



**FARRAGUT BOARD OF MAYOR AND ALDERMEN
AGENDA**

March 11, 2021

**BUDGET WORKSHOP
6:00 PM**

**BMA MEETING
7:00 PM**

- I. Roll Call**
- II. Approval of Agenda**
- III. Approval of Minutes**
 - A. February 25, 2021
- IV. Mayor's Report**
- V. Business Items**
 - A. Approval of Resolution R-2021-03, resolution adopting the Town of Farragut Fiscal Year 2021-2022 Strategic Plan
- VI. Ordinances**
 - A. Public Hearing and Second Reading
 - 1. Ordinance 21-05, Ordinance to Amend the Capital Investment Program for the Fiscal Year 2020-2021 budget, passed by Ordinance 20-07
- VII. Town Administrator's Report**
- VIII. Town Attorney's Report**
- IX. Citizens Forum**

This meeting can be viewed live on the Farragut YouTube Channel, www.townoffarragut.org/livestream, Charter channel 193 and TDS channel 3. The meeting will be held virtually, authorized by Governor Lee's executive orders regarding the COVID-19 pandemic. Meeting comments, including your name and address, may be emailed to

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.

Farragut Board of Mayor and Aldermen

March 11, 2021

Page 2

comments@townoffarragut.org and must be received by 12:00pm on Wednesday, March 10, 2021 to be included in the record of the meeting.

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

At the end of each business meeting, there will be time reserved for public comment under the Citizen Forum agenda item. If you are interested in speaking, please fill out a blue comment card and turn it in to the Town Recorder or staff member. This time is set aside specifically for comments on items that are not on the Board of Mayor and Aldermen regular agenda for the meeting. Each speaker will be given 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;
2. Any Farragut resident interested in speaking should fill out a blue comment card stating which agenda item they would like to comment on and turn in to the Town Recorder or a staff member;
3. Speakers shall come to the podium and identify themselves by name and street address;
4. Public comment shall be limited to five (5) minutes per individual. Time for public comment may be amended at the discretion of the Mayor. Time is not transferable to other speakers;
5. Speakers should strive to avoid redundancy; each speaker should have their own original viewpoint;
6. Comments shall address issues, not individuals or personalities;
7. Comments may support or oppose 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.

Each speaker will be asked if they can agree to abide by the Comment Protocol. If so, please be prepared to speak when your name is called.

**Farragut Board of Mayor & Aldermen
Meeting Minutes**

**Board Strategic Planning Workshop Minutes
February 19, 2021**

The Farragut Board of Mayor & Aldermen met for a workshop on Friday, February 19. The board discussed the Fiscal Year 2021-2022 Strategic Plan.

**Regular Board Meeting
February 25, 2021**

Roll Call

Mayor Williams called the meeting to order at 7:00 PM.

Roll Call for attendance: Alderman Burnette, yes; Alderman Meyer, yes; Alderman Pinchok, yes; Alderman Povlin, yes; Mayor Williams, yes; in addition to staff and members of the press. The meeting was held via WebEx Governor Lee's orders and the Knox County Health Department's orders regarding the COVID-19 pandemic.

Approval of Agenda

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

Approval of Minutes

Motion was made to approve the minutes February 11, 2021 as presented. Moved by Alderman Povlin, seconded by Alderman Pinchok; roll call vote, Alderman Pinchok, yes; Alderman Povlin, yes; Alderman Burnette, yes; Alderman Meyer, yes; Mayor Williams, yes; no nays; motion passed.

Business Items

Approval of 2021 Forget Me Not 5K

Motion was made to approve the 2021 Forget Me Not 5K. Moved by Alderman Povlin, seconded by Alderman Meyer; roll call vote, Alderman Pinchok, yes; Alderman Povlin, yes; Alderman Burnette, yes; Alderman Meyer, yes; Mayor Williams, yes; no nays; motion passed.

Approval of contract with Madden Media for Visit Farragut website development

Motion was made to approve the contract with Madden Media for Visit Farragut website development in the amount of \$40,000. Moved by Alderman Povlin, seconded by Alderman Pinchok; roll call vote, Alderman Povlin, yes; Alderman Burnette, yes; Alderman Meyer, yes; Alderman Pinchok, yes; Mayor Williams, yes; no nays; motion passed.

**Approval of Memorandum of Agreement with Knoxville-Knox County Planning
Commission for Development of Planning Reports along Interstate 40/75 in West Knox
County**

Motion was made to approve the Memorandum of Agreement with Knoxville-Knox County Planning Commission in the amount of \$25,000. Moved by Alderman Povlin, seconded by Alderman Burnette; roll call vote, Alderman Burnette, yes; Alderman Meyer, yes; Alderman Pinchok, yes; Alderman Povlin, yes; Mayor Williams, yes; no nays; motion passed.

Resolution R-21-03, a resolution to accept public streets and street names located within the Town of Farragut

Motion was made to approve Resolution R-21-03 as presented. Moved by Alderman Povlin, seconded by Alderman Pinchok; roll call vote, Alderman Meyer, yes; Alderman Pinchok, yes; Alderman Povlin, yes; Alderman Burnette, yes; Mayor Williams, yes; no nays; motion passed.

Ordinances

Public Hearing and Second Reading

Ordinance 21-04, ordinance to rezone the property situated around the eastern intersection of McFee Road and Boyd Station Road, Parcels 50, 50.01, 54.01, and 9.01, Tax Map 162, 12611 Boyd Station Road, from General Single-Family Residential (R-2) to Open Space Mixed Residential Overlay (R I/OSMR), 131.25 Acres (OBO Homestead Land Holdings, Applicant)

Motion was made to approve Ordinance 21-04 on second and final reading, subject to the following conditions:

1. That, to encourage a variety of housing consistent with the Comprehensive Land Use Plan, up to 100 of the total number of permitted dwelling units could be attached with locations to be determined as part of the concept plan review process required in the Subdivision Regulations, and
2. That approval of Ordinance 21-04 shall not become effective until the four lots associated with the rezoning are combined through a plat to be approved by the Planning Commission and recorded at the Register of Deeds.

Moved by Alderman Povlin, seconded by Alderman Meyer; roll call vote, Alderman Meyer, yes; Alderman Pinchok, yes; Alderman Povlin, yes; Alderman Burnette, yes; Mayor Williams, yes; no nays; motion passed.

First Reading

Ordinance 21-05, Ordinance to Amend the Capital Investment Program for the Fiscal Year 2020-2021 budget, passed by Ordinance 20-07

Motion was made to approve ordinance 21-05 on first reading. Moved by Alderman Povlin, seconded by Alderman Burnette; roll call vote, Alderman Povlin, yes; Alderman Burnette, yes; Alderman Meyer, yes; Alderman Pinchok, yes; Mayor Williams, yes; no nays; motion passed.

Town Administrator's Report

A Pedestrian Safety Workshop will be held March 3 at 4:00 PM on WebEx and Town of Farragut website.

Meeting adjourned at 8:04 PM.

Ron Williams, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN**PREPARED BY:** David Smoak, Town Administrator **SUBJECT:** Approval of the FY2021-2022 Town of Farragut Strategic Plan**INTRODUCTION:** The purpose of this agenda item is to approve Town of Farragut strategic plan for FY2021-2022.**BACKGROUND:** The Town of Farragut initiated its first strategic plan in 2010 and hired Novak Consulting Group to facilitate updating the plan in 2017. The Farragut strategic plan helps identify the vision, mission and values of the organization and guides decision making by prioritizing critical success factors the Town needs to pursue over the next few years. Each department in the town will set their goals for the year based on these critical success factors, which will also help guide our budget priorities heading into FY2022 and beyond.**DISCUSSION:** The Town's strategic plan starts with a Vision statement of who we are as a community: "Farragut – redefining quality of life with a beautiful, close-knit, connected community where families and businesses thrive." Next the Town identified its Mission and Values as an organization which is "an appealing and engaged community set apart by a dedicated team committed to integrity, innovation and friendly service." Finally, the Town identified seven critical success factors that are vital to ensuring we are a successful community. These factors include:

1. Providing excellent parks, recreation, cultural amenities and programs
2. Building and maintaining the Town's infrastructure and assets
3. Enhancing the Town's financial position
4. Regional leadership and collaboration
5. Advancing a high-quality built environment
6. Supporting and caring for a committed workforce
7. Promoting a convenient retail and services destination

On February 19, 2021 the Board of Mayor and Aldermen met to discuss policy and project priorities for the upcoming fiscal year. The attached Strategic Planning Framework outlines these priorities to insure they keep alignment with the vision as outlined in the plan.

RECOMMENDATION BY: Town Administrator David Smoak for approval.**PROPOSED MOTION:** To approve the FY2021-2022 Town of Farragut Strategic Plan.**BOARD ACTION:****MOTION BY:** _____ **SECONDED BY:** _____

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



TOWN OF FARRAGUT

RESOLUTION R-2021-03

RESOLUTION ADOPTING THE TOWN OF FARRAGUT'S 2021-2022 STRATEGIC PLAN

WHEREAS, the Board of Mayor and Aldermen of the Town of Farragut and staff met for a planning session February 19, 2021 and reviewed the Town of Farragut's strategic plan, and

WHEREAS, strategic planning is a disciplined effort to produce fundamental decisions and actions that shape and guide what an organization is, what it does and why it performs the services and/or programs it does; and

WHEREAS, there are numerous benefits to strategic planning, including: organizations can increase effectiveness and efficiency, improve understanding through better learning, make better decisions, enhance organizational capabilities, improve communications and prioritize future budgetary needs; and

WHEREAS, the Board and staff have identified Critical Success Factors of the Strategic Plan to enhance the community which are: Providing Excellent Parks, Recreation, Cultural Amenities and Programs; Building and Maintaining the Town's Infrastructure and Assets; Enhancing the Town's Financial Position; Regional Leadership and Collaboration; Advancing a High-Quality Built Environment; Supporting and Caring for a Committed Workforce; and Promoting a Convenient Retail and Services Destination; and

WHEREAS, the Board has prioritized each Critical Success Factor and set Priority Initiatives as outlined in the attached document.

NOW, THEREFORE, BE IT RESOLVED that the Board of Mayor and Aldermen of the Town of Farragut hereby adopts the attached Town of Farragut Strategic Plan for 2021-2022 fiscal year.

This Resolution is duly adopted by the Board of Mayor and Aldermen of the Town of Farragut on this 11th day of March 2021.

Ron Williams, Mayor

Allison Myers, Town Recorder



Town of Farragut 2021 Strategic Planning Framework

Vision

Farragut—redefining quality of life with a beautiful, close-knit, connected community where families and businesses thrive.

Mission and Values

Farragut—an appealing and engaged community set apart by a dedicated team committed to integrity, innovation and friendly service.

Critical Success Factors

Providing Excellent Parks, Recreation, Cultural Amenities and Programs

Farragut's expanded parks allow for a variety of experiences for visitors and residents. The Town provides events, programs and cultural activities that support tourism and enhance a sense of community. The Town's neighborhoods are connected by greenways and sidewalks to commercial activity hubs and parks.

Priority Initiatives

1. Prioritize greenway / sidewalk connections
2. Determine future use / build out of Campbell Station Inn
3. Additional amenities at McFee Park – single track trail, dog park, etc.
4. Update Park Master Plan and Mcfee Park Plan



Building and Maintaining the Town's Infrastructure and Assets

The Town of Farragut has established a safe transportation network for pedestrians, bicycles and automobiles. The stormwater system is reliable and well-maintained and the Town has the equipment it requires to meet the needs of a growing community. The Town's investment in technology, parks and buildings is cared for through proper maintenance and improvements.



Priority Initiatives

1. Stormwater Master Plan to complete in the next four years
2. Town Center District traffic mitigation strategy
3. Pedestrian safety around Town Center District and parent responsibility zone (schools)
4. Develop plans to enhance and update Town Hall
5. Reconstruction of the I-40/Campbell Station Road interchange
6. Construction of storage facility at Public Works

Enhancing the Town's Financial Position

Strong fiscal leadership has enabled the Town to maintain its excellent financial position. Expanded retail opportunities and additional revenue sources will support important programs and services. The Town actively pursues grants and sponsorships to maintain and support programs and assets and sets goals, establishes benchmarks and utilizes best practices to fund priority initiatives.

Priority Initiatives

1. Economic Development Strategic Plan: Development
 - a. Increasing the sales tax base through tourism development
 - b. Identify potential sports tourism partnerships with Visit Knoxville
 - c. Review impact of tourism initiatives

Regional Leadership and Collaboration

The Town of Farragut cultivates relationships with our neighborhoods and regional partners to ensure it is at the forefront of innovation, process and service delivery. The Town advocates for its interests and the future of the region by participating in decision making with other governmental and non-governmental entities.

Priority Initiatives

1. Advocate for the Town in future updates to the Knox County Transportation and General Plan
2. Implement pedestrian safety steering committee

Advancing a High-Quality Built Environment

The Town ensures a high-quality built environment through deliberate formal planning and community engagement, incentivizing innovation and promoting design before engineering.

Priority Initiatives

1. Pedestrian / Walkability Plan for the Town Center District
2. Develop zoning ordinance that is consistent with the medium density land use designation
3. Review of architectural design standards that complement the Campbell Station Inn

Supporting and Caring for a Committed Workforce

The Town recognizes that excellent service delivery happens through its dedicated and committed workforce. The Town is a model employer that attracts talent and provides competitive compensation and benefits as well as ongoing training and professional development. The Town encourages innovation and cost saving and has appropriate staffing levels to meet growth and service level expectations.

Priority Initiatives

1. Implementation of Classification and Compensation Study recommendations
2. Review staffing levels for additional Town facilities: Campbell Station Inn, McFee Park, Virtue Road ROW, Community Center, etc.
3. Technical training sessions to enhance workflow within departments



Promoting a Convenient Retail and Services Destination

Farragut is known for family entertainment venues, vibrant commercial centers, neighborhood activity hubs, high building maintenance standards and collaborating with strategic partners to promote business development. Farragut's Town Center is a result of a bold vision and effective public-private partnerships.

Priority Initiatives

1. Develop entertainment venues along the Outlet Drive Corridor
2. Attract family entertainment venues (bowling, movies, etc.) for residents to enjoy
3. Review zoning ordinances to ensure sales tax uses are encouraged



REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder/Treasurer

SUBJECT: Ordinance 21-05, Ordinance to Amend the Capital Investment Program for the Fiscal Year 2020-2021 budget, passed by Ordinance 20-07

INTRODUCTION:

The purpose of this agenda item is to approve Ordinance 21-05 on second and final reading to amend the Fiscal Year 2021 Capital Investment Program Budget.

DISCUSSION:

The **Capital Investment Program** will be amended by increasing the appropriated expenditures from \$1,277,000 to \$14,391,311, an increase of \$13,114,311.

- **Expenditures of \$13,089,311 which were budgeted in previous fiscal years. Contracts and expenses for the projects below have been incurred in FY21 so the previously budgeted expenditures must be transferred to FY21.**
 - **\$7,332,982 McFee Park Phase 3** -Budgeted \$8,000,000 in fiscal year 2020. Majority of the construction is within fiscal year 2021. **No additional funds necessary**, transferring budget amount from FY20 to FY21.
 - **\$1,217,000 Campbell Station Inn Site Improvements Phase 3**- Budgeted \$2,000,000 in fiscal year 2018 and \$650,000 in FY2020. Majority of the construction is within fiscal year 2021. **No additional funds necessary**, transferring budget amount from FY18 and FY20 to FY21.
 - **\$854,000 Union Road Engineering and Right-of-Way**- Budgeted \$480,000 in fiscal year 2018 and \$500,000 in fiscal year 2020 for engineering services and right-of-way acquisition. Majority of the work is within fiscal year 2021. **No additional funds necessary**, transferring budget amount from FY18 and FY20 to FY21.
 - **\$3,685,329 Virtue Road**- Budgeted \$3,900,000 in fiscal year 2020. Majority of the construction is within fiscal year 2021. **No additional funds necessary**, transferring budget amount from FY20 to FY21.
- **Expenditure not budgeted in the current or previous budgets.**
 - **\$25,000 Development of Planning Reports (agreement with Knoxville-Knox County Planning Commission)**-This project will be funded through the fund balance. With the additional \$25,000 expenditure, the amended fund balance for the Capital Investment Program for FY21 is \$103,399.

FINANCIAL SECTION:

Account Number: Capital Investment Program Expenditure

Original FY2021 Budget

\$1,277,000

Requested Amendment

\$13,114,311

FY2021 Amended Budget

\$14,391,311

Approved By: *A. Myers*

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

PROPOSED MOTION: Motion to approve Ordinance 21-05 on second and final reading.

BOARD ACTION:

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

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

ORDINANCE	21-05
PREPARED BY	Myers
1 ST READING	February 25, 2021
2 nd READING	March 11, 2021
PUBLISHED IN	Shopper News Farragut
DATE	

**AN ORDINANCE OF THE TOWN OF FARRAGUT, TENNESSEE
AMENDING THE FISCAL YEAR 2020-2021 BUDGET, PASSED BY ORDINANCE 20-07**

WHEREAS, the Town of Farragut adopted the fiscal year 2020-21 budget by passage of Ordinance Number 20-07 on June 11, 2020; and

WHEREAS, pursuant to the Tennessee State Constitution, Section 24 of Article II, no public money shall be expended except pursuant to appropriations made by law; and

WHEREAS, expenses for the Capital Investment Program will be greater than budgeted; and

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF FARRAGUT, TENNESSEE THAT CHANGES BE MADE TO THE FISCAL YEAR 2020-2021 BUDGET AS FOLLOWS:

SECTION 1. Ordinance 20-07 is hereby amended by:

- The **Capital Investment Program** will be amended by increasing the appropriated expenditures from \$1,277,000 to \$14,391,311 an increase of \$13,114,311.

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

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

Ron Williams, Mayor

Allison Myers, Town Recorder