



FARRAGUT BOARD OF MAYOR AND ALDERMEN
Farragut Town Hall
11408 Municipal Center Drive

AGENDA
September 23, 2021

BMA MEETING
6:00 PM

- I. Roll Call**
- II. Approval of Agenda**
- III. Approval of Minutes**
 - A. September 9, 2021
- IV. Mayor's Report**
 - A. Proclamation for Dysautonomia Awareness Month
 - B. School Donation Presentation
- V. Business Items**
 - A. Approval of Resolution R-2021-08, Resolution to adopt a Special Event Co-Sponsorship Policy
 - B. Approval of the special event directional signage for 2021 Parade of Homes
- VI. Town Administrator's Report**
- VII. Town Attorney's Report**
- VIII. Citizens Forum**

This meeting can be viewed live on the Farragut YouTube Channel and the Town of Farragut website www.townoffarragut.org/livestream.

The meeting will be held at the Farragut Town Hall, 11408 Municipal Center Drive

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, natural origin, gender, gender identity, sexual orientation, age, religion, disability or veteran status pursuant to Title VI of the Civil Rights Act of 1964, Public Law 93-112 and 101-336 in its hiring, employment practices and programs. To request accommodations due to disabilities, please call 865-966-7057 in advance of the meeting

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.

BMA MEETING 6:00 PM

Roll Call

Mayor Williams called the meeting to order at 6:00 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.

Approval of Agenda

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

Approval of Minutes

Motion was made to approve the minutes of August 26, 2021, as presented. Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes; Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Mayor's Report

Members of the Arts & Beautification Committee, Museum Committee, Parks & Athletics Council, and the Tourism Committee gave an overview of the committee's goals for the upcoming fiscal year.

Julie Blaylock, Farragut West/Knox Chamber, gave a monthly update to the board.

Business Items

Approval of Professional Services Agreement from Urban Engineering, Inc. for Design of Sonja Drive Sidewalk Extension

Motion was made to approve the professional services agreement with Urban Engineering, Inc., for design of Sonja Drive Sidewalk Extension in an amount, not to exceed, \$58,975. Moved by Alderman Povlin, seconded by Alderman Burnette; voting yes; Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of Professional Services Agreement from Urban Engineering, Inc. for Design of Evans Road Greenway Connection

Motion was made to approve the professional services agreement with Urban Engineering, Inc., for design of Evans Road Greenway Connection in an amount, not to exceed, \$28,050. Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes; Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of Resolution R-2021-08, Resolution to adopt a Special Event Co-Sponsorship Policy

Motion was made to approve Resolution R-2021-08. Moved by Alderman Povlin, seconded by Alderman Meyer. After some discussion a motion was made to amend the original motion and to table the approval of Resolution R-2021-08 until the September 23rd meeting. Moved by Alderman Povlin, seconded by Alderman Meyer; voting yes; Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Town Administrator's Report

David Smoak, Town Administrator, announced the following:

- Art Fest, Sunday, September 12 from 1-3 PM
- Lawn Chair Series, September 18
- Free Putt Putt Day, September 20 from noon-9:00 PM
- Flu Shot Saturday, September 25
- Sue Stuhl's 30th anniversary working at the Town of Farragut

Meeting adjourned at 7:10 PM.

Ron Williams, Mayor

Allison Myers, Town Recorder



Town of Farragut P R O C L A M A T I O N DYSAUTONOMIA AWARENESS MONTH

WHEREAS, dysautonomia is a group of medical conditions that result in a malfunction of the autonomic nervous system, which is responsible for “automatic” bodily functions such as respiration, heart rate, blood pressure, digestion, temperature control and more;

WHEREAS, some forms of dysautonomia are considered rare diseases, such as Multiple System Atrophy and Pure Autonomic Failure, while other forms of dysautonomia are common, impacting millions of people in the US and around the world, such as Diabetic Autonomic Neuropathy, Neurocardiogenic Syncope and Postural Orthostatic Tachycardia Syndrome;

WHEREAS, dysautonomia impacts people of any age, gender, race or background, including many individuals living in Farragut;

WHEREAS, some forms of dysautonomia can be very disabling and this disability can result in social isolation, stress on the families of those impacted, and financial hardship;

WHEREAS, some forms of dysautonomia can result in death, causing tremendous pain and suffering for those impacted and their loved ones;

WHEREAS, increased awareness about dysautonomia will help patients get diagnosed and treated earlier, save lives, and foster support for individuals and families coping with dysautonomia in our community;

WHEREAS, Dysautonomia International, a 501(c)(3) non-profit organization that advocates on behalf of patients living with dysautonomia, encourages communities to celebrate Dysautonomia Awareness Month each October around the world;

WHEREAS, we seek to recognize the contributions of the professional medical community, patients and family members who are working to educate our citizenry about dysautonomia in Farragut.

NOW, THEREFORE, I, Ron Williams, Mayor of the Town of Farragut, do hereby proclaim the month of October as,

DYSAUTONOMIA AWARENESS MONTH

Signed this 23rd day of September 2021.

Ron Williams, Mayor

AGENDA NUMBER V.A.

MEETING DATE

Sept. 23, 2021

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Sue Stuhl, Parks & Recreation Director

SUBJECT: Approval of Resolution R-2021-08, a Resolution of the Board of Mayor and Aldermen of the Town of Farragut authorizing the Adoption of a Special Event Co-Sponsorship Policy

BACKGROUND: This agenda item was first presented on Sept. 9, 2021. This resolution will allow the Town Administrator or the Parks & Recreation Director to enter into a contract for a co-sponsored community event facilitated by a non-profit, organization or business. It allows the (organization) facilitator to define if the event is a “family friendly” event and lays out the guidelines that must be followed for any performed or visual content. This contract will be required for any event which uses Town property without a fee and/or receives sponsorship funds from the Town.

The resolution allows the Town administrator or his designee to also make minor modifications to the contract.

DISCUSSION: Per the recommendations from BMA at the Sept. 9 meeting, the following items were added to the contract:

- Language specifying that PG movies, videos or games will follow the family friendly rules.
- Agreement that the organization has notified their subcontractors (performers, artists, vendors, etc.) the requirements listed for both family friendly and adult events.
- Organizers will attach a listed of performers, artists, vendors, etc. and agrees to notify the Town staff in advance of the event of any additions.
- Non-discrimination language has been updated to reflect recent EEOC changes.

It is important to note that the Town of Farragut does not discriminate, not only in employment, but in participation in or receiving benefits of any meeting, event, program or activity on the basis of race, color, national origin, gender, gender identity, sexual orientation, age, religion, disability or veteran status for activities on Town property or co-sponsored by the Town.

RECOMMENDATION BY: Sue Stuhl, Parks & Recreation Director, and David Smoak, Town Administrator for approval.

PROPOSED MOTION: Approve resolution R-2021-08.

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

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



Town of Farragut, Tennessee

RESOLUTION: R-2021-08

**A RESOLUTION BY THE BOARD OF MAYOR AND ALDERMEN OF
THE TOWN OF FARRAGUT AUTHORIZING THE ADOPTION OF A
SPECIAL EVENT CO-SPONSORSHIP POLICY**

WHEREAS, the Farragut community enjoys a variety of special events; and

WHEREAS, the Town encourages partnership in community events and outreach by offering Town property free of charge and/or assisting with financial sponsorship for said events; and

WHEREAS, all efforts shall be made for safe and fun events appropriate for the audience as advertised; and

WHEREAS, the Town of Farragut now seeks to adopt a Special Event Co-Sponsorship contract and policy.

NOW, THEREFORE, be it resolved by the Board of Mayor and Aldermen of the Town of Farragut, Tennessee the following:

SECTION 1. Town staff be authorized to administer the Special Event Co-Sponsorship Contract with outside non-profits, organizations, or businesses for community wide special events

SECTION 2. Town staff be authorized to make minor adjustments to the Special Event Co-Sponsorship Contract as advised by the Town Administrator or his designee.

Resolved this 23rd day of September 2021.

Ron Williams, Mayor

Allison Myers, Town Recorder



Special Event Co-Sponsorship Contract

This agreement, made this date _____ between the Town of Farragut (hereinafter referred to as the “Town”) and _____ hereinafter referred to as the “Organization”) for the purposes of using the Town facilities and/or serving as a co-sponsor for the below mentioned event.

Name of Event: _____

Date(s) of Event: _____

Location of Event: _____

Time of Actual Event: _____

Total Time for Setup/Cleanup (if using Town property): _____

Type of Event: _____

Intended Audience: Family Friendly* _____; Adult 18+ * _____

Special Provisions/Requests: _____

Town Agrees to Provide the Following:

_____ Venue

_____ Trash Services/Extra Trash Cans

_____ Maintenance Staff During Event

_____ Electrical access

_____ Promotion via social media, website, other

_____ Additional restrooms (Porta-johns)

_____ Security

_____ Other Equipment/Services as referenced here: _____

Organizer Contact Information

Contact Person: _____ Phone (cell): _____

* ”Family Friendly” means that no content presented will include sexual content, obscenity or vulgarity; profanity; references to the use of illegal drugs or other deemed inappropriate for children at the sole

discretion of the Town of Farragut. Any images used shall be rated as **G** or PG. **In the case of PG movies, videos or games, the family friendly rules shall apply.** No events (family friendly or adult) will include racial/ethnic slurs; hate speech; personal insults; and hostile or threatening language or other deemed inappropriate at the sole discretion of the Town of Farragut.

Organization agrees that they have notified their subcontractors (performers, artists, vendors, etc.) the requirements listed in this document for any family friendly or adult event.

Organizer has attached a list of performers, artists, vendors and others involved in the event and agrees to notify the Town staff in advance of event if any additions are made.

Town of Farragut: _____
Printed Name Title

Signature

Organization: _____
Printed Name Title

Signature

Release of Liability Waiver

In exchange for myself or those in my organization being permitted to use the Town of Farragut facilities, it is understood and acknowledged by my signature below that I and/or the individual members of the organization have agreed that they will not hold the Town of Farragut liable for any loss or damage resulting from accidents or injuries sustained to person or property, or from theft of property which may occur during use of the facilities of the Town of Farragut.

If event is located on Town property, I acknowledge that I and my organization will abide by the facility rules and regulations (see attached) unless prior approval has been given by the Parks & Recreation Director to deviate from those rules and regulations in writing.

By signing below, I acknowledge that I understand and/or have informed the organization of the terms and conditions spelled out herein upon which the Town of Farragut has consented to the use of the facilities and/or sponsorship; and that I and/or the members of the organization have agreed to those terms and conditions and authorized me to sign on their behalf.

By signing below, I and/or those in my organization agree that no person in the United States shall, on the grounds of race, color, national origin, gender, gender identity, sexual orientation, age, religion, disability or veteran status, be excluded from participation in, be denied the benefits of, or be subject to discrimination at any event, program or activity on Town property or co-sponsored by the Town.

By signing below, I and/or those in my organization agree that they will report any accidents, incidents or deficiencies with any Town-owned physical facility during the event to the Town of Farragut staff person on duty or if staff is not present, will report the accident, incident or deficiency within 24 hours to the Risk Management Coordinator at the Farragut Town Hall, 865-966-7057.

By signing below, certify that I and/or my organization have provided the Town of Farragut a 3rd party liability insurance policy, with a minimum of \$1,000,000 coverage, listing Town of Farragut as additional insured.

By signing below, I acknowledge that I have read and understand the Policies. By signing below, I acknowledge that I have read and understand the attached Rules and Regulations if using Town facilities.

Name: _____ Organization: _____

Signature: _____ Date: _____

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of the special event directional signage for 2021 Parade of Homes

INTRODUCTION:

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

DISCUSSION:

The requested placement of the directional signs is illustrated in the following attachment. This year there are three homes that are within the Town. The homes are located in Brookmere Manor, Brookmere and the Battery at Berkley Park. The signs will be erected Thursday afternoons, Fridays, Saturdays & Sundays beginning September 30- October 17, 2021.

PROPOSED MOTION:

Staff recommends approval of proposed placement of special event direction signage within the Town of Farragut's right-of-way for the 2021 Parade of Homes.

BOARD ACTION:

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

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

Farragut
Special Event Permit Application
BP-2021-595

Submitted by Ashley Burnette
aburnette@hbaknoxville.com
(865) 546-4665

Address of Proposed Work: **12325 COTTON BLOSSOM LN**

City: **Farragut** State: **TN** Zip: **37934**

Contact Information

Applicant's Contact Information

Title: First Name: **Ashley** Last Name: **Burnette** Suffix:

Business Name: **HBA of Greater Knoxville**

Mailing Address: **221 Clark St, NW**

City: **Knoxville** State: **TN** Zip:

Email Address: **aburnette@hbaknoxville.com**

Cell Phone: Work Phone: **(865) 546-4665** Home Phone:

Contractor's Contact Information

Title: First Name: _ Last Name: Suffix:

Business Name:

Mailing Address:

City: State: **TN** Zip:

Email Address:

Cell Phone: Work Phone: Home Phone:

Property Owner's Contact Information

Title: First Name: Last Name: Suffix:

Business Name: HBAGK

Mailing Address: 221 Clark St. NW

City: Knoxville State: TN Zip: 37921

Email Address: aburnette@hbaknoxville.com

Cell Phone: Work Phone: Home Phone:

Application Questionnaire (* denotes required question)

Special Event

Will any Public Parks/Facilities be used in your event? * No

Please note that use of any public parks/facilities must be approved by the Farragut Parks and Recreation Department prior to applying for this permit. Please call 865-966-7057 for approval before proceeding with this permit.

What park or facility?

Start Date of Event * 10/1/2021

Name of Event * HBAGK Parade of Homes

Type of Event * Other

Please Specify Open houses

Brief Description of Event *

What is the Parade of Homes™?

The 2021 Parade of Homes™ is a tour of some of the most inviting homes in Knox, Anderson, Blount, Loudon, Monroe, Roane, and Sevier counties. These homes are built by the most trusted, experienced, and professional builders in East Tennessee – the Home Builders Association of Greater Knoxville (HBAGK) members. The 2021 HBAGK Parade of Homes™ continues its long tradition of showcasing homes in all price ranges and is the perfect starting point for anyone planning to build or buy a new home and for those interested in remodeling with latest trends in the industry.

When is the HBAGK Parade of Homes™?

The HBAGK 2021 Parade of Homes takes place over three separate weekends beginning Friday through Sunday, Oct. 1 – 3, Oct. 8 – 10, and Oct. 15 – 17. Most homes will be open from noon to 5 p.m. daily on those dates, however due to COVID-19 aftereffects a small number of houses may be delayed or missing items like appliances and finishes. Check our website before making a special trip at TheParadeOfHomesKnoxville.com.

What is the cost?

The HBAGK 2021 Parade of Homes™ is entirely free to the public.

Is event private or open to the public? *

Open to the public

Is food being served?

No

Will you have portable Sanitary Facilities?

No

Will you have a solid waste dumpster? No

Will there be any temporary structures/stages? No

Upload Location in File Upload Section.

Will you need Temporary Power? No

PROVIDE LOCATION DRAWING IN FILE UPLOAD SECTION.

Will you have any other Air Supported Structures? No

UPLOAD LOCATION DRAWING IN FILE UPLOAD SECTION.

Will you need any public street closures? No

Please Note: Any public street closures must go before Board of Mayor and Aldermen for approval

Where are the parking areas located? Driveways, street.

INCLUDE DRAWING IN FILE UPLOAD SECTION.

If this event is a parade/sporting event, where is the route, staging, and disbanding areas? n/a

UPLOAD DRAWING IN FILE UPLOAD SECTION

In case of Rainout, state cancellation date and time: n/a

(EXAMPLE-EVENT IS AT 2:00PM ON SATURDAY, RAINOUT CANCELLATION IS AT 1:00 PM SATURDAY OR POSTPONEMENT IS UNTIL 4:00 PM)

Will there be music, live or otherwise? No

Will you have Security/Police Officers at your event? No

Please note: The Town of Farragut does not provide Security or Police Officers.

Will you have any Emergency Medical Personnel/Apparatus On-Site? No

Please Note: The Town of Farragut does not provide Emergency Medical Personnel/Apparatus.

What kind of cooking equipment will be used?

Name of Sanitary Facility Vendor:

Name of Solid Waste Vendor:

How many Generators?

From what time to what time are they to be closed?

Include times to be manned:

What hours will the music be playing?

How many Officers?

From what time to what time?

From what time to what time?

Will you have any Fire Officers/Apparatus at your No event?

Will you have Tents? No
If Yes, please list tents in order from largest to smallest.

Will you have Bounce Houses? No

Provide law enforcement contact for day of event.

Provide emergency services contact for day of event.

Have you applied for an insurance certificate of general liability insurance? * No

Naming the Town of Farragut, its employees and agents as additionally insured.

Copy of Insurance must be uploaded.

I HEREBY UNDERSTAND AND AGREE TO THE STATED REQUIREMENTS ABOVE.

I hereby understand and agree that approval of event permit is contingent upon receipt of copy of insurance. n/a

Please Provide a Full Name Signature.

Do you want this event advertised on VisitFarragut.org? Yes

Will there be any animals at the event? No

FULL NAME SIGNATURE

I hereby understand and agree that for any event involving 3rd party alcohol sales or service, this application must be submitted at least 90 days prior to event date.

Will alcoholic beverages be served? * No

How many people do you expect? hundreds



PARADE OF HOMES

presented by



Friday through Sunday, Oct. 1-17, 2021

► TheParadeofHomesKnoxville.com

**Ball Homes
(865) 693-3232**

**PARADE
HOUSE**
STRAIGHT AHEAD



**PARADE
HOUSE**



**PARADE
HOUSE**



2021 Farragut Parade of Homes

Untitled layer

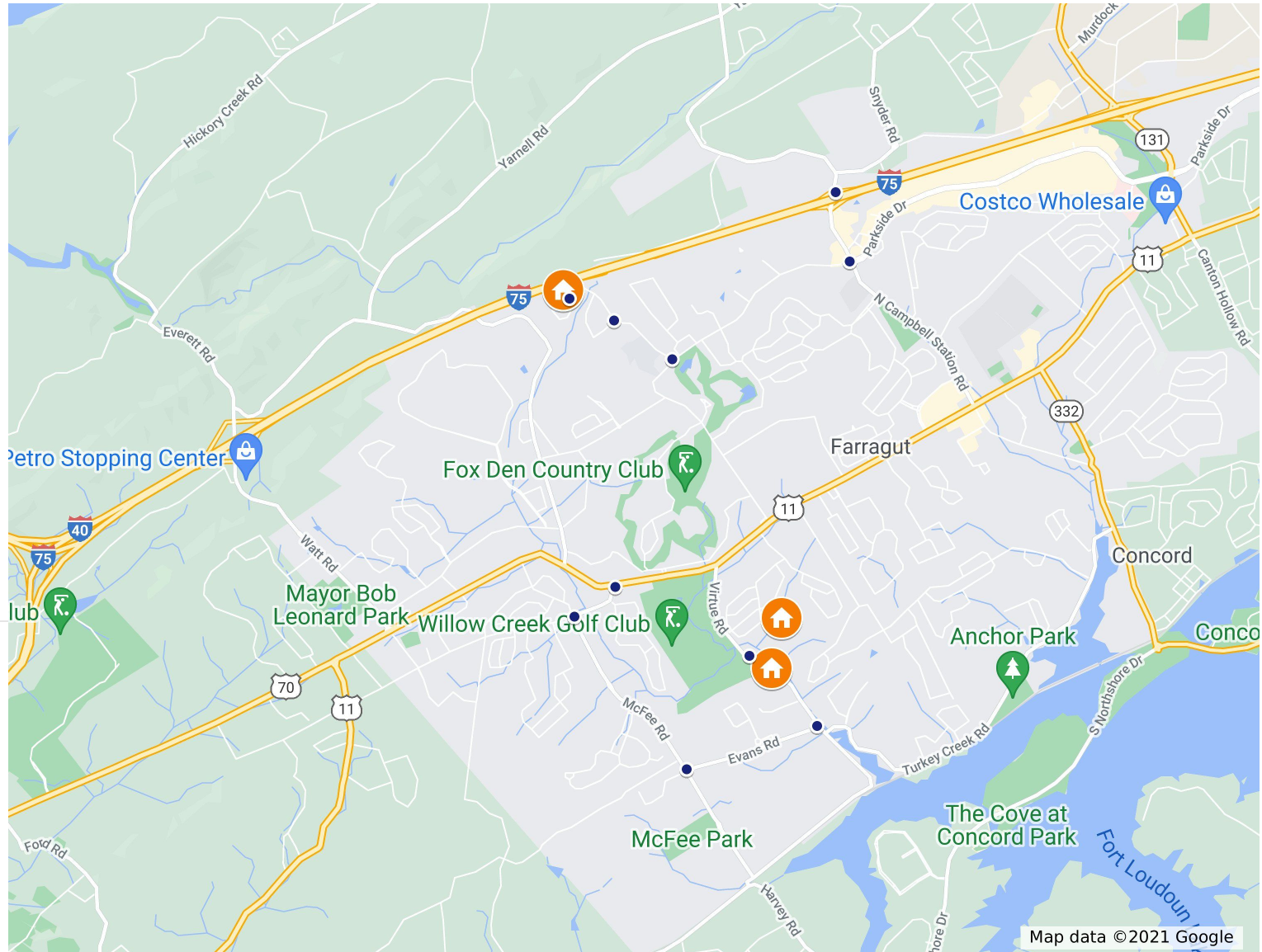
🏠 HBAGK Foundation House

- Left Turn
- Right Turn
- Right Turn
- Right Turn
- Right Turn

🏠 Barberry French

- Left Turn
- Left Turn
- Left Turn
- Left Turn
- Right Turn

🏠 Martin European



Building Company Name	Street Address	Subdivision Name	Price Range of Home	Sq. Ft.	Garage Sq. Ft.	BR	BA
Saddlebrook Properties	331 Justice Valley Street	Brookmere Manor	\$809,900	3069	629	4	3.5
Saddlebrook Properties	334 Kendall Hunt Street	Brookmere	\$699,900	2549	479	3	3
Noble Knights Construction Services, Inc.	12325 Cotton Blossom Lane	The Battery at Berkeley Park	\$549,000	2818	560	3	3