



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

AGENDA
April 24, 2025

TOWN HALL RIBBON CUTTING
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. April 10, 2025**
- IV. Mayor's Report**
- V. Ordinances & Resolutions**
 - A. Resolutions**
 - 1. Approval of Resolution R-2025-07, Revised FY2025 Fee Schedule**
- VI. Business Items**
 - A. Approval of a revised concept master plan as required for modifications to the commercial portion of the Kingston Pike Village Planned Commercial Development, 13106-13140 Kingston Pike, 18.5 Acres, Zoned PCD (Kingston Pike Properties 2, LLC., Applicant)**
 - B. Approval of the Race for a Reason 5K through Sweet Briar Subdivision**
 - C. Approval of Change Order 2 (Replacement of Mast Arm), Contract 2022-07, Farragut Advanced Traffic Management System Phase 1**
 - D. Approval of Change Order 3 (New Electrical Services), Contract 2022-07, Farragut Advanced Traffic Management System Phase 1**

11408 MUNICIPAL CENTER DR | 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

- E. Approval of Change Order 4 (Fiber Termination Cabinets), Contract 2022-07, Farragut Advanced Traffic Management System Phase 1
- F. Approval of Change Order 1, Contract 2025-06, McFee Park Phase 4, Stormwater Parking Facilities

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.



FARRAGUT BEER BOARD AGENDA

Farragut Town Hall
11408 Municipal Center Drive

April 24, 2025
5:55 PM

- I. Approval of Minutes
 - A. April 10, 2025
- II. Beer Permit
 - A. Approval of a Class 1 On-Premise beer permit for Little Bangkok, 603 N. Campbell Station Road



FARRAGUT BEER BOARD MINUTES

Farragut Community Center
239 Jamestowne Blvd

April 10, 2025
5:55 PM

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

Approval of Minutes

Motion was made to approve the minutes of March 27, 2025, as presented. Moved by Mayor Williams, seconded by Alderman Cain; voting yes; Mayor Williams, Vice-Mayor Meyer, Aldermen Burnette, Cain, and White; no nays; motion passed.

Beer Permit

Approval of a Class 1 On-Premise beer permit for Roll Em Up Taquitos, 117 Lovell Road

Motion was made to approve 1 On-Premise beer permit for Roll Em Up Taquitos, 117 Lovell Road. Moved by Vice-Mayor Meyer, seconded by Alderman White; voting yes; Mayor Williams, Vice-Mayor Meyer, Aldermen Burnette, Cain, and White; 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 1, On Premise Beer Permit for Little Bangkok, 603 N. Campbell Station Rd

DISCUSSION: The purpose of this agenda item is the approval of a Class 1, On Premise Beer Permit for Little Bangkok, 603 N. Campbell Station Rd.

The applications and information are in order. The business has new ownership and currently has a certificate of occupancy.

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

PROPOSED MOTION:

To approve a Class 1, On Premise Beer Permit for On Premise Beer Permit for Little Bangkok, 603 N. Campbell Station Rd..

BOARD ACTION:

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

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

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) Triet - Giang Nguyen

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:

Triet - Giang Nguyen
Bao Nguyen

6. Applicant's present home address:

611 Knoxville TN 37932

7. Date of Birth 08/29/1990 Home Telephone Number _____

Business Telephone Number 865 675 3688 Social Security Number _____

8. Representative Email Address: TKNguyenreality@gmail.com

9. Under what name will the business operate? Little Bangkok

10. Business address 603 N Campbell Station Rd 37934

Business Telephone number 865 675 3688

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

Same as Applicant

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

Name: ~~Barry Nguyen~~ 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 X 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?

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

18. Special Occasion Event Name: _____

Location of the special occasion event: _____

Event Date & Times: _____

Representative name & phone number: _____

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

19. Tennessee Sales Tax Number: _____

20. Town of Farragut Business License Number _____



MINUTES
April 10, 2025

BMA WORKSHOP
Traffic Calming Program
5:15 PM

The Farragut Board of Mayor and Aldermen members Burnette, Cain, Meyer, White and Williams were present for the workshop. Eric Schindler, Assistant Town Engineer, reviewed the Thornton Heights traffic study and the current Traffic Calming Policy.

BMA MEETING
6:00 PM

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, 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 with the deletion of item V.C., Approval of Bids for Contract 2025-14 McFee Park Prefabricated Public Restroom. Moved by Vice-Mayor Meyer, seconded by Alderman White; voting yes, Mayor Williams, Vice-Mayor Meyer, Aldermen Burnette, Cain, and White; no nays; motion passed.

Approval of Minutes

Motion was made to approve the minutes of March 27, 2025, as presented. Moved by Vice-Mayor Meyer, seconded by Alderman White; voting yes, Mayor Williams, Vice-Mayor Meyer, Aldermen Burnette, Cain, and White; no nays; motion passed.

Mayor's Report

Mayor Williams announced that the parking lot on the south side of Founders Park is closed due to First Utility District construction.

Alderman Cain thanked First Utility for adjusting their construction timeline to accommodate for the light the park events later in the year.

Business Items

Approval for a variance from the distance between driveways requirement for collector streets in the Driveways and Other Access Ways Ordinance for the proposed Boring Road access associated with the 341 Boring Road Subdivision (Rackley Engineering, Applicant)

Motion was made to approve the requested variance as recommended by the Farragut Planning Commission. Moved by Vice-Mayor Meyer, seconded by Alderman White; Roll call vote; Alderman Burnette, yes; Alderman Cain, yes; Alderman White, yes; Vice-Mayor Meyer, yes; Mayor Williams, yes; motion passed.

Approval of Infrastructure Development Agreement between the Town of Farragut and Homestead Land Holdings, LLC for Improvements to Boyd Station Road

Motion was made to approve the Infrastructure Development Agreement between the Town of Farragut and Homestead Land Holdings, LLC for Boyd Station Road Improvements. Moved by Vice-Mayor Meyer, seconded by Mayor Williams; Roll call vote; Alderman Burnette, yes; Alderman Cain, yes; Alderman White, yes; Vice-Mayor Meyer, yes; Mayor Williams, yes; motion passed.

Approval of Supplement Request No. 1 from WSP USA, Inc. for Additional Services Provided for Advanced Traffic Management System Project

Motion was made to approve the Supplement Request No. 1 from WSP USA, Inc. for Additional Services Provided for Advanced Traffic Management System Project in the amount of \$212,730.26; total revised contract amount \$1,032,048.26. Moved by Alderman Burnette, seconded by Alderman Cain; Roll call vote; Alderman Burnette, yes; Alderman Cain, yes; Alderman White, yes; Vice-Mayor Meyer, yes; Mayor Williams, yes; motion passed.

Citizens Forum

Craig Smith, 12651 Brass Lantern, requested a policy about parking on sidewalks and greenways.

Town Administrator's Report

Town Hall open house is Monday, April 14th from 4-6 PM.

Town Hall and the Knox County offices will open for business Monday, April 21st.

The meeting adjourned at 6:34 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: Approval of Resolution R-2025-07, Revised FY2025 Fee Schedule

INTRODUCTION:
The Fiscal Year 2025 Fee Schedule was approved by the Board of Mayor and Aldermen on May 23, 2024.

DISCUSSION:
Attached is the revised schedule of fees. The only change from the current schedule is the removal of credit card processing fees.
This update is in response to recent policy changes by Visa, which no longer allow merchants to pass credit card processing fees on to customers in the form of a convenience fee. As a result, staff recommend removing this fee from the fee schedule.

RECOMMENDATION BY: Allison Myers, Finance Director/Town Recorder

PROPOSED MOTION: Approve Resolution R-2025-07, revised FY2025 Fee Schedule

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

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



TOWN OF FARRAGUT

RESOLUTION R-2025-07

WHEREAS, the Board of Mayor and Aldermen desires to revise the 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 24th day of April 2025.

Ron Williams, Mayor

Allison Myers, Town Recorder

<u>FY2025 Fee Schedule</u>		Revised November 2024
		<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>FY2025 Fee Schedule</u>		Revised November 2024, April 24, 2025
		<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
<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	\$175 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	\$100 half day/\$200 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.

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				
	Non Profit - Reg Hours	Non-Profit - After Hours	For Profit/ Social - Reg Hours	For Profit/ Social - After Hours
<u>Classrooms</u>				
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
<u>Gym</u>				
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
<u>Assembly Hall (Monday-Saturday)</u>				
8 Hour Rental**	\$400	\$650	\$650	\$850
Saturday Half Day Rental	\$425	\$425	\$425	\$425
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		
<u>Assembly Hall - Special Rates (Monday-Thursday)</u>				
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		
<u>Assembly Hall - Special Rates (Sunday Only 1:00pm to 4:00pm)</u>				
3 Hour Rental** (Max of 40 attendees)	\$300	\$300		
Refundable Damage Deposit	\$250	\$250		
<u>Birthday Party Package</u>				
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		

<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	

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Mark Shipley, Community Development Director

SUBJECT: Request for approval of a revised concept master plan as required for modifications to the commercial portion of the Kingston Pike Village Planned Commercial Development, 13106-13140 Kingston Pike, 18.5 Acres, Zoned PCD (Kingston Pike Properties 2, LLC., Applicant)

INTRODUCTION: Over the past several months, the concept master plan associated with this agenda item has been reviewed in different versions at Planning Commission meetings for discussion purposes only. The most recent meeting was a request for approval of the plan at the March 20, 2025 Planning Commission meeting. The concept master plan is one of the components related to a rezoning to the Planned Commercial Development District (PCD). The original concept master plan for the Kingston Pike Village PCD project included both a multi-family portion on the south half of the development and a commercial portion on the north half of the development. The commercial portion contained a 48,000 square foot grocery store, fuel center, and two 9,000 square foot retail buildings along Kingston Pike. The original concept layout plan that was approved with the rezoning in 2017 is included in the packet.

The multi-family portion of the project has been completed, and the concept master plan that is proposed for approval at this time involves the commercial portion.

DISCUSSION: As discussed with the Planning Commission, the revisions to the concept master plan associated with the commercial portion of this project would constitute a major change to the original plan that was approved with the rezoning. As a result, both the Planning Commission and the Board of Mayor and Aldermen must approve the revised plan.

As shown on the latest concept master plan included in the packet, the plan has a mixture of retail, office, and restaurant spaces ranging from 2,500 square feet to 6,225 square feet. The applicant is not showing any development currently on the westernmost area to the south of the Y-12 Federal Credit Union. This will need to be reviewed when the applicant knows what type of development they would like to propose in this area. That will also need to be approved by both the Planning Commission and Board of Mayor and Aldermen.

RECOMMENDATION: The concept master plan presented for approval at this time reflects the general layout and uses proposed in the areas shown. Compared to the original concept master plan that was associated with the commercial portion of this PCD, the staff would view the amended concept plan as more compatible with and a better transition to the multi-family portion of the PCD. The commercial buildings have a smaller footprint, the buildings also have a better mixture of uses and provide for some outdoor gathering spaces. There is also no fuel center associated with the updated concept master plan.

It should be noted that once the concept master plan is approved by the Board of Mayor and Aldermen, a more detailed site plan will be needed for the Planning Commission's approval. The narrative and project phasing will also need to be updated to be consistent with the approved concept master plan. The staff would encourage the applicant to explore the possibility of introducing a more pedestrian inviting space along the street section that will front whatever type of development ultimately is proposed in the western portion of the site. There may be some opportunities to expand the open space or outdoor gathering space objectives of the PCD district in that area since it partially abuts the dog park and the multi-family portion of this project.

At their meeting on March 20, 2025, the Planning Commission unanimously approved the updated concept master plan that is included in the packet.

PROPOSED MOTION: To approve the updated concept master plan as recommended by the Planning Commission.

BOARD ACTION:

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

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

VICINITY MAP
SCALE NOT TO SCALE

NOTES

PARKING SPACES

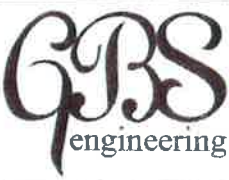
- MULTI-FAMILY CONSISTS OF 216 UNITS FARRAGUT REQUIRES 175 PARKING SPACES PER UNIT = 378 PARKING SPACES WE ARE PROVIDING 393 PARKING SPACES
- GROCERY IS 48,099 SF FARRAGUT REQUIRES 500 PARKING SPACES PER 1000 SF = 240 PARKING SPACES REQUIRED, 223 PARKING SPACES PROVIDED
- RETAIL/SHOPS IS A TOTAL OF 18,080 SF FARRAGUT REQUIRES 500 PARKING SPACES PER 1000 SF = 90 PARKING SPACES REQUIRED, 131 PARKING SPACES PROVIDED

AREA CALCULATIONS

- TOTAL AREA = 812,365 SF OR 18.65 ACRES
- TOTAL IMPERVIOUS AREA = 554,066 SF OR 68.2 %
- TOTAL PERVIOUS AREA = 258,306 SF OR 31.8 %
- COMMON OPEN SPACE REQUIRED SHALL BE 10% OR MORE OF TOTAL AREA OR 1.87 ACRES COMMON OPEN SPACE PROVIDED IS 2.59 ACRES

THIS PROPOSED DEVELOPMENT SHALL BE DESIGNED TO MEET ALL OF THE CURRENT REQUIREMENTS OF THE TOWN OF FARRAGUT REGARDING TREE PROTECTION, SINKHOLE, AQUATIC BUFFER AND STORMWATER ORDINANCES.

NOTE:
THIS DRAWING IS A CONCEPTUAL SITE PLAN AND IS NOT
FOR CONSTRUCTION.



1313 Kalmia Road
Knoxville, TN 37909
Phn: 865.566.0185
Fax: 888.485.7005



REV.	DESCRIPTION	BY	DATE
A	Revised per Planning Commission Comments	MAB	06/02/2017
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-

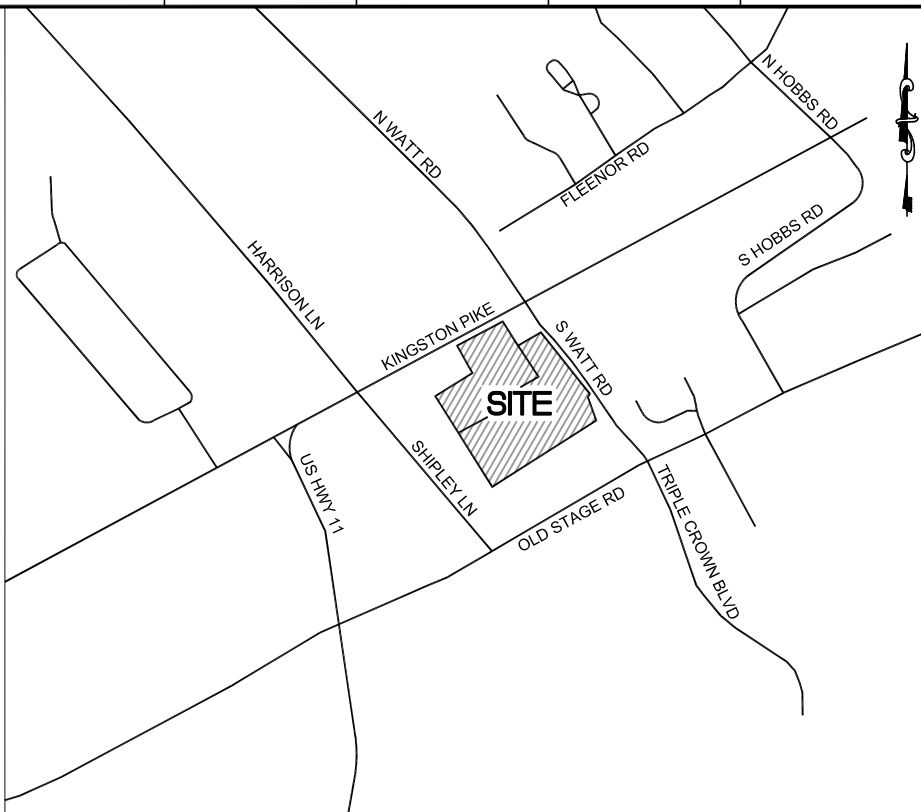
TITLE	CONCEPTUAL SITE PLAN	DRAWN BY	-	SHEET NO:
LOCATION	KINGSTON PIKE FARRAGUT, TENNESSEE 37934 CLT Map XXX, Parcel No XXX	CHECKED BY:	-	
Owner	OWNER	FILE NAME	Concept Plan	
		JOB NUMBER	2140	
		ISSUE DATE:	05/15/2017	CSP 1

Updated Concept Master Plan

Concept Master Plan for Kingston Pike Village

Owner: Kingston Pike Properties 2, LLC
P.O. Box 5024
Knoxville, Tennessee 37950
(865) 406-0938

SHEET INDEX				
	#	Sheet Title	Date	Revision #
1	CMP-1	Cover Sheet	03/10/2025	
2	CMP-2	Existing Site Conditions with Proposed Site Improvements	03/10/2025	
3	CMP-3	Conceptual Site Layout Plan	03/10/2025	
4	CMP-4	Conceptual Landscape Plan	03/10/2025	
5	CMP-5	Conceptual Site Area Plan	03/10/2025	



VICINITY MA

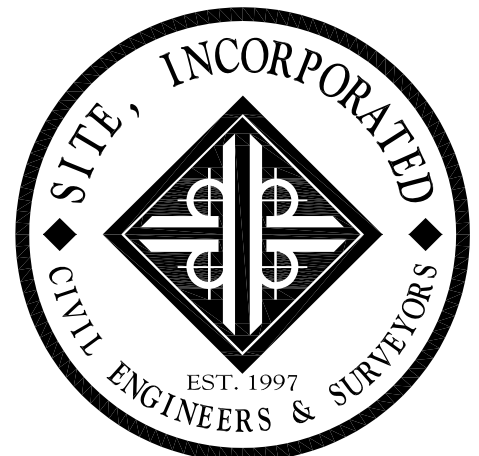
N.T.S.

THIS PLAN CONTAINS CONCEPTUAL INFORMATION
WHICH IS NOT INTENDED FOR CONSTRUCTION
PURPOSES

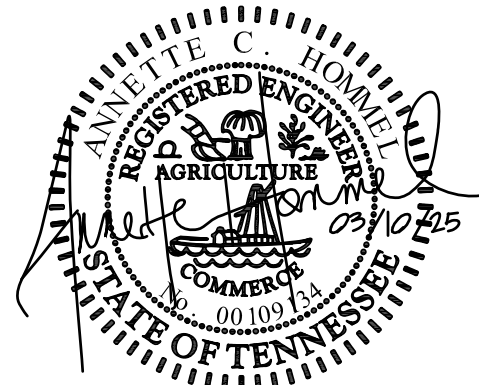
THE CONCEPTUAL LAYOUT CAN BE DESIGNED TO COMPLY WITH THE TOWN'S APPLICABLE ORDINANCE

Owner (Commercial): Kingston Pike Properties 2, LLC
CLT Map 151, Parcel 81

Owner (Multifamily): Watt Road Investments, LL
CLT Map 151, Parcel 97



10215 Technology Drive, Suite 304
Knoxville, TN 37932
(865) 777-4160
www.site-incorporated.com



Concept Master Plan - Cover Sheet

Kingston Pike Village

13140 Kingston Pike
Farragut, Tennessee 37934
Owner: Kingston Pike Properties 2, L

REVISIONS

[illegible]

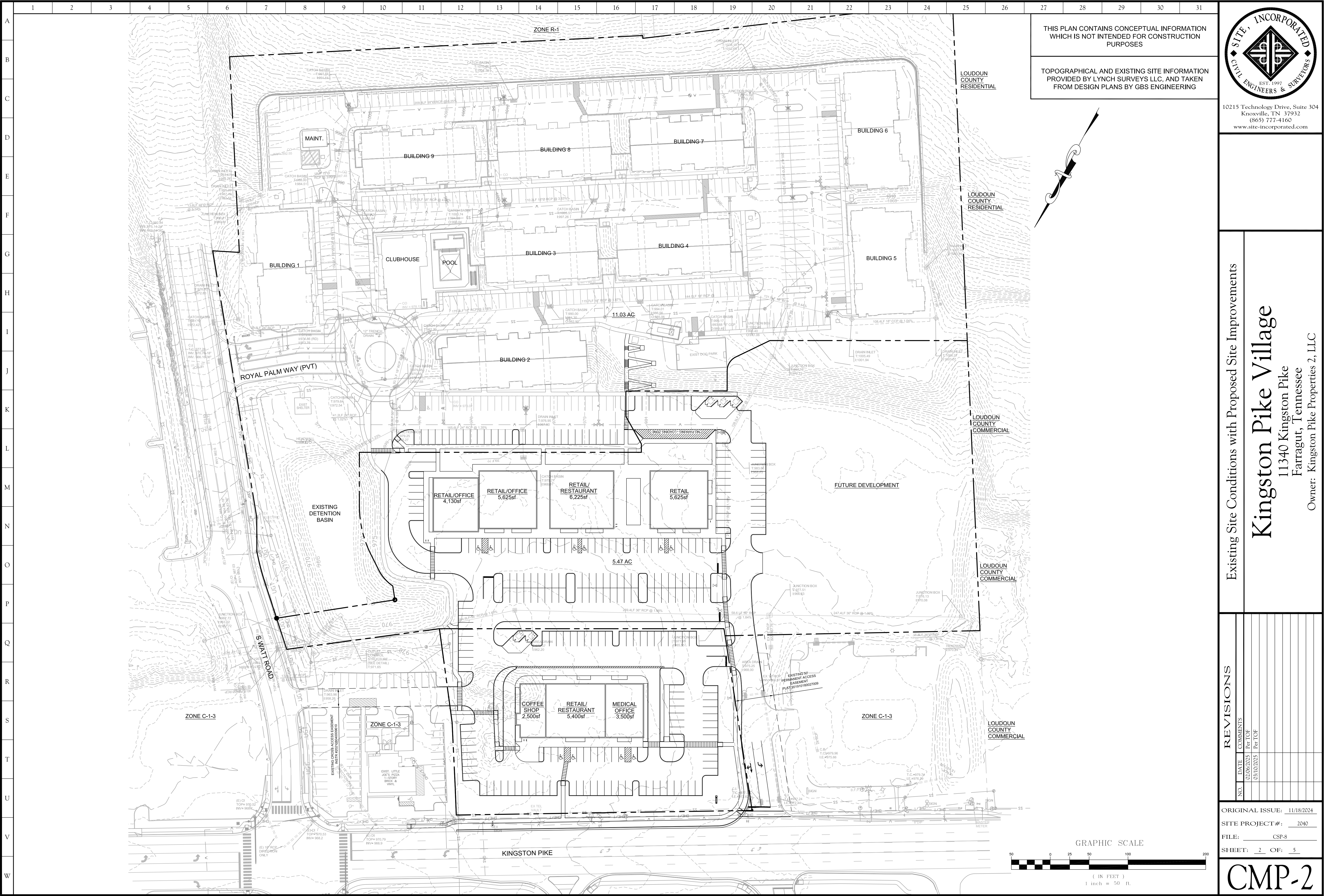
ORIGINAL ISSUE: 11/18/2024

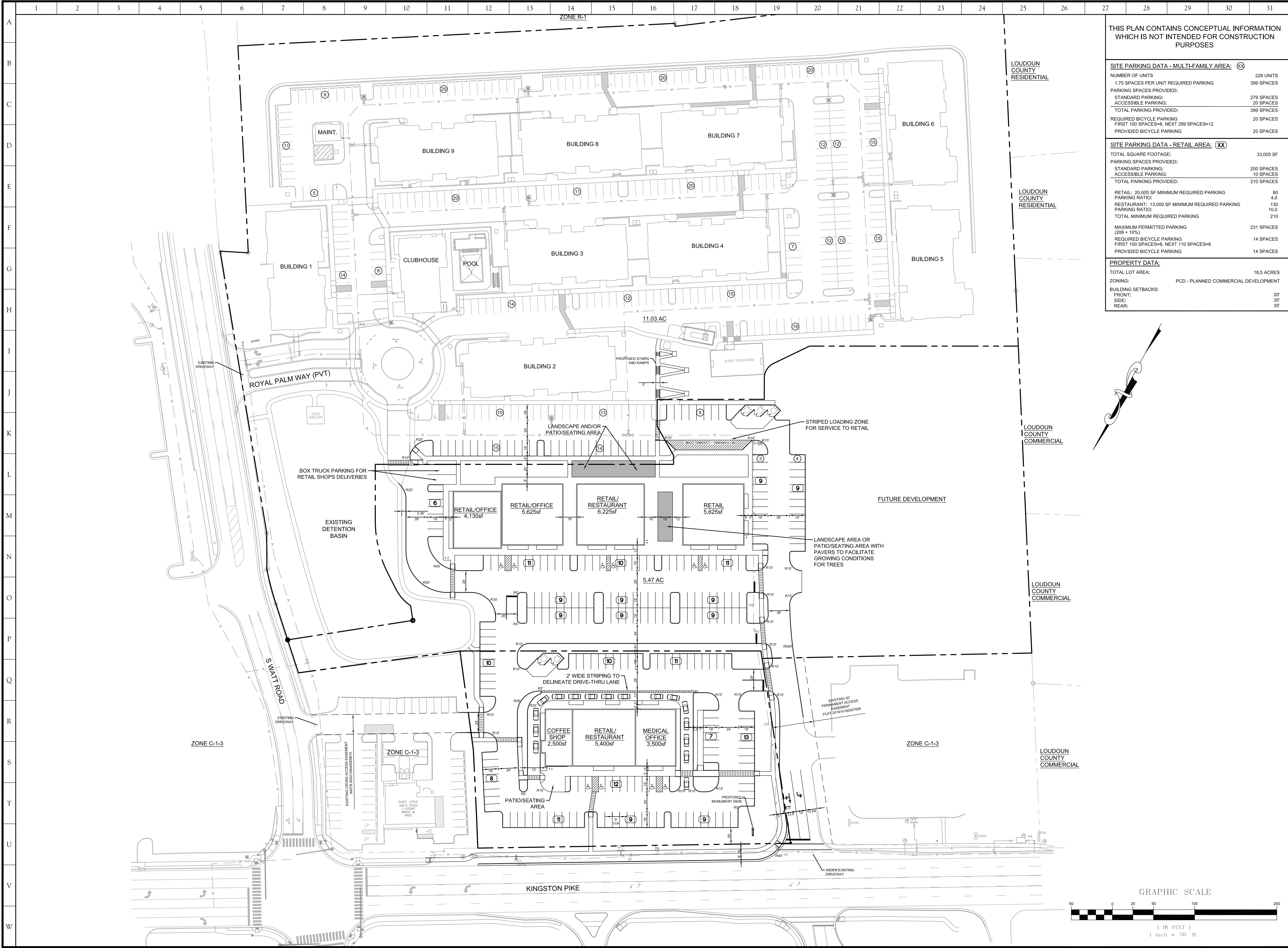
SITE PROJECT#: 204

FILE: Cover

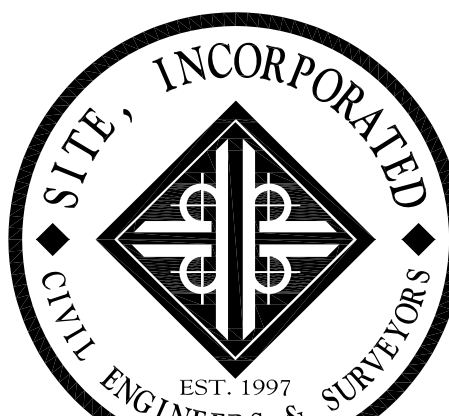
SHEET: 1 OF: 5

CMP-1





THIS PLAN CONTAINS CONCEPTUAL INFORMATION WHICH IS NOT INTENDED FOR CONSTRUCTION PURPOSES	
SITE PARKING DATA - MULTI-FAMILY AREA: (XX)	
NUMBER OF UNITS	228 UNITS
1.75 SPACES PER UNIT REQUIRED PARKING	399 SPACES
PARKING SPACES PROVIDED:	
STANDARD PARKING:	278 SPACES
ACCESSIBLE PARKING:	20 SPACES
TOTAL PARKING PROVIDED:	398 SPACES
REQUIRED BICYCLE PARKING	20 SPACES
FIRST 100 SPACES=8, NEXT 298 SPACES=12	
PROVIDED BICYCLE PARKING	20 SPACES
SITE PARKING DATA - RETAIL AREA: (XX)	
TOTAL SQUARE FOOTAGE:	33,005 SF
PARKING SPACES PROVIDED:	
STANDARD PARKING:	200 SPACES
ACCESSIBLE PARKING:	10 SPACES
TOTAL PARKING PROVIDED:	210 SPACES
RETAIL: 20,005 SF MINIMUM REQUIRED PARKING	80
PARKING RATIO:	4.0
RESTAURANT: 13,000 SF MINIMUM REQUIRED PARKING	130
PARKING RATIO:	10.0
TOTAL MINIMUM REQUIRED PARKING	210
MAXIMUM PERMITTED PARKING (208 + 10%)	231 SPACES
REQUIRED BICYCLE PARKING	14 SPACES
FIRST 100 SPACES=8, NEXT 110 SPACES=8	
PROVIDED BICYCLE PARKING	14 SPACES
PROPERTY DATA:	
TOTAL LOT AREA:	18.5 ACRES
ZONING:	PCD - PLANNED COMMERCIAL DEVELOPMENT
BUILDING SETBACKS:	
FRONT:	20'
SIDE:	35'
REAR:	35'



10215 Technology Drive, Suite 304
Knoxville, TN 37932
(865) 777-4160
www.site-incorporated.com



Conceptual Site Layout Plan

Kingston Pike Village

11340 Kingston Pike
Farragut, Tennessee

Owner: Kingston Pike Properties 2, LLC

REVISIONS	
NO.	DATE
1	02/06/2025
2	03/10/2025

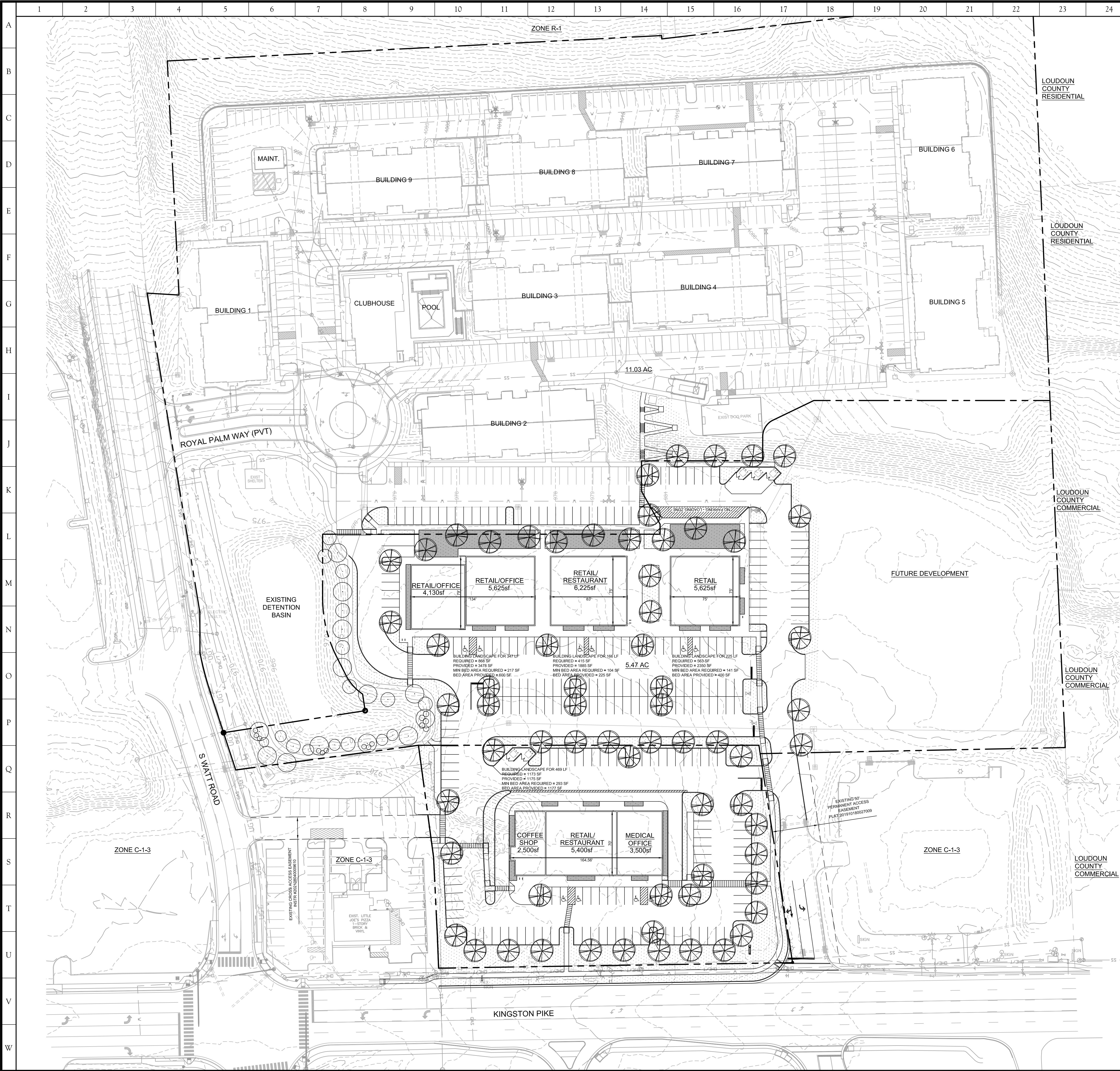
ORIGINAL ISSUE: 11/18/2024

SITE PROJECT #: 2040

FILE: CSP-8

SHEET: 3 OF 5

CMP-3



THIS PLAN CONTAINS CONCEPTUAL INFORMATION WHICH IS NOT INTENDED FOR CONSTRUCTION PURPOSES		
SITE AND LANDSCAPE DATA		
TOTAL SITE AREA - RETAIL	326,124 SF (7.49 ACRES)	
TOTAL IMPERVIOUS AREA	165,756 SF	
TOTAL LOT COVERAGE	50.83%	
LANDSCAPING REQUIREMENTS	REQUIRED	PROVIDED
SHADE TREE PLANTING REQUIREMENTS		
1 SHADE TREE/2500 SF IMPERVIOUS AREA (164,275 SF)	66	66
25% SHADE TREES PLANTED IN FRONT YARD	17	17
LANDSCAPING BETWEEN BUILDING AND PARKING LOT		
2.5 X LINEAR FEET OF BUILDING	SEE PLAN	SEE PLAN
25% OF AREA TO CONTAIN LIVE MATERIAL OTHER THAN GRASS	SEE PLAN	SEE PLAN
LANDSCAPING FOR STORMWATER DETENTION BASINS		
LANDSCAPING AROUND BASIN WAS PART OF MULTIFAMILY PHASE	0	0
LANDSCAPING FOR BUFFER STRIP		
NO BUFFER STRIPS REQUIRED		
TREE PRESERVATION		
TREE PRESERVATION WAS PART OF MULTIFAMILY PHASE		

PLANT LEGEND	
SYMBOL	TYPE
	SHADE TREE
	EXISTING DETENTION BASIN TREE/SHRUB
	LANDSCAPE AREA BETWEEN BUILDING AND PARKING/VEHICULAR ACCESS WAYS 25% OF THIS AREA WILL BE LANDSCAPED WITH PLANT MATERIAL OTHER THAN GRASS
	GRASS
NO TREE PRESERVATION PLANS ARE REQUIRED FOR THIS PHASE. GRADING OF ENTIRE SITE AND TREE PRESERVATION WAS ADDRESSED IN PHASE ONE (MULTI-FAMILY PHASE) AND REQUIRED TREE CREDITS WERE PLANTED IN PHASE ONE DEVELOPMENT.	

10215 Technology Drive, Suite 304
Knoxville, TN 37932
(865) 777-4160
www.site-incorporated.com

Conceptual Landscape Plan

Kingston Pike Village

11340 Kingston Pike
Farragut, Tennessee
Owner: Kingston Pike Properties 2, LLC

NO.	DATE	COMMENTS
	02/06/2025	Per TOF
	03/10/2025	Per TOF

ORIGINAL ISSUE: 11/18/2024

SITE PROJECT#: 2040

FILE: CSP-8

SHEET: 4 OF 5

CMP-4

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of the Race for a Reace 5K through Sweet Briar Subdivision

INTRODUCTION AND BACKGROUND: Included in your packet is a request for approval of an Event application for the Race for a Reace 5K. The event is scheduled for the morning of June 1, 2025, and is anticipated to have over 200 participants.

DISCUSSION: The event is being presented to the Board of Mayor and Aldermen because of the use of the streets within Sweet Briar subdivision.

Parking and race events will be held within Phase 1 of Pinnacle Turkey Creek, and volunteers will be responsible for defining the race route and cleaning up after the event. The Knox County Sheriff’s Department will help provide traffic control and a nurse will be present for any medical issues.

RECOMMENDATION: Staff recommends approval of the event subject to proper notification to any affected entities and the provision of adequate traffic control. As noted above, the applicant is proposing to use volunteers to mark the course.

PROPOSED MOTION: To approve an Event Application on June 1, 2025, involving use of the Town’s public rights of ways and pedestrian facilities for the Race for a Reason 5K.

BOARD ACTION:

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

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

DATE RECEIVED _____
PERMIT # _____
CUSTOMER # _____
(FOR ADMINISTRATION PURPOSES ONLY)

Town of Farragut
11408 Municipal Center Dr. Farragut, TN. 37934
Phone: (865) 966-7057
Email: events@townoffarragut.org

SPECIAL EVENT PERMIT APPLICATION

NOTE: If there is any change that would alter the information given in this application while it is pending, the applicant shall notify the Town of Farragut within 48 hours of such change.

APPLICANT/CONTACT PERSON NAME: Darryl Whitehead

ADDRESS: 11251 Parkside Drive

PHONE: 865-323-3969 **EMAIL:** dwhitehead@crawfordsq.com

EVENT LOCATION NAME AND ADDRESS: Pinnacle Turkey Creek 11275 Parkside Drive

([Mayor Ralph McGill Plaza](#) and [Founders Park](#) require an additional application)

EVENT DATE(S): June 1st, 2025 **EVENT HOURS:** 8am-11am

SET UP TIME: 7am **BREAKDOWN TIME:** 12pm **NUMBER OF PARTICIPANTS:** 200 **NUMBER OF SPECTATORS:** 0

OUTLINE PROVISIONS FOR IMMEDIATE CLEANUP AFTER SPECIAL EVENT:

Everything will be on site within the Phase 1 of Pinnacle Turkey Creek. Any trash will be picked up by our Pinnacle Turkey Creek Maintenance team.

EVENT NAME: Race For A Reason 5k

EVENT PURPOSE: Produce a run to benefit the local community and charity.

IS THIS A REPEATED EVENT IN THE TOWN OF FARRAGUT? ☐ YES ☒ NO **IF YES, DATE OF LAST EVENT:** _____

CHECK ALL THAT APPLY:

☐ FOOD TRUCKS WILL BE UTILIZED	Food trucks must possess a Farragut Mobile Food Vending Permit .
☐ ALCOHOL WILL BE SERVED	For beer, a Temporary Beer Permit and BOMA approval will be required. For wine, liquor and/or high gravity beer, please attach a copy of the appropriate Tennessee state issued liquor license .
☐ A TEMPORARY SIGN WILL BE UTILIZED	If yes, attach a copy of the event signage.
☒ DIRECTLY/INDIRECTLY UTILIZE PUBLIC PROPERTY	If yes, please specify on the Site Plan. BOMA approval is required for closure of public roads, Rights of Way and Greenways.
☐ TENTS/INFLATABLE STRUCTURES WILL BE UTILIZED	If yes, an inspection may be required. Please review the Tent and Air Supported Structures Permit for more information.
☐ A TEMPORARY STAGE WILL BE UTILIZED	Please specify size of tent(s) if applicable: <u>0</u>
☐ GENERATORS WILL BE UTILIZED	

Any signs, props or displays used in conjunction with the special event must be removed immediately after the time permitted for the special event has expired. The use of banners, flags (other than flags of official governmental bodies), streamers, balloons or any similar devices, and decorated vehicles or trailers in connection with the event shall be prohibited.

SITE PLAN

Please attach an initial site plan showing the proposed layout for the event. Site plan example is available [here](#). Depending on the event, the site plan will typically need to show that access routes for emergency vehicles, sidewalks, and ADA parking areas will not be obstructed. The site plan will also need to show the size and location of tents and spacing between tents, the location of any food trucks, the location of fire extinguishers, portable toilets, trash collection bins, and generators. A site plan for a walk or run should clearly indicate the location of the start and finish line as well as the walk/run route. Applications for special events that involve leaving the primary event location (public or private properties) to utilize public sidewalks, streets and/or bike paths shall require the Town's Board of Mayor and Aldermen approval prior to the issuance of a special event permit.

DATE RECEIVED _____
PERMIT # _____
CUSTOMER # _____
(FOR ADMINISTRATION PURPOSES ONLY)

Town of Farragut
11408 Municipal Center Dr. Farragut, TN. 37934
Phone: (865) 966-7057
Email: events@townoffarragut.org

TRAFFIC/PARKING INFORMATION

Will support facilities such as traffic control and crowd control be needed? If yes, please specify:

Yes, our staff is working with KCSO to manage street closures to allow runners to pass through intersections at Parkside Drive.

If buses or trolleys will be used in correlation with the event, please specify the drop-off and pickup locations: N/A

Where will the attendees park? Inside of the Pinnacle Turkey Creek shopping center

Provide a reasonable estimate of parking volume generated by the event and the type of parking that will be used: Parking will be maintained inside of the Pinnacle Turkey Creek shopping center. We have ample space to make sure everyone is parked safely.

ORGANIZATION INFORMATION (if applicable)

ORGANIZATION NAME: Pinnacle Turkey Creek

ORGANIZATION ADDRESS: 11251 Parkside Drive

OWNER'S NAME: Hart TC IV LLC

PHONE/EMAIL: 865-675-0120 dwhitehead@crawfordsq.cc

INSURANCE INFORMATION

NAME OF APPLICANT'S INSURANCE COMPANY: Marsh USA Inc.

PHONE/EMAIL: _____

ADDRESS: _____

Please attach a Certificate of Insurance endorsing the Town of Farragut as an additional insured under your General Liability policy with limits not less than \$1,000,000 per occurrence, \$2,000,000 aggregate. All required insurance policies shall provide a waiver of subrogation and rights of recovery against the Town of Farragut, including its past and present employees, elected officials and representatives. The insurance policy in effect shall protect both parties and be primary and non-contributory for any and all losses covered by the required insurance. Insurers have no recourse against the Town of Farragut for payment or assessments in any form on any insurance policy. The Town has the right to require higher limits based upon the particular special event proposed.

CHECKLIST

Before you submit your special event application, please make sure that the following steps have been completed:

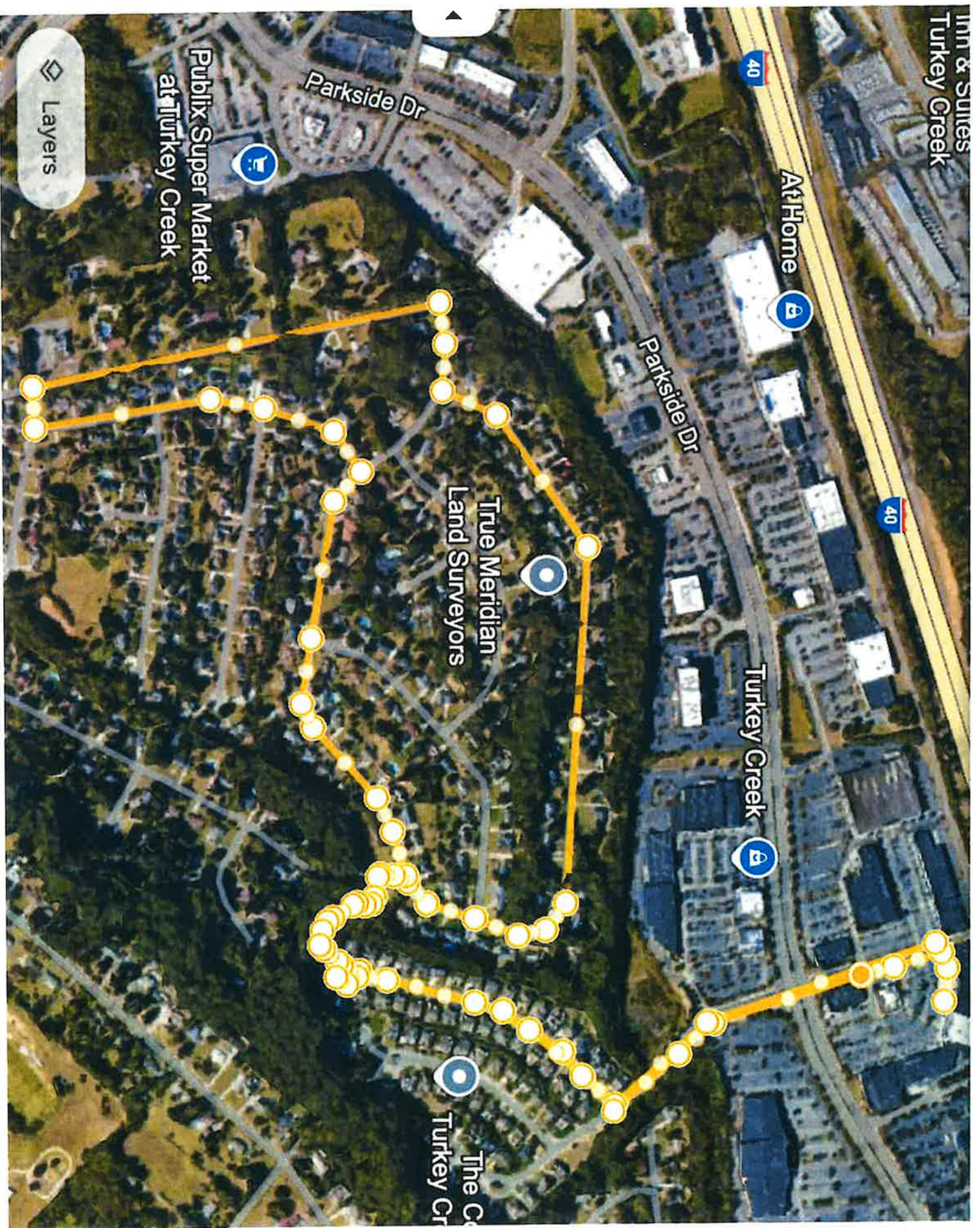
- ☒ Truthfully complete all necessary information
- ☒ Attach site plan
- ☒ Attach a Certificate of Insurance and confirm that the event name, location, and date is added in the Description of Operations box at the bottom of the proof of insurance form
- ☒ Note any separate permits needed according to the checklist on Page 1
- ☒ Signature authorization below

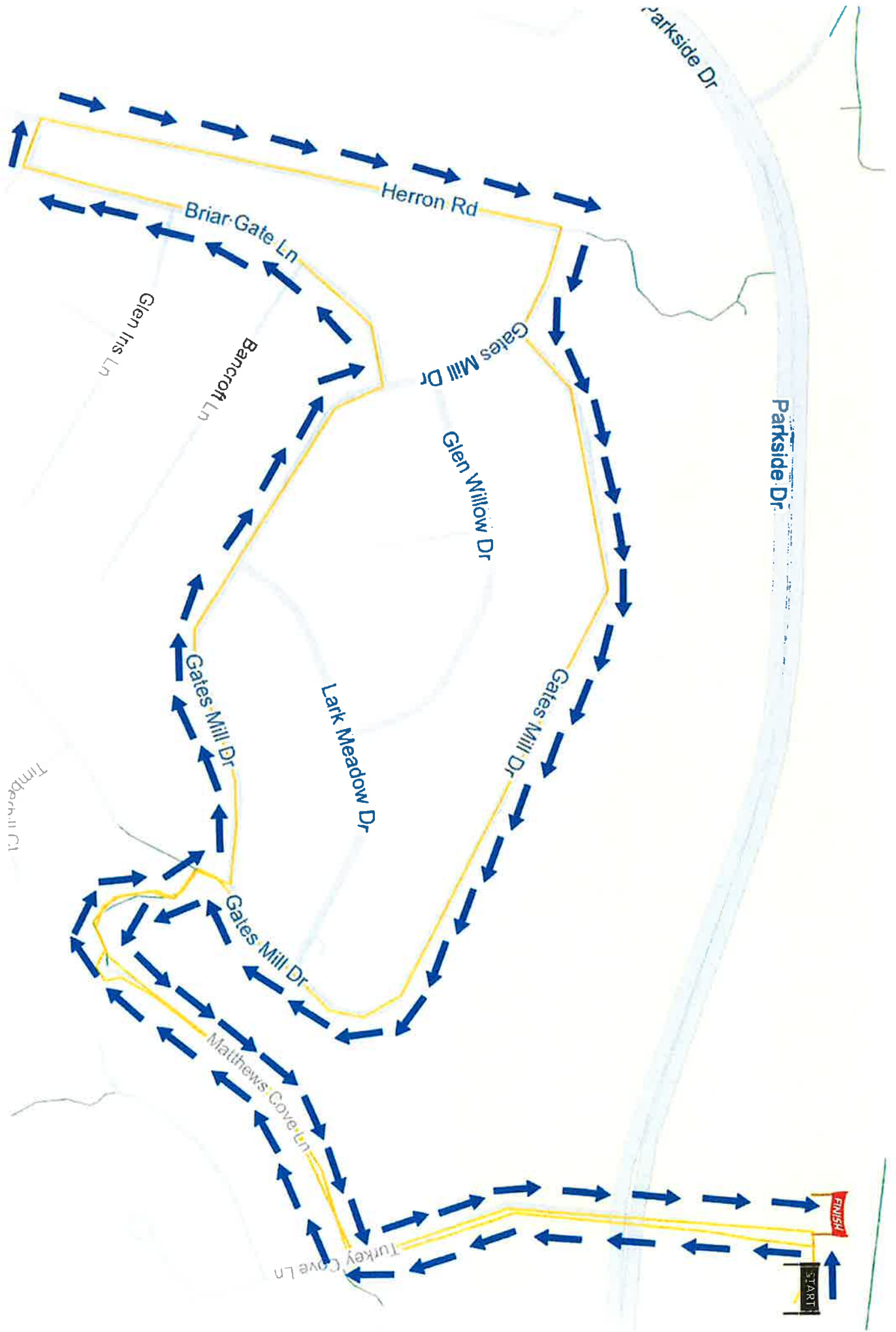
By signing below, I acknowledge that I have fully read and understand all policies and procedures for Special Events on public property and agree to abide by those policies and procedures set forth therein.

PRINTED NAME: Darryl Whitehead

APPLICANT SIGNATURE: _____

DATE: _____





REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Darryl Smith, PE**SUBJECT:** Approval of Change Order 2, Contract 2022-07, Farragut Advanced Traffic Management System Phase 1**INTRODUCTION:** The purpose of this item is the approval of Change Order 2 to Contract 2022-07, Advanced Traffic Management System (ATMS) Phase 1.**BACKGROUND:** The Board awarded Contract 2022-07 to Progression Electric, LLC in November, 2022, with a total bid of \$4,876,836.18.**DISCUSSION:** A utility conflict prevented the use of a 35' mast arm at the intersection of Kingston Pike and Federal Boulevard. The intent of this change order is to pay the difference in cost between a 45' mast arm and a 35' mast arm (\$4,420.00) to avoid the conflict.**FINANCIAL SECTION:****Project:** ATMS Phase 1**Project Budget**

\$6,810,000

Requested Amount

\$4,420.00 (refund)

**Contracted
Amount**

\$6,756,890.26

Remaining Amount

\$57,529.74

Approved By: A. Myers**RECOMMENDATION BY:** Darryl Smith, PE, Town Engineer**PROPOSED MOTION:** Approval of Change Order 2, Contract 2022-07, Farragut Advanced Traffic Management System Phase 1.**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	_____	_____	_____	_____	_____

Supplemental Agreement and/or Request for Construction Change Change Order Request #02

Project Title/Termini:	<u>Town of Farragut ATMS Phase 1</u>		
Owner:	<u>The Town of Farragut</u>	PIN:	<u>125462</u>
Address:	<u>11408 Municipal Center Dr</u>	State Project No.:	<u>47LPLM-F3-144</u>
	<u>Farragut, TN</u>	Federal Project No.:	<u>CM-9109(178)</u>
	<u>37934</u>	Contract No.:	<u>2022-07</u>
County:	<u>KNOX</u>		

Whereas, we The Town of Farragut with Travelers Casualty and Surety of America, as a Surety, entered into a contract with Progression Electric, LLC, on 11/10/2022, for the construction by said Contractor of the above designated contract; and Whereas, certain items of construction encountered, are not covered by the original contract, we desire to submit the following additional items of construction to be performed by the Contractor and paid by the Owner at the price(s) scheduled therefore below:

The purpose of this Change Order is to:

The cantilever signal support pole on the SW corner of Kingston @ Federal needs to be relocated due to conflicting utilities. Due to the only viable location, the Cantilever Signal Support will need to be changed from a 35' mast arm pole to a 45' mast arm pole. The cost associated with the manufacturer pricing has driven a need to create a new pay item for the longer mast arm pole since the new pricing does not match similar pole pricing listed in the contract.

As a result of this Change Order, contract time shall:

☒ Not Change, ☐ Increase by _____ days, ☐ Decrease by _____ days

Original Construction Completion Time: 540days (Date: 6/26/2024)

Original Contract Amount: \$4,876,836.18

Approved Change Orders: \$0

Current Change Order: \$4,420.00

Pending Change Orders: \$115,350.07

Total Change Orders: \$119770.07

Contract Completion Time with Change Orders: 540 days (Date: 6/26/2024)

Unit prices listed below include labor, materials, profit, overhead, and incidentals necessary to complete this work. A separate attached spreadsheet with the same information may be used in lieu of the table below.

[illegible]

Now, Therefore, We, The Town of Farragut Contractors, and Travelers Casualty and Surety of America, Surety, hereby agree to the Supplemental Agreement consisting of the above mentioned items and prices, and agree that this Supplemental Agreement is hereby made a part of the original contract and will be performed by this Contractor in accordance with specifications thereof, and that the original contract remain in full force and effect, except insofar as specifically modified by this Supplemental Agreement.

Approval		_____	_____
		Engineer/CEI (Signature)	Date
Approved	By:	_____	_____
		Contractor (Signature)	Date
	By:	_____	_____
		Surety (Signature)	Date
	By:	_____	_____
		Owner (Signature)	Date

Approved for
Eligibility

By:

APPROVED

By Erin Rakus at 9:30 am, Jun 08, 2023

Local Programs (Signature)

Date

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Darryl Smith, PE**SUBJECT:** Approval of Change Order 3 (New Electrical Services), Contract 2022-07, Farragut Advanced Traffic Management System Phase 1**INTRODUCTION:** The purpose of this item is the approval of Change Order 3 to Contract 2022-07, Advanced Traffic Management System (ATMS) Phase 1.**BACKGROUND:** The Board awarded Contract 2022-07 to Progression Electric, LLC in November, 2022, with a total bid of \$4,876,836.18.**DISCUSSION:** The project plans called for five electrical services to be modified for relocation. Unfortunately, the relocation distance of the new signal cabinets did not allow for reuse. The purpose of this change order is to pay the cost for new electrical service at each of the five locations, with a total cost of \$12,743.95.**FINANCIAL SECTION:****Project:** ATMS Phase 1**Project Budget**

\$6,810,000

Requested Amount

\$12,743.95

**Contracted
Amount**

\$6,752,470.26

Remaining Amount

\$44,785.79

Approved By: A. Myers**RECOMMENDATION BY:** Darryl Smith, PE, Town Engineer**PROPOSED MOTION:** Approval of Change Order 3, Contract 2022-07, Farragut Advanced Traffic Management System Phase 1.**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	_____	_____	_____	_____	_____

**Supplemental Agreement and/or Request for Construction Change
Change Order Request #03**

Project Title/Terminal:	Town of Farragut ATMS Phase 1	PIN:	125462
Owner:	The Town of Farragut	State Project No.:	47LPLM-F3-144
Address:	11408 Municipal Center Dr	Federal Project No.:	CM-9109(178)
	Farragut, TN	Contract No.:	2022-07
	37934		
County:	KNOX		

Whereas, we The Town of Farragut with Travelers Casualty and Surety of America, as a Surety, entered into a contract with Progression Electric, LLC, on 11/10/2022, for the construction by said Contractor of the above designated contract; and Whereas, certain items of construction encountered, are not covered by the original contract, we desire to submit the following additional items of construction to be performed by the Contractor and paid by the Owner at the price(s) scheduled therefore below:

The purpose of this Change Order is to:

5 Electrical Services were planned to be relocated utilizing pay item 730-05.04 MODIFY EXISTING ELECTRICAL SERVICE CONNCECTION. The actual relocation distance of the new signal cabinet did not allow for reuse. New electrical service connections needed to be installed at these locations and has created a need for the addition of pay item 730-05.01 ELECTRICAL SERVICE CONNECTION.. A review of TDOT Average Unit Prices released on 1/22/24 shows comparable unit pricing for pay item 730-05.01.

As a result of this Change Order, contract time shall:

☒ Not Change, ☐ Increase by _____ days, ☐ Decrease by _____ days

Original Construction Completion Time: 540days (Date:6/26/2024)

Original Contract Amount:	<u>\$4,876,836.18</u>
Approved Change Orders:	<u>\$119,770.07</u>
Current Change Order:	<u>\$12,743.95</u>
Pending Change Orders:	<u>\$0</u>
Total Change Orders::	<u>\$132,514.02</u>

Contract Completion Time with Change Orders: 540 days (Date: 6/26/2024)



APPROVED
By Kristen Annaccharico at 2:52 pm, Jul 15, 2024

Approved for
Eligibility

By:

Local Programs (Signature)

Date

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** Darryl Smith, PE**SUBJECT:** Approval of Change Order 4, Contract 2022-07, Farragut Advanced Traffic Management System Phase 1**INTRODUCTION:** The purpose of this item is the approval of Change Order 4 to Contract 2022-07, Advanced Traffic Management System (ATMS) Phase 1.**BACKGROUND:** The Board awarded Contract 2022-07 to Progression Electric, LLC in November, 2022, with a total bid of \$4,876,836.18.**DISCUSSION:** The project plans inadvertently omitted fiber optic termination cabinets for use at the Town Hall and Community Center. The intent of this change order is to pay the cost for the two termination cabinets (\$30,718.34) and provide additional time (35 days) for ordering and installing the cabinets.**FINANCIAL SECTION:****Project:** ATMS Phase 1**Project Budget**

\$6,810,000

Requested Amount

\$30,718.34

**Contracted
Amount**

\$6,765,214.21

Remaining Amount

\$14,067.45

Approved By: A. Myers**RECOMMENDATION BY:** Darryl Smith, PE, Town Engineer**PROPOSED MOTION:** Approval of Change Order 4, Contract 2022-07, Farragut Advanced Traffic Management System Phase 1.**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	_____	_____	_____	_____	_____

Supplemental Agreement and/or Request for Construction Change Change Order Request #04

Project Title/Termini:	<u>Town of Farragut ATMS Phase 1</u>		
Owner:	<u>The Town of Farragut</u>	PIN:	<u>125462.00</u>
Address:	<u>11408 Municipal Center Dr</u>	State Project No.:	<u>47LPLM-F3-144</u>
	<u>Farragut, TN</u>	Federal Project No.:	<u>CM-9109(178)</u>
	<u>37934</u>	Contract No.:	<u>2022-07</u>
County:	<u>KNOX</u>		

Whereas, we The Town of Farragut with Travelers Casualty and Surety of America, as a Surety, entered into a contract with Progression Electric, LLC, on 11/10/2022, for the construction by said Contractor of the above designated contract; and Whereas, certain items of construction encountered, are not covered by the original contract, we desire to submit the following additional items of construction to be performed by the Contractor and paid by the Owner at the price(s) scheduled therefore below:

The purpose of this Change Order is to:

Add the pay item 725-23.29 FIBER OPTIC TERMINATION CABINET to the contract. This pay item is essential to the completion of the original project scope. The panels are necessary to terminate the 144 fiber optic cable in the Town Hall and Community Center TOC. Discussions with the project designer have led to the conclusion that this was a missed item when designing and was intended to be included in the original pay items. 35 additional contract days will be awarded to allow for procurement of materials and installation.

8/15/24 - 8/23/24 - 9 days for change order processing

8/24/24 - 8/28/24 - 5 days for Material Procurement

8/29/24 - 9/11/24 - 14 days for Fiber Terminations

9/12/24 - 9/18/24 - 7 Days for Final Integration

As a result of this Change Order, contract time shall:

☐ Not Change, ☒ Increase by 35 days, ☐ Decrease by _____ days

Original Construction Completion Time: 540days (Date:6/26/2024)

Original Contract Amount: \$4,876,836.18

Approved Change Orders: \$132,514.02

Current Change Order: \$30,718.34

Pending Change Orders: \$0

Total Change Orders: \$163,232.36

Contract Completion Time with Change Orders: 575 days (Date: 7/31/2024)

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Darryl Smith, PE

SUBJECT: Approval of Change Order 1, Contract 2025-06, McFee Park Phase 4, Stormwater Parking Facilities

INTRODUCTION: The purpose of this item is the approval of a series of potential change orders (PCOs) combined into one change order for Contract 2025-06, McFee Park Phase 4.

BACKGROUND: The Board of Mayor and Aldermen awarded Contract 2025-06, McFee Park Phase 4 to The Franklin Group, LLC in September 2024. The project includes the construction of a 127-space permeable paver parking lot around the western end of the loop at McFee Park, along with a trailhead pavilion and associated site improvements including irrigation, lighting and landscaping. Original bid price for the project was \$2,674,000.

DISCUSSION: A total of seven PCO’s are presented for approval. Staff, along with our Construction Engineering and Inspection team (Ross Fowler) recommend approval of the following PCO’s:

PCO 002: This is the addition of an irrigation controller, with an increase of \$6,226.61 and no change in Contract Time.

PCO 003: Elimination of a catch basin and storm line, with a credit of \$5,221.00 and no change in Contract Time.

PCO’s 004-006: The Franklin Group is requesting an additional 14 days of Contract Time due to adverse weather conditions in December 2024 thru February 2025.

PCO 007: This PCO is requested by The Franklin Group for additional work to construct and install a sign stating the project is being funded through a State Water Infrastructure Grant from TDEC. The sign is required by the TDEC ARP Implementation Guide, with an increase of \$1,167.22, with no change in the Contract Time.

PCO 008: The Franklin Group is requesting 8 additional days of Contract Time for the time between the Notice to Proceed and the actual construction start date.

The proposed changes increase the Contract Sum \$2,172.83, with a total sum of \$2,676,172.83. Contract Time is extended by 22 days.

FINANCIAL SECTION:

Project: McFee Park Phase 4			
<u>Project Budget</u>	<u>Requested Amount</u>	<u>Contracted Amount</u>	<u>Remaining Amount</u>
\$2,733,913	\$2,172.83	\$2,674,000	\$57,740.17
Approved By: <u>A. Myers</u>			

RECOMMENDATION BY: Darryl Smith, PE, Town Engineer

PROPOSED MOTION: Approval of Change Order 1, Contract 2025-06.

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 G701® – 2017

Change Order

PROJECT: (Name and address)
McFee Park Phase 4
Farragut, TN

CONTRACT INFORMATION:
Contract For: General Construction
Date: 09-12-2024

CHANGE ORDER INFORMATION:
Change Order Number: 001
Date: 03-31-2025

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

CONTRACTOR: (Name and address)
The Franklin Group LLC
P.O. Box 31606
Knoxville, TN 37930

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

The changes in the work as described in Attachment A dated March 31, 2025

The original Contract Sum was	\$ 2,674,000.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 2,674,000.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 2,172.83
The new Contract Sum including this Change Order will be	\$ 2,676,172.83

The Contract Time will be increased by Twenty-Two (22) days.
The new date of Substantial Completion will be 06-07-2025

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT (Signature)

BY: Patrick Brown President
(Printed name, title, and license number if required)

Date

CONTRACTOR (Signature)

BY: Cary Franklin President
(Printed name and title)

Date

OWNER (Signature)

BY: David Smoak Town
Administrator
(Printed name and title)

Date

McFee Park Phase 4

March 31, 2025

Change Order 001**Attachment A**

Re: Proposed Change Orders: 002-008

We are enclosing herewith changes to the subject project. We have reviewed the contractor's proposed changes and find the proposed changes in the Contract Sum to be appropriately documented and reasonable.

The following changes are requested:

PCO 002 Addition of Irrigation Controller

The change requested by The Franklin Group is regarding the addition of an irrigation controller. The contractor was unaware that the new irrigation system was to be a separate system from the existing. The proposed change is an increase of \$6,226.61. No change in the Contract Time is recommended.

PCO 003 Removal of Catch Basin and Storm Line 5

This change requested by The Franklin Group eliminates catch basin 5A and Storm Line 5 as shown on the civil drawings. This proposed change results in a credit in the amount of \$5,221.00. No change in the Contract Time is recommended.

PCO 004-006 Contract Time

For Weather delays from December 2024-February 2025, the Contract Time is increased 14 days.

PCO 007 SWIG Sign Project

This change requested by The Franklin Group is regarding the construction and provision of a SWIG (State Water Infrastructure Grant) sign, to be displayed on site and throughout the project duration. This is needed according to the TDEC ARP Implementation Guide requirements. This proposed change is an increase of \$1,167.22. No change in the Contract Time is recommended.

PCO 008 Contract Time

For the time period between the NTP and construction start date, the Contract Time is increased 8 days.

These proposed changes increase the Contract Sum \$2,172.83.

The Contract Time is extended by twenty-two (22) days.

