



FARRAGUT BOARD OF MAYOR AND ALDERMEN AGENDA

September 14, 2017

**BMA MEETING
7:00 PM**

- I. Silent Prayer, Pledge of Allegiance, Roll Call**
- II. Approval of Agenda**
- III. Mayor's Report**
 - A. Presentation of School Donations
 - B. Constitution Week and Daughters of the American Revolution Proclamations
- IV. Citizens Forum**
- V. Approval of Minutes**
 - A. August 24, 2017
- VI. Ordinances**
 - A. First Reading
 - 1. Ordinance 17-13 an ordinance adopting and enacting a new code for the Town of Farragut, Tennessee; providing for the repeal of certain ordinances not included therein; providing a penalty for the violation thereof; providing for the manner of amending such code; and providing when such code and this ordinance shall become effective.
 - 2. Ordinance 17-14, Ordinance amending the General Fund budget of the Fiscal Year 2017-2018 budget, passed by Ordinance 17-09
- VII. Business Items**
 - A. Approval of 2017 Parade of Homes Directional Signage
 - B. Approval of Dates for the November and December BMA meetings
- VIII. Town Administrator's Report**
- IX. Town Attorney's Report**

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

It is the policy of the Town of Farragut not to discriminate on the basis of race, color, national origin, age, sex, or disability 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.



**FARRAGUT BOARD OF MAYOR AND ALDERMEN
AGENDA**

August 24, 2017

**WORKSHOP-MCFEE PARK MASTER PLAN
6:00 PM**

**BEER BOARD MEETING
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. August 10, 2017
- VI. Ordinances**
 - A. Public Hearing and Second Reading
 - 1. Ordinance 17-12, an ordinance of the Town of Farragut, Tennessee amending the Equipment Fund for fiscal year 2017-2018 budget, passed by ordinance 17-09
- VII. Business Items**
 - A. Approval of traffic calming measures on Thornton Drive
 - B. Approval McFee Park Master Plan
 - C. Approval of McFee Park Phase 3
- VIII. Town Administrator's Report**
- IX. Town Attorney's Report**

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Mayor McGill called the meeting to order at 7:00 PM. Members present were Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams.

Approval of Agenda

Motion was made to approve the agenda as presented. Moved by Alderman Markli, seconded by Alderman Povlin; voting yes, Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams; no nays; motion passed.

Mayor's Report

Alderman Povlin announced that the Fun with Farragut Fleet event and the Eclipse Party were awesome and thanked staff for a job well done.

Approval of Minutes

Motion was made to approve the minutes of August 10, 2017 as presented. Moved by Alderman Pinchok, seconded by Alderman Williams; voting yes, Mayor McGill, Aldermen Markli, Pinchok and Williams; Alderman Povlin abstained; no nays; motion passed.

Ordinances

Public Hearing and Second Reading

Ordinance 17-12, an ordinance of the Town of Farragut, Tennessee amending the Equipment Fund for fiscal year 2017-2018 budget, passed by ordinance 17-09

Motion was made to approve Ordinance 17-12 on second and final reading. Moved by Alderman Pinchok, seconded by Alderman Povlin; voting yes, Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams; no nays; motion passed.

Business Items

Approval of traffic calming measures on Thornton Drive

Motion was made to approve the traffic calming measures on Thornton Drive. Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes, Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams; no nays; motion passed.

Approval McFee Park Master Plan

Motion was made to approve the McFee Park Master Plan as presented. Moved by Alderman Pinchok, seconded by Alderman Williams; voting yes, Mayor McGill, Aldermen Pinchok, Povlin and Williams; voting no, Alderman Markli; motion passed.

Approval of McFee Park Phase 3

Motion was made to approve Option 6.1 for Phase 3 of McFee Park. Moved by Alderman Pinchok, seconded by Alderman Williams.

After much discussion and public comments an alternate motion was made to approve Option F for Phase 3 of McFee Park. Moved by Alderman Markli, seconded by Alderman Williams; voting yes, Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams; no nays; motion passed.

Town Administrator's Report

David Smoak, Town Administrator, announced that there will be strategic planning public meetings Monday and Tuesday, August 28 and 29th.

Meeting adjourned at 8:15 PM.

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: First Reading of Ordinance 17-13, an ordinance adopting and enacting a new municipal code for the Town of Farragut, Tennessee; providing for the repeal of certain ordinances not included therein; providing a penalty for the violation thereof; providing for the manner of amending such code; and providing when such code and this ordinance shall become effective.

BACKGROUND: Codification is a process of consolidating the Town's legislation of a general and permanent nature and organizing it into a logical and sequential code of ordinances. The Town of Farragut's Municipal Code had not been codified in approximately 15-20 years. Typically, codes are codified every 10-15 years.

The Town contracted with Municode to complete the codification process. During the process, one of Municode's experienced codification attorneys first organized and then reviewed the code in its entirety to ensure that it is grammatically correct, free of conflicts and internal inconsistencies and conforms to State Law.

DISCUSSION: The Board had a workshop to discuss the recodification of the Municipal Code on June 22, 2017. At the workshop, Town Attorney, Tom Hale explained the process of evaluating the suggested changes from the Municode staff. Below is a summary of the process and changes:

1. The overall code has been divided into two subparts – namely, General and Land Development and Land Use Ordinances.
2. The General sections have been organized by category and the categories have been placed in alphabetical order. For example, the categories are Administration, Alcohol Beverages, Animals, Businesses, Fire Prevention, Municipal Court, Nuisances, Offenses and Miscellaneous Provisions, Parks and Recreation, Peddler and Solicitors, Streets, Sidewalks and Other Public Places and Traffic and Vehicles.
3. Once Municode determined and alphabetically ordered the categories, it then decided into which category the substantive parts of the Town's code best fit, and those parts were then placed as a subsection of the category into which it fit. This last step has resulted in parts of the code that had historically been together, now being in completely different parts of the code.
4. In addition to reorganizing the overall code, there are several sections in which the wording was not changed, but looks different because they have been reformatted.
5. Tom Hale communicated all final changes to Municode and an adoption ordinance was created.

RECOMMENDATION BY: Town Attorney, Tom Hale and Town Recorder, Allison Myers for approval.

PROPOSED MOTION: To approve Ordinance 17-13 on first reading.

BOARD ACTION:

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

<u>VOTE/TOTAL</u>	<u>WILLIAMS</u>	<u>MARKLI</u>	<u>PINCHOK</u>	<u>POVLIN</u>	<u>MCGILL</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

ORDINANCE:	17-13
PREPARED BY:	Municipal Code Corporation
PUBLIC HEARING:	September 28, 2017
PUBLISHED IN:	Shopper News Farragut
DATE:	September 13, 2017
1ST READING:	September 14, 2017
2ND READING:	September 28, 2017
PUBLISHED IN:	

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE TOWN OF FARRAGUT, TENNESSEE; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

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

Section 1. The Code entitled "Code of Ordinances of the Town of Farragut, Tennessee," published by Municipal Code Corporation, consisting of chapters 1 through 113, each inclusive, is adopted.

Section 2. All ordinances of a general and permanent nature enacted on or before April 27, 2017, and not included in the Code or recognized and continued in force by reference therein, are repealed.

Section 3. The repeal provided for in section 2 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 4. Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or issued in pursuance thereof shall be punished by a fine not to exceed \$500.00. Except as otherwise provided: (i) with respect to violations of the Code that are continuous with respect to time, each day that the violation continues is a separate offense; and (ii) with respect to violations that are not continuous with respect to time, each act is a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the town may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

Section 5. Additions or amendments to the Code when passed in such form as to indicate an intention to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 6. Ordinances adopted after April 27, 2017, that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

Section 7. This ordinance shall take effect from and after its final passage and publication, the public welfare requiring it.

Dr. Ralph McGill, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** David Smoak, Town Administrator**SUBJECT:** Ordinance 17-14, Ordinance amending the General Fund budget of the Fiscal Year 2017-2018 budget, passed by Ordinance 17-09**INTRODUCTION:** The purpose of this agenda item is to approve Ordinance 17-14, on first reading.**BACKGROUND:** The Board of Mayor and Aldermen listed as their top policy agenda item for this year to develop a funding plan for tourism promotion in the Town of Farragut. In October 2016, the Town hired marketing firm Girl on the Roof to analyze our current marketable assets and develop a marketing plan that would enhance the Town's brand awareness for our residents and drive more visitors to Farragut to shop, eat, stay and play in our community.**DISCUSSION:** The proposed marketing plan that was developed with feedback from Town staff and the Economic Development Advisor Committee is attached for your review. Included in the plan are estimated costs associated with many of the activities that will need to take place on an annual or semi-annual basis to drive more visitors to Farragut.

To accomplish these annual goals, I am proposing to hire a part-time Tourism Coordinator that would help refine our marketing strategy and implement the plan. The budgeted cost of the Tourism Coordinator position for the remainder of FY2018 is \$30,000. In addition, the marketing budget as proposed would be an additional \$90,000, for a total budget adjustment of \$120,000.

STRATEGIC PLAN FY2017: Implementing the tourism program meets the goals of the Board of Mayor and Aldermen's Policy Agenda 2017, Top Priority: Tourism Development Plan-Funding. It also accomplishes the Town's goal of Maintaining a Financially Sound Town Providing Excellent Services: Provide a dedicated funding plan for Tourism Development.**RECOMMENDATION BY:** Town Administrator David Smoak for approval.**PROPOSED MOTION:** To approve Ordinance 17-14, amending the General Fund budget of the Fiscal Year 2017-2018 budget, passed by Ordinance 17-09 on first reading.**BOARD ACTION:****MOTION BY:** _____ **SECONDED BY:** _____

<u>VOTE/TOTAL</u>	<u>POVLIN</u>	<u>MARKLI</u>	<u>MCGILL</u>	<u>PINCHOK</u>	<u>WILLIAMS</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

ORDINANCE	17-14
PREPARED BY	Myers
1 ST READING	September 14, 2017
2 nd READING	September 28, 2017
PUBLISHED IN	Shopper News Farragut
DATE	

**AN ORDINANCE OF THE TOWN OF FARRAGUT, TENNESSEE
AMENDING THE FISCAL YEAR 2017-2018 BUDGET, PASSED BY ORDINANCE 17-09**

WHEREAS, the Town of Farragut adopted the fiscal year 2017-18 budget by passage of Ordinance Number 17-09 on June 22, 2017; 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 for the General Fund will be greater than budgeted; 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 2017-2018 BUDGET AS FOLLOWS:

SECTION 1. Ordinance 17-09 is hereby amended by:

- Increasing the appropriated expenditures in the General Fund Budget by \$120,000. Expenditures for the General Fund will total \$7,114,579.

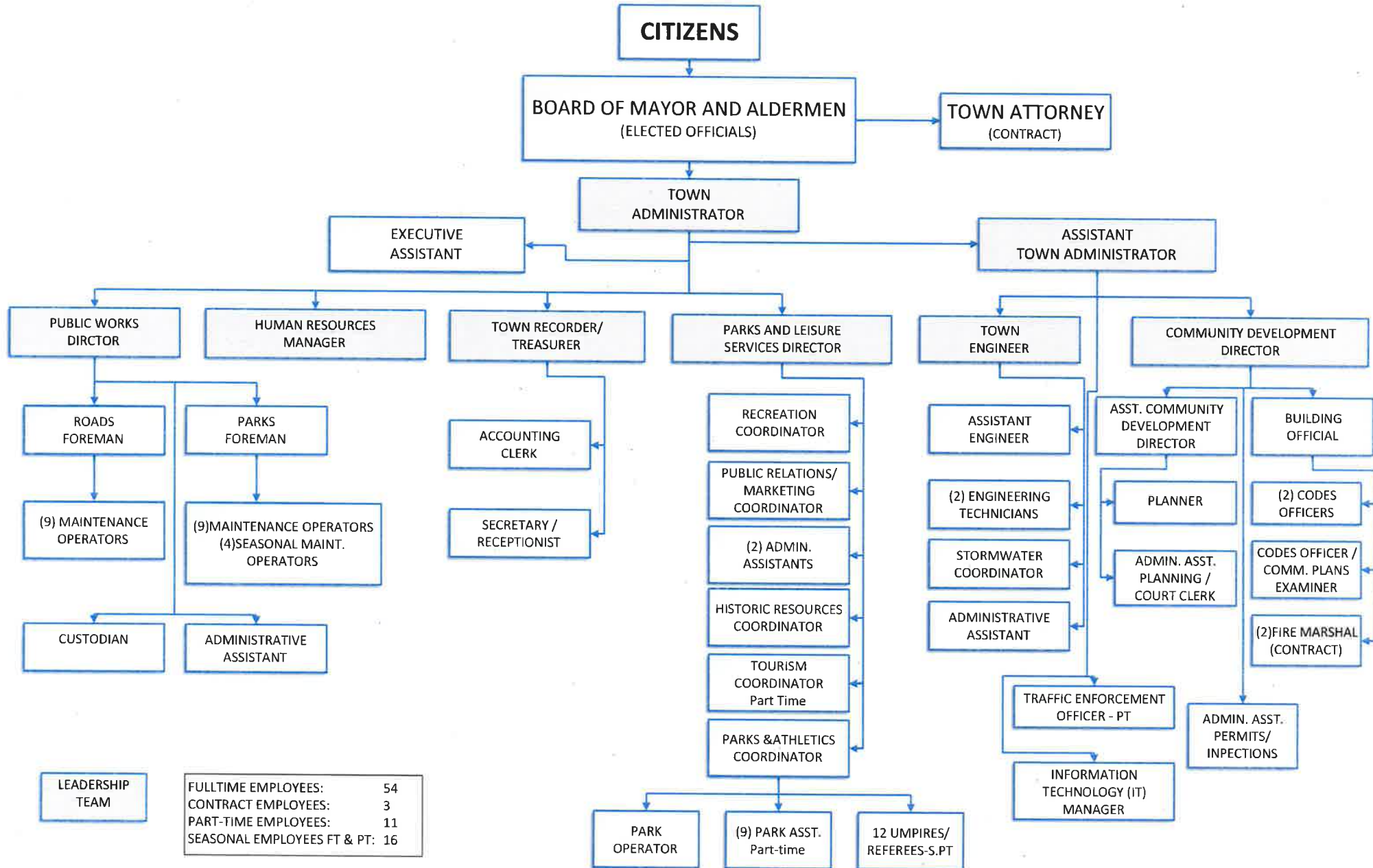
SECTION 2. The Board of Mayor and Aldermen authorizes the Town Recorder to make said changes in the accounting system.

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

Dr. Ralph McGill, Mayor

Allison Myers, Town Recorder

TOWN OF FARRAGUT ORGANIZATIONAL CHART FY 2017-18



*Police provided by Knox County & Fire is provided by a subscription based service from Rural/Metro



Town of Farragut Marketing Plan

[illegible]



Town of Farragut Marketing Plan

		status	champion	team	GotR est*	outside \$	May	June	July	August	September	October	NOTES
PRIORITY B													
B1	Step-by-step business guide		Kevin	KR, CR, David	1980	0							
B2	New business landing page on Town website		Kevin	KR, CR, David, Wendy	1440	500							
B3	Google AdWords advertising strategy and pilot campaign (e.g. Knc		Kevin	KR, CR, Sue, Wendy	2010	500							
PRIORITY C													
C1	Develop visitor packages (e.g. Buddy Greg, ProVision...)		Kevin	KR, JS, FBA	TBD^	5000							2018
C2	Develop pedestrian walking tour		Julia	JS, Julia, Wendy	TBD^	20,000							2018
C3	Develop New Business Advocate / Liaison Program		Kevin	KR, CR, FBA	TBD^	0							2018
C4	Google Display Network advertising campaign promoting videos		Iris	IC, KR, CR, Sue	TBD^								2018
PRIORITY D													
D1	Develop more mobile-friendly maps for greenways		Iris	IC, CR, Sue	TBD^	5000							2018
D2	Strengthen greenway connectivity signage/printed maps		Janette	JS, KR, CR, Sue	TBD^	5000							2018
				TOTAL:	47940	83000							

* Estimates are for planning purposes only and are not work bids. Billing will be based on actual services rendered and will deduct from remaining project balance from existing contract.

^ Needs further exploration and discussion before estimate can be provided.

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of the special event directional signage for 2017 Parade of Homes

INTRODUCTION:

The Parade of Homes has submitted a Special Events Permit application requesting permission to place directional signage in Farragut during the event.

DISCUSSION:

The requested placement of the directional signs is illustrated in the following attachment. This year there are five homes that are within the Town. The homes are located in the neighborhoods of the Farm at Willow Creek, Sheffield, McKinley Station, Hanover Court and Briarstone. The signs will be erected Thursday afternoons, Fridays, Saturdays & Sundays beginning October 6-22, 2017.

PROPOSED MOTION:

Staff recommends approval of proposed placement of special event direction signage within the Town of Farragut's right-of-way for the 2017 Parade of Homes.

BOARD ACTION:

MOTION BY: _____ SECONDED BY: _____

<u>VOTE/TOTAL</u>	<u>MARKLI</u>	<u>PINCHOK</u>	<u>POVLIN</u>	<u>WILLIAMS</u>	<u>MCGILL</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

From: noreply@civicplus.com
Sent: Thursday, August 24, 2017 4:48 PM
To: Karen Richards; Mark Shipley; Bart Hose; Kelly Barnes; Allison Myers
Subject: Online Form Submittal: Town of Farragut Event Application

Town of Farragut Event Application

General Information

Please review all sections of this application. If you have any questions during the application process, contact the Farragut Town Hall at 865-675-2384 or you can email events@townoffarragut.org

Event applications will be reviewed by the Town of Farragut's Event Committee

** Event Meetings are held on the first Monday of each month at 2:00 p.m. in the Farragut Town Hall Board Room. Attendance is required for most events.*

** There is a non-refundable permit fee of \$25.00. For the Convenience of this online transaction, there will be a fee of \$1.05 for a total transaction fee of \$26.05. Other fees may apply for additional required permits.*

** Events requiring use of public infrastructure (greenways, roads, closures, etc.) and/or are requesting a beer, liquor or wine permit must file at least 180 days prior to the event but not more than 365 days prior to the event. Events held on public property and are not requesting a beer, liquor or wine permit must file at least 60 days in advance and prior to the event committee meeting the month preceding the event. Applicants requesting only sidewalk sales or tent sales are required to file at least 10 days prior to their event in order to obtain all necessary permits and have questions answered by staff.*

** Events that involve mobile vending shall meet fire suppression standards outlined by the Town of Farragut. Contact the Farragut Fire Marshal for more information.*

** Prior to advertising and accepting registration entries for the event, all applicable Town approvals shall be obtained.*

Organization Information

Type of Organization: Non-Profit

If Other Please Specify: *Field not completed.*

Name of Organization: HBA of Greater Knoxville

Organization Address: 221 Clark St. NW

City: Knoxville

State:	TN
Zip Code:	37921
Primary Contact Person:	Ashley Burnette
Email:	aburnette@hbaknoxville.com
Address:	221 Clark St. NW
City:	Knoxville
State:	TN
Zip Code:	37921
Work Phone Number:	865-546-4665
Cell Phone Number:	<i>Field not completed.</i>
Is your organization / business authorized to do business in Tennessee?	Yes
Tax ID (if applicable):	62-0545947
Farragut Business License Number:	n/a

Event Information

Event Name:	2017 HBAGK Parade of Homes
Event Address	Multiple
Owner of Event Property:	Various
Phone Number:	865-546-4665
Event Date(s):	OCT 6-8, 13-15, 20-22
Time of Event (Start to Finish):	12 - 5 PM each day
Set-Up Date and Time:	<i>Field not completed.</i>
Tear-Down Date and Time:	<i>Field not completed.</i>
Type of Event (check all that apply):	Special Event (See Notes Below)

If Other was checked above, *Field not completed.*
please specify:

Please Note:

A Community Event is a Town sponsored or co-sponsored event that benefits and/or promotes the community.

A Special Event is an event held on public or private property that is NOT sponsored by the Town. Such an event is distinguished from a temporary sign permit by the inclusion of event-related amenities such as tent(s), vendor(s), display(s), pavilion(s), any outdoor activity, etc. Applicants shall be limited to a maximum of four events annually, this includes Temporary Sign Permits.

**During Race Events there shall be no markings placed on any street, sidewalk, greenway or pedestrian facility. Race events shall submit the finalized route and directional signage plan(s) with this application (attach below). Applicant shall pay a deposit of \$500.00 for race events that utilize public infrastructure, which is refundable if not damage occurs to the public infrastructure (deposit shall be paid at the Farragut Town Hall)*

** If only a temporary permit is needed, please complete the Temporary Sign Permit application found on the Town of Farragut website. This application is not valid for temporary sign permits not accompanying an event.*

** If requesting park use at Founders Park at Campbell Station, please complete the Special Event Application - Founder Park at Campbell Station on the Town of Farragut website.*

Description of Event:	The Parade is a broad showcase of varying and different building talents put on each year by the Homes Builders Association of Greater Knoxville. Potential home buyers and guests attend the event to shop for a new house and to see the latest designs.
Purpose of Event:	Home ownership
First Time Event:	No
If no, then please describe past events:	We have hosted 15 years of our Multi-Site Parade of Homes. The Parade of Homes offers the public an opportunity to visit many new homes located in the Greater Knoxville area, including Farragut. The builders or their representatives will be on hand to answer your questions while visiting their homes.
What is the estimated attendance for the event:	Thousands
Will your organization charge admission?	No
Will your organization accept donations?	No

Will the event be open to the public?	Yes
Outline plans for trash removal including the date and hour it will be removed from the event site:	N/A
Will your organization have a marketing / publishing plan?	Yes
If yes, briefly describe:	Field not completed.

Event and Permit Checklists

Event Checklist

Please select any of the following that apply to your event:	Signage
Please provide details for all above selections. For example: list hours of use, type of system/games/rides/service, how animals will be secured, type/quantity of animals and inflatables, describe type of emergency service and outline your emergency services plan, describe cleanup plan, list staff/volunteer qualifications if applicable, etc. Please attach any applicable site plans or documents below.	Dates: OCT 6-8; OCT 13-15; OCT 20-22 Hours: Noon to 5:00 p.m. each day Admission is free to the public Some homes may be decorated Homes may be in a variety of subdivisions in a variety of price ranges

File Upload	2017 FARRAGUT POH SIGNAGE PACKET.pdf
File Upload	Field not completed.
File Upload	Field not completed.

Permit Checklist

Please select any of the following that apply to your event?	Field not completed.
--	----------------------

Building Company:	House Name:	Street Address	City	Zip	Subdivision
Brookwood Homes LLC	The Herr Manor	501 Lone Willow Drive	Farragut	37934	Farm at Willow Creek
Saddlebrook Properties, LLC	Chadwick	416 Eisenhower Street	Farragut	37934	McKinley Station
Saddlebrook Properties, LLC	Lakeland	639 Briarstone Lane	Farragut	37934	Briarstone
Saddlebrook Properties, LLC	Aiken	618 Witherspoon Lane	Farragut	37934	Sheffield
Turner Homes, LLC	The Hanover	13003 Hampshire Bay Lane	Farragut	37934	Hanover Court

2017 Farragut Parade Homes

Untitled layer

🏠 Lakeland

- Left turn
- Left turn
- Right turn

🏠 Aiken

- Right turn
- Left turn
- Left turn
- Left turn
- Right turn

🏠 Chadwick

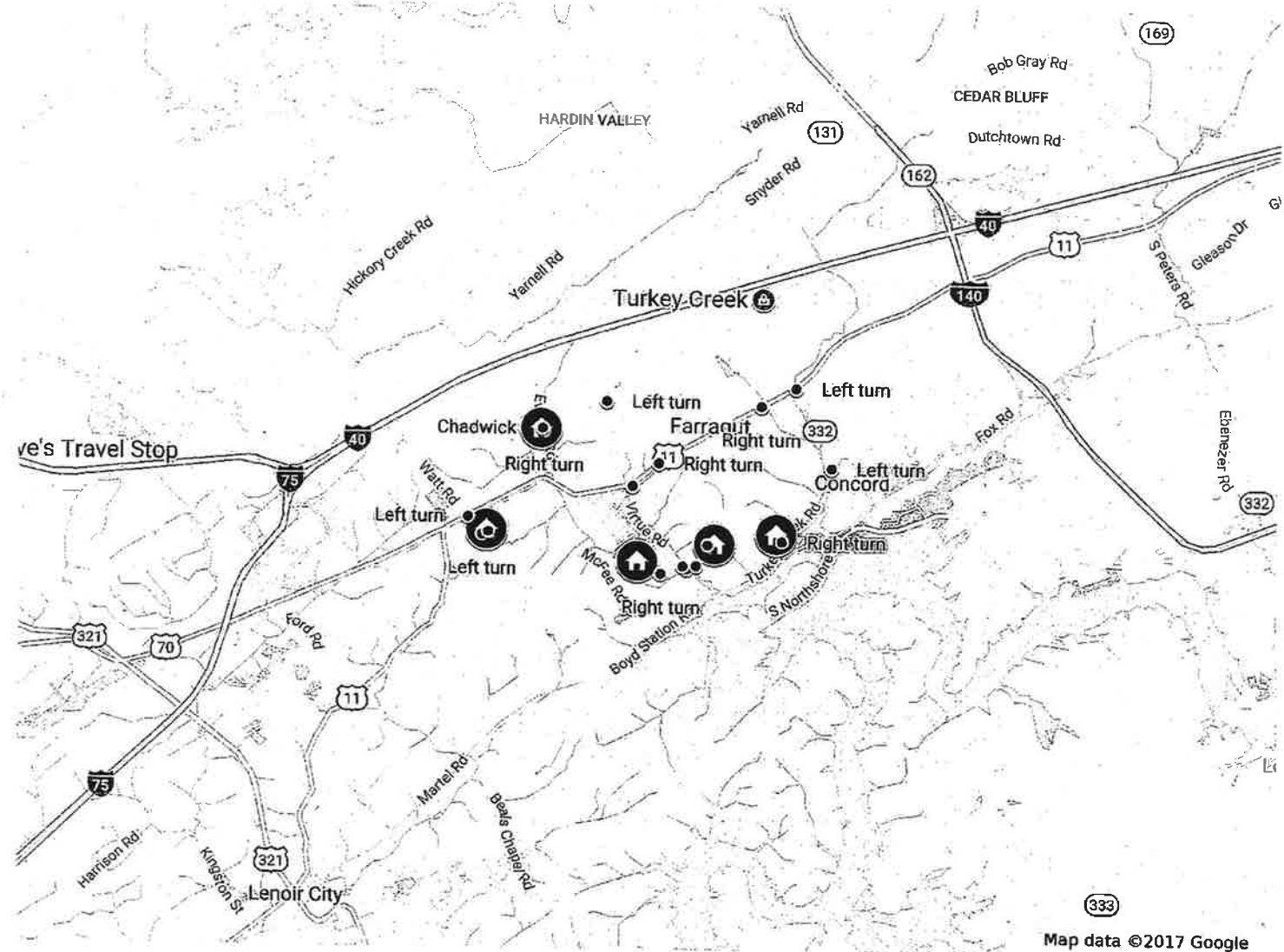
- Right turn
- Left turn
- Right turn
- Left turn

🏠 The Hanover

- Left turn
- Left turn
- Left turn

🏠 The Herr Manor

- Right turn
- Right turn



Builder Company: Saddlebrook Properties, LLC

House Name: Chadwick

Subdivision: McKinley Station

Address: 416 Eisenhower Street

Directions: Take I-40 to Exit 373 onto Campbell Station Rd, heading South. In 1.5 miles, turn right on Kingston Pike. Go 2.6 miles and turn right on Everett Rd. In .7 miles, community will be on your left.

Builder Company: Saddlebrook Properties, LLC

House Name: Lakeland

Subdivision: Briarstone

Address: 639 Briarstone Lane

Directions: Take I-40 to Exit 373 onto Campbell Station Rd., heading South. Stay straight for 3 miles. Turn right onto Turkey Creek Rd. In one mile, community will be on your right.

Builder Company: Saddlebrook Properties, LLC

House Name: Aiken

Subdivision: Sheffield

Address: 618 Witherspoon Lane

Directions: Take I-40 to Exit 373 onto Campbell Station Rd., heading South. In 1.5 miles, turn right on Kingston Pike. Go 1.8 miles and take a left onto Virtue Rd. Go 1.3 miles and take a left on Turkey Creek Rd. In .2 miles, community will be on your left.

Builder Company: Turner Homes, LLC

House Name: The Hanover

Subdivision: Hanover Court

Address: 13003 Hampshire Bay Lane

Directions: Take Interstate 40/75 to Watt Road, exit 369. Go south on Watt Road. Turn left on Old Stage Road. Turn left on Castle Downs Lane.

Builder Company: Brookwood Homes LLC
House Name: The Herr Manor
Subdivision: Farm at Willow Creek
Address: 501 Lone Willow Drive
Directions: N Campbell Station Rd & I-40 & I-75

Take Kingston Pike and Virtue Rd to Cottage Stone Blvd
Head southeast toward N Campbell Station Rd
Turn right onto Kingston Pike
Turn left onto Virtue Rd
Turn right onto Evans Rd
Take Stone Villa Ln to Lone Willow Dr
Turn right onto Cottage Stone Blvd
Turn left onto Ivy Lake Dr
Turn right onto Stone Villa Ln
Turn left onto Lone Willow Dr

PARADE HOUSE



PARADE of HOMES

presented by



AGENDA NUMBER VII.B.

MEETING DATE September 14, 2017

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of Dates for the November and December BMA meetings

BACKGROUND:

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

DISCUSSION:

The date for the meetings in November are Thursday, November 9 and November 23 and the December meetings are Thursday, December 14 and 28.

The second meeting in both November and December will need to be cancelled. As of September 8, three of the five board members will be absent for the December 28 meeting. If a need arises, a special meeting may be called.

PROPOSED MOTION:

To cancel the meeting of November 23, 2017 and December 28, 2017.

BOARD ACTION:

MOTION BY: _____ SECONDED BY: _____

<u>VOTE/TOTAL</u>	<u>MARKLI</u>	<u>PINCHOK</u>	<u>POVLIN</u>	<u>WILLIAMS</u>	<u>MCGILL</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____