



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

AGENDA
February 13, 2025

BMA WORKSHOP
General Fund Revenue/Expenditure Projections for FY25/FY26
5:00 PM

BEER BOARD MEETING
5:55 PM

BMA MEETING
6:00 PM

- I. Roll Call, Silent Prayer, Pledge of Allegiance**
- II. Approval of Agenda**
- III. Approval of Minutes**
 - A. January 23, 2025**
- IV. Mayor's Report**
- V. Ordinances & Resolutions**
 - A. Ordinances**
 - 1. First Reading**
 - a) Ordinance 25-03**, ordinance amending the Fiscal Year 2024-2025 General Fund, Capital Investment Program & ADA Capital Projects Funds
 - b) Ordinance 25-04**, ordinance amending Farragut Municipal Code, Chapter 2 – Administration, Article 6 – Finance, Section 2-299 to replace in the existing section in its entirety with a new ordinance

239 JAMESTOWNE BLVD | FARRAGUT, TN 37934 | 865.966.7057 |
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It is the policy of the Town of Farragut not to discriminate on the basis of race, color, natural origin, gender, gender identity, sexual orientation, age, religion, disability or veteran status pursuant to Title VI of the Civil Rights Act of 1964, Public Law 93-112 and 101-336 in its hiring, employment practices and programs. To request accommodations due to disabilities, please call 865-966-7057 in advance of the meeting

VI. Citizens Forum

VII. Town Administrator's Report

VIII. 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.



FARRAGUT BEER BOARD AGENDA

Farragut Community Center
239 Jamestowne Blvd

February 13, 2025
5:55 PM

- I. Approval of Minutes
 - A. January 23, 2025
- II. Beer Permit
 - A. Approval of Class 6, Special Occasion beer permit for St. John Neumann Church & School, "Off to the Races" Derby Event



FARRAGUT BEER BOARD MINUTES

Farragut Community Center
239 Jamestowne Blvd

January 23, 2025
5:55 PM

The meeting was called to order at 5:55 PM. Members present; Mayor Williams, Aldermen Burnette, Cain, and White; Vice-Mayor Meyer was absent.

Approval of Minutes

Motion was made to approve the minutes of September 26, 2024, as presented. Moved by Alderman White, seconded by Alderman Cain; voting yes; Mayor Williams, Aldermen Burnette, and White; Alderman Cain abstained; Vice-Mayor Meyer was absent; no nays; motion passed.

Beer Permit

Approval of Class 1, On Premise beer permit for Flying Biscuit, 11683 Parkside Drive

Motion was made to approve Class 1, On Premise beer permit for Flying Biscuit, 11683 Parkside Drive. 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.

Drew Burnette, Chairman

Allison Myers, Town Recorder

REPORT TO THE BEER BOARD

PREPARED BY: Allison Myers, Finance Director/Town Recorder

SUBJECT: Approval of Class 6, Special Occasion Beer Permit for St. John Neumann Church & School, "Off to the Races" Derby Event

DISCUSSION:

St. John Newmann Catholic Church is planning a Derby Auction and is requesting a special event 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 St. John Newmann Catholic Church is a nonprofit organization and is requesting the permit for March 1, 2025, from 6:00-10:00 PM.

RECOMMENDATION BY:

Allison Myers, Finance Director/Town Recorder, for approval.

PROPOSED MOTION:

Motion to approve the special occasion beer permit for the St. John Neumann Church & School, "Off to the Races" Derby Event, March 1, 2025.

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) ST. JOHN NEUMANN
CATHOLIC CHURCH & SCHOOL
(PATRICK WADE)

- 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: 9006 CANDLEWOOD DR. KNOXVILLE, TN 37923
- Date of Birth 10/03/1975 Home Telephone Number 865-696-1182
Business Telephone Number SAME Social Security Number ...
- Representative Email Address: pwade@sjnknox.org
- Under what name will the business operate?
- Business address 633 ST. JOHN CT. KNOXVILLE, TN 37934
Business Telephone number 865-966-4540

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:
- _____
16. What is the name and address of the Church (or other place of worship) nearest to your business?
- WE ARE.
17. What is the name and address of the school nearest to your business?
- WE ARE.
18. Special Occasion Event Name: "OFF TO THE RACES" DERBY AUCTION
- Location of the special occasion event: ST. JOHN NEUMANN CATHOLIC SCHOOL
- Event Date & Times: SATURDAY, MARCH 1, 2025 6PM-10PM
- Representative name & phone number: PATRICK WADE 865-696-1189
- Have you received a special event permit to hold the event in the Town of Farragut? N/A
19. Tennessee Sales Tax Number: 62-10051428
20. Town of Farragut Business License Number _____

I certify that I am knowledgeable of the laws prohibiting the sale of beer to minors and that this application contains true information to the best of my knowledge and belief.

I understand that this application is subject to the Tennessee Public Records Act and shall be open for inspection and reproduction by any citizen. Tennessee Code Annotated 10-7-503.

I understand that by submitting this application, a background investigation shall be conducted and any and any and all documents related to my request shall become public records.

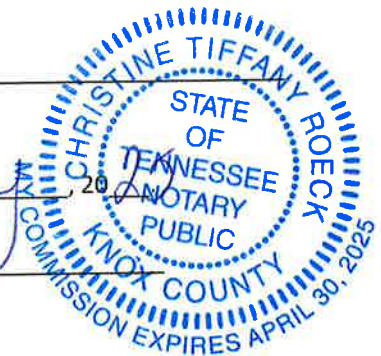
I understand that the applicant or representative must be present at the beer board meeting in which the permit will be discussed.

Patty Wale
Signature of Applicant/Owner (or authorized Corporate Official)

Sworn to and subscribed before me this 14 day of January, 2020

Christine Tiffany Roek
Notary Public

My Commission Expires: 4-30-2025



Notice: A non-refundable \$250 fee must accompany this application. Any applicant making false statement in this application shall forfeit his/her permit and shall not be eligible to receive any permit for a period of ten years.

A privilege tax of \$100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

FOR OFFICE USE ONLY

Application is hereby: Approved _____ Denied _____

On this date: _____, 20__

Beer Board Chairman

Town Recorder

BMA Strategic Planning Retreat Minutes

January 24, 2025

The Farragut Board of Mayor and Aldermen, along with Town staff and community members, gathered at the Turkey Creek Medical Center on January 24, 2025, for a strategic planning workshop to discuss priorities to consider for 2025. The priorities for the 2025 Strategic Plan will be presented for approval at an upcoming Board of Mayor and Aldermen meeting.

BMA Meeting Minutes

January 23, 2025

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 amended agenda with the deletion of item V.B.2. Approval of Resolution R-2025-02, Town of Farragut Purchasing Policy. Moved by Alderman White, seconded by Alderman Cain; voting yes, Mayor Williams, Aldermen Burnette, Cain, and White; no nays; Vice-Mayor Meyer was absent, motion passed.

Approval of Minutes

Motion was made to approve the minutes of January 9, 2025, as presented. Moved by Alderman Burnette, seconded by Alderman White; voting yes, Mayor Williams, Aldermen Burnette, Cain, and White; no nays; Vice-Mayor Meyer was absent, motion passed.

Mayor's Report

Mayor Williams thanked the planning commission and staff for the work put into the Mixed-Use Town Center Vision Plan.

Alderman Burnette reported that Candace Viox had been recognized as an inspiring community leader and selected by Lori Tucker at WATE-TV to receive the prestigious Remarkable Woman Honor. Mr. Burnette also asked that the board review the traffic calming policy and possibly revise the section for the parental responsibility zone.

Ordinances & Resolutions

Ordinances

Public Hearing and Second Reading

Ordinance 24-24, an ordinance to amend the Farragut Zoning Map for the property at 12823 Kingston Pike (formerly Summit View Nursing Home) from General Commercial (C-1) to Community Service (S-1), 5 Acres (Benefield Richters, Applicant)

Motion was made to approve Ordinance 24-24 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 25-01, an ordinance to amend the Farragut Municipal Code, Chapter 105 - Buildings and Building Regulations, Article 2. – International Building Code, Section 105-20. – Modifications, Subsection (f), to use the International Building Code for the requirement for a sprinkler system for structures in excess of 7,000 gross square feet or more than two stories that are Type I or II Construction and a Mercantile Occupancy Type (Town of Farragut, Applicant)

Motion was made to approve Ordinance 25-01 on second and final reading. Moved by Alderman Burnette, seconded by Alderman Cain; Roll call vote; Alderman Burnette, yes; Alderman Cain, yes; Vice-Mayor Meyer, absent; Alderman White, yes; Mayor Williams, yes; motion passed.

Resolution

Approval of Resolution R-2025-01, Town of Farragut Capital Assets Policy

Motion was made to approve Resolution R-2025-01. Moved by Alderman White, seconded by Mayor Williams; voting yes, Mayor Williams, Aldermen Burnette, Cain, and White; no nays; Vice-Mayor Meyer was absent, motion passed.

Approval of Resolution R-2025-03, Appointment of Municipal Judge

Motion was made to approve Resolution R-2025-03, Appointment of G. Keith Alley as the Town of Farragut Municipal Judge. Moved by Alderman White, seconded by Mayor Williams; voting yes, Mayor Williams, Aldermen Burnette, Cain, and White; no nays; Vice-Mayor Meyer was absent, motion passed.

Business Items

Approval of Bids and Award of Contract No. 2025-11, Campbell Station Inn Interior Renovation

Motion was made to award Contract 2025-11, Campbell Station Inn Interior renovation project to Hickory Construction Inc. for its base bid and all alternate bids in the amount of \$683,060 and authorize the town administrator to approve any change orders up to a total of \$25,000 before requiring authorization by the Farragut Board of Mayor and Aldermen. Moved by Alderman Burnette, seconded by Alderman Cain; voting yes, Mayor Williams, Aldermen Burnette, Cain, and White; no nays; Vice-Mayor Meyer was absent, motion passed.

Town Attorney's Report

The meeting adjourned at 6:25 PM for an executive session.

The meeting was reconvened at 6:48 PM. Tom Hale, Town Attorney, announced there was no discussion or deliberation.

The meeting adjourned at 6:49 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 25-03, ordinance amending the Fiscal Year 2024-2025 General Fund, Capital Investment Program & ADA Capital Projects Funds

INTRODUCTION: The purpose of this agenda item is to approve Ordinance 25-03 on first reading to amend the Fiscal Year 2025 General Fund, Capital Investment Program, and ADA Fund budgets.

General Fund

DISCUSSION:

The **General Fund** will be amended by increasing the transfer to the Capital Investment Fund from \$5,000,000 to \$5,250,000, an increase of \$250,000.

FINANCIAL SECTION: General Fund

Account Number: General Fund Transfers to CIP		
<u>FY2025 Budget</u>	<u>Requested Amendment</u>	<u>FY2025 Amended Budget</u>
\$5,000,000	\$250,000	\$5,250,000
Approved By: <u>A. Myers</u>		

Capital Investment Program

DISCUSSION:

The **Capital Investment Program Budget** will be amended by increasing the transfers into the Capital fund from \$5,000,000 to \$5,250,000, an increase of \$250,000 and increasing expenditures from \$21,835,681 to \$22,085,681, an increase of \$250,000 for the audio video project at Town Hall.

FINANCIAL SECTION: Capital Investment Program

Account Number: CIP Transfers from General Fund		
<u>FY2025 Budget</u>	<u>Requested Amendment</u>	<u>FY2025 Amended Budget</u>
\$5,000,000	\$250,000	\$5,250,000
Approved By: <u>A. Myers</u>		

Account Number: CIP Expenditures		
<u>FY2025 Budget</u>	<u>Requested Amendment</u>	<u>FY2025 Amended Budget</u>
\$21,835,681	\$250,000	\$22,085,681
Approved By: <u>A. Myers</u>		

ADA Capital Projects

DISCUSSION:

The **ADA Capital Projects Budget** will be amended by increasing expenditures from \$0 to \$150,000, an increase of \$150,000 for the ADA trail paving and repair project at Mayor Bob Leonard Park.

FINANCIAL SECTION: ADA Capital Projects Fund

Account Number: ADA Capital Expenditures		
<u>FY2025 Budget</u>	<u>Requested Amendment</u>	<u>FY2025 Amended Budget</u>
\$0	\$150,000	\$150,000
Approved By: <u>A. Myers</u>		

RECOMMENDATION BY: Allison Myers, Finance Director/Town Recorder, for approval

PROPOSED MOTION:

BOARD ACTION:

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

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

ORDINANCE	25-03
PREPARED BY	Myers
1 ST READING	February 13, 2025
2 ND READING	February 27, 2025
PUBLISHED IN	Farragut Press
DATE	

AN ORDINANCE OF THE TOWN OF FARRAGUT, TENNESSEE AMENDING THE
FISCAL YEAR 2024-2025 GENERAL FUND, CAPITAL INVESTMENT FUND,
AND ADA 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, expenses will be greater than budgeted in the General Fund, Capital Investment Fund, and ADA Fund budgets; 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 **General Fund** will be amended by increasing the transfer to the Capital Investment Fund from \$5,000,000 to \$5,250,000, an increase of \$250,000.

The **Capital Investment Program Budget** will be amended by increasing the transfers into the Capital fund from \$5,000,000 to \$5,250,000, an increase of \$250,000 and increasing expenditures from \$9,357,991 to \$9,607,991, an increase of \$250,000 for the audio video project at Town Hall.

The **ADA Fund** will be amended by increasing expenditures from \$0 to \$150,000, an increase of \$150,000 for the ADA trail paving and repair project at Mayor Bob Leonard Park.

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, Finance Director/Town Recorder

SUBJECT: Approval of Ordinance 25-04, ordinance amending Farragut Municipal Code, Chapter 2 – Administration, Article 6 – Finance, Section 2-299 to replace in the existing section in its entirety with a new ordinance.

DISCUSSION:

Section 1: The Tennessee Municipal Purchasing Law of 1983 is the Town of Farragut’s authority for all purchases of goods and services. The 1983 Purchasing Law previously established a minimum competitive bid threshold of \$2,500 and authorized municipalities to increase the bid threshold up to \$25,000. The adoption of Public Chapter 513, Acts of 2024 removed the default bid thresholds from general law.

In June 2023, the Board of Mayor and Aldermen approved Ordinance 23-08 which increased the public advertising and competitive bidding threshold for the Town of Farragut from \$10,000 to \$25,000. While the bid threshold amounts remain the same in Section 2-299, the required ordinance verbiage has been amended. The adoption of Public Chapter 513 also states that purchases costing less than the threshold but more than 40% of the threshold, three written quotations are required when possible. Ordinance 25-04 includes the provision for the 40% threshold.

RECOMMENDATION BY: Allison Myers, Finance Director/Town Recorder, for approval

PROPOSED MOTION: Approve Ordinance 25-04, ordinance amending Farragut Municipal Code, Chapter 2 – Administration, Article 6 – Finance, Section 2-299 to replace in the existing section in its entirety with a new ordinance on first reading.

BOARD ACTION:

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

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

ORDINANCE
PREPARED BY
1ST READING
2ND READING
PUBLISHED IN
DATE

25-04
Myers
February 13, 2025
February 27, 2025
Farragut Press

AN ORDINANCE OF THE TOWN OF FARRAGUT, TENNESSEE AMENDING CHAPTER 2 – ADMINISTRATION, ARTICLE 6 – FINANCE, SECTION 2-299 OF THE MUNICIPAL CODE TO REPLACE IN THE EXISTING SECTION IN ITS ENTIRETY WITH A NEW ORDINANCE

WHEREAS, the Town of Farragut is subject to the provisions of the “Municipal Purchasing Law of 1983,” and

WHEREAS, the law permits municipalities to increase the dollar amount of purchases requiring public advertisement and competitive bidding, and,

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Farragut, Tennessee that:

SECTION 1. Amending Chapter 2 – Administration, Article 6 – Finance, Section 2-299 – Authorization of purchases, is amended by deleting it in its entirety and substituting in lieu thereof the following:

Section 2-299. Authorization of purchase

Public advertisement and competitive bidding shall be required for the purchase of all goods and services exceeding an amount of \$25,000 dollars except for those purchases specifically exempted from advertisement and bidding by the Municipal Purchasing Act of 1983.

Three written quotations are required whenever possible for purchases costing less than the \$25,000 bid threshold adopted for competitive bidding and public advertisement, but more than 40% of the threshold amount.

SECTION 2. This ordinance shall take effect upon publication after its final passage in a newspaper of general circulation, the public welfare requiring it.

Ron Williams, Mayor

Allison Myers, Town Recorder