

A G E N D A

FARRAGUT BOARD OF MAYOR AND ALDERMEN

August 8, 2013

WORKSHOP

Emergency Management Plan

6:20 PM

BEER BOARD

6:55 PM

BMA MEETING

7:00 PM

- I. Silent Prayer, Pledge of Allegiance, Roll Call**
- II. Approval of Agenda**
- III. Mayor's Report**
 - A. Farragut Business Alliance Presentation
- IV. Citizens Forum**
- V. Approval of Minutes**
 - A. July 11, 2013
- VI. Business Items**
 - A. Approval of Purchasing Right of Way Tractor Equipment through the State Bid
 - B. Approval of Special Event Signage for the News Sentinel Open golf tournament
 - C. Approval and Public Hearing on the Parks and Leisure Services Master Plan Update
- VII. Town Administrator's Report**
- VIII. Attorney's Report**

FARRAGUT BEER BOARD

August 8, 2013

6:55 PM

- I. Approval of Minutes**
 - a. July 11, 2013

- II. Approval of a Special Occasion Beer Permit for:**
 - a. Cystic Fibrosis Foundation, 12003 Kingston Pike

- III. Approval for an On-Premise Beer Permit for:**
 - a. Restaurant Linderhof, 12740 Kingston Pike Suite 106

FARRAGUT BEER BOARD MINUTES

July 11, 2013

Ron Honken, Chairman, called the beer board meeting to order at 6:55 PM. Elected officials present were, Aldermen Elliott, Honken, LaMarche and Markli. Mayor McGill was absent.

Approval of Minutes

Motion was made to approve the minutes of June 27, 2013 as presented. Moved by Alderman Markli, seconded by Alderman Elliott; voting yes, Aldermen Elliott, Honken and Markli; Alderman LaMarche abstained; Mayor McGill was absent; no nays; motion passed.

Consider Approval for an On-Premise Beer Permit for:

Snappy Tomato Pizza, 11507 Kingston Pike

Motion was made to approve an on-premise beer permit for Snappy Tomato Pizza, 11507 Kingston Pike, subject to obtaining a certificate of occupancy. Moved by Alderman Elliott, seconded by Alderman LaMarche; voting yes, Aldermen Elliott, Honken, LaMarche and Markli; Mayor McGill was absent; no nays; motion passed.

Restaurant Linderhof, 12740 Kingston Pike Suite 106

A representative from the restaurant was not present. The request will be added to the next beer board meeting agenda.

Beer Board meeting adjourned at 6:57 PM

Ron Honken, Chairman

Allison Myers, Town Recorder

REPORT TO THE BEER BOARD

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Consider Approval of a special occasion beer permit for the Cystic Fibrosis Foundation, 12003 Kingston Pike

DISCUSSION:

The Cystic Fibrosis Foundation is planning a "Golf and ParTee" event at Willow Creek Golf Course 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 Cystic Fibrosis Foundation is a nonprofit organization and is requesting the permit for September 19, 2013.

RECOMMENDATION BY:

Allison Myers, Town Recorder, for approval.

PROPOSED MOTION:

Motion to approve the special occasion beer permit for the Cystic Fibrosis Foundation's "Golf and ParTee" event at Willow Creek Golf Course September 19, 2013.

BOARD ACTION:

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

APPLICATION FOR BEER PERMIT

STATE OF TENNESSEE

TOWN OF FARRAGUT

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

1. Reason for application: New Business ☐ New Ownership ☐ Name Change ☐ Other ☒
2. Type of permit requested: Off-Premise ☐ On-Premise ☐ On/Off-Premise ☐ Special Occasion ☒
3. Name of Applicant(s) (Owner(s) of Business) Cystic Fibrosis Foundation
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:
N/A
6. Applicant's present home address:
N/A
7. Date of Birth N/A Home Telephone Number _____
Business Telephone Number _____ Social Security Number _____
8. Representative Email Address: teilington@cff.org
9. Under what name will the business operate? N/A
10. Business address 5401 Kingston PK, Ste 230 Knoxville, TN 37919
Business Telephone number (865) 583-0355
11. Specify the identity, email and physical address of the person to receive annual privilege tax notices and any other communication from the Town:
N/A
12. Information of any manager, other than the applicant:
Name: N/A 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:
Bill Roach & Testerman Construction Co. 104 Land Oak Rd.
16. What is the name and address of the Church (or other place of worship) nearest to your business?
N/A
17. What is the name and address of the school nearest to your business?
N/A
18. Special Occasion Event Name: Golf and ParTEE
Location of the special occasion event: Willow Creek Golf Club
Event Date & Times: September 19, 2013 8:00am - 11:00pm
Representative name & phone number: Leigh Ellington (865) 583-0355
Have you received a special event permit to hold the event in the Town of Farragut? no
19. Tennessee Sales Tax Number: N/A

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.

Arnon C. Koch

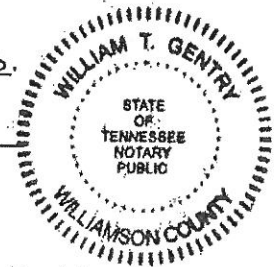
Signature of Applicant/Owner (or authorized Corporate Official)

Sworn to and subscribed before me this 24th day of July, 2013.

William T. Gentry

Notary Public

My Commission Expires: 02/18/2014



Notice: A non-refundable \$¹⁰⁰250 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



IRS Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248164798
Feb. 17, 2012 LTR 4167C E0
13-1930701 000000 00
00016467
BODC: TE

CYSTIC FIBROSIS FOUNDATION
HEADQUARTERS
6931 ARLINGTON RD STE 200
BETHESDA MD 20814-5269

Employer Identification Number: 13-1930701
Group Exemption Number: 1393
Person to Contact: Mr Bayer
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Feb. 08, 2012, request for information about your tax-exempt status.

Our records indicate that you were issued a determination letter in November 1957, and that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on the information supplied, we recognized the subordinates named on the list you submitted as exempt from Federal income tax under section 501(c)(3) of the Code.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106 and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

S. A. Martin, Operations Manager
Accounts Management Operations

AGENDA NUMBER III.A.

MEETING DATE August 8, 2013

REPORT TO THE BEER BOARD

PREPARED BY: Allison Myers, Town Recorder *AM*

SUBJECT: Approval of an On-Premise Beer Permit for Restaurant Linderhof, 12740 Kingston Pike Suite 106

INTRODUCTION:

The purpose of this agenda item is the approval of an on-premise beer permit for Restaurant Linderhof, 12740 Kingston Pike Suite 106. The applicant currently has a beer permit for the restaurant at 11831 Kingston Pike.

DISCUSSION:

The applicant is requesting a permit for a new location at 12740 Kingston Pike, Suite 106. The application and information are in order.

RECOMMENDATION BY:

Allison Myers, Town Recorder, for approval.

PROPOSED MOTION:

To approve an On-Premise Beer Permit for Restaurant Linderhof, 12740 Kingston Pike Suite 106.

BOARD ACTION:

MOTION BY: _____ SECONDED BY: _____

<u>VOTE/TOTAL</u>	<u>MCGILL</u>	<u>ELLIOTT</u>	<u>LAMARCHE</u>	<u>MARKLI</u>	<u>HONKEN</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

APPLICATION FOR BEER PERMIT

STATE OF TENNESSEE

TOWN OF FARRAGUT

pd
1/2/13

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:

New
X location

1. Reason for application: New Business ☐ New Ownership ☐ Name Change ☐ Other ☒
2. Type of permit requested: Off-Premise ☐ On-Premise ☒ On/Off-Premise ☐ Special Occasion ☐
3. Name of Applicant(s) (Owner(s) of Business) Aaron Schmissratter
Restaurant Linderhof
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:
None
6. Applicant's present home address:
11881 Kingston Pike
7. Date of Birth 09/05/85 Home Telephone Number 865-209-4794
Business Telephone Number 865-675-8700 Social Security Number [REDACTED]
8. Representative Email Address: eaglescont@aol.com
9. Under what name will the business operate? Restaurant Linderhof
10. Business address 12740 Kingston Pike Suite 106
Business Telephone number 865-675-8700
11. Specify the identity, email and physical address of the person to receive annual privilege tax notices and any other communication from the Town:
12740 Kingston Pike
eaglescont@aol.com
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:

The Myers Bros.

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?

Primrose

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: 27-2178101 EIN

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.

A G E N D A

FARRAGUT BOARD OF MAYOR AND ALDERMEN

July 11, 2013

BEER BOARD

6:55 PM

BMA MEETING

7:00 PM

- I. Silent Prayer, Pledge of Allegiance, Roll Call**
- II. Approval of Agenda**
- III. Mayor's Report**
- IV. Citizens Forum**
- V. Approval of Minutes**
 - A. June 27, 2013
- VI. Business Items**
 - A. Approval of Bids for new 2013 Right of Way Mowing Tractor
 - B. Approval of Contract 2014-09, Mayor Bob Leonard Park Field #2 Artificial Turf Installation
- VII. Ordinances**
 - A. First Reading
 - 1. Ordinance 13-20, ordinance request for abandonment of right-of-way of old Snyder Road right-of-way at N. Campbell Station Road, located between Parcels 122 & 123.02, Tax Map 130, Farragut Municipal Code, Title 16, Chapter 3. Road Closing or Terminating Policy (Eddie Kherani/Marathon Gas Station, Applicant)
- VIII. Town Administrator's Report**
- IX. Attorney's Report**

The Farragut Board of Mayor and Aldermen met in a regular session on Thursday, July 11, 2013 at 7:00 p.m. Members present were Aldermen Elliott, Honken, LaMarche and Markli; Mayor McGill was absent.

Approval of Agenda

Motion was made to approve the agenda as presented. Moved by Alderman Markli, seconded by Alderman Honken; voting yes, Aldermen Elliott, Honken, LaMarche and Markli; Mayor McGill was absent; no nays; motion passed.

Approval of Minutes

Motion was made to approve the minutes of June 27, 2013 as presented. Moved by Alderman Honken, seconded by Alderman Markli; voting yes, Aldermen Elliott, Honken, LaMarche and Markli; Mayor McGill was absent; no nays; motion passed.

Business Items

Approval of Bids for new 2013 Right of Way Mowing Tractor

Motion was made to approve the purchase of a 2013 John Deere 6105M mower from CMI Equipment Sales in the amount of \$80,347. Moved by Alderman Honken, seconded by Alderman Markli; voting yes, Aldermen Elliott, Honken, LaMarche and Markli; Mayor McGill was absent; no nays; motion passed.

Approval of Contract 2014-09, Mayor Bob Leonard Park Field #2 Artificial Turf Installation

Motion was made to award Contract 2014-09 to Playrite in the amount of \$450,769. Moved by Alderman Honken, seconded by Alderman Elliott; voting yes, Aldermen Elliott, Honken, LaMarche and Markli; Mayor McGill was absent; no nays; motion passed.

Ordinances

First Reading

Ordinance 13-20, ordinance request for abandonment of right-of-way of old Snyder Road right-of-way at N. Campbell Station Road, located between Parcels 122 & 123.02, Tax Map 130, Farragut Municipal Code, Title 16, Chapter 3. Road Closing or Terminating Policy (Eddie Kherani/Marathon Gas Station, Applicant)

Motion was made to approve Ordinance 13-20 on first reading. Moved by Alderman Honken, seconded by Alderman Markli; voting no, Aldermen Elliott, Honken, LaMarche and Markli; Mayor McGill was absent; no yea votes; motion failed.

Meeting adjourned at 7:21 PM.

Mary Dorothy LaMarche, Vice-Mayor

Allison Myers, Town Recorder

AGENDA NUMBER: V.I.A. MEETING DATE: August 8, 2013

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: William E. McKelvey, Public Works Director

SUBJECT: Approval of Purchasing Right of Way Tractor Equipment through the State Bid

INTRODUCTION: The purpose of this agenda item is to approve the purchase of a new Alamo 20 ft. Boom Arm Mower and Mounting Bracket through the state bid.

BACKGROUND:

In the last Board Meeting, the Public Works Department was given the approval to purchase a new 2013 John Deere Right of Way Mowing Tractor. The Alamo Boom Arm Mower and Mounting Bracket is equipment that is needed to go along with the new tractor for mowing trees and brush throughout the Town's right of way areas. This equipment can be purchased through the state bid.

DISCUSSION: Staff recommends purchase of this equipment through the state bid, which is CMI Equipment Sales Inc. The cost of the boom arm is \$21,500 and the mounting cost will be \$3,500. This comes to a total of \$25,000.

FINANCIAL SECTION:

Account Number: 310-43949-949-Major Equipment			
<u>Total Budget</u>	<u>Expenditures to Date</u>	<u>Contracted Amount</u>	<u>Remaining Amount</u>
\$107,000	\$26,653	\$25,000	\$1,651
Approved By: <u>A. Myers</u>			

RECOMMENDATION BY: Bud McKelvey, Public Works Director, for approval.

PROPOSED MOTION: Approval of the purchase of an Alamo 20 ft. Boom Arm and Mounting Bracket through the state bid to **CMI Equipment Sales Inc. in the amount of \$25,000.**

BOARD ACTION:

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

<u>VOTE/TOTAL</u>	<u>MCGILL</u>	<u>ELLIOTT</u>	<u>HONKEN</u>	<u>LAMARCHE</u>	<u>MARKLI</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____



AGENDA NUMBER VI.B.

MEETING DATE August 8, 2013

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of News Sentinel Open Golf Tournament Event Signage

INTRODUCTION:

The Knoxville News Sentinel Open has submitted a Special Events Permit application requesting permission to place directional signage in Farragut during the golf tournament.

BACKGROUND:

Over the past few years the Knoxville Golf Tournament has requested and been granted permission to place directional signs in the Town's right-of-ways.

DISCUSSION:

The requested placement of the directional signs is illustrated in the following attachment. The signs will be erected August 10 and 11, 2013 and removed by the close of business Monday, August 19, 2013. As requested, no directional sign will be closer than 200 feet to an intersection.

PROPOSED MOTION:

Approval of proposed placement of direction signage within the Town of Farragut's right-of-way for the News Sentinel Open.

BOARD ACTION:

MOTION BY: _____ SECONDED BY: _____

<u>VOTE/TOTAL</u>	<u>ELLIOTT</u>	<u>LAMARCHE</u>	<u>MARKLI</u>	<u>HONKEN</u>	<u>MCGILL</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

Special Events Permit Town of Farragut, Tennessee

Introduction

The News Sentinel Open presented by Pilot golf tournament is a large, multi-day event which attracts 156 professional golfers on the Web.com Tour, PGA TOUR officials, 300+ volunteers, youth, seniors, vendors, supporters, members of the media, community and business leaders and over 40,000 general public spectators to Knox County and Farragut over a seven day period.

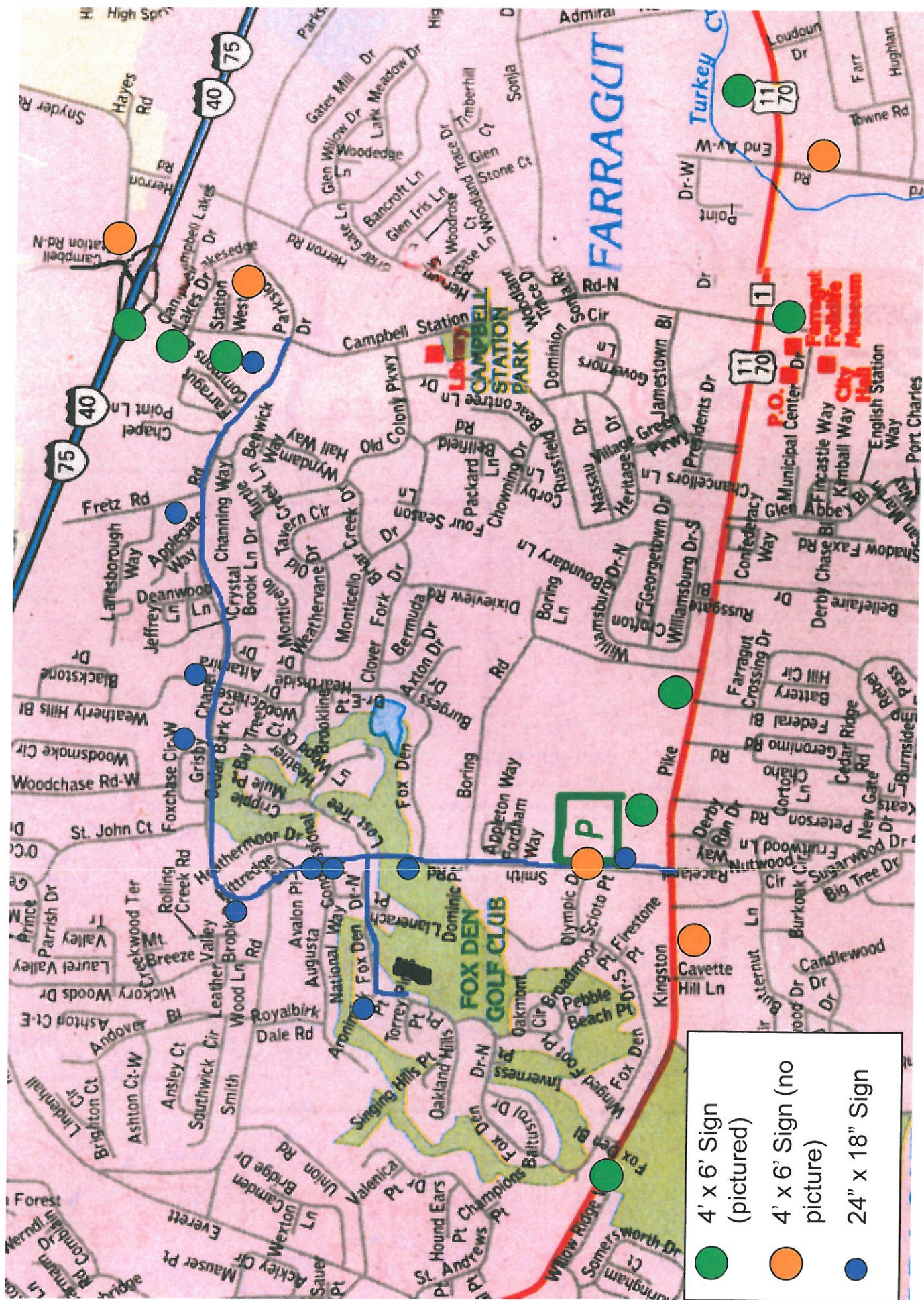
The News Sentinel Open presented by Pilot is pleased to hold the golf tournament at the prestigious Fox Den Country Club located in Farragut.

The influx of people to the golf tournament will require numerous, clear and highly visible signs to ensure there is smooth vehicular traffic flow with a minimum of congestion and confusion. Of special concern is keeping as much tournament related traffic as possible away from residential areas around the golf course and ensuring the golf tournament will not create a hazardous condition for traffic. The tournament will generate significant traffic over the seven days. We have enlisted the support of the Knox County Sheriff's department to help with traffic and pedestrian control. Good clear, visible signage is crucial to this event to insure minimum impact on the Farragut community.

In accordance with the Sign Ordinance of the Town of Farragut, the News Sentinel Open presented by Pilot is submitting a Special Event Permit application to the Farragut Mayor and Board of Aldermen and requesting permission to place traffic directional signs on the highway right of way in the Town of Farragut.

Signs

The following illustrations are typical of the signs to be placed on the right of way. All signs will be professionally made, clean and attractive in appearance. The tournament staff will check the signs at the beginning of each day to ensure they are in good condition and properly positioned. All signs will be updated to reflect the new sponsor and new dates. All signs will be erected on August 10 and 11 and removed by the close of the business day, Monday, August 19. As per your request, no sign will be closer than 200 feet to an intersection.



Grigsby Chapel Rd at West Fox Chase Rd
24" X 18"



Campbell Station Rd at Grigsby Chapel

4' X 6'



Campbell Station Rd, South of Kingston Pk
4' X 6'



I-40 East exit



Campbell Station Rd, North of Grigsby Chapel Rd
4' X 6'



Kingston Pk at Smith Rd
4' X 6'



Kingston Pk, East of Concord Rd
4' X 6'



Kingston Pk, East of Smith Rd

4' X 6'



Kingston Pk, West of Willow Creek GC

4' X 6'



AGENDA NUMBER V.I.C.

MEETING DATE August 8, 2013

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Sue Stuhl, Parks and Leisure Services Director

SUBJECT: Discussion and public hearing on the *Parks and Leisure Services Master Plan Update*

INTRODUCTION: In 2006, the Board of Mayor and Aldermen created a charter and appointed a citizen committee to formulate a master plan in the area of parks and recreation. This committee presented a plan in January 2008 that was approved by the Municipal Planning Commission and the Board of Mayor and Aldermen. While the State of Tennessee does not mandate that local parks and recreation departments produce a master plan, this is a requirement for two of the grants that we apply for when eligible. And it is also recommended that the plan goals and action items be updated every five years.

DISCUSSION: Attached is a copy of the *Parks and Leisure Services Master Plan Update*. This includes updates in a variety of areas but most importantly, includes a new set of goals and action items that have been divided into three parts: Near-Term (2013-2017), Mid-Term (2018-2020) and Long-Term (2021-2023). In the original master plan the goals and action items were simply in a list. The new set of near and mid-term goals and action items are now matched with the *Town of Farragut Strategic Plan*, which was approved by the Board of Mayor and Aldermen in 2009. The long-term goals were not matched though because it is likely that the strategic plan goals will be changed and modified before that time. Many of the action items in the *Parks and Leisure Services Master Plan Update* are dependent on funding in the operating or capital investment program so changes are likely to occur.

This new set of goals and action items has been reviewed and discussed with each of the four Parks and Leisure Services committees: Arts Council, Beautification Committee, Folklife Museum Committee and the Parks and Athletics Council. Changes that were suggested have been incorporated into this document and all committees have been given the chance to review these changes.

Also attached are the original goals and action plan items with an explanation of the progress that has been made.

RECOMMENDATION BY: Parks and Leisure Services Director Sue Stuhl for approval.

PROPOSED MOTION: Approval of the Parks and Leisure Services Master Plan Update.

BOARD ACTION:

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