1 - 1/2 hour block) - Holiday Fee		\$50		\$50
Medium	\$20	\$45	\$20	\$45
Medium (1 - 1/2 hour block) - Holiday Fee		\$55		\$55
Large	\$25	\$50	\$25	\$50
Large (1 - 1/2 hour block) - Holiday Fee		\$60		\$60
Gym				
Sports/Fitness (1 hour block)	\$30	\$55	\$30	\$55
Sports/Fitness (1 hour block) - Holiday Fee		\$75		\$75
Sports/Fitness - Setup Fee	\$15	\$15	\$15	\$15
Camp/Tournament (Half Day - 6 hours)	\$150	\$275	\$150	\$275
Camp Tournament (Whole Day)	\$325	\$600	\$325	\$600
Camp/Tournament (Half Day - 6 hours) - Holiday Fee (20%)		\$330		\$375
Camp/Tournament (Whole Day) - Holiday Fee (20%)		\$720		\$800
Special Event (8 hours)*	\$450	\$650	\$750	\$950
Special Event (8 hours)* - Holiday Fee (20%)		\$780		\$1,140
Special Event Additional Hours (Per Hour)	\$125	\$125	\$125	\$125
Special Event Additional Hours (Per Hour) Holiday Fee (20%)	\$150	\$150	\$150	\$150
Refundable Damage Deposit	\$250	\$250	\$250	\$250
Assembly Hall (Monday-Saturday)				
8 Hour Rental**	\$400	\$650	\$650	\$850
Holiday Fee (20%)		\$780		\$1,020
Additional Hours (Per Hour)	\$100	\$100	\$100	\$100
Additional Hours (Per Hour) Holiday Fee (20%)	\$120	\$120	\$120	\$120
Alcohol Fee (No Sales)	\$100	\$100	\$100	\$100
Alcohol Fee (Sales) - For Profit Business Only (Not social)			\$500	\$500
Refundable Damage Deposit	\$250	\$250	\$250	\$250
*Includes commercial kitchen				
**Includes pre-function room and catering kitchen				
	Non-Profit - After Hours	For Profit/ Social - After Hours		
Assembly Hall - Special Rates (Monday-Thursday)				
2 Hour Rental**	\$150	\$200		
Additional Hour		\$50		
Additional Table/Chair Rental		\$10	per table/8 chairs	
Refundable Damage Deposit		\$100		
	Non-Profit - After Hours	For Profit/ Social - After Hours		
Assembly Hall - Special Rates (Sunday Only 1:00pm to 4:00pm)				
3 Hour Rental** (Max of 40 attendees)	\$300	\$300		
Refundable Damage Deposit	\$250	\$250		
Birthday Party Package				
2 Hour Rental - (Saturday) 1 hour gym, 1 hour class room		\$100		
3 Hour Rental - (Sunday) 2 hours gym, 1 hour class room		\$150		
Additional Table/Chair Rental		\$10	per table/8 chairs	
Refundable Damage Deposit		\$100		

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: David Smoak, Town Administrator

SUBJECT: Ordinance 24-07, on first reading, an ordinance of the Town of Farragut, Tennessee Adopting the Annual Budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025

INTRODUCTION: The purpose of this agenda item is to approve Ordinance 24-07, on first reading, adopting the annual budget for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

BACKGROUND: The annual budget for the Town of Farragut must be approved prior to July 1, which is the start of the fiscal year for our community. The budget is also required to be balanced and remitted to the State of Tennessee Comptroller for review once it has been approved by the Board of Mayor and Aldermen (BMA). Planning for the upcoming FY2025 budget started in January 2024, with departments turning in their budget requests. The BMA had a series of workshops starting in March to review revenue and expenditures projections, set priorities for capital expenditures and review operational needs in each department.

DISCUSSION:

GENERAL FUND

The proposed year end FY2024 General Fund revenues are estimated at \$17,474,546, with expenditures of \$10,158,310. This year end estimate accounts for a 6.0% increase in sales tax revenue from the FY24 budget, as well as additional revenue increases in the state sales tax, wholesale liquor taxes, building permits and interest earnings. The proposed FY2025 General Fund revenues are \$17,027,108, which is a slight decrease from estimated FY2024 revenues due to conservative estimates for building permits, recreational fees and interest earnings. Local sales tax revenue is estimated to increase 2.0% from FY24 estimated end of year projection at \$10,101,798. This revenue source accounts for 59.3% of the Town's total general fund revenue. A second major revenue source is State Sales Tax. This tax is distributed from the State of Tennessee to local governments and is based on the Farragut population base, which is currently 23,506 according to the 2020 Census. Total FY25 proposed revenue in State Sales Tax is \$2,910,000.

General Fund Expenditures for FY2025 are proposed at \$11,033,366, which is a 7.5% increase over the FY2024 end of year estimate. For FY25, current employees will be eligible for a 3% Cost of Living Adjustment and a 3% merit package for a total cost of \$309,422. The budget also includes higher expenses for employee health insurance that are estimated to cost an additional \$27,078.

This year the Town of Farragut will be adding four new positions, while eliminating two current positions, for a net gain of two full-time equivalent (FTE) positions for a total of 70 FTE. The Public Works department will be adding two Technician I positions, the Information Technology division will be adding an IT Technician position and Administration will be restructured by eliminating the Assistant to the Town Administrator position and changing the role to an Assistant Town Administrator with managerial oversight over operational departments. The total cost of these new positions is \$289,708.

The overall General Fund budget projects \$5.99 million in revenues over expenditures for FY25. The budget funds the rainy-day fund at a total of \$3.31 million, with an assigned fund balance of \$6 million and an available fund balance at the end of the FY25 budget year to be \$18.47 million.

STATE STREET AID FUND

The State Street Aid Fund has projected revenues of \$842,752 and estimated expenditures of \$1,765,000. There is a proposed transfer from the General Fund to the State Street Aid Fund of \$1,500,000. This fund is primarily used to resurface streets in the Town of Farragut. With energy prices remaining high over the past year, the number of lane miles the town is able to repave will require additional funding to keep pace with our historical average. At the end of the FY25 budget year there will be an estimated \$3,373,081 in fund balance.

TOURISM FUND

The Tourism Fund is a special revenue fund where the primary source of funding comes from the 3% occupancy tax on hotel night stays by visitors to the local Farragut hotels. Revenues from hotel stays have remained strong due to the heavy travel volume along the I-75/I-40 corridor and the convenient shopping and entertainment in the area, with estimated revenues for FY25 at \$550,000. In FY25 the Tourism Fund is receiving ARPA grant funds of \$47,500, which will be utilized for additional marketing for the tourism program. Proposed expenditures for FY25 are \$594,491, with an ending fund balance of \$1,187,309.

ARPA FUND

The American Rescue Plan Act (ARPA) Fund includes funding from the U.S. Government to all local governments based on population. The Town has received two equal payments totaling \$7,055,252. The Town also received additional TDEC grant funds in FY23 of \$1,721,566 to utilize on stormwater infrastructure projects and in FY24 received a TDEC grant for a stormwater parking facility of \$2,017,591. ARPA funds may be utilized on any local government service or project. For FY25, the Town will be allocating a total of \$4,286,074 on broadband infrastructure and a stormwater parking facility at McFee Park. Funding from ARPA must be obligated by December 31, 2024, and spent by December 31, 2026.

EQUIPMENT REPLACEMENT FUND

The Equipment Replacement Fund will have projected expenditures of \$375,000 in FY25 and a transfer from the general fund of \$725,000. There will be an estimated fund balance in the Equipment Replacement fund of \$1,342,817.

ADA CAPITAL PROJECTS FUND

The ADA Capital Projects Fund does not have any major projects planned for FY2025. Since developing the Town's ADA Transition Plan in 2018, the Town has made improvements to Anchor Park, the restroom facilities at Town Hall and dozens of curb ramps as street resurfacing projects are completed. There are more proposed curb ramps to be replaced in FY2025 to be brought into compliance with ADA standards and those funds will be paid out of the State Street Aid Fund. There is also a planned ADA greenway project for Mayor Bob Leonard Park that is partially grant funded, with additional town funding allocated in the Capital Investment Program Fund. There is a proposed \$150,000 transfer from the General Fund to the ADA Fund in FY2025, with a projected fund balance of \$704,858.

INSURANCE FUND

The Insurance Fund includes funding for retiree health insurance and annual leave disbursements at an employee’s retirement date. There is a \$50,000 transfer proposed in the FY25 budget from the General Fund and the available fund balance is \$239,376.

CAPITAL INVESTMENT PROGRAM FUND

The Capital Investment Program (CIP) Fund budget has a total of \$18,960,216 in projects planned to get underway in FY25. These projects include sidewalk and greenway extensions; Campbell Station Inn improvements; a new pickleball facility, turf field replacement and ADA improvements at Mayor Bob Leonard Park; improvements to Union Road, Boyd Station Road and design and right of way acquisition for Virtue Road improvements. Revenues for the CIP come from Town resources in the form of a \$5,000,000 transfer from the General Fund, \$4,590,216 from CIP Reserves, and \$9,270,000 from federal and/or state matching grants and \$100,000 in interest earnings. Overall, the FY2025 projected fund balance is \$6,846,226.

The FY2025 budget aligns with the Town of Farragut strategic plan of Connecting our Community with Excellent Parks, Greenways, Trails, Sidewalks and Recreation Programs; Enhancing the Town’s Financial Position; Collaborating at a Local, State and Federal level; Supporting and Caring for our Team; and Advancing a High-Quality and Well-Maintained Community. The FY2025 budget will allow the Town of Farragut to continue providing exceptional service to our community while living well within our projected revenues and maintaining a healthy fund balance. The proposed budget will be heard on first reading at the May 23, 2024, Board of Mayor and Aldermen meeting.

Attached are the summary pages of each fund and Ordinance 24-07 for the Board’s consideration.

RECOMMENDATION BY: Town Administrator David Smoak for approval.

PROPOSED MOTION: To approve Ordinance 24-07, on first reading, to adopt the annual budget for the Town of Farragut, Tennessee for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

BOARD ACTION:

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

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

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Finance Director/Town Recorder

The draft budget was distributed to the Board of Mayor and Aldermen on May 3. Below are adjustments that have been made to the draft budget that are incorporated into the first reading of the budget.

Department	Adjustment Description	Adjustment Amount	Draft Budget Amount	Ordinance Amount
Administration	Assistant Town Administrator Salary was excluded	\$146,100	\$694,992	\$841,092
Information Technology	Merit increase calculation	\$1,804	\$780,571	\$782,375
Parks & Recreation	Overtime Adjustment	\$1,200	\$1,169,305	\$1,170,505
Public Works	Merit increase calculation	\$2,622	\$3,078,899	\$3,081,521
Community Center	Overtime Adjustment	-\$4,250	\$627,405	\$623,155
	Total General Fund Adjustments	\$147,476		
Capital Investment Program	Kingston Pike Underpass Design Cost	\$130,000	\$18,830,216	\$18,960,216

ORDINANCE	24-07
PREPARED BY	Myers
1 ST READING	May 23, 2024
2 nd READING	June 13, 2024
PUBLISHED IN	Farragut Press
DATE	

**AN ORDINANCE OF THE TOWN OF FARRAGUT, TENNESSEE ADOPTING THE
ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND
ENDING JUNE 30, 2025**

WHEREAS, Tenn, Code Ann. § 9-1-116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and

WHEREAS, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and

WHEREAS, the Governing Body has published the annual operating budget and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) in a newspaper of general circulation not less than ten (10) days prior to the meeting where the Board will consider final passage of the budget.

**NOW THEREFORE BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN
OF FARRAGUT, TENNESSEE AS FOLLOWS:**

SECTION 1: That the governing body projects anticipated revenues from all sources and appropriates planned expenditures for each department, board, office or other agency of the municipality, herein presented together with the actual annual receipts and expenditures of the last preceding fiscal year and the estimated annual expenditures for the current fiscal year, and from those revenues and unexpended and unencumbered funds as follows for fiscal year 2024, and including the projected ending balances for the budget year, the actual ending balances for the most recent ended fiscal year and the estimated ending balances for the current fiscal years:

GENERAL FUND	Estimated		
	Actual FY 2023	Actual FY 2024	Budget FY 2025
Revenues			
Local Taxes	\$ 9,580,403	\$ 9,903,724	\$ 10,101,798
State Sales Tax	2,791,381	2,790,246	2,910,000
Wholesale Beer, Liquor & Mixed Drink	1,668,602	1,599,447	1,580,000
Intergovernmental	757,725	768,604	788,553
Licenses And Permits	948,410	640,615	580,650
Recreation Fees	403,037	424,490	357,500
Traffic Enforcement Program & Fines	107,294	105,577	88,000
Rent	87,776	122,757	118,407
Other	986,573	1,119,086	502,200
Other Financing Sources	\$ 17,331,201	\$ 17,474,546	\$ 17,027,108
Appropriations			
Expenditures			
Legislative	\$ 41,414	\$ 39,263	\$ 59,300
Town Court	100,000	91,399	102,104
Administration	1,010,190	1,176,420	841,092
Finance	-	-	523,836
Human Resources	194,968	211,756	283,544
Information Technology	607,331	644,316	782,375
Communications	-	213,429	224,667
Engineering	938,865	1,029,793	1,009,319
Community Development	1,060,887	1,291,483	1,412,098
General Government	137,356	184,805	174,350
Parks & Recreation	1,081,143	1,083,141	1,170,505
Public Works	2,442,896	2,842,079	3,081,521
Non-Departmental	530,825	636,500	626,000
Community Center	368,056	606,326	623,155
Economic Development	96,500	107,600	119,500
Other Financing Uses			
Transfers Out - to other funds	6,300,000	8,365,000	7,425,000
Total Appropriations	\$ 14,910,431	\$ 18,523,310	\$ 18,458,366
Change in Fund Balance (Revenues - Appropriations)	2,420,770	(1,048,764)	(1,431,258)
Beginning Fund Balance July 1	27,842,296	30,263,066	29,214,302
Ending Fund Balance June 30	\$ 30,263,066	\$ 29,214,302	\$ 27,783,044
Ending Fund Balance as a % of Total Appropriations	203.0%	157.7%	150.5%

STATE STREET AID FUND		Actual	Estimated	Budget
		FY 2023	FY 2024	FY 2025
Revenues				
State Gas and Motor Fuel Taxes	\$	489,115	\$ 420,000	\$ 421,000
1989 Gas Tax	\$	54,263	\$ 67,752	\$ 65,752
Gas 3 Cent Tax	\$	100,254	\$ 123,103	\$ 123,000
2017 Gas Tax	\$	175,095	\$ 210,155	\$ 213,000
Interest Earnings		91,369	115,000	20,000
Other Financing Sources				
Transfers In - from other funds		250,000	500,000	1,500,000
Total Revenues and Other Financing Sources	\$	1,160,096	\$ 1,436,010	\$ 2,342,752
Appropriations				
Street & Sidewalk Maintenance	\$	1,122,032	\$ 1,029,099	\$ 1,765,000
Total Appropriations	\$	1,122,032	\$ 1,029,099	\$ 1,765,000
Change in Fund Balance (Revenues - Appropriations)		38,064	406,911	577,752
Beginning Fund Balance July 1		2,350,354	2,388,418	2,795,329
Ending Fund Balance June 30	\$	2,388,418	\$ 2,795,329	\$ 3,373,081
Ending Fund Balance as a % of Total Appropriations		212.9%	271.6%	191.1%

TOURISM FUND		Actual	Estimated	Budget
		FY 2023	FY 2024	FY 2025
Revenues				
Room Occupancy	\$	587,028	\$ 612,000	\$ 550,000
Interest Earnings		21,826	45,000	15,000
Grant-Other Government		2,242	-	-
ARPA Grant Funding		7,230	105,536	47,500
Other Financing Sources				
Issuance of Debt / Debt Proceeds		-	-	-
Transfers In - from other funds		-	-	-
Total Revenues and Other Financing Sources	\$	618,326	\$ 762,536	\$ 612,500
Appropriations				
Tourism Expenditures	\$	243,111	\$ 490,232	\$ 527,030
Museum Expenditures		-	12,626	67,461
Total Appropriations	\$	243,111	\$ 502,858	\$ 594,491
Change in Fund Balance (Revenues - Appropriations)		375,215	259,678	18,009
Beginning Fund Balance July 1		534,407	909,622	1,169,300
Ending Fund Balance June 30	\$	909,622	\$ 1,169,300	\$ 1,187,309
Ending Fund Balance as a % of Total Appropriations		374.2%	232.5%	199.7%

ARPA FUND		Actual	Estimated	Budget
		FY 2023	FY 2024	FY 2025
Revenues				
Interest	\$	221,106	\$ 236,786	\$ 100,000
ARPA Grant Funding	\$	3,527,626	\$ -	\$ -
TDEC Grant Funding	\$	-	\$ 3,739,157	
Total Revenues and Other Financing Sources	\$	3,748,732	\$ 3,975,943	\$ 100,000
Appropriations				
Town Hall Building Improvements		0	4,000,000	0
Stormwater Parking Facilities		65,303	0	2,500,000
Broadband Infrastructure		0	246,500	1,786,074
Stormwater Master Plan		402,502	600,000	0
Stormwater Improvements	\$	-	\$ 1,471,353	\$ -
Total Appropriations	\$	467,805	\$ 6,317,853	\$ 4,286,074
Change in Fund Balance (Revenues - Appropriations)		3,280,927	(2,341,910)	(4,186,074)
Beginning Fund Balance July 1		3,361,916	6,642,843	4,300,933
Ending Fund Balance June 30	\$	6,642,843	\$ 4,300,933	\$ 114,859
Ending Fund Balance as a % of Appropriations		1420.0%	68.1%	2.7%

EQUIPMENT REPLACEMENT FUND		Actual	Estimated	Budget
		FY 2023	FY 2024	FY 2025
Revenues				
Interest	\$	32,089	\$ 58,538	\$ 20,000
Sale of equipment proceeds		89,613	19,857	-
Other Financing Sources				
Transfers In - from other funds		400,000	215,000	725,000
Total Revenues and Other Financing Sources	\$	521,702	\$ 293,395	\$ 745,000
Appropriations				
Major Equipment	\$	570,343	\$ 325,061	\$ 375,000
Total Appropriations	\$	570,343	\$ 325,061	\$ 375,000
Change in Fund Balance (Revenues - Appropriations)		(48,641)	(31,666)	370,000
Beginning Fund Balance July 1		1,053,124	1,004,483	972,817
Ending Fund Balance June 30	\$	1,004,483	\$ 972,817	\$ 1,342,817
Ending Fund Balance as a % of Appropriations		176.1%	299.3%	358.1%

ADA Fund	Actual FY 2023	Estimated Actual FY 2024	Budget FY 2025
Revenues			
Interest Revenue	10,882	20,004	1,000
Other Financing Sources			
Transfers In - from other funds	150,000	150,000	150,000
Total Revenues and Other Financing Sources	\$ 160,882	\$ 170,004	\$ 151,000
Appropriations			
Public Works Department	\$ 0	\$ 0	\$ 0
Total Appropriations	\$ 0	\$ 0	\$ 0
Change in Fund Balance (Revenues - Appropriations)	160,882	170,004	151,000
Beginning Fund Balance July 1	222,972	383,854	553,858
Ending Fund Balance June 30	\$ 383,854	\$ 553,858	\$ 704,858
Ending Fund Balance as a % of Total Appropriations	3838539900.0%	5538579800.0%	7048579700.0%

INSURANCE FUND	Actual FY 2023	Estimated Actual FY 2024	Budget FY 2025
Revenues			
Interest	\$ 8,644	\$ 18,618	\$ 1,000
Insurance Reimbursement	-	4,160	-
Other Financing Sources			
Transfers In - from other funds	500,000	-	50,000
Total Revenues and Other Financing Sources	\$ 508,644	\$ 22,778	\$ 51,000
Appropriations			
Retirement Expenditures	\$ 110,970	\$ 250,000	\$ 82,000
Total Appropriations	\$ 110,970	\$ 250,000	\$ 82,000
Change in Fund Balance (Revenues - Appropriations)	397,674	(227,222)	(31,000)
Beginning Fund Balance July 1	99,924	497,598	270,376
Ending Fund Balance June 30	\$ 497,598	\$ 270,376	\$ 239,376
Ending Fund Balance as a % of Appropriations	448.4%	108.2%	291.9%

SECTION 2: At the end of the fiscal year 2025, the governing body estimates fund balances or deficits as follows:

Fund	Estimated Fund Balance/Net Position at June 30, 2025
General Fund	\$ 27,783,044
State Street Street Aid Fund	3,373,081
Tourism Fund	1,187,309
ARPA Fund	114,859
Equipment Replacement	1,342,817
ADA Fund	704,858
Insurance Fund	239,376

SECTION 3: During the coming fiscal year (2025) the governing body has pending and planned capital projects with proposed funding as follows:

Pending Capital Projects	Pending Capital Projects - Total Expense	Pending Capital Projects Expense Financed by Estimated Revenues and/or Reserves	Pending Capital Projects Expense Financed by Debt Proceeds
Sonja Drive Sidewalk	\$1,250,000	\$1,250,000	\$0
Kingston Pike Pedestrian Underpass	\$130,000	\$130,000	\$0
Campbell Station Inn Improvements	\$750,000	\$750,000	\$0
Public Works Facility Improvements	\$25,000	\$25,000	\$0
Town Facilities Security Plan	\$128,000	\$128,000	\$0
MBLP Field 1 & 2 Turf replacement	\$1,841,880	\$1,841,880	\$0
MBLP Walk trail & ADA Repair	\$180,000	\$180,000	\$0
McFee Park Dog Park	\$465,336	\$465,336	\$0
MBLP Pickleball Courts	\$1,450,000	\$1,450,000	\$0
McFee Splashpad Filtration/Elements	\$50,000	\$50,000	\$0
Stormwater Improvements	\$200,000	\$200,000	\$0
Boyd Station Road Roundabout	\$760,000	\$760,000	\$0
Boyd Station Road Improvements	\$465,000	\$465,000	\$0
Boyd Station Road Greenway	\$40,000	\$40,000	\$0
Union Road Improvements	\$9,100,000	\$9,100,000	\$0
Virtue Road/Boyd Station Improvements	\$925,000	\$925,000	\$0
Turkey Creek Road/Greenway Improvements	\$500,000	\$500,000	\$0
Concord Road/Loop Road Signal	\$700,000	\$700,000	\$0

Proposed Future Capital Projects	Proposed Future Capital Projects - Total Expense	Proposed Future Capital Projects Expense Financed by Estimated Revenues and/or Reserves	Proposed Future Capital Projects Expense Financed by Debt Proceeds
Land Acquisition	\$1,200,000	\$1,200,000	\$0
Kingston Pike Pedestrian Underpass	\$635,000	\$635,000	\$0
Red Mill Dam Trailhead Connection	\$170,000	\$170,000	\$0
Town Facilities Security Plan	\$70,000	\$70,000	\$0
McFee Splashpad Filtration/Elements	\$147,000	\$147,000	\$0
Sand Volleyball Complex Reconstruction	\$80,000	\$80,000	\$0
Anchor Park Fencing	\$50,000	\$50,000	\$0
Anchor Park Playground	\$175,000	\$175,000	\$0
McFee Park Tennis Pavilion & Restrooms	\$300,000	\$300,000	\$0
MBLP Trail Lighting	\$535,000	\$535,000	\$0
MBLP Field 3 Turf replacement	\$125,000	\$125,000	\$0
McFee Court Resurfacing	\$725,000	\$725,000	\$0
Stormwater Improvements	\$40,000	\$40,000	\$0
Virtue Road/Boyd Station Improvements	\$1,000,000	\$1,000,000	\$0
Turkey Creek Road/Greenway Improvements	\$7,480,000	\$7,480,000	\$0
Watt Road Roundabout	\$2,000,000	\$2,000,000	\$0
Campbell Station/Jamestowne Signal	\$850,000	\$850,000	\$0
Evans Road Improvements	\$700,000	\$700,000	\$0
	\$1,550,000	\$1,550,000	\$0

SECTION 4: No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 (Tenn. Code Ann. § 6-56-208). In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Tenn. Code Ann. § 6-56-205.

SECTION 5: Money may be transferred from one appropriation to another in the same fund in an amount of up to \$25,000 by the Town Administrator, subject to such limitations and procedures as set by the Governing Body pursuant to Tenn. Code Ann. § 6-56-209. Any resulting transfers shall be reported to the governing body at its next regular meeting and entered into the minutes.

SECTION 6: A detailed financial plan will be attached to this budget and become part of this budget ordinance.

SECTION 7: This annual operating and capital budget ordinance and supporting documents shall be submitted to the Comptroller of the Treasury or Comptroller's Designee for approval pursuant to Title 9, Chapter 21 of the Tennessee Code Annotated within fifteen (15) days of its adoption. If the Comptroller of the Treasury or Comptroller's Designee determines that the budget does not comply with the Statutes, the Governing Body shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes or as directed by the Comptroller of the Treasury or Comptroller's Designee.

SECTION 8: All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 9: All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.

SECTION 10: This ordinance shall take effect July 1, 2024, the public welfare requiring it.

Ron Williams, Mayor

Allison Myers, Town Recorder

General Fund Budget					
BEGINNING FUND BALANCE	27,268,445	27,842,296	30,263,066	30,263,066	29,214,301
	FY2021-22	FY2022-23	FY2023-24	FY2023-24	FY2024-25
REVENUE	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>
Local Sales Tax	8,786,542	9,580,403	9,350,000	9,903,724	10,101,798
State Sales Tax	2,659,454	2,791,381	2,750,000	2,790,246	2,910,000
Wholesale Beer, Liquor & Mixed Drink	1,525,650	1,668,602	1,545,000	1,599,447	1,580,000
Intergovernmental	611,385	757,725	738,600	768,604	788,553
Building Permits & Licenses	823,672	948,410	559,000	640,615	580,650
Recreation Fees	333,477	403,037	259,000	424,490	357,500
Traffic Enforcement Program & Fines	109,263	107,294	95,000	105,577	88,000
Rent	149,475	87,776	103,340	122,757	118,407
Miscellaneous	79,489	986,573	102,300	1,119,086	502,200
Total Revenue	15,126,544	17,331,200	15,502,240	17,474,546	17,027,108
	FY2021-22	FY2022-23	FY2023-24	FY2023-24	FY2024-25
EXPENDITURES	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>
Legislative	40,048	41,414	56,040	39,263	59,300
Town Court	71,485	100,000	94,652	91,399	102,104
Administration	846,251	1,010,190	1,277,883	1,176,420	841,092
Finance	0	0	0	0	523,836
Human Resources	196,811	194,968	211,756	211,756	283,544
Information Technology	458,216	607,331	731,316	644,316	782,375
Communications	0	0	216,122	213,429	224,667
Engineering	814,829	938,865	1,081,209	1,029,793	1,009,319
Community Development	1,018,143	1,060,887	1,295,315	1,291,483	1,412,098
General Government	125,722	137,356	214,750	184,805	174,350
Parks & Recreation	1,200,933	1,081,143	1,134,016	1,083,141	1,170,505
Public Works	2,278,670	2,442,896	2,850,424	2,842,079	3,081,521
Non-Departmental	711,541	530,825	586,500	636,500	626,000
Community Center	221,729	368,056	655,358	606,326	623,155
Economic Development	93,315	96,500	116,600	107,600	119,500
Total Expenditures	8,077,693	8,610,431	10,521,941	10,158,310	11,033,366
	FY2021-22	FY2022-23	FY2023-24	FY2023-24	FY2024-25
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>
Revenue over (under) expenditures	7,048,851	8,720,770	4,980,299	7,316,236	5,993,742
Total Transfers In	0	0	0	0	0
Total transfers out	-6,475,000	-6,300,000	-8,365,000	-8,365,000	-7,425,000
Unassigned Fund Balance	27,842,296	30,263,066	26,878,365	29,214,301	27,783,043
ENDING BALANCE	27,842,296	30,263,066	26,878,365	29,214,301	27,783,043
Assigned Fund Balance	0	0	6,000,000	6,000,000	6,000,000
30% of Expenditure	2,423,308	2,583,129	3,156,582	3,047,493	3,310,010
AVAILABLE FUND BALANCE	25,418,988	27,679,936	17,721,782	20,166,808	18,473,033

State Street Aid

		2021-2022	2022-2023	2023-2024	2023-2024	2024-2025
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>
	Beginning Balance	2,215,307	2,350,354	2,388,418	2,388,418	2,795,329
121	Revenues					
	State Gasoline & Motor					
33551	Fuel	862,000	489,115	424,588	420,000	421,000
33555	1989 Gas Tax	0	54,263	69,152	67,752	65,752
33556	Gas 3 Cent Tax	0	100,254	127,689	123,103	123,000
33557	2017 Gas Tax	0	175,095	216,571	210,155	213,000
36190	Interest Earnings	594	91,369	30,000	115,000	20,000
	Revenue Total	862,594	910,096	868,000	936,010	842,752
43100	Expenditures					
2680	Street Maintenance	45,000	60,703	80,000	80,000	80,000
2690	Resurfacing	1,100,000	1,002,112	2,350,000	854,099	1,500,000
2910	Street Striping	50,000	13,529	50,000	35,000	50,000
4230	Guardrails	7,500	10,300	15,000	15,000	15,000
4250	Traffic Calming	20,000	26,669	40,000	40,000	70,000
43267						
2670	Sidewalks/Greenways	5,000	8,719	50,000	5,000	50,000
	Expenditure Total	1,227,500	1,122,032	2,585,000	1,029,099	1,765,000
	Other Funding Sources					
	Transfer from General					
37940	Fund	225,000	250,000	500,000	500,000	1,500,000
	Total Transfers in	225,000	250,000	500,000	500,000	1,500,000
	Revenue over (under)					
	expenditures	-139,906	38,064	-1,217,000	406,911	577,752
	Ending Balance	2,075,401	2,388,418	1,171,418	2,795,329	3,373,081

Tourism Fund-122

		2021-2022	2022-2023	2023-2024	2023-2024	2024-2025
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>
	Beginning Balance	155,335	534,407	909,622	909,622	1,169,300
122	Revenues					
31920	Room Occupancy Tax	471,200	587,028	500,000	612,000	550,000
36190	Interest Earnings	728	21,826	8,000	45,000	15,000
33800	Grant-Other Government	5,703	1,981	0	0	0
37710	ARPA Grant Funding	0	7,230	117,536	105,536	47,500
	Revenue Total	477,631	618,326	625,536	762,536	612,500
		2021-2022	2022-2023	2023-2024	2023-2024	2024-2025
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>
47210	Tourism Expenditures					
1100	Salaries	47,772	66,395	62,890	60,000	59,860
1110	Regular Employee Wages	476	25,915	39,520	36,180	43,222
1230	Overtime Wages	342	338	1,000	1,000	1,000
1410	Social Security & Medicare Tax	3,717	7,157	12,233	12,233	12,285
1420	Health Insurance	0	3,357	10,998	10,998	43,892
1430	Retirement	375	6,010	9,451	9,451	8,247
1450	Life Insurance	0	205	310	310	543
1460	Workers Comp Insurance	0	100	100	100	160
1480	Long Term Disability Insurance	0	214	314	314	480
1510	COLA	0	0	7,734	7,734	4,626
1520	Merit Adjustment	0	0	4,640	4,640	4,626
	Total Personnel	4,910	43,296	149,190	142,960	178,940
47210						
1380	Clothing & Uniforms	0	130	1,000	1,000	500
2210	Printing/Advertising	28,308	53,815	80,950	80,950	77,950
2350	Dues/Subscriptions	4,606	11,314	12,425	12,425	19,490
2360	Promotional	4,794	13,959	19,300	19,300	16,400
2540	Professional Services	42,455	44,348	77,500	77,500	67,000
2800	Travel, Training	2,407	5,600	7,750	7,750	7,950
3000	Supplies	343	1,456	750	750	750
3120	Small Tools/Equipment	1,546	2,614	6,660	6,660	3,250
3310	Gasoline	0	91	0	200	300
3610	Programs	9,190	23,149	30,900	23,200	107,000
	Total Operating Expenditures	93,649	189,906	237,235	229,735	300,590

		2021-2022	2022-2023	2023-2024	2023-2024	2024-2025
47220	ARPA	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>
1250	ARPA Part-Time Position	0	4,883	28,164	28,164	24,000
1410	Social Security & Medicare	0	418	1,836	1,836	1,836
2540	Professional Services	0	0	70,156	70,156	13,164
2800	Travel, Training	0	0	5,000	5,000	3,500
3000	Supplies	0	4,608	12,380	12,381	5,000
3120	Small Tools & Equipment	0	0	0	0	0
Total ARPA Operating Expenditures		0	9,909	117,536	117,537	47,500
Total Tourism Expenditures		98,559	243,111	503,961	490,232	527,030

Farragut Museum Expenditures		2021-2022	2022-2023	2023-2024	2023-2024	2024-2025
<i>Historical Data is in the</i>						
44520	<i>General Fund</i>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>
	Regular Part-Time Employee					
1140	Wages	0	0	32,500	10,000	32,500
1410	Social Security & Medicare Tax	0	0	2,486	150	2,486
	Total Personnel	0	0	34,986	10,150	34,986
2210	Printing	0	0	5,000	0	2,000
2350	Dues/Subscriptions	0	0	1,190	475	475
2540	Professional Services	0	0	1,500	0	0
2800	Travel, Training	0	0	1,500	0	500
3000	Supplies	0	0	5,800	251	8,000
3120	Small Tools/Equipment	0	0	14,535	0	14,000
3610	Programs	0	0	3,500	1,750	7,500
	Total Operating Expenditures	0	0	33,025	2,476	32,475
	Total Museum Expenditures	0	0	68,011	12,626	67,461
Total Tourism Fund Expenditure:		98,559	243,111	571,972	502,858	594,491
Ending Balance		534,407	909,622	963,186	1,169,300	1,187,309

ARPA Fund-316

		FY2021-22	FY2022-23	FY2023-24	FY2024-25
		<u>Actual</u>	<u>Actual</u>	<u>Estimated</u>	<u>Proposed</u>
Beginning Balance		0	3,361,916	6,642,843	4,300,933
316	Revenues				
33193	Federal ARPA Grant 1	3,527,626	0	0	0
33194	Federal ARPA Grant 2	0	3,527,626	0	0
36190	Interest	6,707	221,106	236,786	100,000
34840	TDEC Non-Competitive Grant-Design Services (Stormwater Master Plan)	0	0	893,445	0
34840	Construction Services (Stormwater Improvements)	0	0	828,121	0
	ARP Competitive Grant-Parking Facility	0	0	2,017,591	0
Total Revenues		\$3,534,333	\$3,748,732	\$3,975,943	\$100,000
		FY2021-22	FY2022-23	FY2023-24	FY2024-25
		<u>Actual</u>	<u>Actual</u>	<u>Estimated</u>	<u>Proposed</u>
Expenditures					
41830-9210	Town Hall Building Improvements	0	0	4,000,000	0
41830-9311	Stormwater Parking Facilities	47,113	65,303	0	2,500,000
41992-9450	Broadband Infrastructure	0	0	246,500	1,786,074
43150-4810	Stormwater Master Plan	0	402,502	600,000	0
43150-9340	Stormwater Improvements	0	0	1,471,353	0
Total Expenditures		\$180,743	\$467,805	\$6,317,853	\$4,286,074
Ending Balance		3,353,590	6,642,843	4,300,933	114,859

Equipment Replacement Fund-314

		FY2021-22	FY2022-23	FY2023-24	FY2023-24	FY2024-25
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>
	Beginning Balance	980,176	1,053,124	1,004,483	1,004,483	972,817
314	Revenues					
36190	Interest	2,262	32,089	7,000	58,538	20,000
36250	Sale of equipment Proceeds	19,750	89,613	0	19,857	0
	Total Revenues	22,012	121,702	7,000	78,395	20,000
	Other Funding Sources					
37940	Transfer from General Fund	200,000	400,000	215,000	215,000	725,000
	Total Other Funding Sources	200,000	400,000	215,000	215,000	725,000
	Expenditures					
43949						
9490	Major Equipment	149,064	570,343	339,000	325,061	375,000
	Total Expenditures	149,064	570,343	339,000	325,061	375,000
	Revenue over (under) expenditures	72,948	-48,641	-117,000	-31,666	370,000
	Ending Balance	1,053,124	1,004,483	887,483	972,817	1,342,817

ADA Capital Projects-313

		2021-2022	2022-2023	2023-2024	2023-2024	2024-2025
		<u>Actual</u>	<u>Actual</u>	<u>Approved</u>	<u>Estimated</u>	<u>Proposed</u>
Beginning Balance		172,932	222,972	383,854	383,854	553,858
Revenues						
36190	Interest Earnings	452	10,882	1,000	20,004	1,000
	Revenue Total	452	10,882	1,000	20,004	1,000
42900 Expenditures						
929	Improvements	0	0	0	0	0
	Expenditure Total	0	0	0	0	0
51600	Transfer to other funds					
767	State Street Aid	0	0	0	0	0
771	Capital Fund	0	0	0	0	0
	Total Transfers out	0	0	0	0	0
Other Funding Sources						
37940	Transfer from General Fund	50,000	150,000	150,000	150,000	150,000
	Total Transfers in	50,000	150,000	150,000	150,000	150,000
Revenue over (under)						
expenditures		50,452	160,882	151,000	170,004	151,000
	Ending Balance	223,384	383,854	534,854	553,858	704,858

Insurance Fund-611

		FY2021-22	FY2022-23	FY2023-24	FY2023-24	FY2024-25
		<u>Actual</u>	<u>Actual</u>	<u>Approved</u>	<u>Estimated</u>	<u>Proposed</u>
Beginning Balance		99,717	99,924	497,598	497,598	270,376
611	Revenues					
36190	Interest	207	8,644	1,000	18,618	1,000
	Insurance Reimbursement	0	0	4,160	4,160	0
	Total Revenues	207	8,644	5,160	22,778	1,000
	Other Funding Sources					
37940	Transfer from General Fund	0	500,000	0	0	50,000
41000-100	Transfer to General Fund	0	0	0	0	0
	Total Other Funding Sources	0	500,000	0	0	50,000
	Expenditures					
41650-5940	Annuity	0	0	125,000	125,000	0
41650-5940	OPEB Administrative Expense	0	15,587	12,850	12,850	0
43935-6000	Retirement Benefit	0	70,374	60,150	60,150	30,000
44100-1500	OPEB Health Cost	0	25,009	52,000	52,000	52,000
	Total Expenditures	0	110,970	250,000	250,000	82,000
Ending Balance		99,924	497,598	252,758	270,376	239,376

Capital Investment Program-310							
Beginning Balance	14,332,048	9,741,832	10,156,832	8,100,832	9,650,832	11,350,832	
Greenways & General Government Projects	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Total
Land Acquisition	0	0	300,000	300,000	300,000	300,000	1,200,000
KP Pedestrian Underpass at N. Fork Turkey Creek	130,000	635,000	0	0	0		765,000
Sonja Drive/Admiral Road Sidewalk (Phases 1-3)	1,250,000	0	0	0	0		1,250,000
Campbell Station Inn Improvements	750,000	0	0	0	0	0	750,000
Red Mill Trailhead	0	170,000	0	0	0	0	170,000
Everett Road Greenway Connection	0	0	70,000	0	0	0	70,000
Public Works Facility Improvements	25,000	0	0	0	0	0	25,000
Town Facilities Security Plan	128,000	72,000	75,000				275,000
General Government Projects Total	2,283,000	805,000	370,000	300,000	300,000	300,000	4,358,000
Parks	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Total
MBLP Field 1 & 2 Turf Replacement	1,841,880	0	0	0	0	0	1,841,880
MBLP Walk trail and ADA Repair & Repaving	180,000	0	0	0	0	0	180,000
McFee Park Phase 5: Dog Park & Storage	465,336	0	0	0	0	0	465,336
MBLP Pickleball Courts	1,450,000	0	0	0	0	0	1,450,000
McFee Park Splash Pad Elements	50,000	0	0	80,000	0	0	130,000
Sand Volleyball Complex Reconstruction	0	50,000	0	0	0	0	50,000
Anchor Park Fence	0	0	175,000	0	0	0	175,000
Anchor Park Playground	0	0	300,000	0	0	0	300,000
McFee Park: Courts, Tennis Pavilion & Restrooms	0	0	535,000	0	0	0	535,000
MBLP Trail Lighting Update	0	0	0	125,000	0	0	125,000
MBLP Field 3 Turf Replacement	0	0	0	725,000	0	0	725,000
McFee Tennis & Basketball Court Resurfacing	0	0	0	40,000	0	0	40,000
Parks Total	3,987,216	50,000	1,010,000	970,000	0	0	6,017,216
Engineering Projects	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Total
Stormwater Improvements	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
Boyd Station Road Roundabout	760,000	0	0	0	0	0	760,000
Boyd Station Road Improvements - Town Participation	465,000	0	0	0	0	0	465,000
Boyd Station Road Greenway	40,000	0	0	0			40,000
Union Road Improvements	9,100,000	0	0	0	0	0	9,100,000
Virtue Road-Phase II (Brookmere to Boyd Station)	925,000	0	7,480,000	0	0	0	8,405,000
Turkey Creek Greenway/Road Improvements	500,000	0	2,000,000	0	0	0	2,500,000
Watt Road Roundabout	0	850,000	0	0	0	0	850,000
Concord Road/Loop Road Signal	700,000		0				700,000
Campbell Station Road/Jamestowne Signal		700,000	0				700,000
Evans Road Improvements	0	0	0	0	820,000	730,000	1,550,000
Engineering Total	12,690,000	1,750,000	9,680,000	200,000	1,020,000	930,000	26,270,000

CIP Expenditure Total	18,960,216	2,605,000	11,060,000	1,470,000	1,320,000	1,230,000	36,645,216
<u>Funding Sources</u>	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Total
L-STBG Funding (Virtue Road)	740,000	0	5,984,000	0	0	0	6,724,000
L-STBG Funding (Union Road)	7,280,000	0	0	0	0	0	7,280,000
LPRF Grant	1,250,000	0	0	0	0	0	1,250,000
Interest Earnings	100,000	20,000	20,000	20,000	20,000	20,000	200,000
Transfer from General Fund	5,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	20,000,000
CIP Reserves	4,590,216	0	2,056,000	0	0	0	6,646,216
Funding Total	18,960,216	3,020,000	11,060,000	3,020,000	3,020,000	3,020,000	49,108,288
Total CIP Funding Sources	18,960,216	3,020,000	11,060,000	3,020,000	3,020,000	3,020,000	49,108,288
Total CIP Expenditures	18,960,216	2,605,000	11,060,000	1,470,000	1,320,000	1,230,000	42,726,636
Revenue over (under) expenditures	0	415,000	0	1,550,000	1,700,000	1,790,000	
Ending Balance	9,741,832	10,156,832	8,100,832	9,650,832	11,350,832	13,140,832	
Assigned Fund Balance							
Greenway Connectors	0	0	0	0	0		
Land Acquisition	0	0	0	300,000	600,000	900,000	
Stormwater Projects	562,034	762,034	962,034	1,162,034	1,362,034	1,562,034	
Outstanding Projects	2,333,572	2,333,572	2,333,572	2,333,572	2,333,572	2,333,572	
Total Assigned Balance	2,895,606	3,095,606	3,295,606	3,795,606	4,295,606	4,795,606	
Available Fund Balance	6,846,226	7,061,226	4,805,226	5,855,226	7,055,226	8,345,226	

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Eric Schindler, Assistant Town Engineer

SUBJECT: Approval of Contract 2024-05, Resurfacing of Various Streets

INTRODUCTION: The purpose of this item is to consider bids and award a contract for the resurfacing of selected streets within the Town.

BACKGROUND: A critical success factor from the Town’s Strategic Plan is “Advancing a High-Quality and Well-Maintained Community.” Each year the Engineering staff examines our street network and determines our priorities within the limits of our annual resurfacing budget. This year’s contract includes the resurfacing of N Campbell Station Road from approximately 100 feet north of Kingston Pike to Old Colony Parkway, N. Campbell Station Road from Fretz Road to Ridgeland Drive, Bellfield Road from Chowning Drive to South Monticello Drive, Axton Drive from East Fox Den Drive to the cul-de-sac, Junco Lane from Finch Road to the north cul-de-sac, West Ashton Court, and East Ashton Court for a total of approximately 7.23 lane miles of roadway. This resurfacing contract also includes resurfacing the Bob Leonard Park Greenway, Vista Greenway, and Anchor Park basketball court. We received three bids for Contract 2024-05 on April 23:

APAC-Atlantic, Inc. -	\$ 1,140,171.18
Duracap Asphalt Co., Inc. -	\$ 1,213,095.61
PRI of East Tn. Inc.	\$ 1,378,697.82

The bid tabulations are attached for your review. APAC-Atlantic has been awarded our resurfacing contract in the past, and we were pleased with their performance.

FINANCIAL SECTION:

Project: Contract 2024-05, Resurfacing			
<u>Project Budget</u>	<u>Requested Amount</u>	<u>Expenditures to Date</u>	<u>Available Amount</u>
\$2,350,000	\$1,140,171.18	\$854,099.01	\$355,729.81
Approved <i>Allison Myers</i>			
By: _____			

RECOMMENDATION BY: Eric Schindler, Assistant Town Engineer for approval.

PROPOSED MOTION: Approval of bids and award of Contract 2024-05 to APAC-Atlantic, Inc. for their low bid of \$1,140,171.18

BOARD ACTION:

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

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



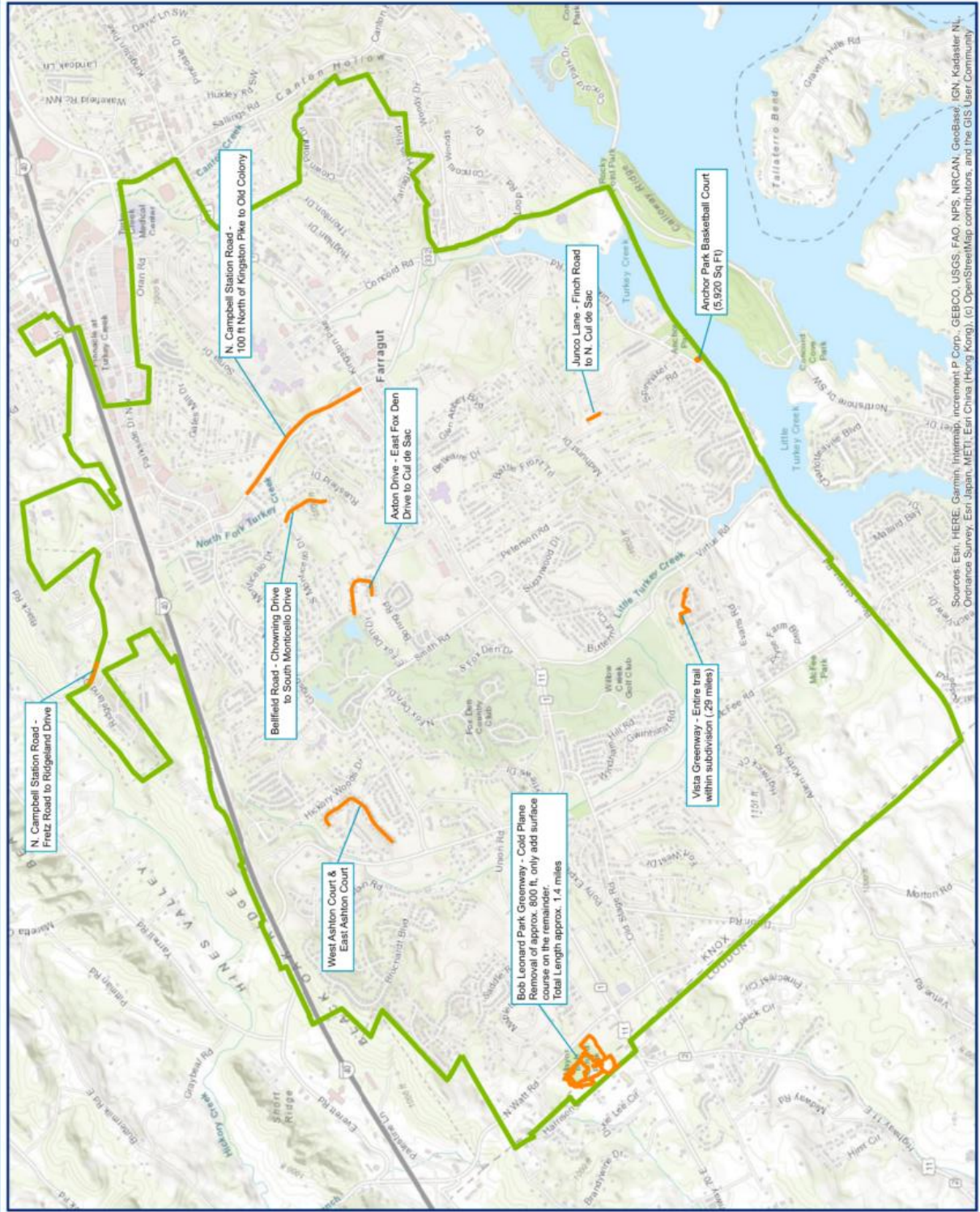
Street Resurfacing Schedule 2024

- Town Limit
- Street Resurfacing Schedule 2024



1 inch = 2,700 feet

Map Prepared: 4/25/2024



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Eric Schindler, Assistant Town Engineer

SUBJECT: Approval of Bids for Contract 2024-16, Installation of School Zone Signal Improvements along Campbell Station Road.

INTRODUCTION: The purpose of this agenda item is to consider bids and award contract 2024-16 School Zone Signal Improvements.

BACKGROUND: To better promote safety in the Town of Farragut school zones, a project was included in the FY 2023-2024 CIP to upgrade the school zone flashers at each of the four (4) school zones within Farragut. The improvements include updating all locations with new, higher reliability flashers and signs, as well as the addition of overhead flashing signals on Campbell Station Road for southbound Campbell Station traffic passing through the Farragut Primary school zone. The contract completion date is on or before January 1, 2025. We received two bids on 5/7/2024. Progression Electric, LLC bid \$138,917.60 and Davis H. Elliot Construction Company, Inc bid \$155,000.00. Progression Electric, LLC was the low bidder with a price of \$138,917.60. Staff recommends awarding the 2024-16 School Zone Signal Improvements to Progression Electric, LLC.

FINANCIAL SECTION:

Project: 310-43100-2760			
<u>Total Budget</u>	<u>Expenditures to Date</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
\$175,000	\$8,373.75	\$138,917.60	\$27,708.65
Approved By: <u>Allison Myers</u>			

RECOMMENDATION BY: Eric Schindler, Assistant Town Engineer

PROPOSED MOTION: Approval of proposal and award of Contract 2024-16 to Progression Electric, LLC in the amount of \$138,917.60.

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	_____	_____	_____	_____	_____

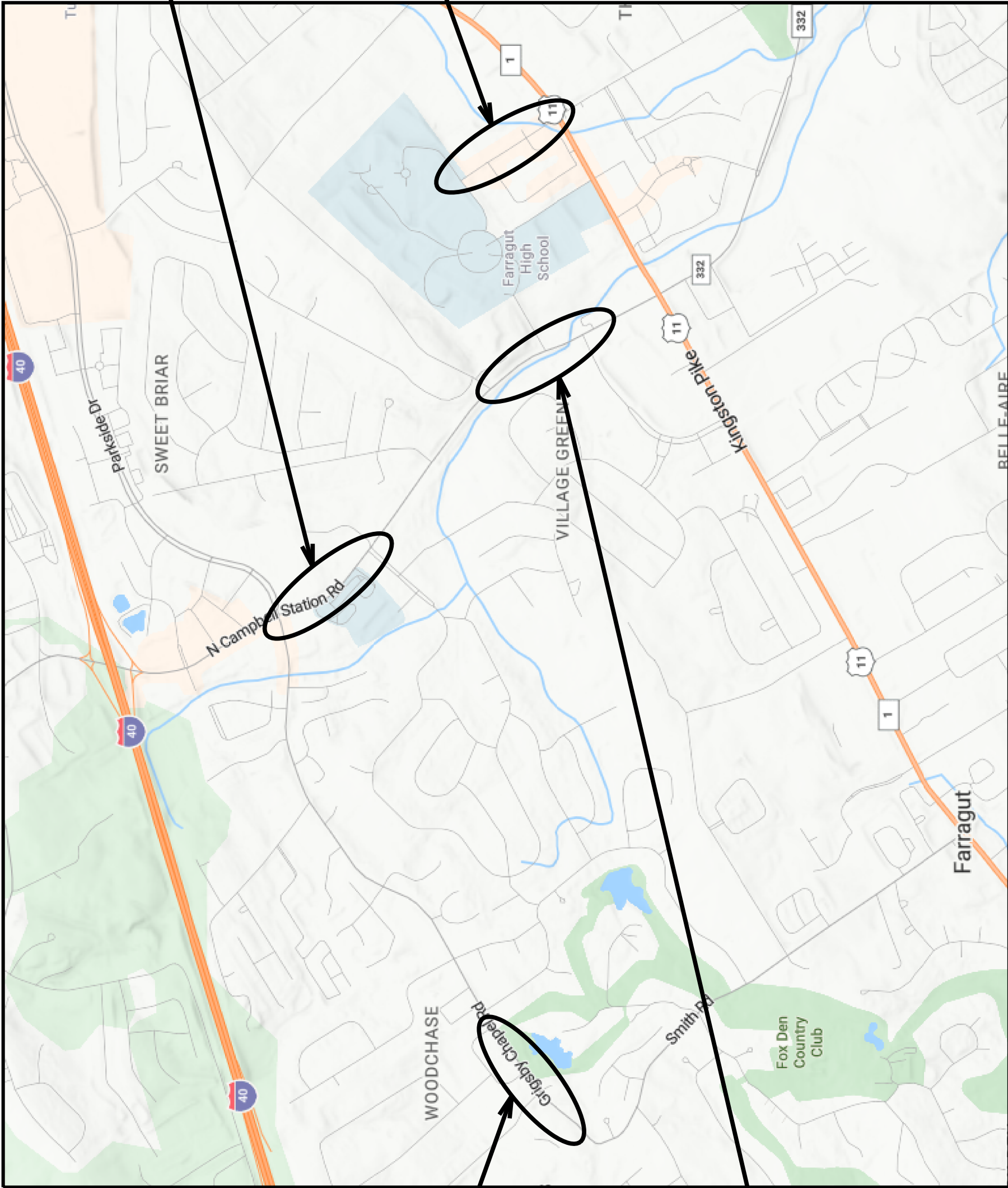
INDEX OF SHEETS

TITLE SHEET.....	1
ESTIMATED QUANTITIES AND STANDARD DRAWINGS.....	2
DETAILS	3
PROPOSED LAYOUTS.....	4-6

SCHOOL ZONE SIGNAL IMPROVEMENTS

CONSTRUCTION PLANS

TOWN OF FARRAGUT, TENNESSEE



WEST END AVE
FARRAGUT MIDDLE SCHOOL
AND HIGH SCHOOL

CAMPBELL STATION RD
FARRAGUT PRIMARY SCHOOL

GRIGSBY CHAPEL RD
ST. JOHN NEWMAN
CATHOLIC SCHOOL

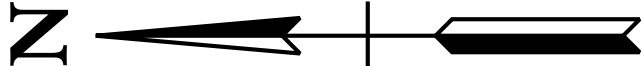
CAMPBELL STATION RD
FARRAGUT MIDDLE SCHOOL
AND HIGH SCHOOL

SPECIAL NOTES

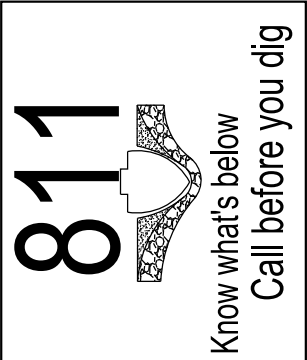
PROPOSALS MAY BE REJECTED BY THE TOWN OF FARRAGUT IF ANY OF THE UNIT PRICES CONTAINED THEREIN ARE OBVIOUSLY UNBALANCED, EITHER EXCESSIVE OR BELOW THE REASONABLE COST ANALYSIS VALUE.

THIS PROJECT IS TO BE CONSTRUCTED UNDER THE STANDARD SPECIFICATIONS OF THE TENNESSEE DEPARTMENT OF TRANSPORTATION DATED JANUARY 1, 2021, AND ADDITIONAL SPECIFICATIONS AND SPECIAL PROVISIONS CONTAINED IN THE PLANS AND IN THE PROPOSAL CONTRACT.

VICINITY MAP
(NOT TO SCALE)



REVISIONS		DATE
CANNON & CANNON INC TEL 865.670.9555 WWW.CANNON-CANNON.COM 10025 Investment Drive Suite 120 Knoxville, TN 37932		
CLIENT: TOWN OF FARRAGUT		
PROJECT: FARRAGUT SCHOOL ZONE FLASHER UPGRADES		
TITLE SHEET		
CCJ PROJECT NO. 00354-0024		
DATE 04-10-24		
P.M. WAS		
DRAWN WDR		
Q.C. WAS		
1		



QUANTITIES

FOOT NOTES	ITEM NO.	PAY ITEM DESCRIPTION	QTY.	UNIT
	105-01	CONSTRUCTION STAKE, LINES AND GRADES	1	LS
1	209-99.91	EROSION CONTROL	1	LS
2	712-01	TRAFFIC CONTROL	1	LS
	713-16.20	SIGNS (TN-8-S)	5	EACH
	713-16.21	SIGNS (TN-8-OH)	1	EACH
	716-03.04	PLASTIC WORD PAVEMENT MARKING (SCHOOL)	6	EACH
	716-08.11	REMOVAL OF WORD PAVEMENT MARKING (SCHOOL)	6	EACH
	717-01	MOBILIZATION	1	LS
3	730-01.02	REMOVAL OF SIGNAL EQUIPMENT	1	LS
	730-05.01	ELECTRICAL SERVICE CONNECTION	1	EACH
4	730-05.04	MODIFY EXISTING ELECTRICAL SERVICE CONNECTION	6	EACH
	730-21.10	WOOD POLE (30')	1	EACH
5	730-23.88	CANTILEVER SIGNAL SUPPORT (1 ARM @ 45')	1	EACH
6	730-50.31	SCHOOL SPEED LIMIT FLASHING ASSEMBLY (HARD-WIRED)	8	EACH
	790-98.02	REMOVE POLES	2	EACH
	801-02	WATER (SEEDING AND SODDING)	0.1	MG
	803-01	SODDING (NEW SOD)	4.0	S.Y.

NOTES:

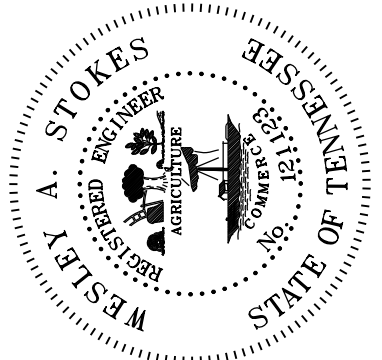
1. PAY ITEMS ARE PROJECT INCLUSIVE AND ARE NOT BROKEN DOWN INTO INDIVIDUAL SITES.
2. SEE GENERAL NOTES FOR DETAILED EQUIPMENT SPECIFICATIONS.
3. QUANTITIES MAY BE INCREASED OR DECREASED AS DIRECTED BY THE TOWN OF FARRAGUT.

PAY ITEM FOOTNOTES:

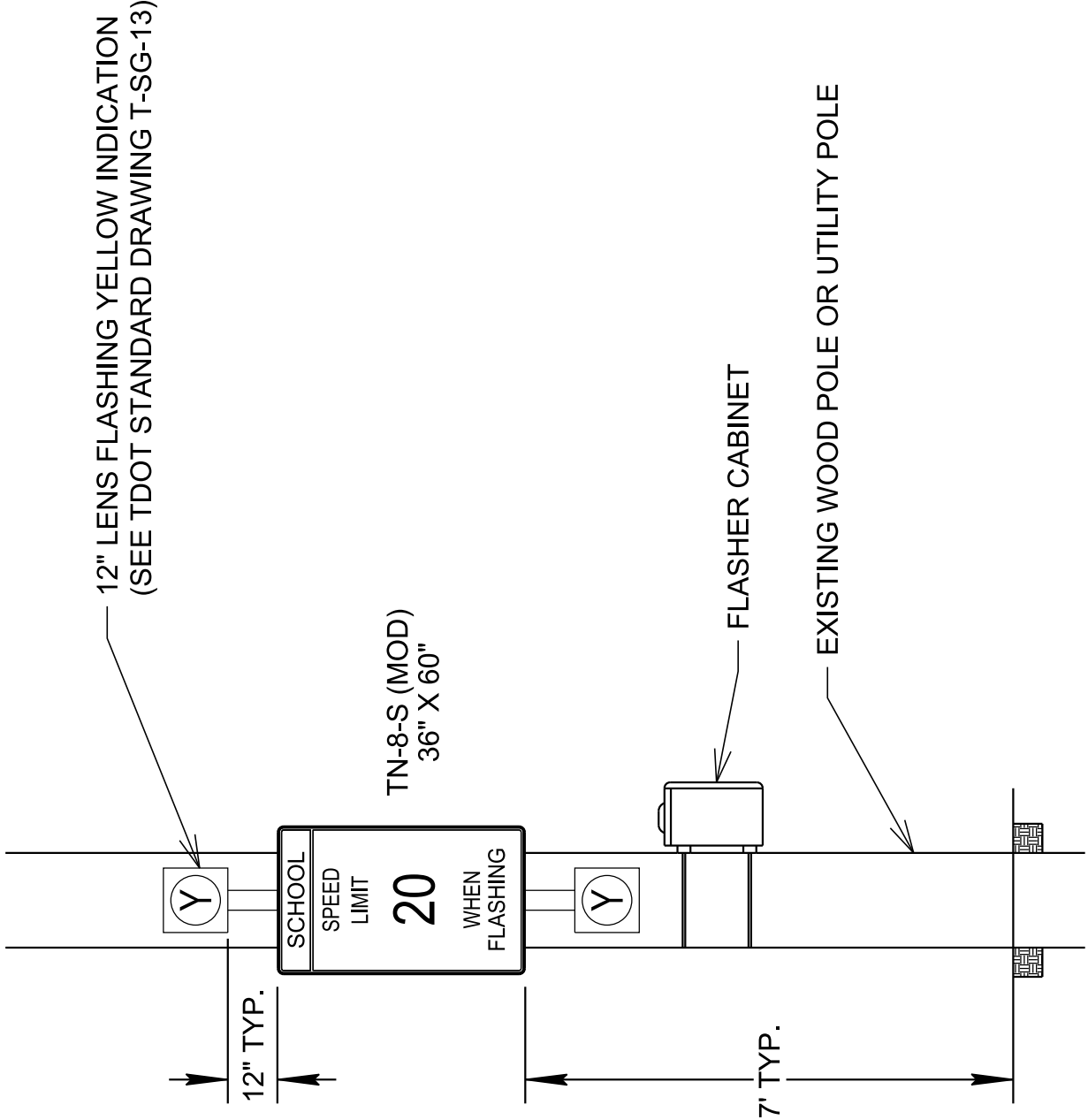
- (1) ITEM INCLUDES SILT FENCE AND OTHER DEVICES AND ALL ACTIVITIES REQUIRED TO PROVIDE EROSION AND SILTATION CONTROL IN AREAS OF EXCAVATION.
- (2) ITEM INCLUDES ALL TRAFFIC CONTROL DEVICES (SIGNS, ARROWBOARDS, FLEXIBLE DRUMS, ETC.) AND ALL ACTIVITIES REQUIRED TO PROVIDE TEMPORARY TRAFFIC CONTROL.
- (3) PAY ITEM INCLUDES REMOVAL OF ALL EXISTING FLASHER EQUIPMENT NOT BEING REUSED IN UPGRADED SYSTEM, INCLUDING POLES, SIGNS, FLASHERS, AND ELECTRICAL SERVICE BOX. ALL SALVAGEABLE EQUIPMENT SHALL BE RETURNED TO THE TOWN OF FARRAGUT.
- (4) ITEM INCLUDES CONDUIT, CABLE, AND ALL OTHER ITEMS NECESSARY TO MODIFY ELECTRICAL SERVICE CONNECTION AT THE FLASHER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING THE LOCAL UTILITY TO OBTAIN THE ESTIMATE FOR ANY CHARGES BY THE UTILITY FOR PROVIDING ELECTRICAL SERVICE TO THE FLASHER. THESE CHARGES SHALL BE INCLUDED IN THE PRICE BID FOR THIS ITEM. ITEM INCLUDES INSTALLATION OF NEW ELECTRIC METER ON EXISTING POLE.
- (5) ITEM INCLUDES MANUFACTURED CANTILEVER SUPPORT POLE, MAST ARM, FOUNDATION, FOUNDATION DESIGN AND, IF NECESSARY, THE SOIL EXPLORATION REQUIRED FOR THE DESIGN OF THE FOUNDATION.
- (6) PAY ITEM INCLUDES RTC SCHOOL ZONE FLASHER SYSTEM AND RTC CONNECT COMPATIBLE MODEM. INCLUDES 5 PEDESTAL MOUNTED FLASHERS AND 1 OVERHEAD MOUNTED FLASHER. EXISTING SCHOOL FLASHER EQUIPMENT ON WEST END AVENUE TO REMAIN. ONLY RTC CONNECT COMPATIBLE MODEM TO BE INSTALLED AT WEST END AVENUE LOCATION.

STANDARD DRAWINGS

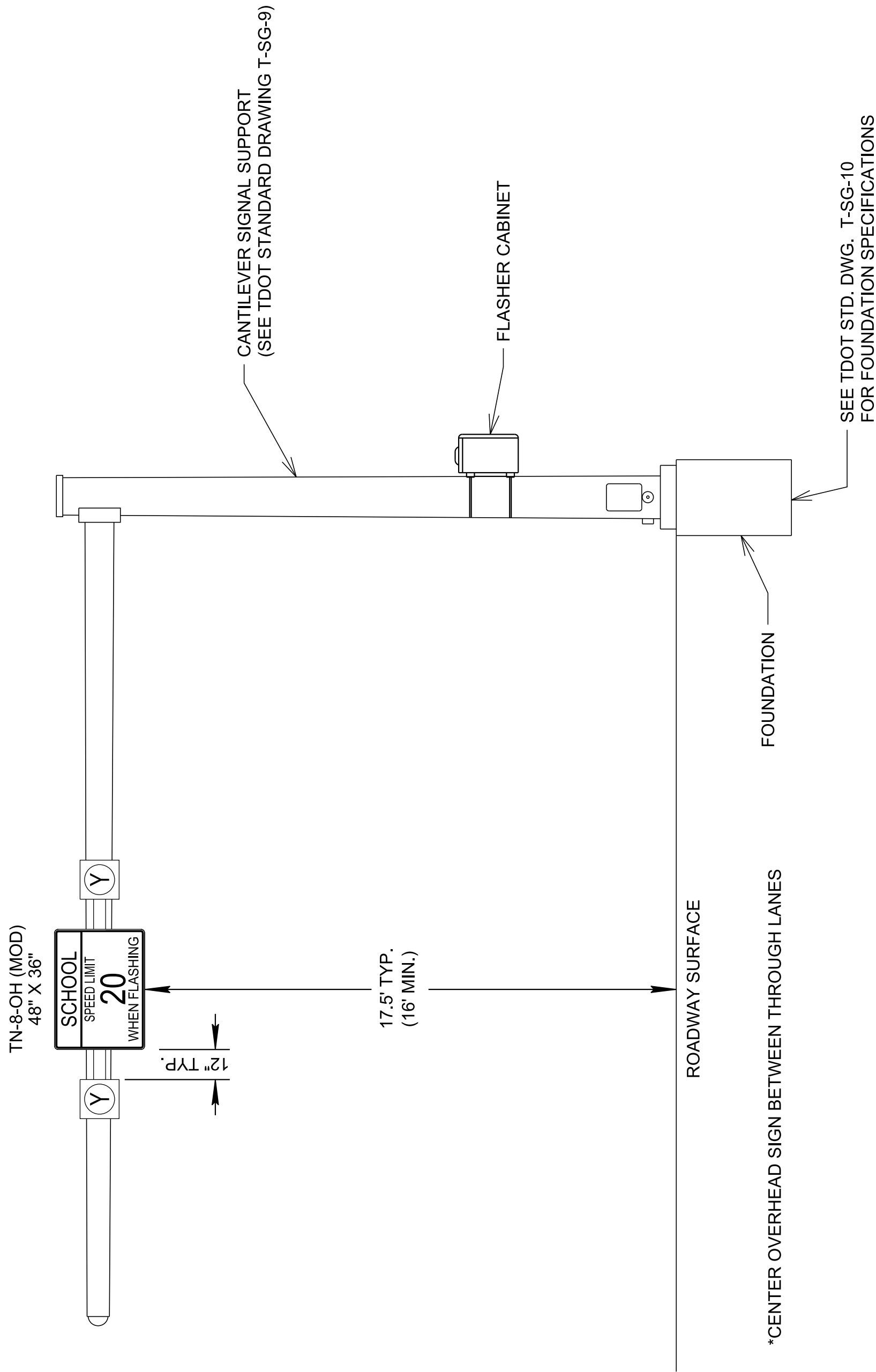
T-SG-6	10/21/2019	PEDESTRIAN SIGNAL DETAILS
T-SG-9	10/21/2019	DETAILS OF CANTILEVER SIGNAL SUPPORT
T-SG-10	09/12/2023	MAST ARM POLE AND STRAIN POLE FOUNDATION DETAILS
T-SG-13	06/27/2016	FLASHING BEACON DETAIL
MUTCD	7C-1	
TDOT TRAFFIC DESIGN MANUAL FIG 5.3		

REVISIONS	DATE								
CANNON & CANNON INC TEL. 865.670.9555 10025 Investment Drive Suite 120 www.cannon-cannon.com Knoxville, TN 37932									
CLIENT: TOWN OF FARRAGUT									
PROJECT: FARRAGUT SCHOOL ZONE FLASHER UPGRADES									
QUANTITIES AND STANDARD DRAWINGS									
 CCJ PROJECT NO. 00354-0024 <table><tr><td>DATE</td><td>04-10-24</td></tr><tr><td>P.M.</td><td>WAS</td></tr><tr><td>DRAWN</td><td>WDR</td></tr><tr><td>Q.C.</td><td>WAS</td></tr></table>	DATE	04-10-24	P.M.	WAS	DRAWN	WDR	Q.C.	WAS	2
DATE	04-10-24								
P.M.	WAS								
DRAWN	WDR								
Q.C.	WAS								

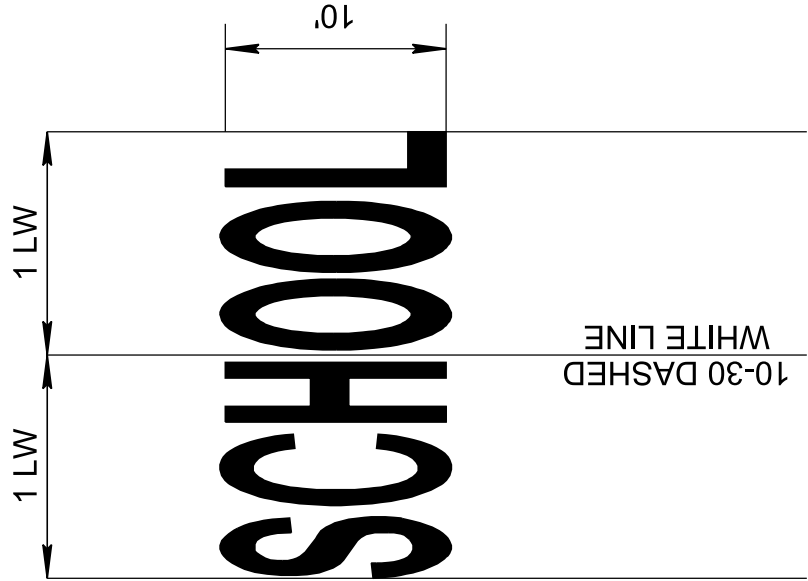
DETAIL 1: POLE MOUNTED FLASHER DETAIL



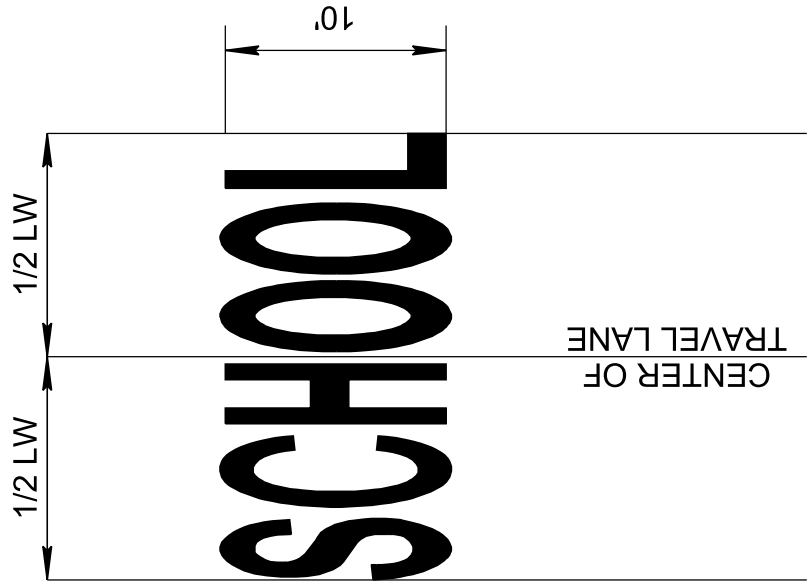
DETAIL 2: POLE MOUNTED FLASHER DETAIL



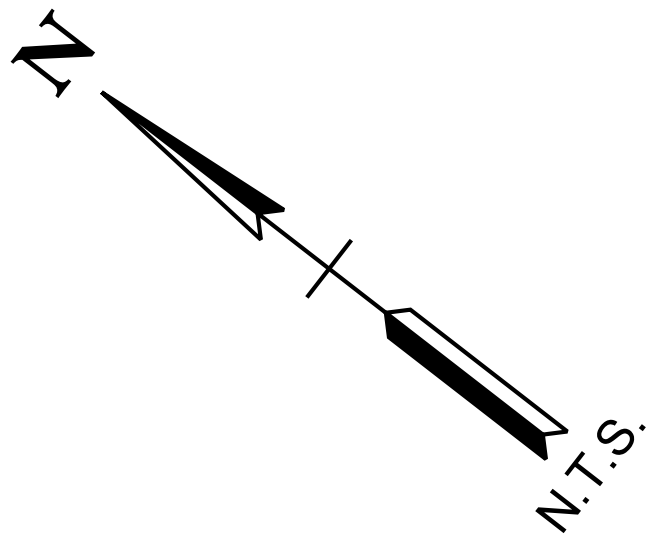
DETAIL 3: PAVEMENT WORD MARKINGS
DETAIL ACROSS 2 LANES



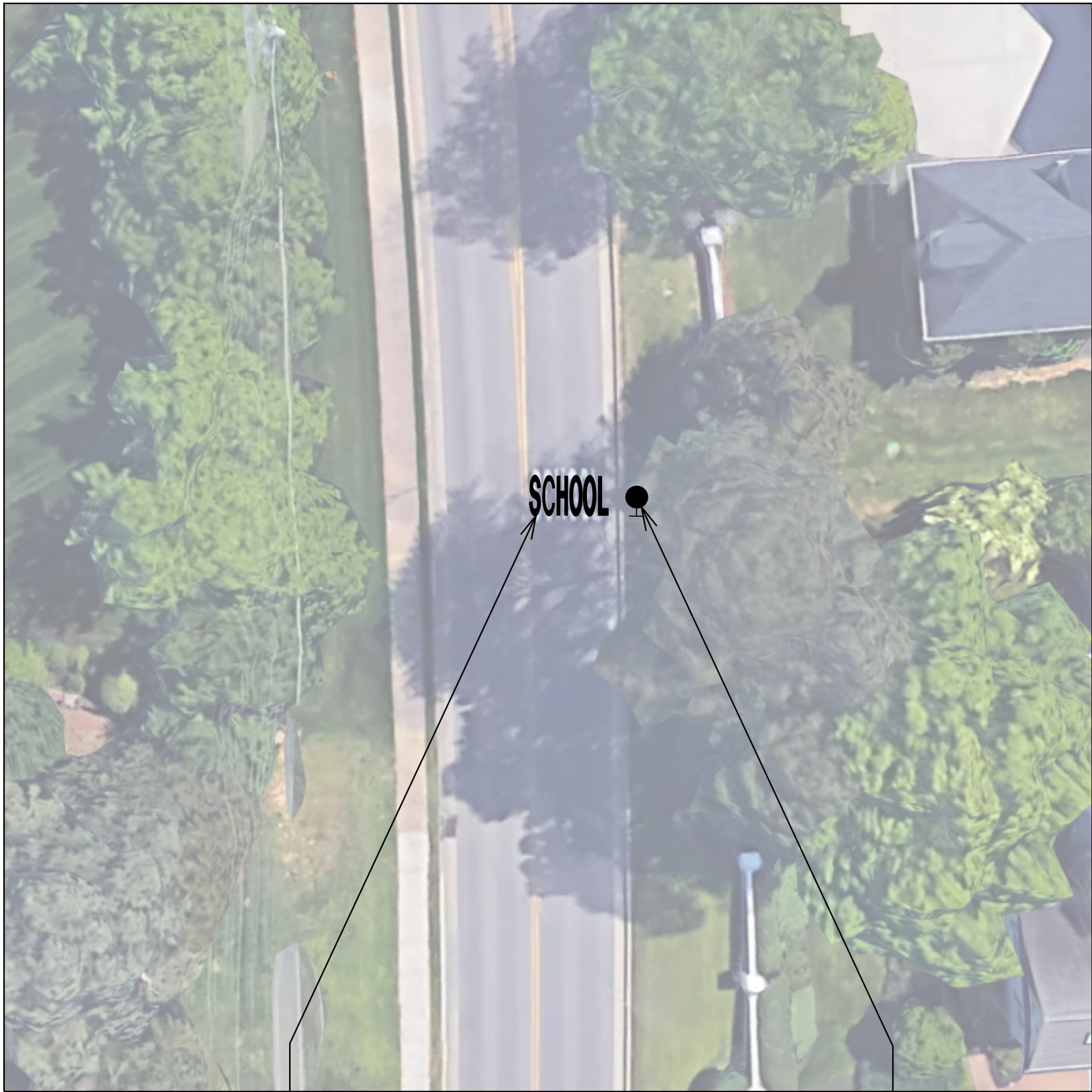
DETAIL 4: PAVEMENT WORD MARKINGS
DETAIL ACROSS 1 LANE



		REVISIONS	DATE
		CANNON & CANNON INC TEL 865.670.9555 WWW.CANNON-CANNON.COM	
		10025 Investment Drive Suite 120 Knoxville, TN 37932	
CLIENT:		TOWN OF FARRAGUT	
PROJECT:		FARRAGUT SCHOOL ZONE FLASHER UPGRADES	
DETAILS			
		CCI PROJECT NO. 00354-0024	
		DATE 04-10-24	
		P.M. WAS	
		DRAWN WDR	
		Q.C. WAS	
		3	



INSET 1



REPLACE EXISTING "SCHOOL"
PAVEMENT MARKING
(SEE DETAIL 4)

REPLACE SCHOOL FLASHING
ASSEMBLY ON EXISTING WOOD
POLE (SEE DETAIL 1)

INSET 2

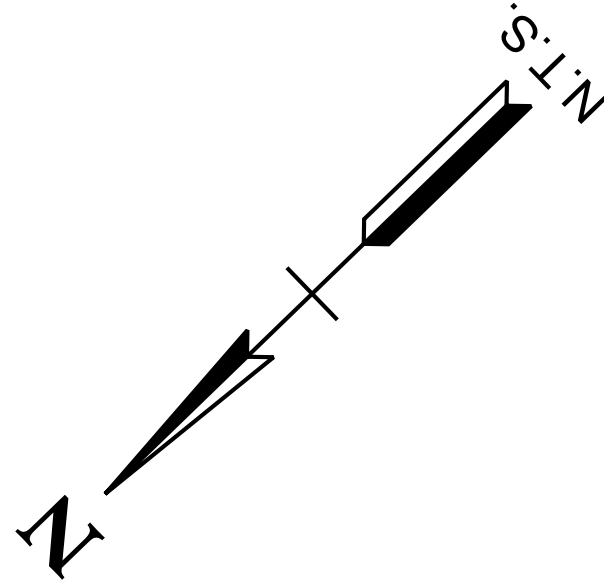


REPLACE SCHOOL FLASHING
ASSEMBLY ON EXISTING UTILITY
POLE (SEE DETAIL 1)

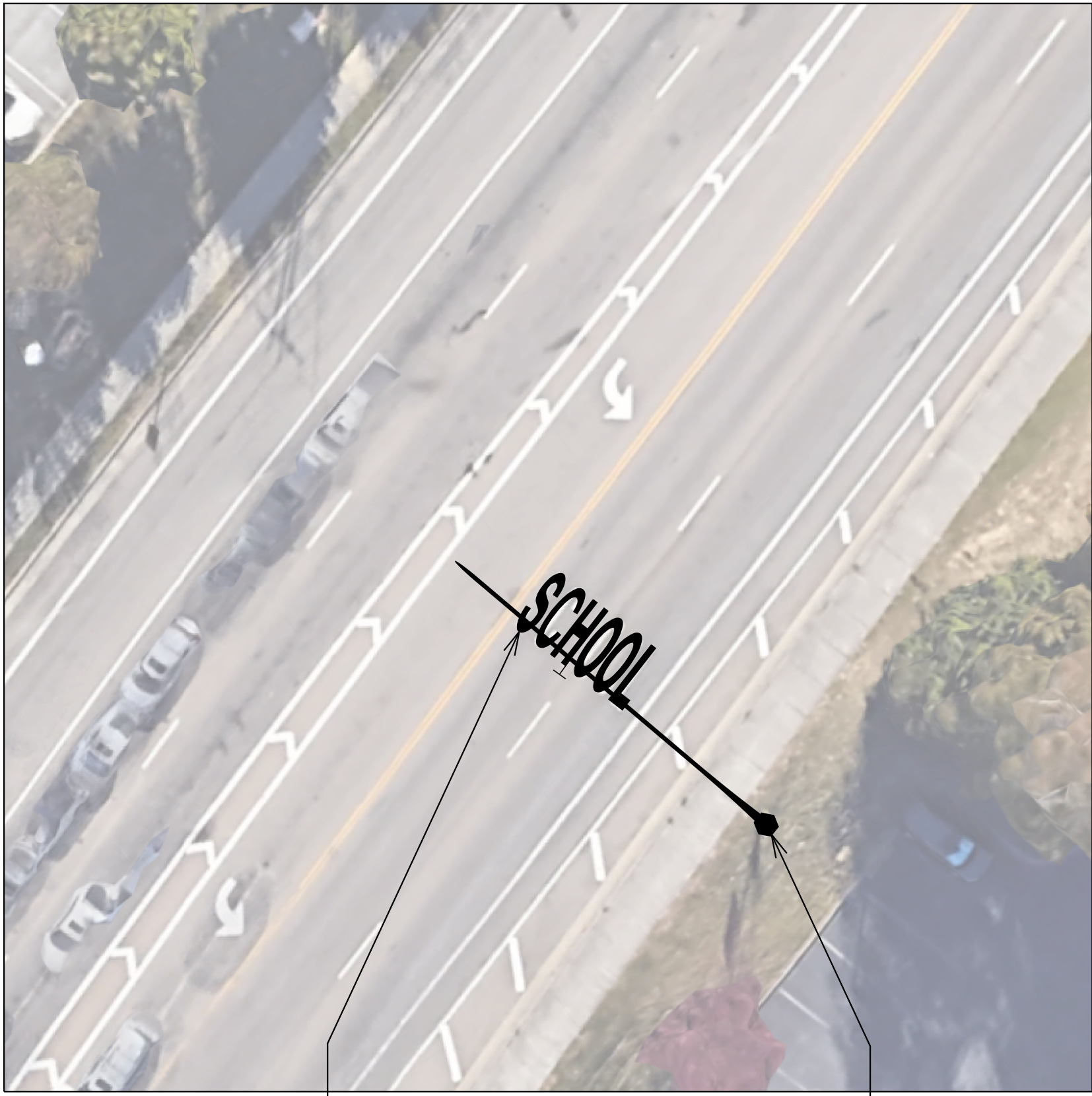
REPLACE EXISTING "SCHOOL"
PAVEMENT MARKING
(SEE DETAIL 4)

REVISIONS		DATE	
CANNON & CANNON INC			
10025 Investment Drive Suite 120 Knoxville, TN 37932			
TEL 865.670.9555 WWW.CANNON-CANNON.COM			
CLIENT: TOWN OF FARRAGUT			
PROJECT: FARRAGUT SCHOOL ZONE FLASHER UPGRADES			
PROPOSED LAYOUT GRIGSBY CHAPEL ROAD ST. JOHN NEUMANN CATHOLIC SCHOOL			
CCJ PROJECT NO. 00354-0024		00354-0024	
DATE 04-10-24		P.M. WAS	
DRAWN WDR		Q.C. WAS	
		4	





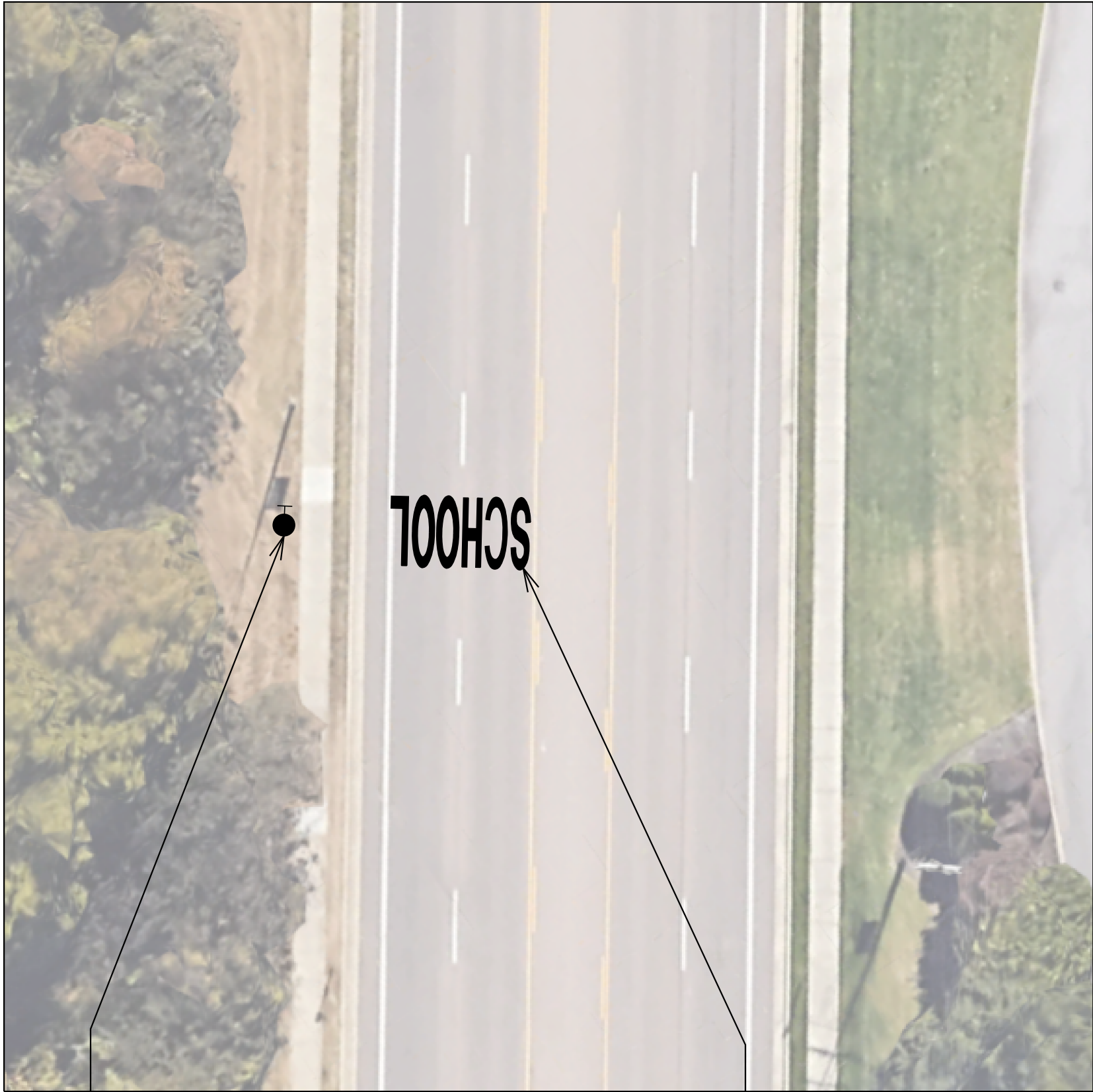
INSET 1



REPLACE EXISTING "SCHOOL"
PAVEMENT MARKING
(SEE DETAIL 3)

INSTALL SCHOOL FLASHING
ASSEMBLY ON NEW CANTILEVER
SUPPORT (SEE DETAIL 2)

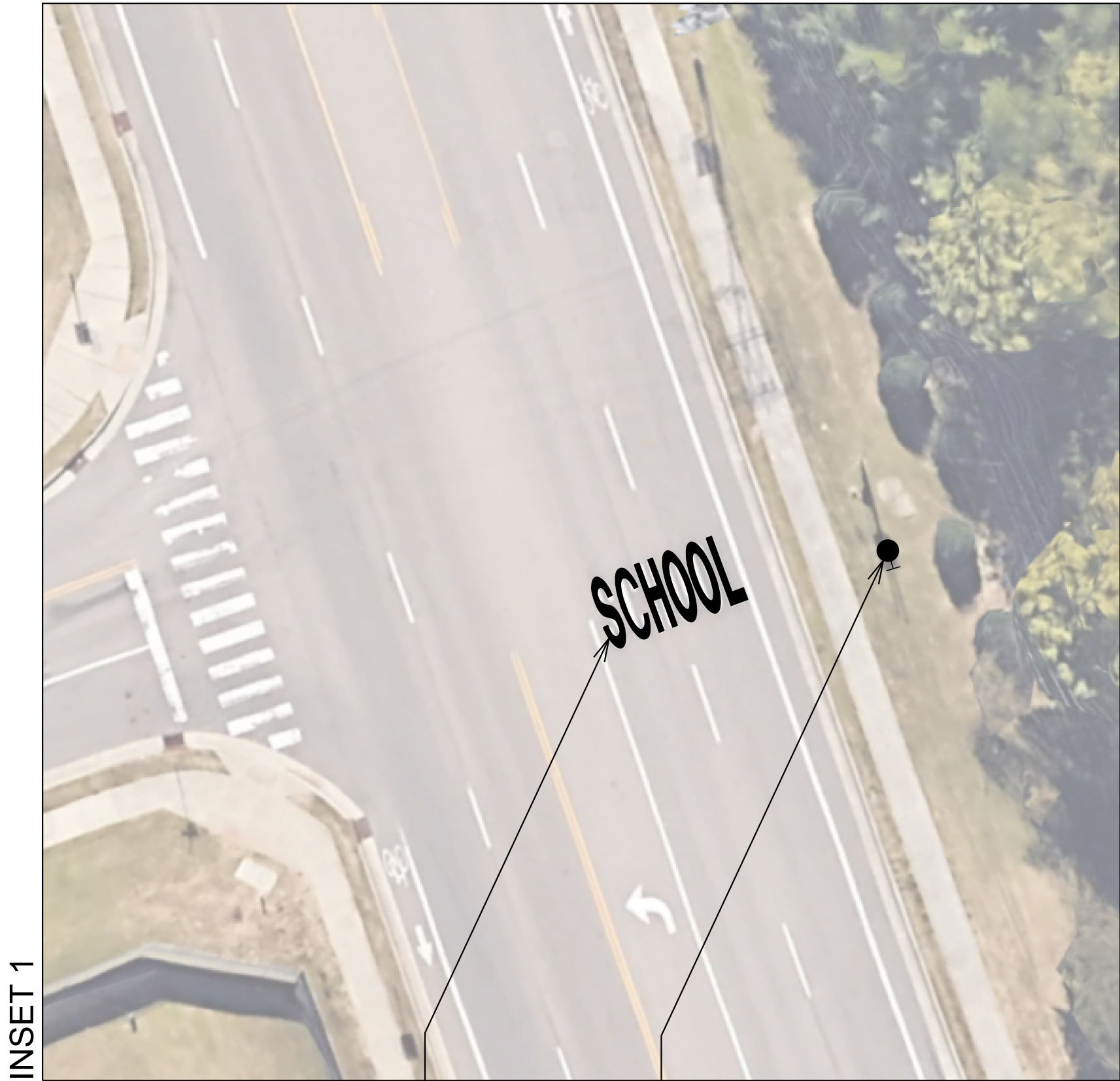
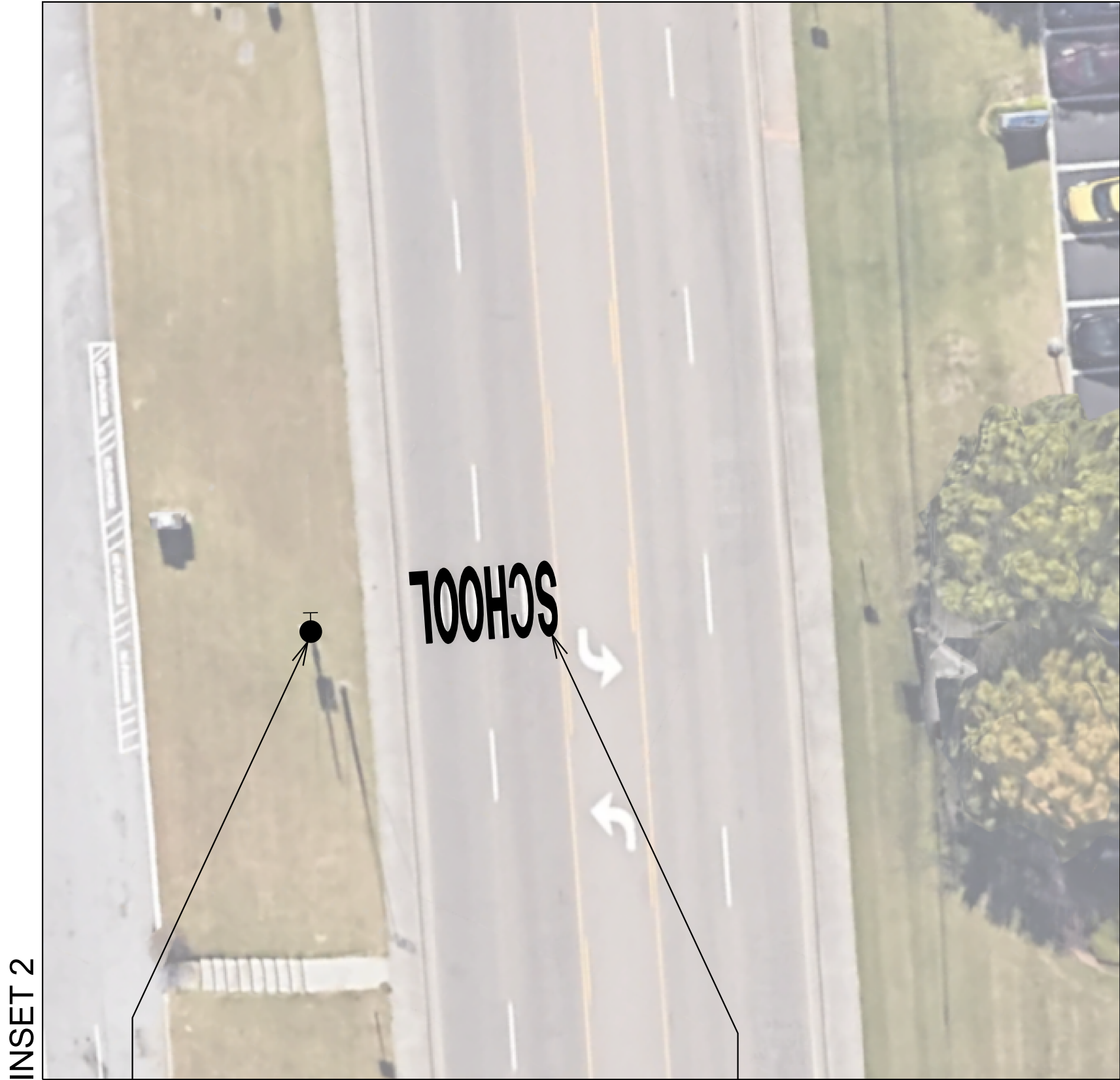
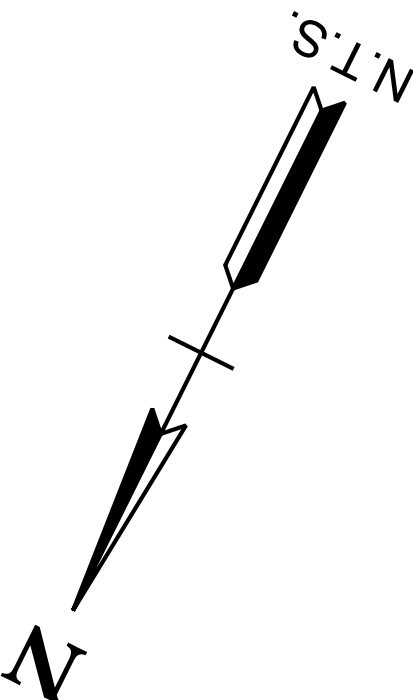
INSET 2



INSTALL SCHOOL FLASHING
ASSEMBLY ON NEW WOOD
POLE (SEE DETAIL 1)

INSTALL NEW "SCHOOL"
PAVEMENT MARKING
(SEE DETAIL 3)

REVISIONS		DATE
CANNON & CANNON INC TEL 865.670.9555 10025 Investment Drive WWW.CANNON-CANNON.COM Suite 120 Knoxville, TN 37932		
CLIENT: TOWN OF FARRAGUT		
PROJECT: FARRAGUT SCHOOL ZONE FLASHER UPGRADES		
PROPOSED LAYOUT CAMPBELL STATION ROAD FARRAGUT PRIMARY SCHOOL		
CCI PROJECT NO. 00394-0024		00394-0024
DATE	04-10-24	P.M.
DRAWN	WDR	WAS
Q.C.	WAS	
REGISTERED PROFESSIONAL ENGINEER A. STOKES STATE OF TENNESSEE		5



REVISIONS		DATE
CANNON & CANNON INC TEL 865.670.9555 10025 Investment Drive WWW.CANNON-CANNON.COM Suite 120 Knoxville, TN 37932		
CLIENT: TOWN OF FARRAGUT		
PROJECT: FARRAGUT SCHOOL ZONE FLASHER UPGRADES		
PROPOSED LAYOUT CAMPBELL STATION ROAD FARRAGUT MIDDLE SCHOOL AND HIGH SCHOOL		
CCJ PROJECT NO. 00394-0024		DATE 04-10-24
A. STOKES		P.M. WAS
REGISTERED ENGINEER		DRAWN WDR
STATE OF TENNESSEE		Q.C. WAS
		6

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY:

Mark Shipley, Community Development Director

SUBJECT:

Request for approval of the Great Farragut Sidewalk Sale Event (Shop Farragut, Applicant)

INTRODUCTION AND BACKGROUND: This agenda item involves a request for approval for the Great Farragut Sidewalk Sale Event that is proposed during the Tennessee Tax-Free Weekend from July 26-28.

DISCUSSION: This will be a Town-wide event sponsored by the Shop Farragut program. The intent is to promote Town businesses during the Tennessee Tax-Free Weekend. As outlined in the application included in the packet, the event would allow businesses to move merchandise outside, put up outdoor displays, and operate under relaxed temporary signage and outdoor display regulations.

Applicants will be responsible for adhering to the Town’s temporary sign requirements. Should a participating shopping center wish to have one temporary sign for the event, then the applicant is proposing to waive any permit fee. Individual businesses that desire to have a temporary sign will be subject to the application fee and the sign will be counted as one of their four temporary signs permitted per year. In all cases, the temporary signs will be required to comply with the Town’s requirements for temporary signs related to material, size, and placement.

RECOMMENDATION: Along with the event application, included in the packet are copies of the Business Registration Form, Signage Guidelines, and an Instructions and Agreement Form which establishes parameters for the event, mainly related to safety and accessibility. The event will be monitored and supervised by the Shop Farragut Program.

Steve Krempasky with Shop Farragut will be present to review the event and answer questions. The staff is recommending approval of the event.

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	_____	_____	_____	_____	_____



The GREAT Farragut™

SIDEWALK

S

A

L

E

Farragut
Special Event Permit Application

BP-2024-283

Submitted by Stephen Krempasky
steve@farragutbusiness.com
(865) 307-2486

Address of Proposed Work: **404 JUSTICE VALLEY ST**

City: **FARRAGUT** State: **TN** Zip: **37934**

Contact Information

Applicant's Contact Information

Title: First Name: **Stephen** Last Name: **Krempasky** Suffix:

Business Name: **Farragut Business Alliance**

Mailing Address: **PO BOX 23583**

City: **Farragut** State: **TN** Zip: **37933**

Email Address: **steve@shopfarragut.com**

Cell Phone: Work Phone: Home Phone: **(865) 307-2486**

Contractor's Contact Information

Title: First Name: **Stephen** Last Name: **Krempasky** Suffix:

Business Name: **Shop Farragut**

Mailing Address: **PO BOX 23583**

City: **Farragut** State: **TN** Zip: **37933**

Email Address: **steve@shopfarragut.com**

Cell Phone: **(865) 307-2486** Work Phone: Home Phone:



You can complete this application and view application updates online at
MyGovernmentOnline.org

Brief Description of Event *

A program to engage the entire Farragut Business Community in a retail promotion during the Tennessee Tax-Free (Back to School) Weekend. This event would allow businesses to move merchandise outside, put up outdoor displays and operate under relaxed temporary signage and outdoor display regulations for one weekend under a highly advertised SHOP FARRAGUT promotional umbrella.

Is event private or open to the public? *

Open to the public

Is food being served?

No

Will you have portable Sanitary Facilities?

No

Will you have a solid waste dumpster?

No

Will there be any temporary structures/stages?

No

Upload Location in File Upload Section.

Will you need Temporary Power?

No

PROVIDE LOCATION DRAWING IN FILE UPLOAD SECTION.

Will you have any other Air Supported Structures?

No

UPLOAD LOCATION DRAWING IN FILE UPLOAD SECTION.

Will you need any public street closures?

No

Please Note: Any public street closures must go before Board of Mayor and Aldermen for approval

Where are the parking areas located?

INCLUDE DRAWING IN FILE UPLOAD SECTION.



You can complete this application and view application updates online at MyGovernmentOnline.org

Do you want this event advertised on VisitFarragut.org? Yes

Will there be any animals at the event? No

Will alcoholic beverages be served? * No

How many people do you expect? 10,000

A Signed Letter of Approval from Property Owner must be uploaded in the document uploads section.

End Date of Event 7/28/2024

Event Start Time 12:00 AM

Event End Time 11:30 PM

Event Setup Time 12:00 AM

Event Teardown Time 11:30 PM

Documents Uploaded

The following documents are attached to the Application.

sf great sidesale logo final.jpg



You can complete this application and view application updates online at MyGovernmentOnline.org

THE GREAT FARRAGUT SIDEWALK SALE!

2024 Instructions & Agreement Form

Dates:

- “GFSS” Campaign begins Friday, July 26 and continues through Sunday July 28, 2024. Participation in this Campaign is free for all Town of Farragut businesses with a Farragut Business Privilege License.
- Business registration deadline is Friday July 19, (merchants must complete Business Registration AND Instructions and Agreement forms). Advertised Specials/Special Events are optional. (Businesses are not required to offer discounts, coupons and/or special events to be part of this campaign.)

SHOP FARRAGUT aka Farragut Business Alliance will provide the following:

- Website & Social Media support (Facebook, Twitter, Instagram)
- Coordination with the Town of special event & signage approvals
- Coupons/deals/offers distribution

Campaign exposure includes:

- Extensive advertising (local print, radio and cable TV as funds allow)
- Advertising on the Town’s government cable channels (Charter & TDS)
- Advertising on the Farragut Business Alliance’s website (www.shopfarragut.com) with cross-promotion on the Town’s website (www.townoffarragut.org) and both organizations’ social media platforms
- Additional Shop Farragut-branded co-op magazine advertising (at merchant’s expense) may be available.

Important Special Signage Conditions:

- One temporary special event sign at each SHOPPING CENTER or PLAZA can be placed for 10 days at NO CHARGE. It must meet ordinance specs and must be in compliance with legal setback requirements. **IF YOU PLAN TO PURCHASE A NEW SIGN, PLEASE REFERENCE THE “SIGN REQUIREMENTS” SUMMARY IN THIS SHOP FARRAGUT PACKET.**
- A SHOP FARRAGUT representative will review any sign request with the Shopping Center or Plaza contact who indicate they wish to use the above temporary special event sign (this must be marked on the business registration form). We will help the business establish a placement for the sign that will comply with setbacks.
- **No streamers, balloons or other wind activated signs are allowed.**
- Any single business can apply for a temporary sign at the Town Offices under the usual ordinance provisions.
- The GFSS Weekend encourages Outdoor (sidewalk) sales as long as:
 - Pedestrian or vehicular circulation is not impeded (sidewalks not blocked and with at least a 4 foot wide clearance) and/or no hazardous conditions are created, keeping ADA Compliant.
 - Do not block fire hydrants or fire lanes.
 - Any shopping center or business utilizing a portion of their parking lot for displays/booths will need to maintain traffic flow and access to sidewalks and roadways. Site planning should be coordinated with Town staff.
 - Maintain all existing accessible parking as-is.
- Utilizing Special elements or attractions at your site:
 - All participating mobile food vendors must have a Town of Farragut Mobile Food Vendor Permit.
 - Any tents over 400 square feet would require a separate permit.
 - Any inflatable equipment/bounce houses would require a separate permit from the Town Offices.
- Businesses are encouraged to use the approved Shop Farragut “GFSS” slogan & images and may use the Town logo (with written permission) during this period for any additional advertising they may want to provide. Contact steve@shopfarragut.com for additional information.

I have read, understand and agree to the above guidelines for the “The Great Farragut Sidewalk Sale” Campaign.

Business Name: _____ Farragut Bus. License #: _____

Owner/Manager Name: _____ Signature: _____

Date: _____

Please complete required Business Registration Form



BUSINESS REGISTRATION FORM

THE GREAT FARRAGUT SIDEWALK SALE 2024

Please complete this entire form and return by **Friday July 19, 2024** to Farragut Business Alliance,
P.O. Box 23583, Knoxville, TN 37933 or email to Steve@shopfarragut.com

Business Name (to appear in advertising): _____

Contact Name: _____ **Farragut Bus. License #:** _____

Mailing Address: _____

Phone: _____ **Email:** _____

Facebook page URL and/or Twitter handle (for social sharing): _____

Category for your Shop Farragut listing:

Restaurant/Fast Food ____ Retail ____ Services ____ Health/Exercise ____
Groceries/Food/Drink ____ Financial ____ Specialty Products ____ Other ____

Brief description of business location (i.e. name of shopping center, etc.): _____

Do you or your location intend to display a temporary sign as described in the
“Instruction and Agreement” form? _____ (Farragut Business Alliance does *not*
provide sign; business is responsible for printing/payment for sign.) **IMPORTANT: TURKEY**
CREEK BUSINESSES NEED TO CHECK COVENANTS & RESTRICTIONS
OUTLINED IN THEIR LEASES FOR SIGNAGE RESTRICTIONS!!!

If so, please describe the proposed location for the additional sign:

Do you currently have any outstanding citations from the Town of Farragut? _____

If yes, please describe: _____

Please complete required 2024 Instructions & Agreement Form

Questions? Email steve@shopfarragut.com

Shop Farragut
THE GREAT FARRAGUT SIDEWALK SALE
Signage Guidelines - 2024



- 1) Time Frame – Businesses must complete a Temporary Sign Permit at the Town of Farragut Offices or website and pay the applicable fee. They can install one **compliant** sign on Friday, July 19, and must have it removed by Monday July 29, 2024.
- 2) Time Frame – After contacting Steve Krempasky at SHOP FARRAGUT, (steve@shopfarragut.com or 865-307-2486), Shopping Centers or Plazas can install one **compliant** sign on Friday, July 19, and must have it removed by Monday July 29, 2024.
- 3) Setback – all portions of the sign must be at least twenty (20) feet from the edge of the nearest public street (e.g. Kingston Pike, Parkside Drive, N. Campbell Station Road, etc.,) pavement and ten (10) feet from the edge of the nearest driveway entrance. **Please contact Holley Marlowe at 865-966-7057 (hmarlowe@townoffarragut.org) if you are unsure about placement.**
- 4) Size – the sign face may be up to twenty (20) square feet and cannot exceed six (6) feet in total height.
- 5) Type of Material – Shop Farragut and special event signs must be made of ten (10) millimeter (roughly 3/8 inch thick) corrugated plastic and mounted on metal t-posts. **Banners, balloons and any other wind-activated signs are NOT permitted.**
- 6) Sign Face Appearance – the sign face must have a **white background** and must include the Shop Farragut logo on the sign and the entity's name. We suggest having a sign made that you can re-use next year for permitted special events and for future years' Shop Farragut campaigns.
- 7) **Prior to paying for a Temporary sign**, please ask your sign fabricator to e-mail a draft to hmarlowe@townoffarragut.org with a copy to steve@shopfarragut.com . Be sure to note dimensions and the material with which the sign will be made (to verify that it will be compliant). Town staff will review and once the layout has been approved via e-mail, you are ready to have the sign fabricated.
- 8) Contact steve@shopfarragut.com (865-307-2486) with any additional questions.

IMPORTANT NOTE: IF YOUR BUSINESS IS LOCATED IN TURKEY CREEK, IT IS IMPORTANT THAT YOU CHECK THE RESTRICTIONS & COVENANTS LISTED IN YOUR LEASE AGREEMENT REGARDING SIGNAGE.

REMEMBER IF THEY DO NOT PERMIT TEMPORARY SIGNAGE, YOUR LANDLORD HAS THE RIGHT TO REMOVE ANY SIGN YOU ERECT.