FARRAGUT BOARD OF MAYOR AND ALDERMEN
AGENDA
April 9, 2020

WORKSHOP
Budget Workshop
5:30 PM

BMA MEETING
7:00 PM

I. **Silent Prayer, Pledge of Allegiance, Roll Call**

II. **Approval of Agenda**

III. **Mayor's Report**

IV. **Approval of Minutes**
   A. March 12, 2020

V. **Business Items**
   A. Rejections of Bids of Contract 2020-16, Watt Road and Grigsby Chapel Road Pedestrian Crossing

VI. **Town Administrator's Report**

VII. **Town Attorney's Report**

VIII. **Citizens Forum**

This meeting can be viewed live on Charter channel 193 and TDS channel 3. No public access to Town Hall due to Governor Lee's orders and the Knox County Health Department's orders regarding the COVID-19 pandemic. Meeting comments may be emailed to comments@townoffarragut.org **and must be received by 12:00pm on April 9 to be included in the record of the meeting.**

Town of Farragut **Budget Workshop: April 9, 2020**

To: Board of Mayor and Aldermen

From: David Smoak, Town Administrator

At the last Board of Mayor and Aldermen budget workshop on March 12, 2020 staff reviewed the General Fund revenue and expenditure projections for end of FY2020 and the entire FY2021. Since those projections were completed, the U.S., State of Tennessee and Knox County economies have virtually shut down due to the COVID-19 pandemic. Over half of the Town's revenues are derived by local option sales tax; therefore, I have revised our budget estimates as follows:

GENERAL FUND REVENUES

1. **Local Sales Tax** – essential businesses such as grocery stores, convenience stores and pharmacies remain open and are still performing well. However, many of our big box and local retail shops have been forced to close. Restaurants are limited to take out orders only, which severely limits their profitability. We have estimated the current economic shutdown to begin impacting our revenues significantly from March 2020 through June 2020, with total estimated revenue at $5,926,734, which is $438,667 less than the FY2020 budget.

   In order to maintain a conservative budget estimate for FY2021, we are projecting no revenue increase in local sales tax. If there is a prolonged economic shutdown past June 2020, this conservative estimate should help the Town of Farragut be able to get through FY2021 with limited adjustments in service levels.

2. **Hall Income Tax** – the Hall Tax is helping balance the projected FY2020 budget losses as the budget for this year was $400,000 and the Town received $990,877. The Hall Tax is projected to drop another 17% in FY2021 as it is phased out. Projections for FY2021 remain at $400,000.

3. **Wholesale Beer Tax** – the Wholesale Beer Tax is paid by wholesale distributors of beer to the Town. As many restaurants with beer permits are currently closed or only providing limited take out or delivery options, the revenue estimate has changed from FY2020 budget of $540,000 to end of year estimate of $459,928. The projected revenue for FY2021 is $486,000.

4. **Wholesale Liquor Tax** – the Wholesale Liquor Tax is a tax of 5% of the purchase price of liquor and wine by retailers. In the Town this would be paid by the two local package stores and all grocery stores that sell wine. The FY2020 budget was $440,000 and the revised estimate for FY2020 is $382,824. Proposed revenue for FY2021 is $396,000.

5. **Mixed Drink Tax** – Mixed Drink Tax is levied by the State of Tennessee and is earmarked for education and local government. This is paid by local restaurants that sell alcoholic beverages on premises. The FY2020 budget is $170,000 and the original estimated end of year revenue was projected to be $282,136. Since the mixed drink tax is being directly impacted by the current Knox County Order requiring restaurants to be closed for dine in service, the revised

budget estimate for end of year FY2020 is $188,953.

6. **Building Permits and Licenses** – permit fees are proposed to be slightly above budget estimates for FY2020. As the economic slowdown is tough to predict, we have estimated FY2021 at a conservative $257,200.

7. **Recreation fees** – fees for field, pavilion and community center rentals make up this line item in the budget. For FY2020, the budget was $209,500, but with the closure of those facilities for most of March and April, the estimated FY2020 year end revenue is $166,120.

Total budgeted revenues for FY2020 were $11,352,072. The revised estimated end of year revenues for FY2020 are now $11,733,709. Proposed revenues for FY2021 budget are $10,889,879.

GENERAL FUND EXPENDITURES

Budgeted General Fund expenditures for FY2020 are $7,436,187. On March 12, staff had estimated year end expenditures to be $7,208,884. I asked all departments to revise their end of year estimates to reduce current budgets due to our pending revenue shortfall. The new estimated end of year expenditures were reduced to $7,052,744.

The projected expenditures for FY2021 remain unchanged at this time of $7,248,740. The Town added a community center in FY2020 and will have to budget for an entire year's expenditures in FY2021. In addition, the Town will have capital projects under construction for Virtue Road improvements and McFee Park improvements that will need inspection services. Additional personnel to assist in these areas are not in the current budget. Health insurance cost adjustments nor merit increases are in the current budget.

I asked all departments to provide options that would allow us to reduce up to 10% of our budgeted expenditures. These cuts would limit services we provide, reduce training and travel, limit hours for the community center and reduce grants to schools and non-profits, etc. The goal is that any additional expenditure that may be needed for FY2021 would come by utilizing the reductions that were provided by the departments, so overall expenditures in the General Fund do not exceed the current projection of $7,248,740.

CAPITAL INVESTMENT FUND

The Capital Investment Program (CIP) for FY2021 was originally scheduled to have $1.4 million in projects and have the General Fund transfer $2 million into its fund balance. In order to balance the roughly $1 million in projected revenue losses in this fiscal year, I am proposing to cut or move out all projects in FY2021 so there will be no new expenditures in next year's CIP. Also, the General Fund would not transfer any money into the CIP, which would still leave a remaining fund balance at the end of FY2021 of $982,419.

TOURISM FUND

The occupancy tax to fund the Town of Farragut tourism program is scheduled to go into effect on June 1, 2020. Estimated revenues from the tax were projected to be $300,000 in FY2021. However, there have been requests from the hoteliers in the community to delay the enactment of the tax due to the current economic shutdown. The estimated revenue projections amount to $25,000/month. As all funding for the program is expected to be paid for through tax proceeds, any changes to the enactment date of the ordinance will also require subsequent reductions in expenditures.

STATE STREET AID FUND

The State Street Aid Fund is funded by state gasoline tax proceeds and is based on the population of the community. Expenditures in State Street Aid are used for road maintenance and repairs of structures within the Town's right of way. In FY2021, proposed revenues are $855,000, with expenditures of $1,015,500. The fund balance at the end of FY2021 is proposed at $1,157,031.

OTHER FUNDS

Equipment Replacement Fund – This fund is utilized for the purchase and replacement of all vehicles and equipment in the Town. The General Fund is scheduled to transfer $157,500 in FY2021 with expenditures of $134,000. There is projected to be $965,593 in fund balance at the end of FY2021.

Insurance Fund – This fund provides income for retirees in a previously closed retirement plan. There is projected to be $105,972 at the end of FY2021. There are no anticipated additional funds needed for this fund next year.

ADA Capital Projects Fund – The Town of Farragut established this fund as part of our ADA transition plan to fund ADA projects over the next 30 years. We have made tremendous progress toward our ADA plan with the completion of Anchor Park improvements and the current restroom renovations at Town Hall. In FY2021 there is projected to be a $50,000 General Fund transfer to continue meeting our transition plan goals.

STATE OF TENNESSEE GRANT FUNDING

Tennessee Governor Bill Lee proposed, and the Tennessee General Assembly approved one-time grant funding to local governments in the FY2021 budget based on population. The amount the town is eligible for is $536,604. The monies can only be used for certain projects related to public safety, street projects, capital maintenance, utilities, IT upgrades and reimbursements related to COVID-19 response.

As this is one-time funding, I propose utilizing this money to help fund one of our upcoming road projects in the Capital Investment Fund.

CONCLUSION

Although we are in the beginning of the COVID-19 pandemic in the United States and budget projections can be difficult given such an unprecedented situation, the current Town of Farragut financial position and strong fund balance will allow us to weather this storm. The conservative revenue forecasts for FY2020 and FY2021 will allow current operations and services to the community to continue. New capital expenditures in FY2021 can be postponed or cut until the economy begins to rebound. This pause allows our team to focus on completing the capital projects in the current FY2020 budget and be prepared to tackle new initiatives in the future.

	FY2018-19	FY2019-20	FY2019-20	FY2019-20	FY2020-21	FY2020-21
	Actual	Budget	Estimated as of March 12	Revised Estimated	Proposed as of March 12	Revised Proposed
BEGINNING FUND BALANCE	**16,999,175**	**19,330,170**	**19,576,728**	**19,576,728**	**17,567,657**	**16,682,692**
	FY2018-19	**FY2019-20**	**FY2019-20**	**FY2019-20**	**FY2020-21**	**FY2020-21**
REVENUE	**Actual**	**Budget**	**Estimated as of March 12**	**Revised Estimated**	**Proposed as of March 12**	**Revised Proposed**
Local Sales Tax	6,306,005	6,365,400	6,556,362	5,926,734	6,687,489	5,926,734
State Sales Tax	2,006,408	1,900,000	2,040,840	2,040,840	2,091,861	2,091,861
Hall Income Tax	955,913	400,000	990,877	990,877	400,000	400,000
Wholesale Beer, Liquor & Mixed Drink	1,259,943	1,150,000	1,296,147	1,031,705	1,150,000	1,052,000
Intergovernmental	720,612	650,000	728,897	728,497	677,112	677,112
Building Permits & Licenses	607,237	367,200	415,932	381,235	367,200	257,200
Recreation Fees	249,939	209,500	202,542	166,120	245,000	235,000
Traffic Enforcement Program & Fines	117,410	50,200	95,178	108,310	60,200	60,200
Rent	90,504	85,972	85,985	85,985	85,972	85,972
Miscellaneous	391,075	103,800	362,054	273,406	153,800	103,800
Total Revenue	**12,705,045**	**11,352,072**	**12,774,814**	**11,733,709**	**11,918,634**	**10,889,879**
	FY2018-19	**FY2019-20**	**FY2019-20**	**FY2019-20**	**FY2020-21**	**FY2020-21**
EXPENDITURES	**Actual**	**Budget**	**Estimated as of March 12**	**Revised Estimated**	**Proposed as of March 12**	**Revised Proposed**
Legislative	31,672	57,450	38,310	29,250	57,400	57,400
Town Court	41,733	54,570	51,170	51,170	54,570	54,570
Administration	642,182	719,591	710,791	699,821	722,530	722,530
Human Resources	183,392	225,885	223,848	201,048	189,385	189,385
Information Technology	365,466	453,374	444,036	420,716	397,276	397,276
Engineering	683,322	681,702	641,384	633,584	690,297	690,297
Community Development	841,806	955,507	939,292	929,180	930,697	930,697
General Government	175,109	279,850	278,000	270,000	209,600	209,600
Parks & Recreation	1,080,247	1,179,891	1,136,221	1,087,443	1,127,843	1,127,843
Public Works	1,721,349	1,931,960	1,908,565	1,905,565	1,921,237	1,921,237
Non-Departmental	440,439	457,400	454,468	454,468	436,000	436,000
Community Center	50,051	312,008	256,800	244,500	409,405	409,405
Economic Development	120,724	127,000	126,000	126,000	102,500	102,500
Total Expenditures	**6,377,492**	**7,436,187**	**7,208,884**	**7,052,744**	**7,248,740**	**7,248,740**
Revenue over (under) expenditures	6,327,553	3,915,885	5,565,930	4,680,965	4,669,894	3,641,139
Total Transfers In	0	0	0	0	0	0
Total transfers out	-3,750,000	-7,575,000	-7,575,000	-7,575,000	-2,325,000	-207,500
Assigned Fund Balance	0	0	0	0	0	0
Unassigned Fund Balance	19,576,728	13,497,631	17,567,657	16,682,692	19,912,551	20,116,331
ENDING BALANCE	**19,576,728**	**13,497,631**	**17,567,657**	**16,682,692**	**19,912,551**	**20,116,331**
30% of Expenditure	1,913,248	2,230,856	2,162,665	2,115,823	2,174,622	2,174,622
AVAILABLE FUND BALANCE	**17,663,480**	**11,266,775**	**15,404,992**	**14,566,869**	**17,737,929**	**17,941,708**

REVENUES DESCRIPTION	FY2018-19 Actual	FY2019-20 Budget	FY2019-20 Estimated as of March 12	FY2019-20 Revised Estimated	FY2020-21 Proposed as of March 12	FY2020-21 Revised Proposed
Local Sales Tax	6,306,005	6,365,400	6,556,362	5,926,734	6,687,489	5,926,734
Wholesale Beer Tax	539,536	540,000	574,321	459,928	540,000	486,000
Wholesale Liquor Tax	415,360	440,000	439,690	382,824	440,000	396,000
Cable TV Franchise Tax	396,560	350,000	394,579	394,579	350,000	350,000
Mixed Drink Tax	305,047	170,000	282,136	188,953	170,000	170,000
Alcoholic Beverage License	19,380	13,000	15,420	15,420	13,000	13,000
Business License	630	200	415	415	200	200
Building Permits	503,017	310,000	346,822	330,000	310,000	200,000
Fire Prevention Fees	8,954	5,000	6,200	5,300	5,000	5,000
Special Events Permit	3,565	800	2,000	845	800	800
Plans Review Fees	35,796	25,000	27,425	20,000	25,000	25,000
Zoning/Sign Permits	17,425	12,500	17,550	8,175	12,500	12,500
Drainage/Street Cuts	11,530	500	1,000	825	500	500
Contractor License Fees	2,900	1,000	1,100	1,100	1,000	1,000
State Sales Tax	2,006,408	1,900,000	2,040,840	2,040,840	2,091,861	2,091,861
State (Hall) Income Tax	955,913	400,000	990,877	990,877	400,000	400,000
State Beer Tax	10,497	10,000	10,400	10,000	10,000	10,000
State Gas Tax	45,025	40,000	45,018	45,018	45,000	45,000
TVA Gross Receipts	268,529	250,000	278,900	278,900	272,112	272,112
Recreation Fees-Class Reg	8,430	1,000	11,122	13,900	10,000	10,000
Recreation Fees-Volleyball	9,870	8,000	8,000	2,400	8,000	8,000
Recreation Fees-Picnic Shelters	31,670	25,000	25,000	15,400	25,000	25,000
Field Usage Fees	182,429	140,000	150,000	130,000	175,000	175,000
Plant a Tree Program	2,300	1,000	1,200	1,200	1,000	1,000
Adopt a Bench Program	5,050	500	3,000	3,000	1,000	1,000
Community Center	60	25,000	4,000	0	25,000	15,000
City Court Fines	1,991	200	2,500	2,903	200	200
Miscellaneous	37,349	2,000	5,000	5,000	2,000	2,000
Traffic Enforcement Program	115,419	50,000	92,678	105,407	60,000	60,000
Interest Earnings	340,877	100,000	353,232	265,852	150,000	100,000
Solar Panel Rebate	1,716	1,000	1,822	1,709	1,000	1,000
Rent-Crown Castle Fretz	18,228	16,872	17,035	17,035	16,872	16,872
Rent-Crown Castle #802902	28,278	31,500	31,500	31,500	31,500	31,500
Rent-Crown Castle Virtue	28,662	22,000	22,000	22,000	22,000	22,000
Knox County Office Leases	14,850	15,600	15,450	15,450	15,600	15,600
Totals	**12,710,353**	**11,352,072**	**12,774,814**	**11,733,709**	**11,918,634**	**10,889,879**

Account #		Capital Investment Program-310						
	Beginning Balance	**11,046,347**	**4,470,347**	**4,490,347**	**4,071,347**	**4,220,347**	**4,500,347**	
	General Government Projects	**FY2020**	**FY2021**	**FY2022**	**FY2023**	**FY2024**	**FY2025**	**Total**
43990	Land Acquisition	0	0	300,000	300,000	300,000	300,000	**1,200,000**
43910-280	Pedestrian/Greenway Connectors	0	0	0	0	100,000	100,000	**200,000**
43910-930	Smith Road Sidewalk	0	0	650,000	0	0	0	**650,000**
43910-940	Little Turkey Creek Greenway	130,000	0	300,000		0	0	**300,000**
44300-900	Community Center	425,000						**0**
43400-900	Campbell Station Wall	200,000						**0**
46230-920	Campbell Station Inn Improvements	0	0	250,000	0	0	0	**250,000**
46230-921	Campbell Station Inn Site Improvements	650,000		0	0	0	0	**0**
	General Government Projects Total	**1,405,000**	**0**	**1,500,000**	**300,000**	**400,000**	**400,000**	**2,600,000**
	Parks	**FY2020**	**FY2021**	**FY2022**	**FY2023**	**FY2024**	**FY2025**	**Total**
43934	McFee Park Expansion	8,000,000	0	0	0	0	0	**0**
43939-912	MBLP Field 2 Turf Replacement	0	0	0		600,000	0	**600,000**
	MBLP Field Reconstruction	0	0	69,000	1,210,000		0	**1,279,000**
43939-904	Anchor Park Fence	0	0	0	150,000	0	0	**150,000**
	Anchor Park Basketball Resurfacing & ADA Access/Parking	0	0	0	0	40,000	0	**40,000**
	Anchor Park Playground	0	0	0	0	415,000		**415,000**
43939-902	MBLP Playground Replacement	0	0	0	0	0	0	**0**
43939-900	MBLP Boardwalk/Overlook Replacement	0	0	0	50,000	0	0	**50,000**
43200	Anchor Park Restroom & ADA Improvements	30,000	0	0	0	0	0	**0**
	Parks Total	**8,030,000**	**0**	**69,000**	**1,410,000**	**1,055,000**	**0**	**2,534,000**
	Engineering Projects	**FY2020**	**FY2021**	**FY2022**	**FY2023**	**FY2024**	**FY2025**	**Total**
43961	Watt Road/KP Intersection Improvements	15,000	0	0	0	0	0	**0**
43150-480	Stormwater Improvements	750,000	0	100,000	100,000	100,000	100,000	**400,000**
43720	Union Road Improvements	500,000	0	3,520,000	0	0	0	**3,520,000**
43985-900	Signal System Upgrade (CMAQ)	6,730,000	0	0	0	0	0	**0**
43984	Virtue Road-Phase I (KP-Harville)	3,900,000	0	0	0	0	0	**0**
43980	Virtue Road-Phase II (Harville-Turkey Creek)	0		330,000	305,000	925,000	0	**1,560,000**
	Jamestowne Blvd Study	80,000	0	0	0	0	0	**0**
	Engineering Total	**11,975,000**	**0**	**3,950,000**	**405,000**	**1,025,000**	**100,000**	**5,480,000**
	CIP Expenditure Total	**21,410,000**	**0**	**5,519,000**	**2,115,000**	**2,480,000**	**500,000**	**31,524,000**

	Funding Sources	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Total
	L-STBG Funding (Jamestowne Blvd)	64,000	0	0	0	0	0	**0**
	L-STBG Funding (Virtue Road)	0	0	264,000	244,000	740,000	0	**1,248,000**
	L-STBG Funding (Union Road)	400,000	0	2,816,000				**2,816,000**
	CMAQ Funding	6,610,000	0	0	0	0	0	**0**
	LPRF Grant (Anchor Park)	325,000	0	0	0	0	0	**0**
33220	Interest Earnings	185,000	20,000	20,000	20,000	20,000	0	**80,000**
	Transfer from General Fund	7,250,000	0	2,000,000	2,000,000	2,000,000	2,000,000	**8,000,000**
	Stormwater Reserves							
	Greenway Connector Reserves	300,000	0	0	0	0		**0**
	Land Acquisition Reserves	1,300,000	0	0	0	0	0	**0**
	CIP Reserves	5,711,000	0	419,000	0	15,000	0	**434,000**
	Funding Total	**22,145,000**	**20,000**	**5,519,000**	**2,264,000**	**2,775,000**	**2,000,000**	**12,578,000**
	Total CIP Funding Sources	22,145,000	20,000	5,519,000	2,264,000	2,775,000	2,000,000	**12,578,000**
	Total CIP Expenditures	21,410,000	0	5,519,000	2,115,000	2,480,000	500,000	**10,614,000**
	Revenue over (under) expenditures	**735,000**	**20,000**	**0**	**149,000**	**295,000**	**1,500,000**	
	Ending Balance	**4,470,347**	**4,490,347**	**4,071,347**	**4,220,347**	**4,500,347**	**6,000,347**	
	Assigned Fund Balance							
	Greenway Connectors	58,890	58,890	58,890	58,890	58,890	158,890	
	Land Acquisition	358,072	358,072	358,072	658,072	958,072	1,258,072	
	Stormwater Projects	0	0	0	100,000	200,000	300,000	
	Outstanding Projects	3,090,966	3,090,966	3,090,966	3,090,966	3,090,966	3,090,966	
	Total Assigned Balance	**3,507,928**	**3,507,928**	**3,507,928**	**3,907,928**	**4,307,928**	**4,807,928**	
	Available Fund Balance	**962,419**	**982,419**	**563,419**	**312,419**	**192,419**	**1,192,419**	

Tourism Fund-122

		2020-2021 Proposed
	Beginning Balance	**0**
121	**Revenues**	
31920	Room Occupancy Tax	300,000
36190	Interest Earnings	1,000
	Revenue Total	**301,000**
47210	**Expenditures**	
111	Regular Employee Wages	20,259
112	Tourism Coordinator	36,342
115	Assistant	32,799
123	Overtime Wages	600
141	Social Security & Medicare Tax	6,885
142	Health Insurance	7,476
143	Retirement	810
145	Life Insurance	105
146	Workers Comp Insurance	88
148	Long Term Disability Insurance	100
152	Merit Adjustment	0
	Total Personnel	**105,464**
138	Clothing & Uniforms	500
221	Printing	100,000
235	Dues/Subscriptions	4,400
236	Promotional	15,200
254	Professional Services	38,500
280	Travel, Training	5,000
300	Supplies	1,000
312	Small Tools/Equipment	2,500
361	Programs	19,500
	Total Operating Expenditures	**186,600**
	Total Toriusm Expenditures	**292,064**
	Ending Balance	**8,936**

State Street Aid-121

		Year 1			
		2018-2019	2019-2020	2020-2021	2021-2022
		Actual	Estimated	Proposed	Projected
	Beginning Balance	**1,790,415**	**1,899,897**	**1,317,531**	**1,157,031**
121	**Revenues**				
33551	State Gasoline & Motor Fuel	793,941	850,000	850,000	850,000
36190	Interest Earnings	37,589	22,493	5,000	5,000
	Revenue Total	**831,530**	**872,493**	**855,000**	**855,000**
43100	**Expenditures**				
268	Street Maintenance	66,890	60,000	75,000	75,750
269	Resurfacing	716,765	1,287,859	800,000	808,000
291	Street Striping	33,922	45,000	50,000	50,500
423	Guardrails	0	5,000	15,000	15,150
425	Traffic Calming	3,540	7,000	25,000	25,250
43267					
267	Sidewalks/Greenways	931	50,000	50,500	51,005
	Expenditure Total	**822,048**	**1,454,859**	**1,015,500**	**1,025,655**
	Other Funding Sources				
37940	Transfer from General Fund	100,000	0	0	0
	Total Transfers in	**100,000**	**0**	**0**	**0**
	Revenue over (under) expenditures	109,482	-582,366	-160,500	-170,655
	Ending Balance	**1,899,897**	**1,317,531**	**1,157,031**	**986,376**

Equipment Replacement Fund-314

		FY2017-18 Actual	FY2018-19 Actual	FY2019-20 Estimated	FY2020-21 Proposed
	Beginning Balance	**751,978**	**791,926**	**908,101**	**934,593**
314	**Revenues**				
36190	Interest	8,546	17,347	11,949	7,500
36200	Sale of equipment Proceeds	25,243	5,978	31,543	0
	Total Revenues	**33,789**	**23,325**	**43,492**	**7,500**
	Other Funding Sources				
37940	Transfer from General Fund	150,000	150,000	175,000	157,500
	Total Other Funding Sources	**150,000**	**150,000**	**175,000**	**157,500**
	Expenditures				
43949					
949	Major Equipment	143,841	57,150	192,000	134,000
	Total Expenditures	**143,841**	**57,150**	**192,000**	**134,000**
	Revenue over (under) expenditures	39,948	116,175	26,492	31,000
	Ending Balance	**791,926**	**908,101**	**934,593**	**965,593**

Insurance Fund-611

		FY2016-17 Actual	FY2017-18 Actual	FY2018-19 Actual	FY2019-20 Estimated	FY2020-21 Proposed
	Beginning Balance	**99,900**	**100,416**	**101,724**	**104,002**	**105,372**
611	**Revenues**					
36190	Interest	516	1,308	2,278	1,370	600
	Total Revenues	**516**	**1,308**	**2,278**	**1,370**	**600**
	Other Funding Sources					
37940	Transfer from General Fund	0	0	0	0	0
41000-100	Transfer to General Fund	0	0	0	0	0
	Total Other Funding Sources	**0**	**0**	**0**	**0**	**0**
	Expenditures					
43935						
600	Retirement Benefit	0	0	0	0	0
	Total Expenditures	**0**	**0**	**0**	**0**	**0**
	Ending Balance	**100,416**	**101,724**	**104,002**	**105,372**	**105,972**

ADA Capital Projects-312

		2019-2020 Approved	2020-2021 Requested
	Beginning Balance	**0**	**1,500**
	Revenues		
36190	Interest Earnings	1,500	1,500
	Revenue Total	**1,500**	**1,500**
42900	**Expenditures**		
929	Improvements	150,000	0
	Expenditure Total	**150,000**	**0**
51600	**Transfer to other funds**		
767	State Street Aid	0	0
771	Capital Fund	0	0
	Total Transfers out	**0**	**0**
	Other Funding Sources		
36961	Transfer from General Fund	150,000	50,000
	Total Transfers in	**150,000**	**50,000**
	Revenue over (under) expenditures	1,500	51,500
	Ending Balance	**1,500**	**53,000**

MINUTES
March 12, 2020

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

Approval of Agenda

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

Mayor's Report

The Mayor thanked the staff for three great events at the new community center.

Approval of Minutes

Motion was made to approve the minutes of February 13, 2020 as presented. Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes, Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Motion was made to approve the minutes of March 3, 2020 as presented. Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes, Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Ordinances

Public Notice and Second Reading

Ordinance 20-03, Ordinance amending the Capital Investment Program and ADA Capital Projects budgets of Fiscal Year 2019-2020 budget, passed by Ordinance 19-22

Motion was made to approve Ordinance 20-03 on second and final reading. Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes, Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Business Items

Approval of Contract 2020-08, McFee Park Phase 3

Motion was made to award Contract 2020-08 to Merit Construction to include Base Bid ($6,020,000) and Alternate 2 ($1,365,000) and authorize town staff to approve change orders up to $50,000. Moved by Alderman Pinchok, seconded by Mayor Williams. The following citizens spoke concerning light pollution, additional tree plantings and cost of maintenance.

- George Ellis, 12651 Brass Lantern
- Madonna Martin, 12638 Brass Lantern
- Susan Gartenberg, 12662 Brass Lantern

Roll call vote; Alderman Pinchok, yes; Alderman Povlin, no; Alderman Burnette, yes; Alderman Meyer, yes; Mayor Williams, yes; motion passed 4-1.

Approval of Right-of-Way purchase of Lot 2 & Lot 4 from Andover Homeowners Association for the Smith Road Sidewalk Project

Motion was made to approve the Right-of-Way purchase of Lot 2 & Lot 4 from Andover Homeowners Association for the Smith Road Sidewalk Project. Moved by Alderman Povlin, seconded by Alderman Pinchok, roll call vote; Alderman Pinchok, yes; Alderman Povlin, no; Alderman Burnette, yes; Alderman Meyer, yes; Mayor Williams, yes; motion passed 4-1.

Town Administrator's Report

Representative Jason Zachary updated the public and the board concerning the 5G legislation and carrier negotiations.

Citizens Forum

The following citizens spoke concerning 5G.

- Carol Christofferson, 11320 Gates Mill
- John Hoffman, 11341 Gates Mill
- Laura Squires, 236 Woodland Trace
- Lee Pannell, 11338 Fords Cove
- Mike Mitchell, Birxworth
- Kevin Desmond, 2428 Carville Lane
- Jerry Guthrie, 11745 Weathervane

Town Administrator's Report

David Smoak announced that the Town will be postponing upcoming events due to the COVID19 virus.

Meeting adjourned at 8:55PM.

____
Ron Williams, Mayor

____
Allison Myers, Town Recorder

AGENDA NUMBER ______V.A.________ MEETING DATE _______April 9, 2020____________

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Darryl W. Smith, PE

SUBJECT: Rejection of Bids for Contract 2020-16, Watt Road and Grigsby Chapel Road Pedestrian Crossings

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INTRODUCTION: The purpose of this item is consideration of bids for Contract 2020-16, Watt Road and Grigsby Chapel Road Pedestrian Crossings.

BACKGROUND: The intent of this project is to provide improved pedestrian crossings of Watt Road and Grigsby Chapel Road. The Watt Road location includes construction of approximately 700 feet of sidewalk and a pedestrian refuge island in the center turn lane, as well as flashing beacons on an overhead mast arm (see attachment A). This location will provide pedestrian connection from Orchid Grove and Sedgefield Subdivisions to Mayor Bob Leonard Park. The Grigsby Chapel Road location provides enhancements to the existing mid-block crossing by the Grigsby Chapel Greenway (see attachment B). These enhancements include flashing beacons adjacent to the existing pedestrian refuge island that will alert oncoming motorists any time a pedestrian is in the crosswalk.

Staff received bids from three contractors on March 26, and we have attached bid tabulations (attachment C):

APAC-Atlantic, Inc.	$375,749.50
Southern Constructors, Inc.	$315,373.00
Whaley Construction, LLC	$270,945.80

Each of these bids is significantly above our original budget of $165,000. Given the anticipated loss in revenue due to the coronavirus, staff recommends rejecting all bids and separating the two locations into two separate projects. Staff can advertise for bids for the Grigsby Chapel Road crossing improvements immediately, and the Watt Road sidewalk and crossing improvements can be completed at a later date.

FINANCIAL SECTION:

Project: **Contract 2020-16, Watt Rd. and GCR Pedestrian Crossings**

Project Budget	Requested Amount	Expenditures to Date	Available Amount
$165,000	$0	$0	$165,000

Approved By: A. Myers___________

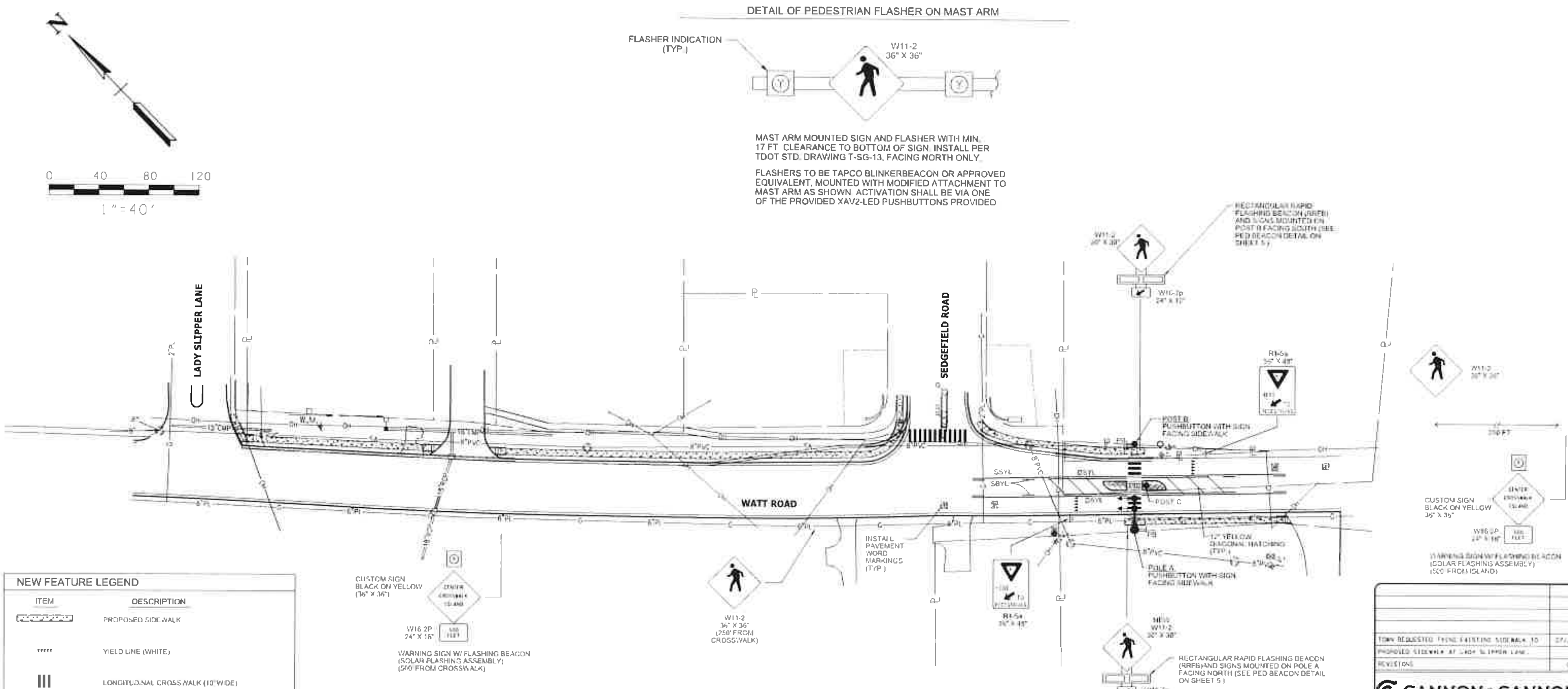
RECOMMENDATION BY: Darryl Smith, Town Engineer

PROPOSED MOTION: Rejection of all bids for Contract 2020-16.

BOARD ACTION:

MOTION BY:______________________________ SECONDED BY:____________________________

VOTE/TOTAL	WILLIAMS	POVLIN	PINCHOK	MEYER	BURNETTE
YES	_______	_________	_________	_______	_______
NO	_______	_________	_________	_______	_______
ABSTAIN	_______	_________	_________	_______	_______



NEW FEATURE LEGEND

ITEM	DESCRIPTION
	PROPOSED SIDEWALK
	YIELD LINE (WHITE)
	LONGITUDINAL CROSSWALK (10' WIDE)
	METAL STRAIN POLE
	MAST ARM
PB	PEDESTRIAN PUSH BUTTON
	SIGNAL HEAD (YELLOW FLASHER)
	PAVEMENT WORD MARKING (SEE DETAIL)
SBYL	SINGLE BROKEN YELLOW LINE (4")
SSYL	SINGLE SOLID YELLOW LINE (4")
DSYL	DOUBLE SOLID YELLOW LINE (4")
	DIAGONAL HATCHING (12" SSYL) (45 DEGREE ANGLE WITH 15' SPACING)

PAVEMENT WORD MARKINGS DETAIL

BEACON POLE AND POST INFORMATION

POLE OR POST	TYPE	DESIGN REFERENCE	FOUNDATION DEPTH X DIAMETER (SEE NOTE 6)
A	CANTILEVER SUPPORT (25' ARM)	SEE NOTE 2	15' MIN. X 3' MIN. (SEE NOTE 4)
B	PEDESTRIAN BEACON ON POST	SEE PEDESTRIAN BEACON DETAIL (SHEET 5)	4' MIN. X 2' MIN. (SEE NOTE 4)
C	PEDESTRIAN PUSH BUTTON POST	SEE NOTE 3	2' MIN. X 2' MIN. (SEE NOTE 4)

NOTES:

1. ALL TRAFFIC CONTROL DEVICES SHALL COMPLY WITH THE REQUIREMENTS OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, T.D.O.T. STANDARD SPECIFICATION SECTION 730 AND THE APPLICABLE T.D.O.T. STANDARD DRAWINGS
2. ALL MAST ARMS, POSTS AND POLES SHALL BE BLACK POWDER COATED AND SHALL BE DESIGNED FOR THE VERTICAL CLEARANCES, ARM SPREAD AND LOADINGS REQUIRED BY THIS DESIGN PLAN. THE DESIGN SHALL COMPLY WITH THE REQUIREMENTS OF T.D.O.T. STANDARD SPECIFICATION SECTION 730 AND T.D.O.T. STANDARD DRAWINGS T-SG-6 AND T-SG-8
3. PUSHBUTTON POST ASSEMBLY SHALL BE TAPCO PUSHBUTTON BOLLARD WITH BLINKERBEAM WIRELESS RADIO AND XAV2 LED PUSHBUTTON INCLUDING VISUAL ACTIVATION CONFIRMATION, OR APPROVED EQUIVALENTS. PUSHBUTTON SIGN SHALL BE R10-25 (9"X12") WITH LEGEND "PUSH BUTTON TO TURN ON WARNING LIGHTS."
4. FINAL DESIGN OF POLES AND FOUNDATIONS ARE THE RESPONSIBILITY OF THE POLE MANUFACTURER AND CONTRACTOR
5. CONTRACTOR SHALL STAKE PROPOSED POLE AND POST LOCATIONS AND SHALL OBTAIN APPROVAL FOR THESE LOCATIONS PRIOR TO INSTALLATION
6. FOUNDATION DEPTH IS BELOW SURFACE OF THE GROUND
7. CLOSELY COORDINATE FOOTING INSTALLATION WITH EXISTING UTILITIES. HAND DIG FOUNDATION OR VARY SIZE AS REQUIRED

REVISIONS	DATE
TOWN REQUESTED TYING EXISTING SIDEWALK TO PROPOSED SIDEWALK AT LADY SLIPPER LANE.	07/29/2019

CANNON & CANNON INC
CONSULTING ENGINEERS · FIELD SURVEYORS
TEL 865.670.8555 | WWW.CANNON-CANNON.COM
8550 Kingston Pike, Knoxville, TN 37919

CLIENT: TOWN OF FARRAGUT

PROJECT: FARRAGUT PEDESTRIAN BEACONS

WATT ROAD PEDESTRIAN FLASHER AND BEACON LAYOUT

CCI PROJECT NO.	00394-0019
DATE	02-28-19
P.M.	ALC
DRAWN	WHS
D.C.	ALC

7-29-19

4

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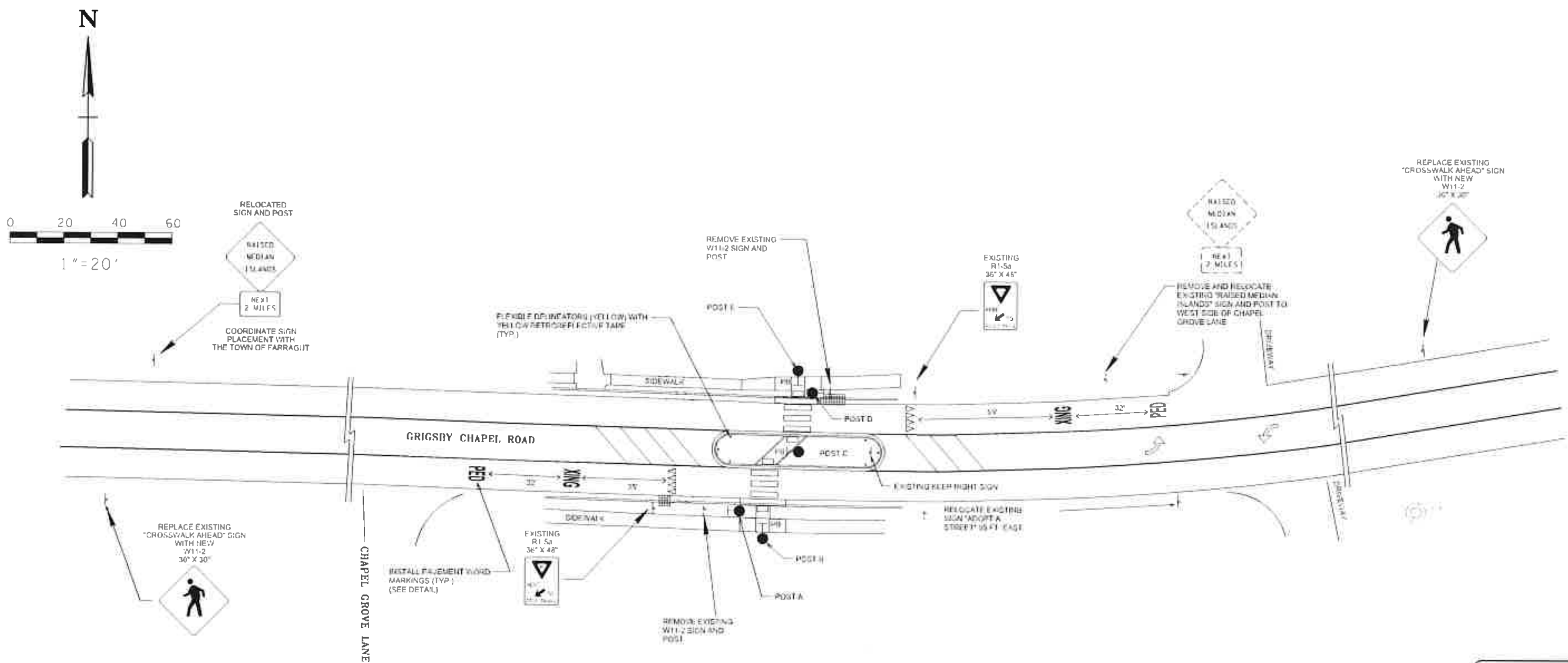
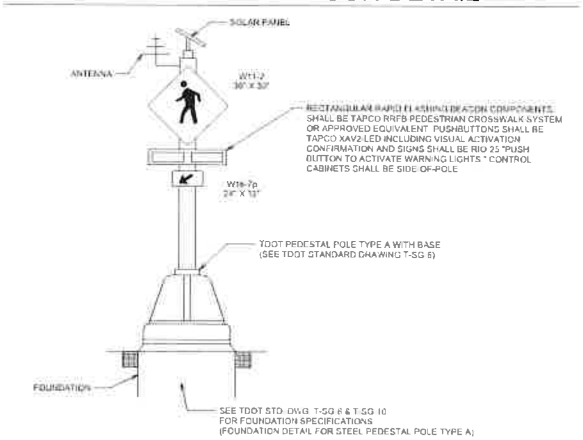
Attachment A



PEDESTRIAN BEACON DETAIL



BEACON AND POST INFORMATION

POST	TYPE	DESIGN REFERENCE	FOUNDATION DEPTH X DIAMETER (SEE NOTE 4)
A	PEDESTRIAN BEACON ON POST	SEE PEDESTRIAN BEACON DETAIL	6' MIN. X 2' MIN. (SEE NOTE 4)
B	PEDESTRIAN PUSHBUTTON POST	SEE NOTE 3	3' MIN. X 2' MIN. (SEE NOTE 4)
C	PEDESTRIAN PUSHBUTTON POST	SEE NOTE 3	3' MIN. X 2' MIN. (SEE NOTE 4)
D	PEDESTRIAN BEACON ON POST	SEE PEDESTRIAN BEACON DETAIL	6' MIN. X 2' MIN. (SEE NOTE 4)
E	PEDESTRIAN PUSHBUTTON POST	SEE NOTE 3	3' MIN. X 2' MIN. (SEE NOTE 4)

NOTES:

1. ALL TRAFFIC CONTROL DEVICES SHALL COMPLY WITH THE REQUIREMENTS OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, T.D.O.T. STANDARD SPECIFICATION SECTION 730 AND THE APPLICABLE T.D.O.T. STANDARD DRAWINGS.
2. ALL PEDESTRIAN BEACON AND PUSHBUTTON POSTS SHALL BE BLACK POWDER COATED.
3. PUSHBUTTON POST ASSEMBLY SHALL BE TAPCO PUSHBUTTON BOLLARD WITH BLINKERBEAM WIRELESS RADIO AND XAV2-LED PUSHBUTTON, INCLUDING VISUAL ACTIVATION CONFIRMATION, OR APPROVED EQUIVALENTS. PUSHBUTTON SIGN SHALL BE RIO-25 (9"X12") WITH LEGEND "PUSH BUTTON TO TURN ON WARNING LIGHTS."
4. FINAL DESIGN OF POSTS AND FOUNDATIONS ARE THE RESPONSIBILITY OF THE POST MANUFACTURER AND CONTRACTOR.
5. CONTRACTOR SHALL STAKE PROPOSED POST LOCATIONS AND SHALL OBTAIN APPROVAL FOR THESE LOCATIONS PRIOR TO INSTALLATION.
6. FOUNDATION DEPTH IS DEPTH BELOW SURFACE OF GROUND.
7. CLOSELY COORDINATE FOUNDATION INSTALLATION WITH EXISTING UTILITIES. HAND DIG FOUNDATION OR VARY SIZE AS REQUIRED.

REVISIONS | DATE

CANNON & CANNON INC
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Tel. 865.670.8555
www.cannon-cannon.com
8550 Kingston Pike
Knoxville, TN 37919

CLIENT: TOWN OF FARRAGUT

PROJECT: FARRAGUT PEDESTRIAN BEACONS

GRIGSBY CHAPEL ROAD PEDESTRIAN BEACON LAYOUT

CCI PROJECT NO. 00394-0019
DATE 07-24-19
P.M. ALC
DRAWN WAS
C.C. ALC

5

Z:\00394-0019\Transportation\Dgn\005.sht

Attachment B

Attachment C

Town of Farragut Contract 2020-16
Watt Road and Grigsby Chapel Road Pedestrian Crossings
Bid Tabulations

				APAC-Atlantic, Inc.		Southern Constructors, Inc.		Whaley Construction, LLC.	
ITEM #	TDOT DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
105-01	Construction Stakes, Lines And Grades	LS	1	$ 14,200.00	$ 14,200.00	$ 10,000.00	$ 10,000.00	$ 7,000.00	$ 7,000.00
201-01	Clearing And Grubbing	LS	1	$ 3,800.00	$ 3,800.00	$ 7,500.00	$ 7,500.00	$ 5,000.00	$ 5,000.00
202-03	Removal of Rigid Pavement, Sidewalk, etc.	SY	392	$ 42.00	$ 16,464.00	$ 18.00	$ 7,056.00	$ 12.00	$ 4,704.00
202-08.15	Removal of Curb and Gutter	LF	240	$ 34.00	$ 8,160.00	$ 18.00	$ 4,320.00	$ 11.00	$ 2,640.00
203-01	Road & Drainage Excavation (Unclassified)	CY	371	$ 40.00	$ 14,840.00	$ 55.00	$ 20,405.00	$ 30.00	$ 11,130.00
203-30.02	Roadway Items	LS	1	$ 30,500.00	$ 30,500.00	$ 25,000.00	$ 25,000.00	$ 25,647.00	$ 25,647.00
204-08.01	Backfill Material (Flowable Fill)	CY	4	$ 770.00	$ 3,080.00	$ 500.00	$ 2,000.00	$ 400.00	$ 1,600.00
209-09.43	Curb Inlet Protection (Type 4)	EA	1	$ 510.00	$ 510.00	$ 500.00	$ 500.00	$ 490.00	$ 490.00
607-39.08	18" Pipe Culvert (Side Drain)	LF	6	$ 550.00	$ 3,300.00	$ 200.00	$ 1,200.00	$ 150.00	$ 900.00
611-02.10	Junction Box, Type 1	EA	1	$ 6,050.00	$ 6,050.00	$ 5,000.00	$ 5,000.00	$ 3,750.00	$ 3,750.00
611-07.01	Class A Concrete (Pipe Endwalls)	CY	1	$ 5,100.00	$ 5,100.00	$ 1,750.00	$ 1,750.00	$ 2,744.00	$ 2,744.00
611-07.02	Steel Bar Reinforcement (Pipe Endwalls)	LB	45	$ 16.00	$ 720.00	$ 10.00	$ 450.00	$ 5.00	$ 225.00
701-01-01	Concrete Sidewalk (4")	SF	3444	$ 11.90	$ 40,983.60	$ 13.00	$ 44,772.00	$ 8.00	$ 27,552.00
701-02.03	Concrete Curb Ramp	SF	800	$ 31.50	$ 25,200.00	$ 22.00	$ 17,600.00	$ 16.50	$ 13,200.00
702-01	Concrete Curb	CY	3.1	$ 3,150.00	$ 9,765.00	$ 1,500.00	$ 4,650.00	$ 1,079.00	$ 3,344.90
702-03	Concrete Combined Curb & Gutter	CY	10.8	$ 575.00	$ 6,210.00	$ 750.00	$ 8,100.00	$ 628.00	$ 6,782.40
712-01	Traffic Control	LS	1	$ 25,000.00	$ 25,000.00	$ 15,000.00	$ 15,000.00	$ 15,000.00	$ 15,000.00
712-04.01	Flexible Drums (Channelizing)	EA	20	$ 105.00	$ 2,100.00	$ 50.00	$ 1,000.00	$ 30.00	$ 600.00
712-06	Signs (Construction)	SF	265	$ 17.00	$ 4,505.00	$ 15.00	$ 3,975.00	$ 15.00	$ 3,975.00
713-15.36	Remove Sign, Support & Footing	EA	2	$ 34.00	$ 68.00	$ 750.00	$ 1,500.00	$ 550.00	$ 1,100.00
713-16.20	Signs (Ped. Cross. W11-2)	EA	8	$ 170.50	$ 1,364.00	$ 150.00	$ 1,200.00	$ 104.50	$ 836.00
713-16.21	Signs (Yield Ped., R1-5A)	EA	4	$ 216.00	$ 864.00	$ 250.00	$ 1,000.00	$ 220.00	$ 880.00
713-16.22	Signs (Center Crosswalk)	EA	2	$ 568.00	$ 1,136.00	$ 150.00	$ 300.00	$ 104.50	$ 209.00
713-16.23	Signs (200' Plate, W16-2P)	EA	2	$ 75.00	$ 150.00	$ 100.00	$ 200.00	$ 55.00	$ 110.00
713-16.24	Signs (Arrow Plate, W16-7P)	EA	4	$ 75.00	$ 300.00	$ 100.00	$ 400.00	$ 38.50	$ 154.00
713-16.50	Remove and Replace Sign	EA	1	$ 230.00	$ 230.00	$ 1,000.00	$ 1,000.00	$ 825.00	$ 825.00
716-02.04	Plastic Pavement Marking (Channelization Striping)	SY	13.5	$ 23.00	$ 310.50	$ 50.00	$ 675.00	$ 21.00	$ 283.50
716-02.09	Plastic Pavement Marking(Longitudinal Crosswalk)	LF	72	$ 23.00	$ 1,656.00	$ 22.00	$ 1,584.00	$ 21.00	$ 1,512.00
716-03.08	Plastic Word Pavement Marking (Ped-Xing)	EA	4	$ 284.00	$ 1,136.00	$ 300.00	$ 1,200.00	$ 495.00	$ 1,980.00
716-04.17	Plastic Pavement Marking (Yield Symbol)	EA	4	$ 170.00	$ 680.00	$ 200.00	$ 800.00	$ 110.00	$ 440.00
717-01	Mobilization	LS	1	$ 34,400.00	$ 34,400.00	$ 15,000.00	$ 15,000.00	$ 16,607.00	$ 16,607.00
730-23.30	Pedestal Pole (for RRFB)	EA	3	$ 2,275.00	$ 6,825.00	$ 2,200.00	$ 6,600.00	$ 2,200.00	$ 6,600.00
730-23.56	Cantilever Signal Support (1 Arm @ 25')	EA	1	$ 11,400.00	$ 11,400.00	$ 11,000.00	$ 11,000.00	$ 11,000.00	$ 11,000.00
730-24.03	Foundation - Cantilever Signal Support	EA	1	$ 21,500.00	$ 21,500.00	$ 21,000.00	$ 21,000.00	$ 20,867.00	$ 20,867.00
730-24.08	Foundation (RRFB Pedestal Pole)	EA	3	$ 1,140.00	$ 3,420.00	$ 1,100.00	$ 3,300.00	$ 1,100.00	$ 3,300.00
730-24.09	Foundation (Pushbutton Post)	EA	4	$ 850.00	$ 3,400.00	$ 825.00	$ 3,300.00	$ 825.00	$ 3,300.00
730-26.02	Pedestrian Pushbutton with 12" Sign	EA	6	$ 550.00	$ 3,300.00	$ 550.00	$ 3,300.00	$ 550.00	$ 3,300.00
730-26.06	Pedestrian Pushbutton Post	EA	4	$ 1,150.00	$ 4,600.00	$ 1,100.00	$ 4,400.00	$ 1,100.00	$ 4,400.00
730-26.07	Flashing Warning Beacon (RRFB)	EA	4	$ 6,400.00	$ 25,600.00	$ 6,150.00	$ 24,600.00	$ 6,187.50	$ 24,750.00
730-26.08	Flashing Warning Beacon (Amber)	EA	2	$ 6,400.00	$ 12,800.00	$ 6,150.00	$ 12,300.00	$ 6,187.50	$ 12,375.00
730-50.10	Solar Powered Flashing Assembly	EA	2	$ 6,400.00	$ 12,800.00	$ 6,150.00	$ 12,300.00	$ 6,187.50	$ 12,375.00
740-11.03	Temporary Sediment Tube 18"	LF	1356	$ 5.40	$ 7,322.40	$ 6.00	$ 8,136.00	$ 5.50	$ 7,458.00

	APAC-Atlantic, Inc.	Southern Constructors, Inc.	Whaley Construction, LLC.
TOTAL BID	**$375,749.50**	**$315,373.00**	**$270,945.80**