



**FARRAGUT BOARD OF MAYOR AND ALDERMEN
AGENDA**

September 27, 2018

**BMA MEETING
7:00 PM**

- I. Silent Prayer, Pledge of Allegiance, Roll Call**
- II. Approval of Agenda**
- III. Mayor's Report**
 - A. School Donation Presentation
- IV. Citizens Forum**
- V. Approval of Minutes**
 - A. September 13, 2018
- VI. Business Items**
 - A. Approval of an Event Application involving use of the Town's public rights of way and pedestrian facilities for the Forget Me Not 5K for Alzheimer's benefitting the Pat Summit Foundation
 - B. Approval of Professional Design Services for Anchor Park ADA Renovations and Improvements
 - C. Appointment by the Farragut Board of Mayor and Aldermen to fill the vacant South Ward Alderman position
- VII. Town Administrator's Report**
- VIII. 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 contact the ADA Coordinator at jcurry@townoffarragut.org or 865-966-7057 in advance of the meeting.

Board of Mayor and Aldermen Meeting Public Comment Protocol

The Board of Mayor and Aldermen welcomes and invites citizens to participate in public meetings.

At the beginning of each 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 Clerk 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 five (5) minutes to speak on his/her topic.

During the regular agenda portion of the meeting there may be an allowance for public comment for each agenda item. The Mayor may recognize individuals for public comment 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. Anyone interested in speaking should fill out a blue comment card stating which agenda item they would like to comment on and turn in to the Town Clerk or a staff member;
3. Speakers shall come to the podium and identify themselves by name and address;
4. Public comment shall be limited to five (5) minutes per individual, time may be extended at the discretion of the Mayor; time is not transferable to other speakers;
5. Speakers should strive to avoid redundancy;
6. Comments shall address issues, not individuals or personalities;
7. Comments may support or oppose particular issues or measures, but the motives of those with differing views shall not be questioned or attacked;
8. Personal attacks and malicious comments shall 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 five (5) 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.



**FARRAGUT BOARD OF MAYOR AND ALDERMEN
MINUTES
September 13, 2018**

**WORKSHOP
5:30 PM
Hazard Mitigation Plan
Campbell Station Inn
ADA Update**

**BEER BOARD MEETING
6:50 PM**

**BMA MEETING
7:00 PM**

- I. Silent Prayer, Pledge of Allegiance, Roll Call**
- II. Approval of Agenda**
- III. Mayor's Report**
 - A. Constitution Week and Daughters of the American Revolution Proclamations
 - B. Appointment of Planning Commissioners
- IV. Citizens Forum**
- V. Approval of Minutes**
 - A. August 23, 2018
- VI. Business Items**
 - A. Approval of Farragut Tourism Advisory Committee
 - B. Approval of Resolution for TML Safe Driving Grant
 - C. Approval of the Town of Farragut's ADA Transition Plan
- VII. Town Administrator's Report**
- VIII. Town Attorney's Report**

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

Approval of Agenda

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

Mayor's Report

Constitution Week and Daughters of the American Revolution Proclamations

Mayor Williams read and presented Proclamations for Constitution Week and Daughters of the American Revolution Proclamations.

Appointment of Planning Commissioners

Mayor Williams appointed John Greene to a seat, expiring June 2019, on the Farragut Municipal Planning Commission. Rita Holladay, Edward St. Clair, Edwin Whiting and Rosa Ann Kile will continue their appointment on the Planning Commission expiring June 2020.

Approval of Minutes

Motion was made to approve the minutes of August 23, 2018 as presented. Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes, Mayor Williams, Alderman Meyer, Pinchok and Povlin; no nays; motion passed.

Business Items

Approval of Farragut Tourism Advisory Committee

Motion was made to approve the Farragut Tourism Advisory Committee charter. Moved by Alderman Pinchok, seconded by Alderman Meyer. After some discussion an amendment was made to the motion to reduce the number of members to nine (9) with four being at-large members and revising the committee name to the Tourism/Visitor Advisory Committee. Moved by Alderman Povlin, seconded by Alderman Meyer; voting yes, Mayor Williams, Alderman Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of Resolution for TML Safe Driving Grant

Motion was made to approve the Resolution for TML Safe Driving Grant. Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes, Mayor Williams, Alderman Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of the Town of Farragut's ADA Transition Plan

Motion was made to approve the Town of Farragut's ADA Transition Plan. Moved by Alderman Povlin, seconded by Alderman Williams; voting yes, Mayor Williams, Alderman Meyer, Pinchok and Povlin; no nays; motion passed.

Meeting adjourned at 7:40PM.

Allison Myers, Town Recorder

AGENDA NUMBER V1. A.

MEETING DATE

September 27, 2018

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Mark Shipley, Community Development Director

SUBJECT: Request for approval of an Event Application involving use of the Town's public rights of ways and pedestrian facilities for the Forget Me Not 5K for Alzheimer's benefitting the Pat Summit Foundation

INTRODUCTION AND BACKGROUND: Included in your packet is a request for approval of an Event application for the Forget Me Not 5K for Alzheimer's benefitting the Pat Summit Clinic. This event has been held for the past eight years and this is the first time the event is proposed in the Town of Farragut. Proceeds from the event will benefit the Pat Summit Clinic at the University of Tennessee Medical Center. The event is scheduled for the morning of April 20, 2019 and is anticipated to have 750-1,000 participants.

DISCUSSION: The event is being presented to the Board of Mayor and Aldermen because a partial closure of one lane along Parkside Drive is being requested along with the use of a portion of Campbell Lakes Drive and the Parkside Drive Greenway. The start and finish will be at the Belk men's store off Parkside Drive.

The route will have participants turning right out of the parking lot at Belk's and running along one lane of Parkside Drive roughly one mile west to N. Campbell Station Road. From there, participants will use the sidewalk and head north on N. Campbell Station Road turn right onto Campbell Lakes Drive (using a portion of the street), go around the Wild Wings Restaurant lake, and then proceed to access the Parkside Drive Greenway that abuts the interstate. Participants will proceed east along the Greenway and take a side trail from the Greenway back to the Belk parking lot to finish the course.

Portable restrooms and one water station will be provided, 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.

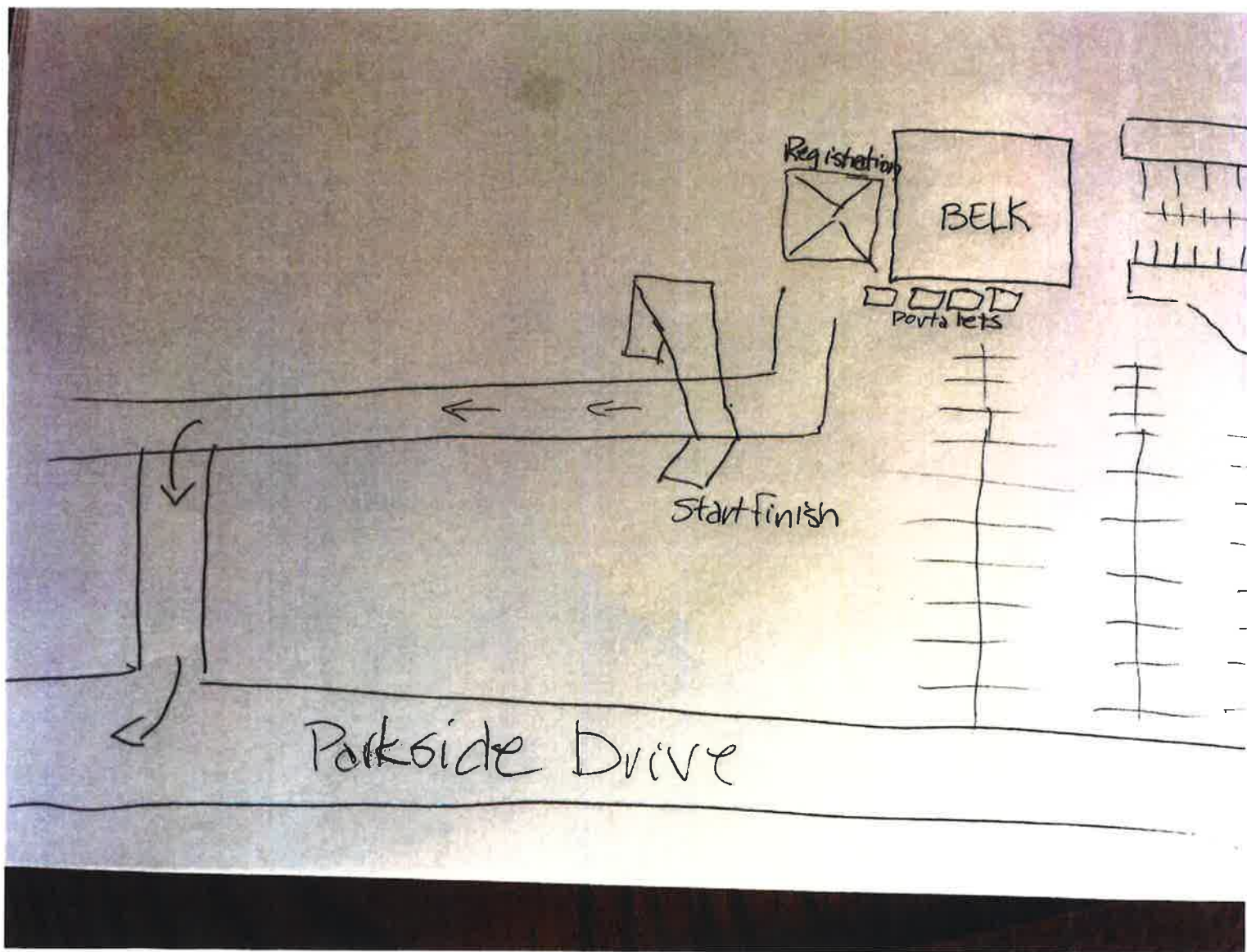
RECOMMENDATION: Staff recommends approval of the event subject to proper notification to any affected entities, the provision of adequate traffic control, and a deposit of \$500 being provided to the Town which will be refunded if no damage (e.g. paint markings on the course) occurs to public infrastructure. As noted above, the applicant is proposing to use volunteers to mark the course.

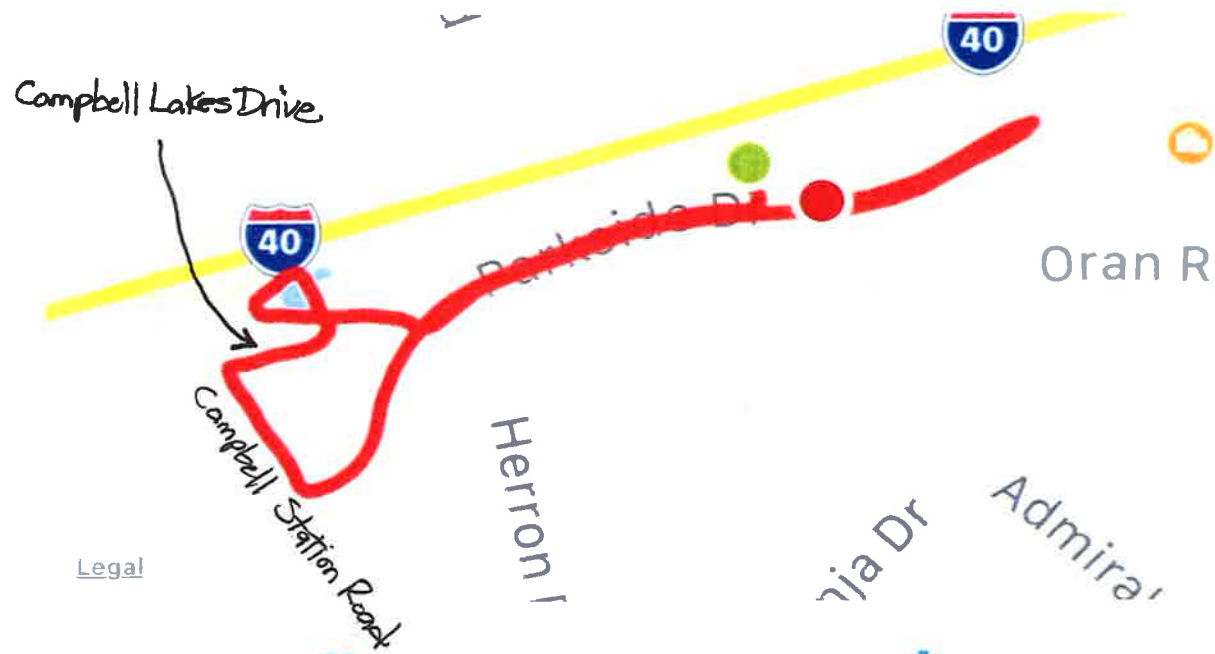
PROPOSED MOTION: To approve an Event Application on April 20, 2019 involving use of the Town's public rights of ways and pedestrian facilities for the Forget Me Not 5K for Alzheimer's benefitting the Pat Summit Clinic

BOARD ACTION:

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

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





3.12
DISTANCE
(MI)

10:47
DURATION

Print**\$ 25.00 Paid****Town of Farragut Event Application - Submission #4136****Date Submitted: 8/14/2018**

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:***

- | | |
|--|---|
| ☐ Neighborhood | ☐ Church and/or Other Place of Worship |
| ☒ Non-Profit | ☐ School |
| ☐ Government | ☐ Other |
| ☐ Corporation (Commercial / Office) | |

If Other Please Specify:

Name of Organization:*

Forget Me Not 5K for Alzheimer's benefitting The Pat Summitt Clinic

Organization Address: *

1785 OLD MIDWAY RD

City:

LENOIR CITY

State:

TN

Zip Code:

37772

Primary Contact Person:*

Angela Wampler

Email:*

angelawampler@charter.net

Address:*

1785 OLD MIDWAY RD

City:

LENOIR CITY

State:

TN

Zip Code:

37772

Work Phone Number:*

8657400381

Cell Phone Number:

8657400381

Is your organization / business authorized to do business in Tennessee?*☒ Yes**Tax ID (if applicable):****Farragut Business License Number:****Event Name:***

Forget Me Not 5K for Alzheimer's

Event Address*

1785 OLD MIDWAY RD

Owner of Event Property:*

Angela Wampler

Phone Number:*

8657400381

If approved, would you like your event listed on the Visit Farragut website?☒ Yes☐ No**Event Date(s):***

04/20/2019

Time of Event (Start to Finish):*

8:30-10:00am

Set-Up Date and Time:

4/20/2019

6:00 AM

Tear-Down Date and Time:

4/20/2019

11:30 AM

Type of Event (check all that apply):*☒ Community Event (See Notes Below)☐ Special Event (See Notes Below)☐ Grant Opening (If needing a sign only, complete the Temporary Sign Permit Application)☐ Parade Request☐ Carnival☐ Outdoor / Seasonal Event (Must Include a Site Plan)☒ Race - Includes Closure or Delay of Public Streets and/or Greenways (See Notes Below)☐ Other**If Other was checked above, 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 Forget Me Not 5k for Alzheimer's benefitting The Pat Summitt Foundation is a fun family event. The 5K run/walk begins with a pre-race party and ends with a post-race celebration with music, awards, food, drinks, and prizes. All the proceeds from the event benefit The Pat Summitt Foundation and its support of The Pat Summitt Clinic at The University of Tennessee Medical Center. Ages 5-95 will run or walk in the race. Our goal is to raise awareness and funds to eliminate this devastating disease. Come help by racing for a cure and fighting with Pat Summitt against this fierce opponent.

Purpose of Event:*

A Fundraiser for The Pat Summitt Clinic for Alzheimer's research

First Time Event:*

No

If no, then please describe past events:

This is the 9th annual event. Race has been held in Lenoir City and University of Tennessee Campus

What is the estimated attendance for the event:*

750-1000

Will your organization charge admission?*

Yes

Will your organization accept donations?*

Yes

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:

Tennessee Trash Service will drop off receptacles at 6 am and pick up at noon

Will your organization have a marketing / publishing plan?*

Yes

If yes, briefly describe:

Community listings
Race postings
Local TV and radio
Social Media
Email

Event Checklist

Please select any of the following that apply to your event:

- | | | |
|--|--|---|
| ☒ Amplification - Sound/Speaker System | ☐ Inflatables | ☒ Signage |
| ☐ Animals | ☐ Merchandise Vendors | ☒ Staff |
| ☐ Carnival Games | ☐ Movies | ☒ Tent(s) |
| ☐ Carnival Rides | ☐ Parade | ☒ Traffic Control |
| ☒ Cleanup | ☒ Portable Restrooms | ☒ Volunteers |
| ☒ Emergency Services/First Aid | ☒ Power and Lighting | ☒ Water |
| ☒ Entertainment/Music | ☐ Public Outreach | ☐ Mobile Vending |
| ☒ Food Vendors | ☐ Security | |

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.

Sounds system: race announcements, race start , music

Clean up: Tennessee Trash and volunteers

Emergency: Nurse and first aid on site

Entertainment: Music for pre race and post race on portable system

Food: sponsors supplied post race food and water

Portable restrooms: # determined on race participants

Power: needed for Race Day Event timing and sound system

Signage: at registration and award area

Tent: registration for walk ups

Traffic Control: One lane on Parkside and Campbell Station for runners marked by cones and manned by Knox Co Sheriffs Dept

Volunteers: Race route, water station, registration, set up/clean up

Water: one water station on the route

File Upload

IMG_3104 2.JPG

File Upload

No file chosen

File Upload

No file chosen

Permit Checklist

Please select any of the following that apply to your event?

- | | |
|---|---|
| ☐ Alcohol / Wine | ☒ Public Road / Greenway Closure (Parade/Race/Etc.) |
| ☐ Beer | ☐ Tents or Air Inflated Structure |

Please Note:

* For Alcohol / Wine complete the State of TN Special Occasion Alcohol / Wine License Application (attach below or drop off at the Farragut Town Hall)

* For Beer complete the Town of Farragut Beer Permit or provide a copy of current Town of Farragut Beer Permit

* For Public Road / Greenway Closure attach parade plan or race plan

* For Tents or Air Inflated Structures you will need to obtain a Town of Farragut Tent Permit. Call 865-966-7057 and ask for permitting

Permit(s) / License(s) / Plan(s)

No file chosen

Permit(s) / License(s) / Plan(s)

No file chosen

Permit(s) / License(s) / Plan(s)

No file chosen

Signage Requirements**Parameters Applicable to Signage for Commercial / Office / Schools / Non-Profit / Church / Other Place of Worship****Sign**

- a) Only one sign is permitted and it shall not exceed six feet in overall height and 16 square feet in overall size. A white background is required
- b) The only material permitted for a special even sign is a minimum 10 millimeter thick corrugated plastic. No banners, streamers, balloons, flags on a rope, and/or other types of wind activated signs and/or portable or sandwich board signs are permitted
- c) If a sign is ground mounted, the sign shall be firmly affixed to studded T-posts so that it is not wind activated. Such sign shall be set back, in its entirety, at least 20 feet from the street edge of the nearest public street pavement and 10 feet from all entrance driveways. Please coordinate location with Town staff. Sign posts shall be removed completely at the end of the special event
- d) A drawing of the sign which shows dimensions, letter sizes, and appearance is required

Upload version or versions of the sign

Please upload the required version of the sign below for the Town's staff review and approval as part of the application approval process.

Draft visual of the sign

2016 logo copy.jpg

Other draft visual

No f...osen

Other draft visual

No f...osen

Site

If the event involves anything exterior to the applicant's space (no sales from trucks are permitted), please include a site plan which demonstrates that vehicular and pedestrian circulation will not be affected by the proposed event. No event is permitted on vacant or vacated property. On-site entities must sponsor any off-site not-for-profit or non-profit event. If a tent is involved, please include dimensions and proposed location. A separate tent permit may be required from the Fire Marshal.

By submitting this form, you are acknowledging that all information included with this application is accurate and that you have read, understand, and will follow all parameters/conditions listed on this application.

Parameters Related to Grand Opening

- * Business must have Certificate of Occupancy or approved Re-Occupancy per Code / Fire Inspector
- * Applicant shall pay a deposit to use Town's "Grand Opening" sign (refundable if no damage)
- * Approximately 15% of the "Grand Opening" sign can be used to personalize with user's information (must stay within perimeter of sign)
- * If a sign is ground mounted, the sign shall be firmly affixed to studded T-posts (Town provides) so that it is not wind activated. Such sign shall be set back, in its entirety, at least 20 feet from the street edge of the nearest public street pavement and 10 feet from all entrance driveways. The maximum sign height shall be six (6) feet. Please coordinate location with Town staff
- * One "Grand Opening" sign per street on which the lot, parcel or tract fronts. When more than one "Grand Opening" sign is allowed, they shall be a minimum of 150 feet apart
- * The business is also allowed to use a 20 sq. ft. "Special Event" sign along with the "Grand Opening" sign that could be used for future "Special Events". The "Special Event" sign shall comply with all "Special Event" sign requirements
- * Twenty (20) day maximum for posting sign (deposit and one Special Event will be forfeited for exceeding time frame). The T-posts and "Grand Opening" sign shall be returned to the Town Hall

Supplemental Information:

- * A sketch plan of your event must be included with this application. Please include: vehicular and pedestrian circulation, staging areas, locations of tents, entertainment stages, portable restrooms, dumpsters, fencing, food and beverages booths, and all sponsor and vendor booths. Also indicate where streets will be blocked and what will be used to block the streets. This application will not be processed without a completed site map.
- * Applicants must provide the Town with an original copy of their insurance certificate of general liability insurance naming the "Town of Farragut, its employees, and agents" as additionally insured. This policy must have a minimum coverage of one million dollars (\$1,000,000.00). If it is determined that security is required for your event, certified, uniformed Knox County Sheriff's Deputies must be hired to provide this service. Applicants hiring off duty Sheriff's Deputies must include the Knox County Sheriff's Office as additionally insured.
- * Applicants must abide by all Rural Metro Fire & Rescue rules and regulations. This information can be obtained by contacting the Fire Marshal at Town Hall (865-966-7057).
- * Applicants requesting to serve alcohol at their event must submit an application to the Farragut Beer Board. This can be done by contacting the Town Administration Office at 865-966-7057, not less than sixty (60) days prior to the proposed event.
- * If applicable, a clean up/damage deposit in the form of check or money order in the amount determined by the Town must be submitted upon approval of this application. This deposit will be returned upon inspection of the event site at the conclusion of your event.

Sketch Plan of Event

IMG_6574.JPG

Additional Sketch Plan of Event

No file chosen

Additional Sketch Plan of Event

No file chosen

All authorized events occurring within the Town limits shall be individually and severally responsible to the Town for any loss, bodily or personal injury, deaths, and/or property damage that may occur as a result of the event representative/organizer's negligence or that of its agents and employees. All event organizers/representatives hereby agree to indemnify and save the Town, its officers, employees, and agents harmless from any loss, cost, damages and other expenses including attorney's fees, suffered or incurred by the Town by reason of the event representative/organizers negligence or that of its agents and employees; provided that the event representative/organizer shall not be responsible nor required to indemnify the Town for negligence of the Town, its officers, employees, or agents. Furthermore, I fully understand and agree to comply with the terms and conditions as stated in this application. All information provided in this application is correct and accurate to the best of my knowledge.

By submitting this application, I acknowledge that all information with this application is accurate and that I have read and understand, and will follow all parameters / conditions listed on this application.

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Sue Stuhl, Parks & Leisure Services Director

SUBJECT: Professional Design Services for Anchor Park ADA Renovations and Improvements

ATTACHMENTS: Contract with Appendix A

INTRODUCTION: The purpose of this agenda item is to approve the attached contract with Lose Design for professional design services for ADA renovations and improvements at Anchor Park.

BACKGROUND: Earlier this year, the Town of Farragut applied for a Local Parks and Recreation Fund grant in the amount of \$325,000 for the purpose of reconstructing (and enlarging) the restroom, reconstructing the ADA parking and entrance plaza and constructing ADA access to rectangular and diamond fields both for spectators and participants. The Town was recently notified that we were awarded this grant for the construction phase of the project – which we will need to match with \$325,000.

Lose Design was selected by staff from the firms that submitted a response to the RFQ for park projects due to their extensive background in park planning and design. They are a very well respected design firm that we have been hoping to work with for a long time and since they recently opened a Knoxville branch, this has become an option for us.

DISCUSSION: While the state is working with the Town and other state departments on getting environmental clearances and getting the grant contract between the state and the Town through their system, the Town can be working on getting the design/construction documents finished so that we are ready to bid the construction project when we get final approvals/contract from the state. The attached contract with Lose Designs explains the process but includes data collection (including a survey of the construction area), concept plan, design development, construction drawings, project schedule/opinion of cost and contract bid oversight. The cost for this is a lump sum of \$79,500. In addition, staff is asking for approval of up to \$5500 for expenses, additional meetings, construction administration and review per the attached fee schedule.

While all the details of the site will be finalized with the process, staff and Lose Designs is committed to following the basic model/architecture of the new restroom at MBLP to further our “brand” with park amenities. This restroom will not, however, have changing rooms because of space limitations and lack of need.

The tentative deadline for the final drawings is February 28, 2019 but this may change according to survey results and the meeting schedule.

STRATEGIC PLAN: The Town of Farragut Strategic Plan lists as a Critical Success Factor “Providing Excellent Parks, Recreation, Cultural Amenities and Programs.”

FINANCIAL SECTION: (if needed)

Account Number: 310-43934-254

Total Budget

\$735,000

Requested Amount

\$85,000

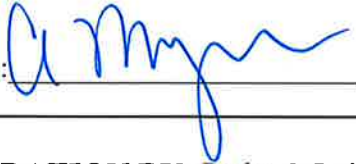
Contracted Amount

\$85,000

Remaining Amount

\$650,000

Approved By:



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

PROPOSED MOTION: To approve the attached contract with Lose Design for professional design services for ADA renovations and improvements at Anchor Park in the amount of \$79,500 plus up to \$5500 for additional services and expenses per the fee schedule.

BOARD ACTION:

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

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

TOWN OF FARRAGUT

PROFESSIONAL SERVICES AGREEMENT

This Agreement is made by and between **Town of Farragut** ("Client") and **Lose Design** ("Consultant") for professional services for the assignment described as follows:

Project: Anchor Park Construction: Restroom, Plaza and ADA Access

Location: 11730 Turkey Creek Road

Description of Project: Design and construction plans for restroom and entry plaza, ADA compliant parking and access routes to diamond and rectangular player and spectator seating

1. **Professional Services.** Consultant agrees to perform the following Basic Services under this Agreement:

See **Attachment A** to this Agreement for a description of Basic Services.

2. **Compensation.** Client shall compensate Consultant for the Basic Services as follows: A lump sum fee of \$79,500. In addition, Client shall pay Consultant for additional services that may be requested by the Client beyond the Basic Services and reimbursable expenses up to \$5,500 in accordance with the hourly rate schedule as part of **Attachment A**.

3. **Schedule.** Consultant shall begin work upon notification of approval of this Agreement by the Board of Mayor and Aldermen and shall complete the work by submitting the final deliverables on or before February 28, 2019. Extenuating services such as utility information, issues with the survey, inability for the Town staff to meet deadlines, etc. may cause an approved delay to the deadline. The schedule for the various meetings and presentations as outlined in the Basic Services shall be agreed upon by the Client and Consultant before beginning work.

4. **Invoicing and Payments.** Invoices or payment requests shall be submitted to the Client no more than monthly and shall include such information, documentation or data as the Town Administrator may require including, but not limited to, the amount and breakdown of the payment requested, the period covered by the request, and the work performed during the period covered by the payment request. After review, the Town Administrator will indicate his approval of the payment request, or shall explain to Consultant, in writing, his reasons for not approving any portion or all of the request and authorize payment of the amount approved. In the event the Town Administrator does not approve any portion of a payment request, and has communicated the reasons to Consultant, Consultant will then take the necessary action to satisfy the reasons for non-approval and resubmit the payment request. Client shall endeavor to remit payment of payment requests or portions thereof which are approved by the Town Administrator within thirty (30) days of receipt by Client. From time to time approval of a payment request may require action by the Board of Mayor and Aldermen which meets on the second and fourth Thursday of most months.

5. **Time.** Consultant will perform its services in a timely manner commensurate with the exercise of due professional care which it acknowledges can be done consistent with the schedule provided for in Paragraph 3. Time for performance shall be extended as necessary for delays or suspensions due to circumstances beyond Consultant's control. If such delay or suspension extends more than six (6) months (cumulatively), Consultant's compensation shall be equitably adjusted; provided, however, such adjustment and amendment to this Agreement must be approved by the Board of Mayor and Aldermen before Client is bound.

6. **Suspension of Services.** If Client fails to pay any invoice when due or otherwise is in material breach of this Agreement, Consultant may, at its sole discretion, suspend performance of services upon five (5) days' written notice to Client. Consultant shall have no liability to Client and Client agrees to make no claim for any delay or damage as a result of such suspension, unless (i) the Town Administrator has refused to approve payment, (ii) his reasons are justified pursuant to this Agreement, and (iii) Consultant has failed to satisfy the reasons as required by Paragraph 4 hereof. Upon cure of the cause of a justified suspension, Consultant shall resume services within a reasonable time, and there shall be equitable adjustments of the project schedule and fees to reflect the effects of such suspension, if such adjustments are deemed reasonable and appropriate by the parties.

7. **Standard of Care.** Notwithstanding any other provision of this Agreement or any other document describing the services produced by Client, Consultant shall perform its services in accordance with the standard of professional care ordinarily exercised under similar circumstances by reputable members of its profession in the same locality at the time the services are provided. Beyond the foregoing and unless otherwise provided herein or in other documents produced, generated or provided by Contractor, no warranty, expressed or implied, is made or intended by Consultant. The parties further agree that Consultant is not a fiduciary of Client.

8. **Termination.** The obligation to provide further services under this Agreement may be terminated with or without cause by either party upon ten (10) days' written notice to the other party. On termination by either Client or Consultant, Client shall pay Consultant all amounts due for any services performed to the date of termination (plus all reimbursable expenses incurred) as Consultant's sole and exclusive remedy, subject to any setoffs to which the Client is entitled as a result of Consultant's failure to perform as required by this Agreement.

9. **Reuse of Documents.** All documents, including drawings, specifications, and reports, prepared by Consultant pursuant to this Agreement are instruments of professional service and shall become the property of the Client. They are not intended or represented to be suitable for reuse by Client or others for additions or modifications of the Project or on any other project. Any reuse without written consent, verification or adaption by Consultant for the specific purposes intended shall be at Client's sole risk and without liability or legal exposure to Consultant. Any such verification and adaption will entitle Consultant to further compensation at rates to be agreed upon by Client and Consultant.

10. **Access to the Site/Jobsite Safety.** Unless otherwise stated, Consultant will have access to the site for activities necessary for the performance of its services. Client agrees that Consultant shall have no responsibility for the means, methods, sequences, procedures, techniques, and scheduling of construction, as these decisions are solely the responsibility of the

contractors. Consultant further shall have no authority or duty to supervise the construction workforce and shall not be responsible for jobsite safety or for any losses or injuries that occur at the Project site.

11. **Insurance.** Prior to any access to the Project site, Consultant shall deliver to Client a certificate of insurance evidencing general liability coverage with a limit of not less than \$1,000,000 each occurrence for bodily injury, personal injury and property damage. If such insurance contains a general aggregate limit, it shall apply separately to the work/location of the Project in this Agreement or be no less than \$2,000,000. In addition, Consultant shall endeavor to secure and maintain insurance in such amounts as it deems necessary to protect itself from claims of professional negligence arising from the performance of services under this Agreement. Such insurance shall:

a. Contain or be endorsed to contain a provision that includes Client, its officials, officers, employees, and volunteers as additional insureds with respect to the general liability arising out of acts or omissions caused other than from professional services performed by or on behalf of the Consultant. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds.

b. For any claims related to this Project, the Consultant insurance coverage shall be primary insurance as respects the Client, its officers, officials, employees, and volunteers. Any insurance or self-insurance programs covering the Client, its officials, officers, employees, and volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

12. **Risk Allocation.** In recognition of the relative risks, rewards, and benefits of the Project to both Client and Consultant, to the fullest extent permitted by law, the parties agree to allocate the risks such that Contractor's total liability to Client for any and all injuries, claims, losses, expenses, damages, and/or claim expenses arising out of Consultant's services under this Agreement from any cause or causes shall not exceed the amount of Consultant's fee, or One Hundred Thousand Dollars (\$100,000), or the amount of available insurance coverage Consultant has at the time of the claim, covering the risk or claim that is the basis for the injury, claim, loss, expense or damages, recovery for which is sought, whichever is greater. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

13. **Dispute Resolution.** It is agreed that all claims, disputes, or other matters in question arising out of or related to this Agreement shall be submitted to nonbinding mediation before any legal proceedings is commenced. The parties shall equally bear the fees and expenses charged by the mediator.

14. **Opinions of Construction Cost.** Any opinion of probable construction cost prepared by Contractor represents the judgment of one or more Consultant design professionals and is supplied for general guidance of Client. Since Consultant has no control over the construction marketplace and does not use the same pricing methods used by contractors, Consultant does not guarantee the accuracy of such opinions.

15. **Indemnification.**

a. The Consultant shall defend, indemnify and hold harmless the Client, its officers, employees from any and all liabilities which arise against the Client, its officers, employees and agents or any third party for lawsuits, claims, demands, losses or damages, including reasonable attorney fees, to the extent caused by the negligent acts, errors, or omissions by Consultant, its employers, agents or contractors in performance of this Agreement or from the Consultant's failure to perform this Agreement using ordinary care and skill, except where such injury, damage, or loss was caused by the sole negligence of the Client, its agents or employees.

b. The Consultant shall save, indemnify and hold Client harmless and pay judgments that shall be rendered in any such actions, suits, claims or demands against Client to the extent losses and damages are caused by Consultant's negligent acts related to liability referenced above.

c. The indemnification and hold harmless provisions of this Agreement shall survive termination of the Agreement.

16. **Miscellaneous.**

a. The Consultant will not assign or transfer any interest in this Agreement without obtaining the prior written approval of the Client.

b. The Consultant will not enter into a subcontract for any of the services performed under this Agreement without obtaining the prior written approval of the Client.

c. The contract between the parties consists of this Agreement, its attachments, any written request for services issued by Client and any response thereto made by Consultant, including any addenda thereto. To the extent there is a conflict between the terms of any of the documents that constitute the contract between the parties, the terms that are most specific to the matter in dispute shall govern over the more general. In the event the conflicting terms cannot be characterized as specific vs. general, then the terms that provide the greater benefit to the Client and/or impose the greater obligation on the Consultant shall control.

d. This Agreement may be modified only by a written amendment or addendum that has been executed and approved by the appropriate officials shown on the signature page of this Agreement.

e. If any provision of this Agreement is determined to be unenforceable or invalid, such determination will not affect the validity of the other provisions contained in this Agreement. Failure to enforce any provision of this Agreement does not affect the rights of the parties to enforce such provision in another circumstance, nor does it affect the rights of the parties to enforce any other provision of this Agreement at any time.

f. In the event legal action is necessary to enforce the terms of the contract between the parties, the prevailing party shall be entitled to recovery of its attorney's fees, court costs, and other expenses of the legal action if awarded by verdict or arbitration award.

g. In the performance of this contract, Consultant will exercise due professional care in endeavoring to comply with all applicable laws, ordinances, rules, regulations and orders of local, state and federal governments, including, but not limited to, the President's Executive Order No. 11246 and 11375, which prohibit discrimination in employment regarding race, color, religion, sex or national origin, Title VI of the Civil Rights Act of 1964, Copeland Anti-Kick Back Act, the Contact Work Hours and Safety Standards Act, Section 402 of the Vietnam Veterans Adjustment Act of 1974, Section 503 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, all of which are herein incorporated by reference.

h. This Agreement will be governed and construed in accordance with the laws of the state of Tennessee.

CLIENT:

CONSULTANT:

Town of Farragut

By: _____

By: _____

Printed
Name: _____

Printed
Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



PROFESSIONAL SERVICES AGREEMENT

Project: Anchor Park ADA renovations
Farragut, Tennessee

Lose & Associates
Project: 18027

Client: Town of Farragut,
11408 Municipal Center Dr.
Farragut, TN 37934

Date: 9.18.2018

Project Summary:

Lose & Associates, Inc. (Lose) is pleased to assist the Town of Farragut (Client), with professional design services for ADA renovations and upgrades to the existing Anchor Park, in Farragut TN. The approximately 14-acre property is located on Turkey Creek Road in Knox County. Professional design services include architectural design of a new restroom building and accompanying entry plaza, ADA compliant parking spaces and the access routes to the diamond and rectangular fields. Access will connect to covered team player benches and spectator seating at both fields. The newly designed restroom building, plaza and landscape will provide spaces for the relocated flagpole and information kiosks, increasing the park's trailhead capacity for the Town of Farragut's greenway network. The design scope also includes a replacement boardwalk connection from the new ADA plaza to the exiting rectangular field.

Task 1 – Project Management and Data Collection

- Lose will visit the site and photo document existing conditions.
- Lose will assemble applicable base information, including coordination of a site survey for the Phase 1 area shown on Exhibit 1 (See Attached). The survey will locate existing park features such as property boundary, topography (1' contours), utilities, trees and landscape beds.
- Lose will coordinate a Geotechnical investigation at the building location to facilitate the footing design of the proposed building.
- Lose will visit Mayor Bob Leonard Park in the Town of Farragut to match the materials and character of the proposed Anchor Park restroom building.

Task 1 - Deliverables:

- *Site Survey - Phase 1 (Topography, Utilities and Existing Site Features)*
- *Geotechnical Report*
- *Architectural cut sheets for structure program development.*

Task 2 – Concept Plan (30%)

- Lose will prepare (2) concept plans to show location and character of spectator plazas and site ADA access routes to the fields from the ADA compliant parking spaces.
- Lose will provide an image board of proposed improvements such as landscape material, architectural building materials and pedestrian bridge options.

Task 2 - Deliverables:

- (2) concept plans of proposed access routes and plazas
- Image board of proposed improvements.

Task 3 – Design Development Set (60%)

Lose will incorporate Client comments from Task 2 into a design development package which will include the following:

- Layout Plan - Lose will provide an overall site layout plan and enlarged layouts with dimensions to finalize location, size and character of proposed horizontal improvements. This will include items such as parking lots, buildings, sidewalks, plazas, sports field fencing and grass or turf limits.
- Grading Plan - Lose will develop the overall grading plan and enlargements to refine the three-dimensional design of the recreational fields and associated improvements. The grading plan will facilitate a more accurate measure of potential retaining wall lengths and heights.
- Landscape Plan - Lose will provide a schematic level landscape plan, showing location, size, and specific variety of proposed trees, shrubs and ground-covers. Grassing or turf limits and an irrigation plan will also be included on the schematic landscape plans.
- Utility Plan - Lose will include a preliminary layout for water, electric, and storm water lines needed to service the recreational components of the site. Detailed electrical and structural design by sub-consultants will not be included at this time, as shifts or changes to the site program would necessitate a redesign and additional fees.
- Architectural plans - Lose will provide schematic level architectural design of proposed restroom building. Schematic plans and elevations of the building will be included.
- *Lose will host a design review meeting with Parks Department staff and other stakeholders, to present the design options and to further define the project scoping.*

Task 3 - Deliverables: (Lose will provide both digital PDFs and 2- full scale 24"x36" paper copies of the following).

- Schematic site layout plan
- Schematic site grading plan
- Schematic landscape plan
- Schematic utility plan

- Typical site details
- Schematic architectural plans

Task 4 – Final Construction Documents (100%)

- Lose will incorporate comments from the schematic construction set review meeting to generate the final construction drawing set. Drawing lists from Task 3 will be provided, as well as additional erosion prevention and sediment control drawings required for State and local permitting.
- Lose will coordinate and provide detailed utility design for site electrical service, structural, mechanical, and plumbing engineering for site and restroom improvements.
- Lose will work with Parks and City Staff to develop and provide a project Specifications Manual. This will include technical sections for material selections and will contain City of Farragut front-end project management and bidding criteria or requirements.
- Lose will host a design review meeting with Parks Department staff and other stakeholders, to present the final design package and to address final Owner input comments.
- Lose will submit a NOI and SWPPP (if over an acre of disturbance) to TDEC for review and approval. The Town of Farragut will be responsible for the review fee.

Task 4 - Deliverables:

- Final Construction Document Set (Digital CAD files, PDFs, or 24x36" hard copies) and specifications manual, including but not limited to overall and enlarged layout plan, overall and enlarged grading, landscape plan and details, site utility plans, construction details, architectural plans and details, and specifications.
- NOI/SWPPP

Task 5 – Opinion of Probable Cost (OPC) and Schedule

- Lose will generate an Opinion of Probable Cost (OPC) for proposed improvements based on previous projects of similar scale and complexity, compared to current construction trends that may impact standard installation rates or material costs. The OPC will be provided for review at all milestone meetings and will be updated continually throughout the project design period.
- Lose will provide a preliminary project schedule or timeline for anticipated design, bidding, code review or permitting and construction periods. This will be provided at project milestone meetings and updated continually throughout the project design period.

Task 5 - Deliverables:

- Opinion of Probable Cost (digital PDF).
- Project Schedule (digital PDF)

Task 6 – Meetings

- Four meetings will be included to complete tasks 1 – 5.
 - a. Meeting (#1), the initial kickoff, will establish the framework for how to proceed with concept plan modifications and set project scoping requirements.
 - b. Meeting (#2), will be an analytical review of the conceptual plan generated in task 2.
 - c. Meeting (#3) will present and review the schematic level set prepared in task 3.
 - d. Meeting (#4) will be a final review of 90% construction set including the Final Opinion of Probable cost.

Task 7 – Project Expenses / Contract Oversight

- Lose anticipates additional project coordination meetings for contract administration and client review meetings as well as standard professional design and engineering project expenses.

Task 8 - Additional Services: *At the completion of tasks 7, Lose can provide the following additional services at the request of the Client.*

Lose will include conceptual, schematic, and final design of Anchor Park plaza and access paths outside the Phase 1 limits (see Exhibit 1).

- Lose will include redesign of existing parking area adjacent to the basketball courts to allow for the relocation of the accessible parking spaces to meet cross-slope requirements of 2010 ADA guidelines.
- Lose will redesign the access to the existing basketball court and existing pavilion.
- Lose will redesign the existing basketball court to update surfacing and allow for pickleball overlay. Existing drainage will be modified to eliminate water ponding on court surfacing.
- Lose will design ADA compliant parking and an accessible route connection to the existing fishing pier, outdoor dining plaza, and playground.
- Lose will include all elements in task 7 in the Opinion of Probable Cost (task 5 deliverable).
- Lose will coordinate and manage the site survey for Phase 2 area if desired and directed by the client.

Task 8 – Additional Deliverables:

- *Additional accessible routes and plazas located within phase 2 area (see Exhibit 1) will be included in deliverable for tasks 2 – 6.*
- *Site survey for Phase 2 (Topography, utilities, and site features)*

Task 9 – Construction Administration and Code Submittal / Permitting – Hourly (see attached hourly fee spreadsheet)

Other Additional Services:

- Additional meetings not included in scope above.
- LPRF grant coordination and assistance.
- Additional utility surveys and geotechnical investigation of site elements outside phase 1.
- Illustrative renderings showing character and perspectives of restroom building.

Fees:

<i>Task 1 – Project management and data collection</i>	<i>\$14,500.00</i>
<i>Task 2 – Concept design</i>	<i>\$13,400.00</i>
<i>Task 3 – Design development set</i>	<i>\$16,500.00</i>
<i>Task 4 – Final construction drawings</i>	<i>\$26,100.00</i>
<i>Task 5 – Opinion of probable costs</i>	<i>\$4,500.00</i>
<i>Task 6 – Meetings 1 - 4</i>	<i>\$4,500.00</i>
<i>Task 7 – Project expenses / Contract coordination (hourly budget not to exceed)</i>	<i>\$5,500.00</i>

Total (lump sum) _____ **\$79,500.00***

**Plus up to \$5,500 for expenses, additional meetings and construction contract review.*

Additional Tasks:

<i>Task 8 – Additional Services</i>	<i>Hourly (see attachment)</i>
<i>Task 9 – Construction Administration</i>	<i>Hourly (see attachment)</i>

Other Conditions: The Design Professional is to be reimbursed for all (additional) out-of-pocket expenses as reflected on the attached Hourly Rate Schedule. All base map data used will be provided by the Client. Additional revisions to the plans or scope will be billed hourly in accordance with the hourly rate sheet attached.

ACCEPTED: This ____ day of _____, 2018 ISSUED: This 18th day of September 2018

Client's signature

Lee Davidson, RLS
Senior Vice President

Print Name

Title

ATTACHMENT A – Hourly Rates

LOSE DESIGN

HOURLY RATE SCHEDULE (for use with all hourly agreements and for Additional Services)

Professional Services Hourly Rate

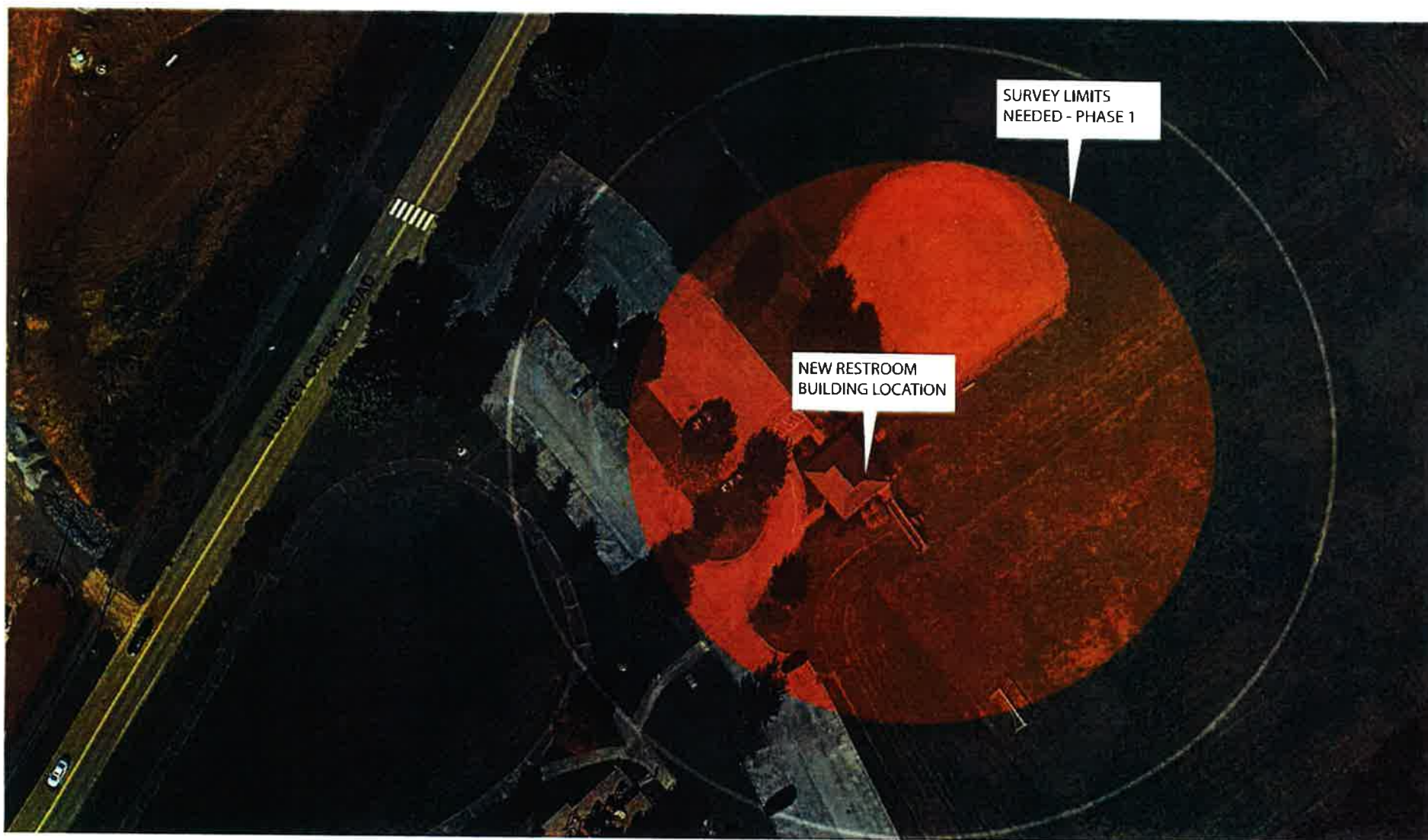
Principal/President.....	\$240.00
Executive Vice President.....	\$220.00
Vice President.....	\$200.00
Division Director I	\$185.00
Division Director II	\$160.00
Marketing Director	\$110.00
Senior Landscape Architect, Architect, Engineer, and Planner	\$140.00
Certified Park & Recreation Specialist, Engineer Specialist, Project Coordinator ..	\$110.00
L A I, Architect I, Engineer I, Project Manager I	\$115.00
LA II, Architect II, Engineer II, Project Manager II	\$110.00
Land Planner I, Intern Architect I, Engineer in Training I BIM Specialist, GIS Specialist I, Assistant Graphic Designer I	\$95.00
Land Planner II, Intern Architect II, Engineer in Training II GIS Specialist II, Assistant Graphic Designer II	\$90.00
Technician I.....	\$80.00
Interior Designer	\$95.00
Technician II	\$75.00
Assistant Accounts Manager, Administrative Assistant I.....	\$60.00
Administrative Assistant II	\$35.00

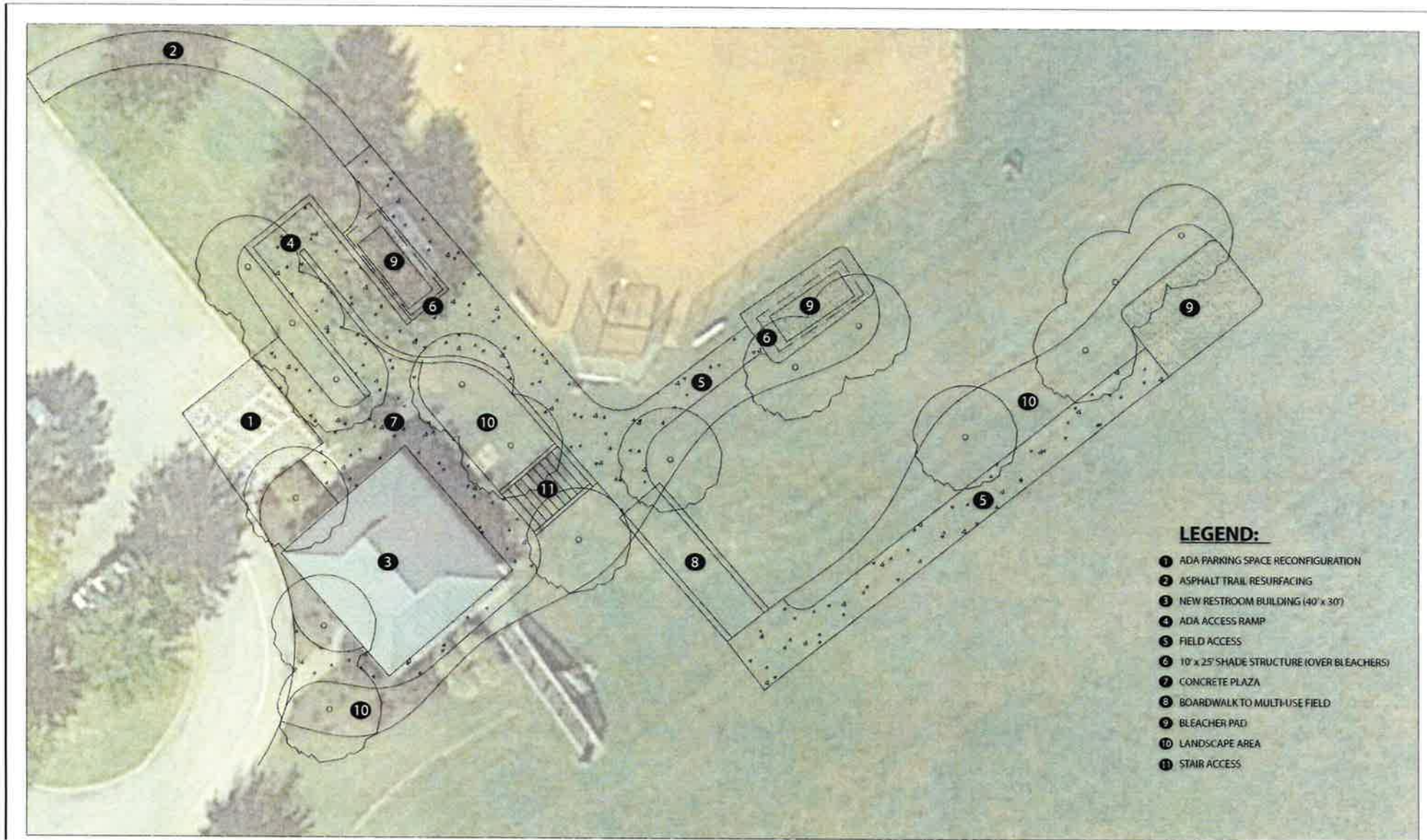
Reimbursable Expenses

Consultants' Services	cost + 10%
Prints	cost + 10%
Long Distance Telephone Charges	cost + 10%
Postage and Shipping	cost + 10%
Mileage and Travel Expenses	cost + 10%
Copies	cost + 10%

January 1, 2018

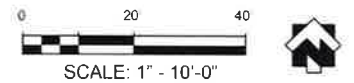
NOTE: All the above-stated fees and expenses are to be billed monthly, and the invoices are due and payable upon receipt. Other reimbursable expenses not shown hereon will be invoiced at our cost plus 10%. These rates are current until January 1, 2019, at which time they may be adjusted by the Design Professional.





ANCHOR PARK IMPROVEMENTS FARRAGUT, TENNESSEE

FEBRUARY 2018





REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: David Smoak, Town Administrator 

SUBJECT: Appointment by the Board of Mayor and Aldermen to fill the vacant South Ward Alderman position

INTRODUCTION:

In the recent Town of Farragut municipal election on August 2, 2018, Alderman Ron Williams was elected as mayor of the Town of Farragut. Alderman Williams election as mayor left a vacancy in his unexpired term as alderman of the south ward of Farragut.

DISCUSSION:

The Town of Farragut Board of Mayor and Aldermen received six letters of interest from citizens willing to serve the remaining unexpired term of the open alderman position. Those individuals are: Drew Burnette, Tony Carasso, Robert Hill, Lauren Leilani Johns, Joanna Richards and Scott Russ. Each of these citizens live in the south ward of the Farragut municipal boundaries. Ms. Johns is a minor under the age of 18 and is not qualified to be a candidate for alderman at this time as Tennessee Code Annotated 6-53-109 sets the minimum age of municipal legislators at 18 years of age.

The Town of Farragut Charter Section 6-3-107 (b)(1) states that, "by affirmative vote of a majority of the remaining members, the board shall fill a vacancy in the office of alderman for the unexpired term...". It goes on to state in Section 6-3-107 (b)(2) that, "all such elections by the board shall be made by voice vote, on the calling of the roll. If a tie vote occurs in filling a vacancy on the board, the presiding officer shall vote a second time to break the tie."

Once deliberations on the appointment of the alderman positions are complete at the board meeting, the Mayor will open the floor to nominations. Once nominations are complete, the first person nominated will be voted on by the Board of Mayor and Aldermen. If that person does not receive a majority of the votes for alderman, the second nominee will then be voted on by the board. This process will continue until a nominee receives a majority of the positive votes from the board. That person will then be appointed as the new alderman, until the next municipal election is held for the position in August 2020.

PROPOSED MOTION: To appoint _____ to the position of south ward alderman for a term that expires in August 2020.

BOARD ACTION:

MOTION BY: _____ SECONDED BY: _____

VOTE/TOTAL	MEYER	POVLIN	PINCHOK	WILLIAMS
YES	_____	_____	_____	_____
NO	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____

This letter and the Resume is submitted to certify my interest in appointment to the vacant seat in Alderman for Ward 2.

Name: Robert M. Hill, Jr (Robin)

Address; 11504 mountain View Road in Belle Aire Subdivision; Residence time in Town of Farragut: Since its founding First Residence: A. B. Grahams rental house at Highland Drive and Towne Road 1961-1964 Current Residence is at 11504 Mountain View Road in Ward 2 Residence time in South Ward 2; Residence time at the above

Addresses- Approximately 56 years. My house (built by my contractor J.W. Hankins who finished it in January 1965)

Relevant personal data:

Birth Date July 14,1928

Place of birth: Tallassee, (Elmore County) Alabama

Education:

Grades 1 through 12 in Tallassee Public Schools Started 1'st grade in September 1934 and graduated in May 1946

College: Alabama polytechnic institute (now AUBURN) graduated with a BS in Mechanical Engineering 12.17.49 University of Tennessee-- Selected management courses relative to work,

Family: Wife (now deceased 11.11.08_) Marian McClelland Hill Married July 15,1961

2 daughters and 2 grandchildren Work experience:

L & N Railroad January 1,1950 to March 6, 1956 Moved 5 times in 5 years with a promotion each time.

Arrived in Knoxville TN January 1, 1954

March 1956: Started work at ORNL as a Design engineer and worked in engineering until. 12.31.1994

Positions held were Design Engineer, Project Engineer, Engineering Project manager, Senior engineering Project Manager and Restoration Program manager at retirement.

Worked as Principal Investigator for Performance Development Corporation, Oak Ridge, TN for approximately four (4) years beginning in 1995.

Fully retired from gainful (for pay) employment in about CY2000

Relevant Government Experience:

-County Court member and County Commission member- Elected Sept

1,1970 and served until 8.31.1980 to represent the Fifth District of Knox County. Committee assignments were - Finance, Environment.

-Appointed to Farragut Municipal Planning Commission (FMPC) by Mayor Bob Leonard in 1982 and served as FMPC member and Chairman of FMPC until April 2010.

I served on the following committees concurrent with the FMPC membership in early 2002 and ran for about a year in each activity.

--Town of Farragut Representative for the Development of the TCA Chapter assignment 1101 Growth Policy plan. This required about 60-

3 hour meetings and an all day trip to Nashville to get the State Administrative Judge's approval of the Plan. Plan Start date was

(RMH)
9/17/18

12.12.1998 Completed 01.12.2000

--Served as member of the Town of Farragut Storm Water Advisory Committee in compliance with requirements of the TOF NPDES from its organization until May 2010. I am currently serving again on that committee after appointment by BOMA in 2017.

- Served as Fifth District representative at the request of County Commission Representative John Greiss. This was an ad-hoc committee called The County Efficiency Committee that was created by Commission at the request of Mayor Ragsdale early in his 2002-2008 term. This committee met with all major departments of the Knox County School system and the Knox County Government and included the Constitutional offices such as

Sheriff, and Trustee. This committee's work commenced early in

Ragsdale's first term and was completed in about one (1) year.

I've lost my copy of the report but the County Archives are staff looking for this bit of Knox County history.

- In 2005, I served on a committee appointed by Mayor Ford to study how the FMPC could be changed to operate more efficiently and thereby smoothly. The finding of the committee is the basis for our current FMPC operation but with some tweaking as a result of suggestions by FMPC staff, FMPC members and the public. This work required several months of work by FMPC Staff and FMPC members and was in my opinion a vast improvement in our method of operation.

R. M. Hill 9/7/18

Robert M. Hill, Jr PE -TN 9629

11044 Farragut Hills Boulevard
Knoxville TN 37934
September 7, 2018

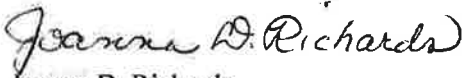
Allison Myers, Town Recorder
Farragut Town Hall
11408 Municipal Center Drive
Farragut, TN 37934

Dear Ms. Myers:

The enclosed resume is provided in response to the opening for the vacant Alderman seat for Ward 2. I have resided in Concord Hills Subdivision for the last 40 years and have a strong interest in the continuing growth and well being of our town.

I can provide references and other information if needed.

Sincerely,


Joanna D. Richards
(865) 660-5481

/jdr

Enclosure

Joanna D. Richards

11044 Farragut Hills Boulevard, Knoxville, TN 37934, Phone 865-660-5481, justforyoutn@aol.com

Objective

To participate in the oversight and positive leadership of the Town of Farragut, Tennessee, using my experience, skills, and knowledge of this community.

Education

- Major: Bachelor of Science, Nursing, University of South Carolina
- Related coursework: Various courses for license recertification

Skills & Abilities

- Unit Representative for Concord Hills Subdivision Homeowners Association (currently serving second four-year term). Acting as new homeowner Welcoming individual.
- Vice President of Woodlands of Knoxville Condominiums Homeowners Board.
- Nursing educational training, development, and presentation. Quality improvement, clinical and supervisory skills, to include interviewing, hiring, training and managing performance.
- Marketing, client recruitment and retention, customer service, and presentation skills.
- Crisis management talents.
- Created unique and successful home-based retail business. Owner for over 10 years.
- Regional Supervisor for three TennCare Managed Care Organizations, presenting to physicians, nurses, state government agencies
- 40-year resident of Concord Hills, volunteering in various roles in Farragut Schools while raising three children, to include school health clinics.
- Alpha Omicron Pi Sorority Mother's Club president

Experience

**RN STUDY COORDINATOR-RESEARCH ASSOCIATE | UNIVERSITY OF TENNESSEE
DEPARTMENT OF NUTRITION, KNOXVILLE, TN | 2001 – 2008**

- Recruited clients for studies by creating advertising materials, interviewing potential clients, using exclusion/inclusion questions, scheduling enrollment consultations
- Performed Metabolic Function testing using Sensor Medics Metabolic Cart and Bone Density and Body Composition tests using GE Lunar DXA
- Assist with creation of study appropriate meal plans and data bases and other data collection tools specific to each study protocol

**MANAGER OF APPEALS AND COMPLAINTS DEPARTMENT | HEALTH CARE SOLUTIONS,
KNOXVILLE, TN | APPROX. 2000 – TO COMPANY CLOSING**

**SUPERVISOR, APPEALS AND COMPLAINTS RESOLUTION UNIT | TENNESSEE HEALTH
PARTNERSHIP | APPROX. 2000 – TO COMPANY CLOSING**

**QUALITY IMPROVEMENT SUPERVISOR, TENNCARE | JOHN DEERE HEALTH CARE | 1994 -
2000**

Other Experience

(While living in four states and the District of Columbia)

- Director for Health Care Professional Services
- RN Home Healthcare Provider
- RN Medical Office
- Director and Instructor of In-service Education
- Staff Registered Nurse, ICU Charge Nurse

Scott Russ

724 Banbury Road, Farragut, 37934, Kingsgate, South Ward | (865)973-7231 DSRuss8657@gmail.com

September 6th, 2018

Board of Mayor and Aldermen

Town of Farragut

11408 Municipal Center Drive | Farragut, TN

Dear Board of Mayor and Aldermen:

After graduating from the University of Tennessee, Knoxville Campus, with a degree in Transportation and Logistics (Aka: Supply Chain and Logistics), I have resided in the Knoxville area for the last thirty-three years. During this time, I have resided in the East Knoxville, Cedar Bluff, Maryville, and Farragut areas. I spent a large bulk of this time in Blount County, raising two daughters whom are both graduates of Maryville High School and the University of Tennessee. Both Sydney and Bayli are residing in Nashville pursuing their professional careers in Business Management and teaching high school Science in the Nashville Public School systems. I have been employed locally for the last four plus years with Radio Systems Corporation in the capacity as Global Business Manager working primarily with Domestic Sourcing. Prior to that, with Keurig Green Mountain Coffee Roasters, I was involved in primary sourcing and getting the Forks of the River for plant off of the ground and running to full capacity.

During most of 2016, my time outside of work was spent taking a Supply Chain Professional certification course and subsequently passing the CSCP (Certified Supply Chain Professional) exam at the end of October. I am actively involved in APICS or the Association of Production and Inventory Control Professionals with the East Tennessee chapter based in Knoxville.

I am honored to have participated in the Knoxville Leadership Program, Introduction to Knoxville and pleased to be able to carry forward the ideology of becoming involved and engaged in making our communities great places to live. In an ongoing effort to become involved in my community, I am currently participating in the Introduction Farragut program to further understand the history, the politics, the offerings that my community possesses.

In my spare time, I can be found boating on Fort Loudon, digging around in the garden, working on that next home remodeling project, or scooting up to Nashville to visit my children and grandson.

I'm hopeful that my background, personality, civic mindedness, desire to live in and positively impact this wonderful community that I have chosen to reside will compel you to consider my application for appointment to the Town of Farragut, Board of Mayor and Aldermen.

Sincerely, Scott Russ

SCOTT RUSS- CSCP

724 Banbury Road ☐ Knoxville, Tennessee 37934 ☐ (865) 973-7231 ☐ DSRuss8657@gmail.com

SUMMARY- Supply Chain Professional

A determined and hardworking Supply Chain Professional with demonstrated expertise in Sourcing, Production Planning and Scheduling, Strategic Planning, Operations Analysis, Inventory Control, Quality Control, Logistics, and overall supply chain management. Analyzes company-wide processes, building fully functional teams and efficient systems to streamline overall productivity. Organizes strategies into executable plans, accomplishing business goals and satisfying customer demands. A results-driven achiever who implements effective programs, to facilitate growth.

EXPERIENCE

Radio Systems Corporation

Knoxville, Tennessee

Business Manager – Supply Chain

2014 - Present

- ☐ Managing Domestic Supplier relationships.
- ☐ Contract Manufacturer sourcing and onboarding.
- ☐ Contract review and editing
- ☐ Vendor / CM Liason
- ☐ PPV Review and Metric management
- ☐ Oracle Demantra SME

Green Mountain Coffee Roasters , Inc. (Keurig Green Mountain 2014)

Knoxville, Tennessee

Purchasing – Senior Buyer

2009 - 2014

Proven procurement leader in fast paced packaged consumer goods manufacturing environment. Responsible for both raw material and indirect material purchases for high volume food packaging facility. Lead negotiator for materials purchases and distribution and off-site warehousing facilities. Developed current Best Practices for company purchasing policies and reporting metrics for cost savings and cost avoidance initiatives.

- ☐ Vendor Sourcing – RFP and contract reward for multiple raw and indirect materials. Lead Sourcing Quality Auditor.
- ☐ CQV Sourcing Project Management
- ☐ Supply Agreement Negotiations – A.T. Kearney Negotiations training and methodology
- ☐ Contract review and editing
- ☐ Daily requirements purchasing – Raw Materials
- ☐ Developed Line-Of-Sight Min/Max inventory management program
- ☐ Warehouse sourcing, negotiation, selection, and relationship management
- ☐ SQF Level 3 – Site audit representative for Purchasing and Planning group

DENSO MANUFACTURING TENNESSEE

Maryville, Tennessee

Advanced Specialist Planning

2003-2009

Directed production planning and master scheduling for 130 customer products. Reported departmental goals and Company achievements to staff, including production/sales/inventory plans, inventory cycle count results/reporting/action plans, inventory reduction plans, and program progress alerts. Executed integral planning and collaborative relationship with total industrial engineering group—creating greater efficiencies with regard to process flow and continued improvements. Advised on product development, introduction, and launch—facilitating hand-off from engineering, to bring products into mass production market status.

- ☐ Satisfied customer requirements, while achieving individual and Company inventory and production efficiency goals.
- ☐ Met Company's and customers' expectations continuously and successfully by understanding and utilizing past experiences and following Company policies/procedures/work standards, while pursuing personal growth in each specific area.
- ☐ Earned extensive training and practical knowledge of quality management systems, as well as experience as Internal Company Auditor for ISO/TS 16949 quality standard—ensuring full comprehension of value-added benefits of standards.

- ☐ Developed, implemented, and accomplished Company and departmental budget goals.
- ☐ Demonstrated practical knowledge of purchasing guidelines and procedures.
- ☐ Implemented Kaizen activity involvement.

SGT. PEPPER'S, INC.

Myrtle Beach, South Carolina

Proprietor

2001-2003

Opened and operated retail outlet/wholesale distribution, specializing in gourmet foods and related apparel and merchandise in opening and operating extensive, wide-ranging business.

- ☐ Procured thousands of products from multiple vendors.
- ☐ Arranged logistics, business accounting, and payroll administration.
- ☐ Took proprietorship to incorporation.

☐ ADDITIONAL EXPERIENCE

PBR AUTOMOTIVE, LLC

Knoxville, Tennessee

Master Planner/EDI Coordinator/ Materials Manager

1998-2001

Managed material-related planning issues concerning customer requirements, work-in-process, and finished goods items. Monitored purchasing program, and coordinated between suppliers and purchasing group. Developed forecasts and master schedules for facility. Tested, certified, and designed procedures and work instructions for materials' functions of AS/400, MAPICS operating system.

- ☐ Performed majority of training throughout facility, on proper use of systems.
- ☐ Implemented EDI systems, for systemwide use.
- ☐ Gained extensive familiarity with many aspects of supply chain management.

ROBERTSHAW CONTROLS, Knoxville, Tennessee, Master Scheduler, 1996-1998

EG&G INSTRUMENTS, Oak Ridge, Tennessee, Senior Materials Planner, 1992-1996.

MATSUSHITA ELECTRONIC COMPONENTS CORP., PANASONIC, Knoxville, Tennessee, Production Control Administrator, 1989-1992

EDUCATION

UNIVERSITY OF TENNESSEE, Knoxville, Tennessee

B.S., Business Administration, 1989

Transportation and Logistics

CERTIFICATIONS

SQF Site Audit Liaison

AIB Warehouse – Safe Food Auditor

ISO 9002

ISO/TS 16949 Auditor

COMPUTER SKILLS

Oracle R12., Oracle PeopleSoft 9.1, Demantra, DEC VAX/VMS V5.5-2; AS/400; MAPICS XA v.6; Microsoft Office Suite; Future3 EDI Package; Auto-Release/Vendor Release.

David Harper

1009 Mercer Dr.
Maryville, TN 37801
(865) 640-4862
dharperwa@gmail.com

29th August 2018

Dear Sirs and Madam of the Farragut Board of Mayor & Alderman,

I am writing this letter regarding recommending Mr. Scott Russ for the position of Alderman on your Board. I have known Mr. Russ since 2010 as a friend and acquaintance. I have been faculty at The University of Tennessee since 2004 and currently hold the rank of Professor. During this time, I have managed large research groups, directed large multi-institutional research projects, served on the faculty senate and numerous university committees, and have had to make many personnel decisions. Given my experience, I believe that I can evaluate Mr. Russ's character and leadership qualities fairly.

I have come to know Scott as someone with strong ethical values and character. First and foremost, he is a father, a role he takes very seriously. He has raised two successful daughters that have strong work ethics, adventurous spirits, fiscal responsibility, and moral ethics. As a parent of three, I am personally amazed at his success in raising such wonderful children.

During the time that I have known Scott, he has worked for Keurig Green Mountain and Radio Systems. In both jobs, Scott threw himself into his work and was genuinely excited about it. He took time to learn all aspects of the company and the products that they produced. He was always genuinely excited and positive about his work. I have no doubt that he would bring the same level of commitment to the position of Alderman.

Over the years, I have gained the utmost respect for Scott. He stands up for his principles and voices his opinion even if it isn't popular. He weighs his options and makes tough decisions. Nevertheless, he is open, fair, willing to hear all sides of an issue, and freely admits when he is wrong. He is humble and works well in teams or as an individual. All in all, he is very likable and amicable. I have no doubt that he will be great asset to your Board and the City of Farragut. If you have any questions, please don't hesitate to contact me.

Sincerely,

David P. Harper

David P. Harper, Ph.D.

Dear Sirs and Madam of the Farragut Board of Mayor & Aldermen,

It's my absolute pleasure to recommend Scott Russ for the Alderman position on your Board.

Scott and I worked together at Keurig Green Mountain, Inc., where I was a co-worker from 2009 to 2013, and manager and direct supervisor from 2013 to 2014.

I thoroughly enjoyed my time working with Scott, and came to know him as a truly valuable asset to any team. He is honest, dependable, and hard-working. Beyond that, he is an impressive problem solver who is always able to address complex issues with strategy and confidence. Scott is inspired by challenges, and rarely intimidated by them.

His business acumen and professional etiquette was an advantage to our team. He put these skills to work in order to increase inventory efficiency with competitive pricing for best-in-Keurig performance. Scott was a huge piece of our success.

Along with undeniable talent, Scott has always been a joy to work with. He is a true team player, and always manages to foster positive discussions and contributes to bring out the best in other employees.

Without a doubt, I confidently recommend Scott as Alderman. As a dedicated and knowledgeable team member and an all-around great person, I know that he will be a beneficial addition to your Board.

Please feel free to contact me at (865) 824.7272 should you like to discuss Scott's qualifications and experience further. I'd be happy to expand on my recommendation.

Warm regards,
Jonathan Francis
Director, Supply Chain
Keurig Dr Pepper, Inc.

September 9, 2018

Farragut Town Hall
11408 Municipal Center Drive
Knoxville, TN 37934

To Whom It May Concern:

Growing up in the town of Farragut I always knew that this was a special place. My parents still live in the house we grew up in and they take great pride in this area. As a child I attended Farragut Primary, Farragut Intermediate, Farragut Middle, and Farragut High School. At Farragut High School I played soccer, football, and basketball for the School and made many lifetime friends in the process. To this day I see many of my coaches and teachers in the community that taught me when I was in school. It's great to still be able to run into leaders like Mr. Galbraith, Mrs. Taylor, Mrs. Mashburn, Coach Courtney or Coach Dodgen, who have had such an impact on my life. I was a member at First Baptist Concord for 34 years and it was an integral part of my life. The last 4 years we have been at Shoreline Church and are very thankful for the community and fellowship there. Undoubtedly, the most important parts of my life are faith and family. My wife and I have been married for 15 years this December and take great joy in the five kids we've been blessed with. Outside of work, the majority of our hours are spent shuttling to and from our kid's practices and games. Whenever possible, I love coaching my kids and usually coach between seven and eight of their teams each year. I completed my Bachelor's Degree at Carson Newman College while playing football under Coach Ken Sparks. Coach Sparks always had great things to say about Farragut from his time coaching football at Farragut in the 70's. I was blessed to earn a job in Medical Sales immediately upon my graduation from college and have remained in this field for the last 15 years.

The open Alderman seat is an exciting opportunity for me. This would allow me to combine my love for the town with the chance to serve in it and continue to see it grow. Farragut is a close-knit, well connected community that is focused on families. Whether through commercial or residential development, I will work to continue making Farragut a wonderful place to raise a family by ensuring our developments fit our core strengths and values. Farragut has done an amazing job of providing excellent Parks and Recreation along with a deep respect for the town's History and its founders. By offering strategic leadership backed by the voice of younger families in the community, I can help further our town's visions and goals. I am also very excited to help with input and leadership regarding the addition of a Farragut Town Center. This project has been an important point in our community over the past few years and I believe we have the opportunity to lay the ground work to bring it to fruition in the near future. Continuing to connect our town through Greenways and sidewalks is also an important undertaking that makes our area family friendly and provides a safe space to explore our community as well as a great setting for exercising.

In summary, my life experience in the town of Farragut, my passion for serving this community, and my strong leadership background make me a good candidate for the open Alderman seat. I look forward to serving the Farragut community as an Alderman or as a resident.

Sincerely,

Drew Burnette

REGIONAL VICE PRESIDENT & MEDICAL DEVICE SALES REPRESENTATIVE

Achievement-driven Regional Vice President & Medical Sales Representative with a successful record of implant, device, equipment sales, and leadership accomplishments with Fortune 500 companies and industry leaders including Olympus Surgical, American Medical Systems (AMS), Cardinal Health and Stryker. Sales results since 2004 include: (1) **Presidents Club 2016** (2) **#1 in total capital equipment sales** (3) **#1 in the country for Sonicbeat Sales** (4) **converting three of the highest volume surgeons in 2011 and 2012 from the leading industry competitor and achieving up to 509% to plan;** (5) **winning Cardinal Health's Sales Excellence Award** (6) **earning corporate recognition for sales successes that were "modeled" for use by the national sales force;** and (7) **securing contracts with the University of Tennessee, Bristol Regional Medical Center, and Vanderbilt Medical Center.** Sales competencies:

- | | | |
|----------------------------------|---|-----------------------|
| • Operating Room Sales | • Surgeon/Physician Relationship Building | • Account Management |
| • Converting Competitor Accounts | • New Product Launches | • Product In-Services |
| • New Account Development | • Sales Goal Attainment | • Clinical Selling |
| • Major Account Penetration | • Territory Turn Around Strategies | • Hospital Sales |
-

PROFESSIONAL EXPERIENCE

OLYMPUS SURGICAL, KNOXVILLE, TN

5/2016- PRESENT

Regional Vice President. Promoted from Territory Manager based off high achieving results and demonstrated leadership skills. Responsible for managing up to 12 selling professionals for the Mid-South Region. Developed key HCP and IDN relationships to drive new market share. Awarded the first ever Vanderbilt Health Alliance Energy Contract in 2017.

- Generated strong sales for Fiscal 2017/2018 finishing #1 Thunderbeat Sales, #1 Sonicbeat Sales, #2 PK Legacy Sales, #3 Contained Tissue Extraction Sales
- Successfully managed through a reduction in force
- Tied for Region of the Year Award 2016/2017
- Continued strong sales results for Fiscal 2016/2017 being #1 New Product Category Sales, #1 Thunderbeat Sales, #1 Open Fine Jaw Sales, #2 PK Sales, #1 Sonicbeat Sales, and #2 ESG-PK Sales

Territory Manager (4/13-5/16) Recruited and assigned to an underperforming territory (Knoxville, Tri-Cities, and parts of Virginia, and Kentucky) that needed to be grown quickly. Achieved a strong record of top level results for sales of Olympus surgical energy products including Thunderbeat, Sonicbeat, and our Gyrus PK product line.

- Achieved Presidents Club 2016
- Ranked #1 in total Capital Equipment sales
- Ranked #3 in the country for Sonicbeat sales
- Served as a Field Trainer
- Awarded the Iron Eagle award for top sales performance and leadership
- Was voted on by my region to serve on the national Sales Coalition team
- Successfully interviewed and hired an ATM that got promoted to a TM
- Earned the Quota Buster award 2016
- Converted all 18 OR's at Bristol Regional to the EPFI-C
- Converted a large Academic Medical center to Thunderbeat and Sonicbeat
- Increased market share by conducting cadaver/pig labs to educate new physicians on features and benefits of Olympus surgical energy

AMS - AMERICAN MEDICAL SYSTEMS, Knoxville, TN

10/2010 – 1/2013

Territory Manager. Recruited and assigned to an underperforming territory (Knoxville, Tri-Cities, Asheville and parts of Eastern Kentucky) that ranked in the bottom 10% of the company. Achieved a strong record of results for sales of men's and women's health implants (inflatable penile prosthesis, artificial urinary sphincter, vaginal mesh for prolapse, mid-urethral mesh sling) to top tier urologists, gynecologists and urogynecologists in a highly competitive market.

- Continued to achieve strong 2012 sales results with Monarc (105% to plan and 114% growth); Sparc sling (116% to plan and 197% growth); and Y-mesh (129% to plan and 282% growth).

- Generated strong 2011 sales with Urolume (509% to plan); MiniArc (141% to plan and 114% growth); Monarc (120% growth); Elevate Anterior & Posterior (106% & 117% growth); and urinary sphincter (103% to plan).
- Implemented and conducted patient education programs that created awareness of products and successfully increased patient office visits and generated new revenue from both new and existing patients.
- Increased sales by coordinating large urology group meetings and providing training on specific strategies for marketing and attracting new patients as potential candidates for mesh sling and prolapse procedures.
- Earned corporate recognition for developing and implementing a "pilot" cadaver training program for residents and faculty at The University of Tennessee that was used as a model and rolled out on a national level.
- Converted the region's top competitive implanting surgeon by setting up a personalized training program at the corporate office in Minneapolis to discuss and sell the benefits of implants; results of this sales concept achieved recognition by the AMS President as a strategic sales initiative to be modeled by other representatives.

CARDINAL HEALTH, Knoxville, TN

04/2006 - 09/2010

Senior Marketing Manager (08/07-09/10). Promoted into the Environmental Technologies division with this Fortune 50 medical company to manage the product development, launch, marketing strategy and sales direction for ORwell, an innovative new fluid collection and disposal system designed specifically for operating room applications.

- Secured beta test sites with four hospitals throughout the U.S. to evaluate and test the prototype ORwell, gathered feedback from surgery staff, and advised product engineers on design modifications and final product approval.
- Implemented an aggressive campaign, prior to product's launch, with national accounts to promote ORwell's design benefits and generate sales opportunities by preventing accounts from purchasing from competitors.
- Called on and developed national accounts including:
 - Mayo Clinic - Johns Hopkins - Sloan Kettering - New York Presbyterian
 - Vanderbilt - University of Tennessee - UAB - St. Vincent's Hospital
- Increased sales opportunities by negotiating contracts with large GPO's and IDN's including Broadlane and ROI.
- Interviewed and established the marketing team, developed the product pricing structure, created the national sales strategy, and developed sales marketing literature for the sales force.

DREW BURNETTE - Page 2

CARDINAL HEALTH - continued:

Sales Representative (04/06-08/07). Recruited into an underperforming territory that had no representation for 10 months and was assigned responsibility for re-establishing relationships with major accounts in a territory covering all of East Tennessee from the Tri-Cities to Nashville.

- Turned around the territory and increased sales for a broad base of disposable surgical products (drapes, gowns, surgical clippers, facial protection, and non-sterile apparel)
- Secured new business in major hospital accounts including Vanderbilt, Johnson City Medical Center, University of Tennessee Medical Center, Baptist Hospital and Cookeville Regional Medical Center.
- Won the 2007 Sales Excellence Award for exceeding 105% of quota.
- Generated 20% growth on total sales for 2007 including 140% to quota on non-sterile apparel and 104% to quota on disposable surgical drapes and gowns.
- Achieved 103% of quota for 2006 and was selected to train the sales force on how to Sell to Surgeons.

STRYKER INSTRUMENTS, Chattanooga, TN

1/2005 - 1/2006

Medical Sales Representative. Established a strong record of medical sales achievements with this leading medical device company and increased revenues of product lines used in hospital operating rooms and surgery centers.

- Called on orthopaedic, neuro, plastic, and spine surgeons as well as urologists and anesthesiologists with responsibility for new account penetration in sales growth of:
 - surgical power equipment - Neptune waste management system
 - Navigation system for image-guided surgery - pulsed lavage for cleaning out wounds and bone
 - post-operative pain pump - S.T.I.C. blood pressure monitoring system
- Generated a 23% increase in annual sales and ranked among top 5 reps in the Mid-South region for overall growth.
- Increased irrigation business by 48%, S.T.I.C. business by 593%, and micro power tool business by 48%.
- Ranked #1 in the Mid-South region for Neptune waste management system sales.
- Selected by the Tennessee Association of Surgical Technicians to teach a CE-credit course to Tennessee Surgical Technicians on post-operative pain management tools, techniques, and industry advances.
- Generated a 100% increase in surgical instrument/equipment warranty sales.

Pharmaceutical Sales Representative. Increased sales for Cialis (Erectile Dysfunction therapy), Actos (#1 nationally-ranked diabetic oral agent), and Humalog (#1 nationally-ranked mealtime insulin product) by calling on primary care physicians, internists, and endocrinologists in Chattanooga and surrounding counties.

- Ranked #1 in Tennessee and among the top 15% in the country for total portfolio sales.
- Ranked #67 out of 530 sales reps in overall Cialis sales.
- Generated \$843,685 in total portfolio sales for the month of March.

EDUCATION: B.S., Human Exceptionalities (2003), CARSON NEWMAN COLLEGE, Jefferson City, TN

Activities / Distinctions:

- Played football for Carson Newman College for four years and lettered three years.
- Served on the player committee; nominated South Atlantic Conference Punter of the Year; and received the South Atlantic Conference Player of the Week Award.

Volunteer:

- Serve as a board member for Feeding the Orphans
- Worked as team leader for the Habitat for Humanity Group projects in Jefferson City, TN.
- Took my work team on a service project for Habitat for Humanity in Asheville, NC.
- Head coach of the Knoxville Ambassadors Middle School JV team.
- Served as group leader with Fellowship of Christian Athletes.
- Coach between 7-8 youth sports teams per year for soccer, basketball, and football.
- Participated in two week mission trips to Port Elizabeth, South Africa for three consecutive years.

Additional Training:

- Delivering Effective Feedback (Triad) 2018
- Situational Leadership Program 2017
- InsideOut Sales Process Training 2016
- Developed an Ignite Sales Process Program for the US Sales Team 2016

Computer Skills: Microsoft Word, Excel, PowerPoint, Access, Outlook

Date: September 4, 2018
TO: Farragut Mayor and Board of Alderman
From: Tony Carasso
Re: Interest in the Open Alderman Position

My interest in filling the open Alderman position is driven by my gratification of raising a family in the town of Farragut, and ensuring future families are afforded the same experience. My wife and I along with our two sons moved to Wentworth Subdivision in 2003. My oldest son graduated from Farragut High School in 2007. My youngest son is currently enrolled in Farragut High School and began his education at Farragut Primary School. My wife Debbie is a stay at home mom. We have attended First Baptist Concord in Farragut since the 1990's. We have grown deep roots here and consider Farragut to be our home.

The vision I have for Farragut would be to continue the course we are now on. The current town leadership has this ship headed in the right direction. As a banker, I am impressed with the conservative approach the Mayor and Board of Alderman takes towards finances and fiscal responsibility. The simple fact that the town has no debt is impressive. The Town's income statement is healthy with income exceeding expenses. Great example for the rest of the country.

My vision would support the following:

- Building more parks, expanding and improving existing facilities
- Expansion of biking and walking trails
- Farragut needs a town center, so I would support any movement towards developing one.
- Through my involvement with the Farragut Knox County Education Relations Committee, I am involved in getting our youth engaged in Farragut government. I would continue to support this effort.

Lastly, my 29 years of business/banking experience could be an asset with the towns budget process and future business decisions.

Tony Carasso
204 Gwinhurst Rd.
Farragut, Tn 37934
865-250-2719
4Boaters@tds.net

Profile: Well qualified banking professional for 29 years

Employment: Union Planters Bank Memphis Tn Branch Manager Retail Branches	1989- 1996
Union Planters Bank Knoxville Tn Branch Manager Retail Branches	1996-1999
Union Planters Bank Murfreesboro Tn CEO/President	1999-2002
Union Planters/ merger with Regions Bank Somerset Ky CEO/President	2002-2003
Jefferson Federal Bank Knoxville Tn President	2003-2014
Home Trust Bank/ merger with Jefferson Federal President	2014-2015
Citizens Bank / Knoxville Tn President Knoxville Market	2015-Present

Education: Tusculum College Bachelor Science Business Management
Vanderbilt University Southern Eastern School of Banking

Community Involvement: Farragut Knox County Education Relations Committee,(termed out)
Introduction to Farragut Program, Board of Directors Knoxville Opera, Chairman of the Development
Committee Knoxville Opera, Development Committee Second Harvest Food Bank, President West
Knoxville Sertoma Club, Presidents Advisory Council Tusculum College, Director Gods Food Pantry,
March of Dimes Steering Committee, YMCA Board of Directors, Rotary Club Somerset Ky, Board Of
Trustees Murfreesboro Philharmonic Orchestra, President First Priority Rutherford County, Basketball
Coach Upwards Basketball, Crown Ministries Trainer, Sunday School Teacher First Baptist Concord.

Wholesale Insurance - Expertise in Property, Transportation, Casualty, Professional, & Specialty Ad

[Edit public profile & URL](#)[Add profile in another language](#)**Tony Carasso**

Knoxville Market President at Citizens Bank

Knoxville, Tennessee Area

[Add profile section](#)[More](#)

Bachelor of Science Tusculum College

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Tony Carasso is the Knoxville Market President for Citizens Bank. Previously he was the President of Home Trust Bank after the merger with Jefferson Federal Bank. Prior to the merger he was President of Jefferson Federal Banks Knoxville region for ten years. In 1999, Mr. Carasso was Chief Executive Officer and President of Union Planters Bank in Murfreesboro, Tennessee. Since then, he served as President of two additional Union Planters Banks, one in Somerset Kentucky and Harriman Tennessee. During his tenure in Harriman, he served a dual role as Area Sales Manager supervising 22 branches in 11 communities.

Actively involved in community affairs, Tony has served on the Board of Directors for the Knoxville Opera, Chairman of the Development Committee, Knoxville Opera, Farragut-Knox County Education Relations Committee, Development Committee Second Harvest Food Bank, President West Knoxville SERTOMA Club, Presidents Advisory Council Tusculum College, Board of Directors for Gods Food Pantry, March of Dimes Steering Committee, YMCA Board of Directors, Rotary Club Somerset Kentucky, Board of Trustees Murfreesboro Tn Philharmonic Orchestra, President First Priority Rutherford County, Coach Upwards Basketball, Trainer for Crown Financial Ministries, Steering Committee and Teacher for Concord Baptist Church Knoxville.

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Sandi Swilley • 2nd
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Crystal Dotson • 2nd
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