



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

AGENDA
October 10, 2024

BMA MEETING
6:00 PM

- I. Roll Call, Silent Prayer, Pledge of Allegiance**
- II. Approval of Agenda**
- III. Approval of Minutes**
 - A. September 26, 2024
- IV. Mayor's Report**
- V. Ordinances & Resolutions**
 - A. Ordinances**
 - 1. First Reading**
 - a) **Ordinance 24-18**, an Ordinance of the Town of Farragut, Tennessee amending the Fiscal Year 2024-2025 Capital Investment Program and ARPA Fund budgets, passed by Ordinance 24-07
 - B. Resolution**
 - 1. Approval of Resolution R-2024-13, Declaring Certain Town Property to be Surplus Property
- VI. Business Items**
 - A. Approval of the revised Farragut Museum Committee Charter
 - B. Approval of Appointments to the Arts and Beautification Committee
 - C. Approval of Amendment 2 to Professional Services Agreement with Ross Fowler for Bidding and Construction Services for McFee Park Phase 4
 - D. Approval of Dates for the November & December Board of Mayor and Aldermen Meetings

239 JAMESTOWNE BLVD | 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

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 view 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.

September 26, 2024

MINUTES

BMA WORKSHOP

Mixed Use Town Center & Comprehensive Land Use Plan Discussion

Mark Shipley, Community Development Director, gave an overview and history of the Mixed-Use Town Center & Comprehensive Land Use Plan.

BMA MEETING

Roll Call, Silent Prayer, Pledge of Allegiance

Mayor Williams called the meeting to order at 6:00 PM. Roll Call for attendance: Alderman Burnette, yes; Alderman Cain, yes; Vice-Mayor Meyer, absent; 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 Burnette, seconded by Alderman White; voting yes, Mayor Williams, Aldermen Burnette, Cain, and White; Vice-Mayor Meyer was absent; no nays; motion passed.

Approval of Minutes

Motion was made to approve the minutes of September 12, 2024, as presented. Moved by Alderman White, seconded by Alderman Burnette; voting yes, Mayor Williams, Aldermen Burnette, Cain, and White; Vice-Mayor Meyer was absent; no nays; motion passed.

Mayor's Report

The Farragut Board of Mayor and Aldermen presented donation checks to each of the schools in Farragut.

Mayor Williams thanked the town staff and the Arts & Beatification Committee for the dedication to the Art Show event.

Alderman Burnette recognized School Board member Lauren Morgan. He also thanked Michelle Pence, Human Resources Director for a great employee picnic event.

Ordinances & Resolutions

Ordinances

Public Notice and Second Reading

Ordinance 24-15, an ordinance to rezone Parcel 191.1, Tax Map 130, south of Home Federal Bank off Parkside Drive, 1.57 Acres, from Office District, Three Stories (O-1-3) to General Commercial (C-1) (Turkey Creek Land Partners, LLC, Applicant)

Motion was made to approve Ordinance 24-15 on second and final reading. Moved by Alderman White, seconded by Alderman Burnette; roll call vote; Alderman Burnette, yes; Alderman Cain, yes; Vice-Mayor Meyer, absent; Alderman White, yes; Mayor Williams, yes; motion passed.

Ordinance 24-16, an ordinance to rezone a portion of the property at 12715 Union Road from General Single-Family Residential (R-2) to Rural Single-Family Residential (R-1), 8.64 Acres (Wil Glafenhain, Applicant)

Motion was made to approve Ordinance 24-16 on second and final reading. Moved by Alderman White, seconded by Alderman Burnette; roll call vote; Alderman Burnette, yes; Alderman Cain, yes; Vice-Mayor Meyer, absent; Alderman White, yes; Mayor Williams, yes; motion passed.

Ordinance 24-17, an Ordinance of the Town of Farragut, Tennessee amending the Fiscal Year 2024-2025 Capital Investment Program and ARPA Fund budgets, passed by Ordinance 24-07

Motion was made to approve Ordinance 24-17 on second and final reading. Moved by Alderman White, seconded by Alderman Burnette; roll call vote; Alderman Burnette, yes; Alderman Cain, yes; Vice-Mayor Meyer, absent; Alderman White, yes; Mayor Williams, yes; motion passed.

Business Items

Approval of a Special Event Permit for St. John Neumann Catholic Church “Mustang Miler” 5K and Fun Run, October 26, 2024

Motion was made to approve the special event application for St. John Neumann Catholic Church “Mustang Miler” 5K and Fun Run, October 26, 2024. Moved by Alderman Burnette, seconded by Alderman Cain; voting yes, Mayor Williams, Aldermen Burnette, Cain, and White; Vice-Mayor Meyer was absent; no nays; motion passed.

Approval of First Amendment to Option and Lease Agreement between Crown Communications LLC and the Town of Farragut for property located at 521 Virtue Road

Motion was made to approve the First Amendment to Option and Lease Agreement between Crown Communications, LLC and the Town of Farragut for property located at 521 Virtue Road. Moved by Alderman Burnette, seconded by Alderman Cain; voting yes, Mayor Williams, Aldermen Burnette, Cain, and White; Vice-Mayor Meyer was absent; no nays; motion passed.

Approval of the Board of Mayor and Aldermen appointments to Town of Farragut Boards and Commissions

Motion was made to appoint the elected officials to the committees below:

Arts & Beautification Committee – Mayor Williams

Education Relations Committee – Alderman Cain

Museum Committee – Mayor Williams

Parks & Athletics Council – Alderman Burnette

Stormwater Advisory Committee – Vice-Mayor Meyer

Tourism and Visitors Committee – Alderman Cain

Visual resources Review Board – Alderman White

Moved by Alderman Burnette, seconded by Alderman Cain; voting yes, Mayor Williams, Aldermen Burnette, Cain, and White; Vice-Mayor Meyer was absent; no nays; motion passed.

Approval of Contract for the Town Hall Network Communications through Omnia Partners

Motion was made to approve the contract, through Omnia Partners, with Graybar Electrical Supply in the amount of \$43,339.78. Moved by Alderman Burnette, seconded by Alderman White; voting yes, Mayor Williams, Aldermen Burnette, Cain, and White; Vice-Mayor Meyer was absent; no nays; motion passed.

Citizens Forum

Jennifer Hay, 709 Battlefront Trail, addressed the board concerning solutions for St John Court and Grigsby Chapel Road traffic.

Louise Povlin, 12830 Stahl Drive, addressed the board concerning a couple of points in the land use plan.

The meeting adjourned at 6:30 PM.

Ron Williams, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Finance Director/Town Recorder

SUBJECT: **Ordinance 24-18**, an Ordinance of the Town of Farragut, Tennessee amending the Fiscal Year 2024-2025 Capital Investment Program and ARPA Fund budgets, passed by Ordinance 24-07

INTRODUCTION:

The purpose of this agenda item is to approve Ordinance 24-18 on first reading to amend the Fiscal Year 2025 Capital Investment Program and ARPA Fund budgets.

ARPA Fund

DISCUSSION:

The **ARPA Fund** will be amended by increasing expenditures from \$4,664,401.73 to \$4,696,980.73, an increase of \$32,579 for the following project.

- McFee Park Phase 4, Stormwater Parking Facilities \$32,579 – The additional funds are needed for the project engineering services. The additional funds needed will be funded from the Stormwater Project assigned fund balance in the Capital Investment Program.

FINANCIAL SECTION: ARPA Fund Budget

Account Number: ARPA Fund Expenditures		
<u>FY2025 Amended Budget</u>	<u>Requested Amendment</u>	<u>FY2025 Amended Budget</u>
\$4,664,401.73	\$32,579	\$4,696,980.73
Approved By: <u>A. Myers</u>		

Capital Investment Program Fund

DISCUSSION:

Funds will be transferred to the ARPA Fund to supplement additional funds needed for projects. The funds will be deducted from the assigned fund balance for stormwater projects.

Account Number: CIP Fund Expenditures		
<u>FY2025 Assigned Fund</u>		
<u>Balance</u>	<u>Requested Amendment</u>	<u>FY2025 Amended Balance</u>
\$183,706.27	\$32,579	\$151,127.27
Approved By: <u>A. Myers</u>		

RECOMMENDATION BY: Allison Myers, Finance Director/Town Recorder

PROPOSED MOTION: Motion to approve Ordinance 24-18 on first reading.

BOARD ACTION:

MOTION BY: _____ SECONDED BY: _____

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

ORDINANCE	24-18
PREPARED BY	Myers
1 ST READING	October 10, 2024
2 ND READING	October 24, 2024
PUBLISHED IN	Farragut Press
DATE	

AN ORDINANCE OF THE TOWN OF FARRAGUT, TENNESSEE AMENDING THE
FISCAL YEAR 2024-2025 GENERAL FUND AND CAPITAL INVESTMENT FUND
BUDGETS, PASSED BY ORDINANCE 24-07

WHEREAS, the Town of Farragut adopted the fiscal year 2024-25 budget by passage of Ordinance Number 24-07 on June 13, 2024; and

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

WHEREAS, a reallocation of department expenses is being made in the Capital Investment Fund budget and expenses will be greater than budgeted in the ARPA Fund budget; and

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF FARRAGUT, TENNESSEE THAT CHANGES BE MADE TO THE FISCAL YEAR 2024-2025 BUDGET AS FOLLOWS:

SECTION 1. Ordinance 24-07 is hereby amended by:

The **ARPA Fund** will be amended by increasing expenditures from \$4,664,401.73 to \$4,696,980.73, an increase of \$32,579 for the following project.

- McFee Park Phase 4, Stormwater Parking Facilities \$32,579 – The additional funds are needed for the project engineering services. The additional funds needed will be funded from the Stormwater Project assigned fund balance in the Capital Investment Program.

The **Capital Investment Program Budget** will be amended by transferring \$32,579 from the Stormwater assigned fund balance within the Capital Investment Program budget to the ARPA Fund.

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

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

Ron Williams, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of Resolution R-2024-13, Declaring Certain Town Property to be Surplus Property

DISCUSSION:

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

- **Volleyball Poles-2 sets**

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

RECOMMENDATION BY:

Allison Myers, Town Recorder

PROPOSED MOTION:

To approve Resolution R-2024-13, a resolution declaring certain town property to be surplus property.

BOARD ACTION:

MOTION BY: _____ SECONDED BY: _____

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



TOWN OF FARRAGUT

RESOLUTION R-2024-13

A Resolution Declaring Certain Town Property to be Surplus Property.

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

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

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

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

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

- Volleyball Poles-2 sets

This Resolution is duly adopted by the Board of Mayor and Aldermen of the Town of
Farragut on this 10th day of October 2024.

Ron Williams, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Finance Director/Town Recorder

SUBJECT: Approval of the revised Farragut Museum Committee Charter.

DISCUSSION: The Farragut Museum Committee met to discuss the committee charter. The committee voted to combine the committee’s bylaws with the existing charter. No other changes were made.

RECOMMENDATION BY: Allison Myers, Finance Director/Town Recorder

PROPOSED MOTION: To approve the revised Farragut Museum Committee Charter.

BOARD ACTION:

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

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



FARRAGUT MUSEUM COMMITTEE CHARTER

ARTICLE I: NAME

The name of this body shall be the **Farragut Museum Committee**

ARTICLE II: PURPOSE

The Farragut Museum Committee is to advise and assist the Town of Farragut, its citizens and its staff in preserving the heritage of our East Tennessee Community. The committee fosters an appreciation of history through the acquisition, collection, preservation, display and interpretation of objects of historic and cultural significance.

ARTICLE III: COMMITTEE ACTIVITY

- Recommend annual and long-range Town goals to promote appreciation and understanding of the history of the Farragut area to citizens of the Town of Farragut.
- Plan special historical programs for all citizens, especially children, seniors and special needs citizens.
- Assist staff as requested in the planning and presentation of changing exhibits.
- Promote the Museum through traveling exhibits and lectures.
- Raise funds, as needed, for the Museum through donations, memorials, honoraria and membership and acknowledge these through letters, special programs and publications.
- Propose reasonable Town funding to initiate and/or maintain programs that will contribute to achieving the Town's cultural goals.
- Assist in identifying grant opportunities and preparing grant proposals to help fund the Town's preservation and cultural programs and facilities.

Under the guidance of the Farragut Museum Committee, activities such as lectures, concerts, exhibitions, educational programs and seminars could be presented for the benefit of citizens of the Farragut community. Many such events can be self-supporting or profitable to the Town.

ARTICLE IV: COMMITTEE MEMBERSHIP

- The committee will consist of eleven (11) voting members, appointed by the Farragut Board of Mayor and Aldermen, and shall abide by the by-laws approved by the Farragut Board of Mayor and Aldermen. Additionally, the committee may appoint one (1) non-voting youth member.
- The voting members of the committee shall be appointed for a term of two (2) years. Terms of office shall be staggered in an approximate 50/50 balance to ensure continuity in membership. There are no term limits.

ARTICLE V: MEETING ATTENDANCE

- Voting members serve at the pleasure of the Board of Mayor and Aldermen and are expected to attend scheduled meetings. The term of any voting member shall expire on the third absence from the scheduled meetings during the fiscal year unless a hardship is occurring in this individual's life. The Chair and Mayor will discuss and approve.
- A majority (one more than half) of the entire voting members of the committee shall constitute a quorum. A quorum shall be present before any business is transacted.
- Regular meetings shall be held on the fourth Tuesday of each month at 1:30 p.m. except during the months of July, November and December. All regular meetings of the committee shall be open to the public.
- The committee shall keep a record of its meetings. These records shall be public and maintained in the files of the Town of Farragut.
- The committee is to provide the Farragut Board of Mayor and Aldermen with an annual report on the status of their goals and objectives from the previous year and upcoming year. This will take place in June.
- The Town staff will support the committee by providing information, helping facilitate programs and cultural events, and assisting in the preparation of grant applications and reports.
- Special meetings may be called by the Chairman or by simple majority of the committee. Notice of a special meeting may be served by delivering it to the committee.

ARTICLE VI. OFFICERS

- The Committee shall elect, at its August meeting, from its voting membership, a Chair, Vice-Chair, and Secretary. These positions shall be elected by the majority of the Committee and shall serve for a term of one year and can be renewed for an additional year.
- A vacancy in office because of resignation, removal, or otherwise may be filled by majority vote of the committee for the unexpired portion of the term.

A committee member who has any interest in any matter before the committee, shall disclose said interest in accordance with the adopted Town Ethics Ordinance. The chairman shall make the determination on whether that member shall have a vote in said matter.

It is specifically noted that the Town has many committees. It is expected that, where appropriate, the Farragut Museum Committee will be mutually supportive of all Town committees.

Amended Date: May 28, 2024

This charter was approved by the Farragut Board of Mayor and Aldermen.

Ron Williams, Mayor

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of Appointments to the Farragut Arts & Beautification Committee

INTRODUCTION: The purpose of this business item is to appoint applicants to the Farragut Arts & Beautification Committee. There are currently two, one-year, positions available on the committee with terms ending June 2025. Jennifer Craddick and Jeromy Brewster have applied.

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

PROPOSED MOTION: To appoint Jennifer Craddick and Jeromy Brewster, each to a one-year appointment on the Farragut Arts & Beautification Committee with the term ending June 2025.

BOARD ACTION:

MOTION BY: _____ SECONDED BY: _____

<u>VOTE/TOTAL</u>	<u>BURNETTE</u>	<u>MEYER</u>	<u>PINCHOK</u>	<u>CAIN</u>	<u>WILLIAMS</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____



farragut

TOWN OF FARRAGUT CITIZEN BOARD/COMMITTEE APPLICATION

Name Jeremy Brewster
Address 11503 Woodcliff Dr Zip 37934
Home Phone 317-985-9499 Business Phone _____
Fax _____ E-mail brewsinc@hotmail.com
Occupation Director Patient Engagement Analytics - Eli Lilly & Company
Education BS neuroscience / M.S. Bioinformatics

Why would you like to serve on a Town of Farragut committee (attach resume or additional information if desired):

serve as mediator between professional/adults & youth for advanced mentorship. I came from town with high aptitude. I would like to bring that to this lovely town

Intro to Farragut Program Graduate Yes _____ No X

Indicate which Committee you are interested in serving:

- X Arts and Beautification Committee
- _____ Board of Plumbing & Gas/Mechanical Examiners
- _____ Board of Zoning Appeals (BZA)
- _____ Farragut Museum Committee
- X Farragut Education Relations Committee
- _____ Farragut Tourism / Visitor Advisory Committee *
- _____ Parks & Athletics Council
- _____ Stormwater Advisory Committee
- _____ Visual Resources Review Board (VRRB)

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

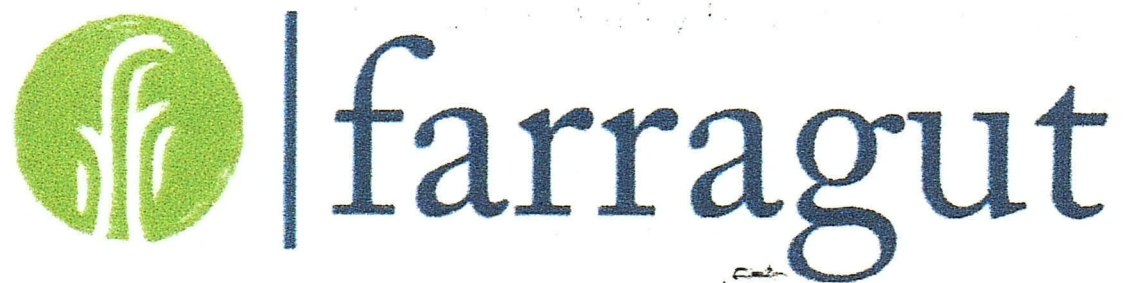
I give my permission to the Town of Farragut to use my likeness on the web and/or Town publications. I have read and understand the Code of Ethics Ordinance and the applicable committee charter, ordinance or and/or by-laws.

Signature Jeremy Brewster Date 4/5/2024

Please sign, date and return to:

Farragut Town Hall, 11408 Municipal Center Drive, Farragut, TN 37934

Fax: 675-2096 or scan/e-mail to phall@townoffarragut.org



TOWN OF FARRAGUT CITIZEN BOARD/COMMITTEE APPLICATION

Name Jennifer Craddick
Address 424 Port Charles Dr. Zip 37934
Cell 865-250-6837 Home Phone 865-250-6837 Business Phone N/A
Fax N/A E-mail CraddickJK@tds.net
Occupation Retired 25 yrs at ORNL Business Professional
Education BA Mary Baldwin University 1990

Why would you like to serve on a Town of Farragut committee (attach resume or additional information if desired):

It is important to give back to your community. Public service is the price we pay to our neighbors and children to have such a vibrant and charming town.

Intro to Farragut Program Graduate Yes ☒ No ☐

Indicate which Committee you are interested in serving:

- ☒ Arts and Beautification Committee
- ☐ Board of Plumbing & Gas/Mechanical Examiners
- ☐ Board of Zoning Appeals (BZA)
- ☐ Farragut Education Relations Committee
- ☐ Farragut Museum Committee
- ☐ Farragut Tourism / Visitor Advisory Committee *
- ☐ Parks & Athletics Council
- ☐ Stormwater Advisory Committee
- ☐ Visual Resources Review Board (VRRB)

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

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

Signature Jennifer Craddick Date 25 Sep 2024

Please sign, date and return to:

Farragut Community Center, 239 Jamestowne Blvd Suite 201, Farragut, TN 37934
Fax: 675-2096 or scan/e-mail to parksandrecinfo@townoffarragut.org

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Darryl W. Smith, PE**SUBJECT:** Approval of Amendment 2 to Professional Services Agreement with Ross Fowler for Bidding and Construction Services for McFee Park Phase 4

INTRODUCTION: The purpose of this item is the approval of an amendment to adjust fees for professional services related to McFee Park Phase 4, the permeable paver parking facilities at McFee Park.

BACKGROUND: The Board of Mayor and Aldermen approved a professional services agreement with Ross Fowler for design and construction services for the project on November 11, 2021, with a total fee of \$138,750. This fee was calculated as 9.25% of the estimated construction cost (\$1,500,000). Services during the bidding phase of the project were further broken out as 5% of the overall fee ($0.05 \times 0.0925 \times \$1,500,000 = \$6,937.50$), while construction services were broken out as 25% of the overall fee ($0.25 \times 0.0925 \times \$1,500,000 = \$34,687.50$). The actual bid on the project was \$2,674,000, partially due to an increase in complexity of the project, as well as inflation since the original fee was approved. Ross Fowler's contract requires that we base the fees for the bidding phase and construction phase services on the actual bid price, which increases these fees to \$12,367.25 and \$61,836.25, respectively. Please note that compensation paid in previous progress payments is not adjusted based upon this new construction cost. The total fee increase is $\$12,367.25 + \$61,836.25 - \$6,937.50 - \$34,687.50 = \$32,578.50$.

FINANCIAL SECTION:

Project: McFee Park Phase 4 – Permeable Paver
Parking and Stormwater Quality Improvements

<u>Project Budget</u>	<u>Requested Amount</u>	<u>Contracted Amount to</u> <u>Date:</u>	<u>Remaining Amount</u>
\$2,706,579	\$32,578.50	\$2,674,000	\$0.00

Approved By: A. Myers

RECOMMENDATION BY: Darryl Smith, Town Engineer, for approval.

PROPOSED MOTION: Approval of Amendment 2 to Professional Services Agreement with Ross Fowler, with fee increase of \$32,578.50.

BOARD ACTION:

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

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



AIA® Document G802® – 2017

Amendment to the Professional Services Agreement

PROJECT: (name and address)

McFee Park Phase 4
Farragut, Tennessee

AGREEMENT INFORMATION:

Date: November 11, 2021

AMENDMENT INFORMATION:

Amendment Number: 002
Date: September 16, 2024

OWNER: (name and address)

Town of Farragut
11408 Municipal Center Drive
Farragut, TN 37934

ARCHITECT: (name and address)

Ross/Fowler, P.C.
5103 Kingston Pike
Suite 105
Knoxville, TN 37919

The Owner and Architect amend the Agreement as follows:

Article 11.7 The updated hourly billing rates as requested by the Town Engineer are as follows:

Exhibit C Ross/Fowler 2024 Hourly Rates (attached)

Exhibit D JMT Engineers (formerly Vaughn & Melton) (attached)

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

Article 11.6 The most recent Cost of the Work is \$2,674,000 which is the bid of The Franklin Group. The compensation of the Procurement and Construction phases shall be adjusted as follows:

	Contract	Amendment No. 2	Net Fee Increase
Procurement	\$6,937.50	\$12,367.25	\$5,429.75
Construction	\$34,687.50	\$61,836.25	\$27,148.75
Total Fee Increase			\$32,578.50

Schedule Adjustment:

Not applicable

SIGNATURES:

Ross/Fowler, P.C.

ARCHITECT (Firm name)

Town of Farragut

OWNER (Firm name)

SIGNATURE

Patrick C. Brown, President

PRINTED NAME AND TITLE

SIGNATURE

Ron Williams, Mayor

PRINTED NAME AND TITLE

DATE
DATE

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of Dates for the November and December Board of Mayor and Aldermen meetings

BACKGROUND:

In the past the Board of Mayor and Aldermen have chosen to cancel the second meeting in November due to Thanksgiving and the second meeting in December due to Christmas.

DISCUSSION:

The dates for the regularly scheduled meetings are November 14 and 28 and the December meetings are December 12 and 26.

If the board wishes, the second meeting in November and December will need to be cancelled. If a need arises, a special meeting may be called.

PROPOSED MOTION:

To cancel the meeting of November 28, 2024, and December 26, 2024.

BOARD ACTION:

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

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