



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

AGENDA
April 14, 2022

BMA FY23 BUDGET WORKSHOP

5:00 PM

Program Change Request

BMA MEETING

6:00 PM

- I. Roll Call**
- II. Approval of Agenda**
- III. Approval of Minutes**
 - A. March 24, 2022
- IV. Mayor's Report**
- V. Presentation of Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2021**
- VI. Ordinances**
 - A. First Reading**
 - 1. **Ordinance 22-01**, an ordinance on first reading to amend the Farragut Zoning Map to rezone Parcel 6, Tax Map 151, 421 N. Watt Road, from General Commercial (C-1) to Neighborhood/Convenience Commercial (NCC), 9.22 Acres (Robert Campbell & Associates, Applicant)
 - 2. **Ordinance 22-07**, an ordinance to amend the Farragut Zoning Map to rezone Tax Map 152, Parcels 33.03 & 33.04, 721 Virtue Road & 12444 Evans Road, from Agricultural District (A) to Rural Single-Family

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Residential District (R-1), 44.33 Acres (Robert Campbell & Associates, Applicant)

VII. Business Items

- A. Approval of Special Event for Farragut High School's Farragut Frost 5K, December 17, 2022
- B. Approval of Resolution R-2022-05, Resolution Declaring Certain Town Property to be Surplus Property

VIII. Town Administrator's Report

IX. Town Attorney's Report

X. 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

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.

WORKSHOP

Town of Farragut Program Changes FY23 Budget



Engineering	Engineering Tech	82,335
Parks & Recreation	Additional Lead Park Attendant	59,687
Community Center	Additional Lead Recreation & Events Attendant	59,687
Public Works	Maintenance Operator 2-Positions	129,183
Personnel Total		330,892

Equipment/Software Program Changes

	Engineering Truck	24,500
	Street Sweeper	250,000
	John Deere Mower	35,250
	Zero Trust Network	140,000
Equipment/Software Total		449,750

COLA/Merit/Health Insurance

COLA	3%	121,415
Merit	3%	121,415
Health Insurance	Increase 3%	33,866
Health Insurance	8% Employee Contribution	-93,020
		183,676

General Fund	\$654,568
Equipment Fund	\$309,750
Total	\$964,318

Health Insurance 6% Participation-employees contribution \$48,628

Currently 6% Participation

Per pay check
Family \$54.39
Employee + spouse \$44.28
Employee + children \$31.24
Employee Only \$0

Proposed 8% Participation

Per pay check
Family \$74.73
Employee + spouse \$60.82
Employee + children \$42.90
Employee Only \$27.66

PROGRAM CHANGE REQUEST

PREPARED BY: Darryl Smith, Town Engineer
SUBJECT: Program Change in Personnel for FY 2022-2023
DATE: March 21, 2022

INTRODUCTION: This request is for adding one Engineering Technician to the staff.

BACKGROUND: The Engineering Department currently has two engineering technicians on staff.

JUSTIFICATION: With the increase in the amount of projects/grants/workload within the Engineering Department within the last year, partly due to receiving Federal ARPA funds, we have stretched to complete what we could with the current staff.

The FY 22 remaining engineering budget for capitol improvement is \$2,660,000. The FY 23 CIP Budget is \$10,977,000 and the FY 23 ARPA Budget is \$3,407,226. The total engineering budget for projects in FY 22-FY 23 is \$17,044,226.

Adding another Engineering Technician would allow us to provide a better level of service and allow time to cross train and provide mentorship from our more senior technicians to create a succession plan for employees close to retirement. Additionally, by spreading out the workload we can provide more thorough inspections of all construction activity, while creating redundancy in coverage of responsibilities. Currently, some duties are completed by a single person, and additional personnel to cover those duties will eliminate possibility of several single points of failure. We could expect to see increased level of service with regards to our inspections, a quicker response time for addressing traffic signal issues and citizens' requests regarding stormwater and traffic.

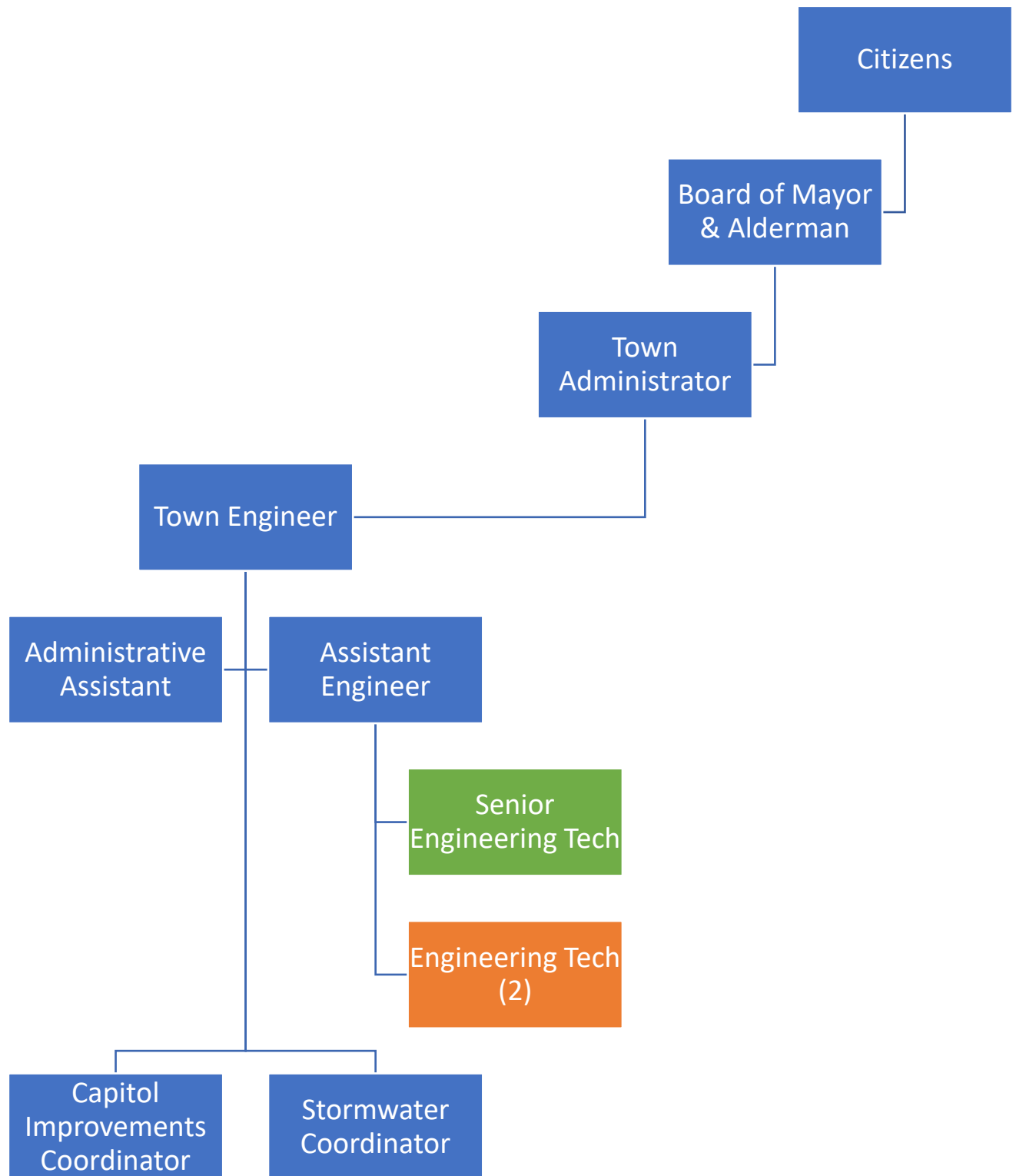
DIRECT AND ALLOCATED COSTS:

The increase for adding an additional Engineering Technician would be as follows:

Salary	\$49451.40
Benefit Costs- family plan	\$28,794.24
Uniform and Boots	\$1,000
Town Vehicle	\$24,500
Computer	\$3,000
Total Cost	\$106,835.64

Vehicle included in the Equipment
Fund Budget -24,500

**Total Cost for New
Employee \$82,335.64**



PROGRAM CHANGE REQUEST

PREPARED BY: Sue Stuhl, Director of Parks and Recreation

SUBJECT: Program Change in Personnel for FY 2022-2023

INTRODUCTION: This request is for re-structuring the organization chart within Parks and Recreation as well as adding 2 positions: Lead Park Attendant and Lead Recreation and Events Attendant.

BACKGROUND: With FY 2021-2022, being the first year that the Town has operated the Community Center at near full function (due to COVID), a proper assessment of what is needed to staff and maintain all parks and the community center programming and special events is able to occur.

JUSTIFICATION: In FY 2021-2022, we were unable to operate at full capacity within the parks and at the community center due to staff shortages. We attempted to satisfy full time needs with part time staff, and we realized that it was tougher to recruit part time than full time. The lead park attendant and lead recreation and special events attendant have shown within the year to be dependable, full-time positions. We currently only have one of each on staff, covering half the hours the parks and community center are open. Adding an additional lead position will allow for a “lead” personnel to be on staff for all hours of operating business creating more leadership.

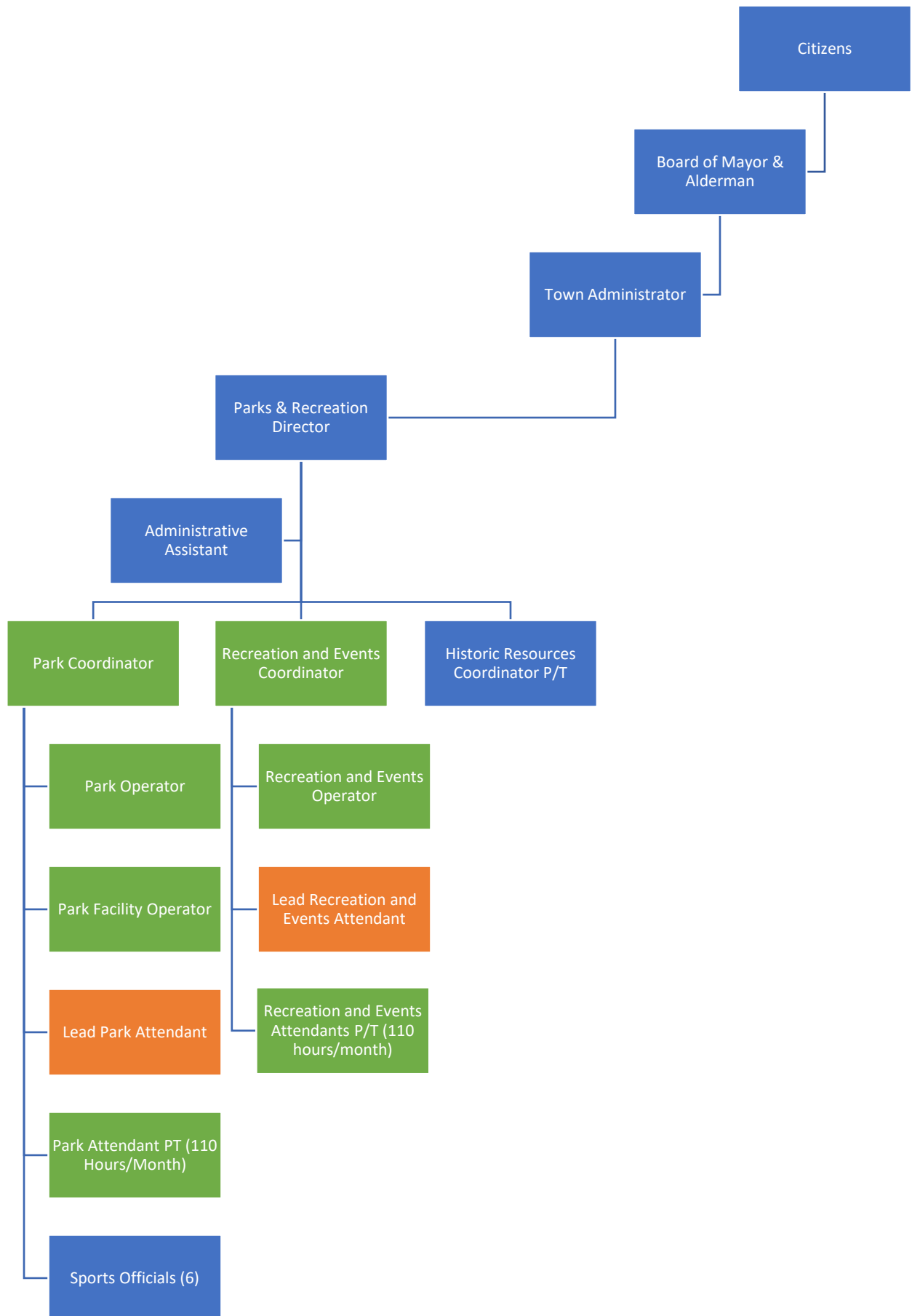
DIRECT AND ALLOCATED COSTS: The removal of two (2) part time park assistants will eliminate \$25,000 (salary) from the budget. Due to no longer having softball, we would also eliminate five (5) sport officials from the budget, a decrease of \$5,000.

A total of \$30,000 for reallocation to a full-time position.

The increase in budget for an additional Lead Park Attendant would be \$31,500 a year and the benefit cost would be a maximum of \$28,187 if family coverage was chosen. **A total increase for the Parks and Recreation Department would be \$29,687 per year with the reallocation of \$30,000 for part-time park assistants.**

The increase in budget for a Lead Recreation and Events Attendant be \$31,500 a year and the benefit cost would be a maximum of \$28,187 if family coverage was chosen. **A total increase to the Community Center Budget would be \$59,687.**

SUPPORTING DOCUMENTS: Attached is a proposed revised organization chart to reflect the above changes.



Town of Farragut
Public Works Department

Public Works Employee Program Change

A PROPOSAL TO THE BOARD OF MAYOR & ALDERMAN

February 2022



PUBLIC WORKS EMPLOYEE PROGRAM CHANGE

Justification and Background

As the Town of Farragut's growth rate increases, so do the responsibilities associated with the additional maintenance requirements. Notable growth includes but is not limited to increased Right of Way areas, the opening of the Towne Center, Phase III at McFee Park, Red Mill Dam, Concord Rd, and the completion of Phase 1A and B of Virtue Rd.

Performance Measures are being used to analyze the amount of work we are getting completed on a weekly basis at our parks. We continue to fall below our expectations and deadlines of maintaining these areas. To maintain the standard set by the Town of Farragut, Public Works and the expectations of our citizens, additional staff will be required.

Phase III at McFee Park will create a considerable amount of up-keep and maintenance. As McFee Park is our newest and most used park in our system the new demands placed on Public Works will require many additional man hours. Also, we will have areas along Virtue Road that will be maintained by our Right of Way crew. These areas will be maintained with finish cut mowers rather than the Right of Way tractor.

Short staffing continues to affect our ability to perform required vehicle maintenance in house and subsequently we incur much greater costs for vehicles that must be sent out to the dealer for repairs.

Additionally, Public Works continues to be the most affected Town department from COVID related absences. Because Public Works staff work in pairs and/or teams, even with Personal Protective Equipment (PPE) in place, the related staff shortages have been harmful to the department. COVID is not going away soon, so having coverage for these absences is crucial.

A Time and Attendance Study was completed which detailed Annual and Sick Leave usage in the Public Works department over the past year. Combined annual and sick leave equated to 5,533 hours. Compared to the previous years data, annual leave usage went down by 221 hours, an outcome produced by the lack of travel. However, sick leave usage increased by 1065 hours. As we can determine the changes are attributed to COVID-19, we anticipate this trend will continue moving forward.

These studies and further evaluations show that the Public Works Director and Parks staff are required to take short cuts when mowing, weed eating and blowing to be able to accomplish other tasks. This is not what I want or expect from our crews but because of the increasing workload put on the Parks crew we must find ways to get everything done which has a negative impact on our quality of work.

Benefits

In keeping with our high standards of maintaining our areas of responsibilities within the Town of Farragut we want the parks, greenways, town owned buildings and right of ways to be as well maintained as possible and to be a source of pride for all our staff and citizens.

PUBLIC WORKS EMPLOYEE PROGRAM CHANGE

Customers

These areas of our town are visited by all town citizens, their guests, surrounding area citizens and many out-of-town visitors coming for events and tournaments.

Outcomes

Being able to maintain our areas of responsibility to the highest standards set by the Town of Farragut.

Performance Measures

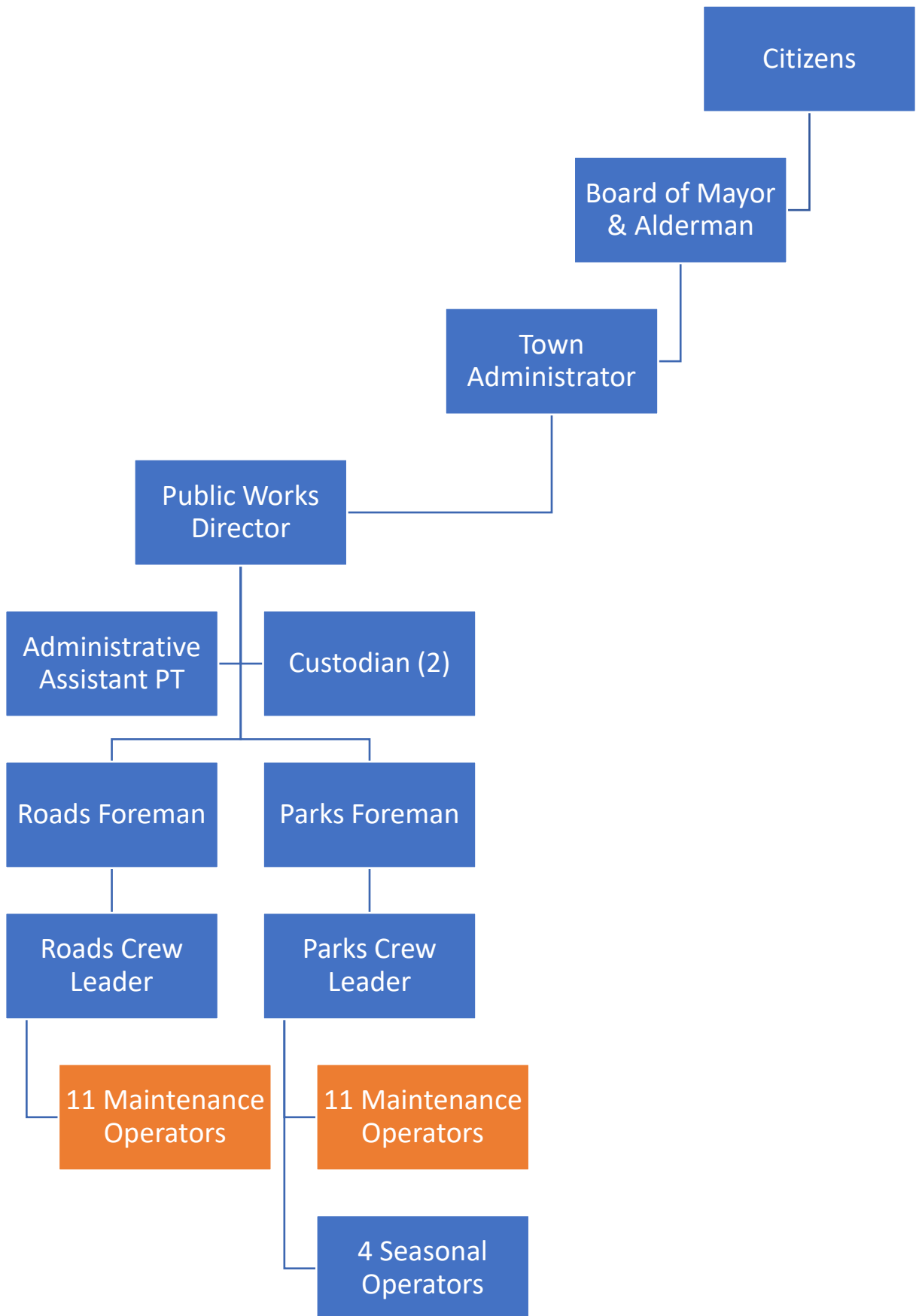
We have completed studies that show we are falling behind in our maintenance. These shortfalls will continue as we take on more areas of responsibility that require maintenance. This includes yard, landscape, and sprinkler maintenance at McFee Park Phase III; the Campbell Station Inn and Plaza; Virtue Road Right of Way, Red Mill dam access, Towne Center lawn and open spaces, Concord Rd and American Disabilities Act (ADA) updates (sidewalks and curb cuts), to town owed properties.

Direct and Allocated Costs

In addition to salary and benefits for **two fulltime (2) new employees** additional funding is required for steel toed boots, uniforms, cold weather attire. The cost breakdown is listed below.

Employee Cost Breakdown	Full Time Maintenance Worker
Base Salary	\$ 35,609.60
Medical Insurance*	\$ 24,956.74
Dental Insurance*	\$ 1,297.08
Vision Insurance*	\$ 180.24
Life and Disability Insurances	\$ 328.56
Retirement	\$ 1,424.38
Uniforms	\$ 400.00
Steel Toed Boots	\$ 170.00
Cold Weather Attire	\$ 225.00
Cost Per Employee: \$ 64,591.60	
Total Cost for Two (2) Fulltime Employees: \$ 129,183.20	

*Benefit costs are shown at maximum coverage for a family; pricing can vary.



Town of Farragut
Public Works Department

Public Works Equipment Program Change Tymco Street Sweeper Model #435

A PROPOSAL TO THE BOARD OF MAYOR & ALDERMAN

March 2022



PUBLIC WORKS EQUIPMENT PROGRAM CHANGE

Tymco Street Sweeper Model #435

Justification and Background

The Town of Farragut currently has a contract in place for street sweeping, (i.e., all major roads with curb and gutter; Town Parks and Town Hall parking lot). The previous contract we had in place prior to 2019, which we had for years, was less than \$25,000 per year. The vendor retired and the new and current contractors bid is \$43,000 per year. This contract will be completed June 31, 2022, and new bids will likely have increased.

Benefits

Saving the Town money is the biggest advantage, but the purchase would allow us to have the equipment on hand available when we have a mess that needs to be cleaned up. Additionally, as we add more streets like Concord, Union, and Virtue Roads, we will be able to address the need without incurring an increase to a proposed service contract. If we decide later to add certain areas of town to be cleaned it can be done with the sweeper.

Equipment Life Cycle/Replacement Cost

If the Town were to purchase a street sweeper, (Tymco Street Sweeper Model #435) it would pay for itself in five to six years. Based on current street sweeping requirements, the estimated life a new machine would be approximately 15-20 years, which in the long run, to include required maintenance, would be a huge savings for the Town. An estimated replacement cost of a comparable sweeper, to include inflation, is \$350,000.

Performance Measures

Our ability to purchase this equipment does not require the hire of additional staff to perform these duties. It takes the current contractor approximately three (3) nights per month to meet the requirements of his contract. Public Works sweeping schedule would equate to approximately 24-32 hours per month.

Outside Contractors	
Year 1	\$ 48,000
Year 2	\$ 49,144
Year 3	\$ 50,618
Year 4	\$ 52,136
Year 5	\$ 53,700
Year 6	\$ 55,311
Year 7	\$ 56,970
Year 8	\$ 58,679
Year 9	\$ 60,439
Year 10	\$ 62,252
Total:	\$ 547,219

.03 increase that would cover additional areas and normal contract increases.

10 Year In-House Street Sweeping		
	Per Year	10 Years
Purchase Price		250,000
Fuel	\$ 750*	10,000
Maintenance 1-5 years		5,000
Maintenance 5-10 years		18,000
Employee Time @ \$20.00		76,800
Total:	\$ 750	\$ 359,800

*Includes Increases

Direct and Allocated Costs

The total estimated cost breakdown for this equipment is as follows:

Equipment Cost Breakdown Tymco Street Sweeper Model #435	
Equipment Purchase Price	\$ 250,000.00
General Fund Future Costs	
Fuel (per year)	\$ 750.00
*Maintenance: 1-5 years	\$ 5,000.00
*Maintenance 5-10 years	\$ 18,000.00
*Maintenance 10-15 years	\$ 30,000.00

*The maintenance cost spreadsheet is set up for approximately 120 hours per month. Our cost will be much lower as reflected in the table above. PW's sweeping schedule would equate to approximately 24-32 hours per month.

Town of Farragut
Public Works Department

Public Works Equipment Program Change John Deere 1580 4x4 Lawn Mower

A PROPOSAL TO THE BOARD OF MAYOR & ALDERMAN

February 2022



PUBLIC WORKS EQUIPMENT PROGRAM CHANGE

JOHN DEERE 1580 4x4 LAWN MOWER

Justification and Background

As the Town of Farragut continues to grow, the responsibilities of the Public Works Department and the variety of work we perform increases as well. Currently we have three (3) four-wheel drive mowers. With the approval of additional staffing, the new mower will help us maintain additional areas we are acquiring, (i.e., Towne Center open lawn and open green space development, Virtue and Concord Roads, Red Mill dam access, McFee Phase III with great lawn and steep sloping areas, Smith Road sidewalk area). This mower is an integral part of Public Works achieving that goal of keeping our properties looking good and well maintained.

Benefits

The addition of a new mower will ensure the Public Works Department meets the weekly mowing cycle requirement established by the Town.

Equipment Life Cycle/Replacement Costs

We anticipate this mower will last approximately five years. An estimated replacement cost of a comparable mower, to include inflation, is \$38,000.00.

Performance Measures

Not only will Public Works be able to establish a new crew with the purchase of this mower, it will enable staff to complete the weekly mowing cycle in its entirety. In doing so, staff will be able to complete other requirements in a timely manner.

Direct and Allocated Costs

The total estimated cost breakdown for this equipment is as follows:

John Deere 1580 4x4 Lawn Mower Cost Breakdown	
Purchase Price	\$ 32,500.00
Fuel (per year)	\$ 500.00
Maintenance (1 to 3 years)	\$ 750.00
Maintenance (3 to 5 years)	\$ 1500.00
Total Expense:	\$ 35,250.00

Program Change Request

Information Technology

Zero Trust Networking Initiative

Program Change Description/Explanation

The eGov team has identified security and security related issues as a high priority initiative to mitigate risks associated with current malicious attacks that are becoming increasingly prevalent in today's IT environments. Municipalities are facing a dramatic uptick in the frequency of successful attacks and in turn are losing millions of dollars in data loss, downtime, and recovery.

Our current insurance provider will not ensure the Town of Farragut against malicious cyber-attacks because of certain vulnerabilities that are not covered by our security posture. To remedy this situation with our insurance carrier and to provide a sound defensive posture, we are advocating for the implementation of a Zero Trust Networking (ZTN) Initiative based upon NIST 800.171 security framework. NIST 800.171 is guidance provided by the Federal Government and titled "Protecting Controlled Unclassified Information in Nonfederal Systems and Organizations".

Justification

a. Benefits –

There are several benefits associated with Zero Trust Networking to include increased security posture, direct action guidelines in case of a successful cyber-attack,

b. Customers –

Primary customers are the Town of Farragut itself. The public will benefit from the extra security measures and the ability to file an insurance claim to help alleviate the costs associated with a security breach.

c. Changes in operation –

The implementation of Zero Trust Networking will have multiple isolated initiatives. Some of these initiatives will have no changes to operational measures and some will have a large impact. A few items that will have the most impact on internal staff include stricter permissions and access to files, data retention, data loss prevention strategies, and identity management. End users will be required to use multi-factor authentication methods to access internal networks. SharePoint will be deployed to effectively manage data loss prevention (DLP) and enhance document management. Hardware and software will merge to increase unified threat management including intrusion detection and prevention.

d. Outcomes –

The general goals for implementation of ZTN will be to tighten security and decrease unauthorized access to networks. Implementing SharePoint will give end users a higher level of collaboration in a secure environment where the endpoint is monitored for data integrity. Multi-factor authentication will ensure identities are correct and access is granted to only those

authorized to access that data. The security posture will move from guarding the external interfaces to the internal user interface.

Supporting Materials/Equipment/Direct and Allocated Costs

The Zero Trust Networking Initiative will be implemented over two years with projected completion of items a, b, and c occurring in the first year and item d occurring in the second year. This is based on several factors including the amount of time needed to complete the individual components of each item. While some items will begin simultaneously, others will require more input from departments and individuals within those departments while maintaining their current workload.

FYE2023 - \$140,000

- a. Internal consulting and technical implementation of changes - \$40,000
- b. IT Audit and external consulting - \$50,000
- c. Hardware and software - \$50,000

FYE2024 - \$100,000

- d. SharePoint and Data Loss Prevention - \$100,000

Direct and Allocated Costs

- a. Equipment Life Cycle – upgrade hardware and software every 5-7 years \$40,000
- b. Recurring costs for managed services are not expected to increase

Performance Measures

- a. How will you measure success?

By gaining insurance coverage which we currently do not qualify. Successful implementation will be measured by security auditing on an annual basis.

- b. How will service effectiveness be measured?

Service effectiveness will be conducted to ensure continuous security improvements. Software will be used to measure how well training has been received and whether we are stopping intrusions earlier.

- c. How will customer satisfaction be measured?

Customer satisfaction will be measured by receiving feedback on SharePoint and other security measures through informal communications with end users, feedback from eGov team members, and through formal staff surveys and interviews with select staff.

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

MINUTES
March 24, 2022

BMA FY23 BUDGET WORKSHOP
5:00 PM

CIP, Equipment, State Street Aid, ADA & Other Funds

David Smoak, Town Administrator, gave an overview of the FY23 CIP, Equipment, State Street Aid, ADA & Other Funds.

BMA MEETING

Roll Call

Mayor Williams called the meeting to order at 6:00 PM. Roll Call for attendance: Alderman Burnette, yes; Alderman Meyer, yes; Alderman Povlin, yes; Alderman Pinchok, 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 Meyer; voting yes; Mayor Williams, Alderman Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of Minutes

Motion was made to approve the minutes of March 10, 2022, as presented. Moved by Alderman Povlin, seconded by Alderman Meyer; voting yes; Mayor Williams, Alderman Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Mayor's Report

Julie Blalock, Farragut West Knox Chamber, delivered the monthly report from the chamber.

Ordinances

Public Hearing & Second Reading

Ordinance 22-02, an ordinance to amend the Farragut Municipal Code to create Appendix F, the Public Tree Care Ordinance (Town of Farragut, Applicant)

Motion was made to approve Ordinance 22-02 on first reading. Sean Murphy, 716 Bridgeport, had questions concerning the ordinance. Moved by Alderman Povlin, seconded by Alderman Meyer; roll call vote; Alderman Burnette, yes; Alderman Meyer, yes; Alderman Pinchok, yes; Alderman Povlin, yes; Mayor Williams, yes; no nays; motion passed.

Ordinance 22-03, an ordinance to amend the Farragut Municipal Code, Appendix A – Zoning, Chapter 3., Section XII., General Commercial (C-1), Subsection F., 9. Height Regulations, to provide for a concept plan review when a building more than two stories in height is proposed (Town of Farragut, Applicant)

Motion was made to approve Ordinance 22-03 on first reading. Moved by Alderman Povlin, seconded by Alderman Meyer; roll call vote; Aldermen Burnette, yes; Alderman Meyer, yes; Alderman Pinchok, yes; Alderman Povlin, yes; Mayor Williams, yes; no nays; motion passed.

Ordinance 22-04, an ordinance to amend the Farragut Municipal Code, Appendix A – Zoning, Chapter 3, Section XIII., Neighborhood/Convenience Commercial (NCC), to remove apartment buildings as a residential use and require a concept plan in association with a rezoning request to NCC (Town of Farragut, Applicant)

Motion was made to approve Ordinance 22-04 on first reading. Sean Murphy, 716 Bridgeport, had questions concerning the ordinance. Moved by Alderman Povlin, seconded by Alderman Meyer; roll call vote; Aldermen Burnette, yes; Alderman Meyer, yes; Alderman Pinchok, yes; Alderman Povlin, yes; Mayor Williams, yes; no nays; motion passed.

Ordinance 22-05, an ordinance to amend the Farragut Municipal Code, Appendix A – Zoning, Chapter 3, Section XXVI., Planned Commercial Development (PCD), to clarify that uses permitted in the General Commercial or Office zoning districts “may” rather than “shall” be permitted as part of a development plan submitted for a rezoning request to PCD (Town of Farragut, Applicant)

Motion was made to approve Ordinance 22-05 on first reading. Michael Wilson, 412 Eisenhower Street, and Sean Murphy, 716 Bridgeport, had questions concerning the ordinance. Moved by Alderman Povlin, seconded by Alderman Meyer; roll call vote; Aldermen Burnette, yes; Alderman Meyer, yes; Alderman Pinchok, yes; Alderman Povlin, yes; Mayor Williams, yes; no nays; motion passed.

Business Items

Approval of Childcare Business Use of the Splash Pad at McFee Park

Motion was made to approve the Childcare Business Use of the Splash Pad at McFee Park policy. Moved by Alderman Pinchok, seconded by Alderman Povlin; voting yes; Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Approval of Professional Services Agreement with Urban Engineering, Inc. for Design of Additional Tennis Courts at McFee Park

Motion was made to approve the Professional Services Agreement with Urban Engineering in the amount of \$18,240. Adam Atherton, 801 Andover Blvd, had a question about the tennis court design. Moved by Alderman Pinchok, seconded by Alderman Povlin; voting yes; Mayor Williams, Aldermen Burnette, Meyer, Pinchok and Povlin; no nays; motion passed.

Citizens Forum

Michael Wilson, 412 Eisenhower Street and Sean Murphy, 716 Bridgeport, both addressed the board during the citizen forum.

Meeting adjourned at 7:50 PM.

Ron Williams, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Mark Shipley, Community Development Director

SUBJECT: Approval of Ordinance 22-01, an ordinance on first reading to amend the Farragut Zoning Map to rezone Parcel 6, Tax Map 151, 421 N. Watt Road, from General Commercial (C-1) to Neighborhood/Convenience Commercial (NCC), 9.22 Acres (Robert Campbell & Associates, Applicant)

INTRODUCTION AND BACKGROUND: This item involves a request to rezone an approximately 9.2-acre tract, Parcel 6, Tax Map 151, located at 421 N. Watt Road from a General Commercial (C-1) District designation to the Neighborhood/Convenience Commercial (NCC) District designation. The request is being made to support the development of a proposed mixed-use development containing a combination of commercial and office uses with residential townhomes. Though not required at the time the rezoning was initially applied for, the applicant will be providing prior to first reading a revised concept plan to illustrate how they plan to develop the property. The original plan that was presented during review with the Planning Commission is being modified in response to concerns over access to Harrison Road in Loudon County given the very substandard condition of this road.

DISCUSSION: During discussion with the Planning Commission, it was noted that the property fronts on N. Watt Road within the Town and extends westward into Loudon County, where it also has frontage along Harrison Lane. The Harrison Lane frontage and a small strip of the lot along that frontage is not located within the Town's corporate limits and the proposed rezoning will not affect it. The Loudon County portion of this property is very small and is not envisioned to have any development other than some grading. The existing land use in the immediate area is predominantly rural/low density residential. However, the Watt Road interstate interchange area is located just over the ridge to the north, while the Town's Mayor Bob Leonard Park along with a few small-scale commercial uses are located along N. Watt Road a short distance to the south.

The Town's Land Use Plan for the Watt Road Corridor was reevaluated in 2018, and the Future Land Use Map was amended to include several areas for potential Mixed Use Neighborhood development with associated residential densities not to exceed 8 dwelling units per acre. This included the property in question. The applicant's request for Neighborhood/Convenience Commercial (NCC) zoning would be consistent with the current Future Land Use Map and the Mixed-Use Neighborhood land use designation. Any future development site plan or subdivision proposal submitted for the property would, of course, have to meet the NCC Zoning District's standards and all other applicable Town requirements.

RECOMMENDATION: At their meeting on January 20, 2022, the Planning Commission unanimously recommended approval of Ordinance 22-01 to rezone Parcel 6, Tax Map 151, 421 N. Watt Road, from General Commercial (C-1) to Neighborhood/Convenience Commercial (NCC). Community Development Director, Mark Shipley, also recommends approval of Ordinance 22-01 on first reading.

BOARD ACTION:

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	_____	_____	_____	_____	_____

ORDINANCE:	22-01
PREPARED BY:	Hose
REQUESTED BY:	Town of Farragut
CERTIFIED BY FMPC:	January 20, 2022
PUBLIC HEARING:	_____
PUBLISHED IN:	_____
DATE:	_____
1ST READING:	_____
2ND READING:	_____
PUBLISHED IN:	_____
DATE:	_____

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE TOWN OF FARRAGUT, TENNESSEE, ORDINANCE 86-16, AS AMENDED, PURSUANT TO SECTION 13-4-201, TENNESSEE CODE ANNOTATED.

BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, that the Farragut Zoning Ordinance, Ordinance 86-16, as amended, is hereby amended as follows:

SECTION 1.

The Farragut Zoning Ordinance, Ordinance 86-16, as amended, is hereby amended by rezoning all portions of Parcel 6, Tax Map 151 located within the Town's corporate limits, 421 North Watt Road, from General Commercial (C-1) to Neighborhood/Convenience Commercial (NCC). Said property being further delineated on the attached map (See Exhibit A).

SECTION 2.

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

Ron Williams, Mayor

Allison Myers, Town Recorder

Certified to the Farragut Board of Mayor and Aldermen this ____ day of _____, 2022,
with approval recommended by the Farragut Municipal Planning Commission (FMPC).

Rita Holladay, Chairman

Scott Russ, Secretary



**Exhibit A
Ordinance 22-01**

**Rezone
Parcel 6, Tax Map 151
421 North Watt Road**

From
C-1 (General Commercial)
to
NCC (Neighborhood/Convenience Commercial)

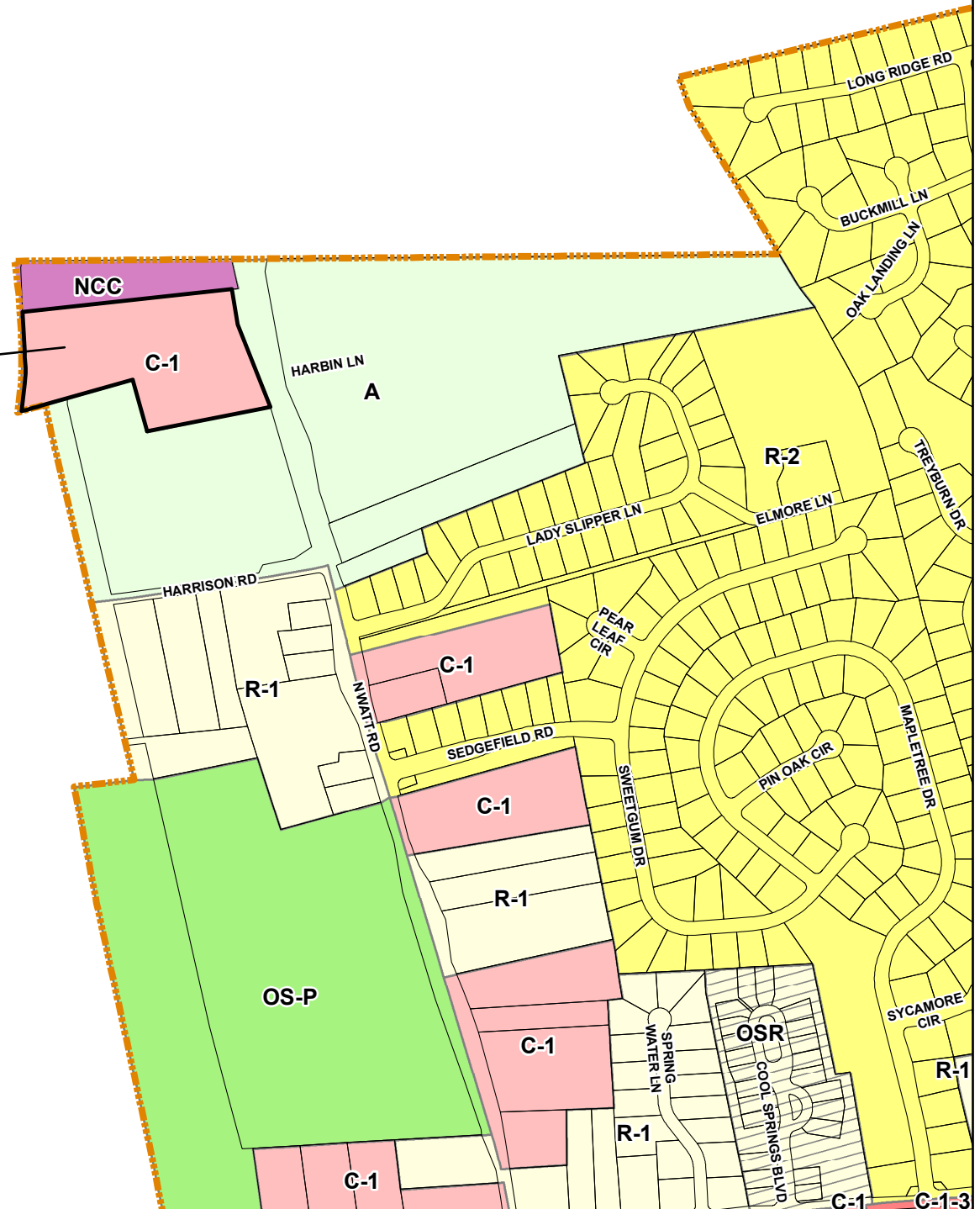
Legend

-  Subject Property
-  Parcels
-  Town Limit
-  A, Agricultural
-  OS-P, Open Space/Park
-  R-1, Rural Single-Family Residential
-  R-2, General Single-Family Residential
-  R-1/OSR, Open Space Residential Overlay
-  Neighborhood/Convenience Commercial
-  C-1, General Commercial
-  C-1-3, General Commercial, Three Stories



1 in = 650 ft

C-1 to NCC





Proposed Future Land Use Map

Proposed Rezoning Area

**C-1 (General Commercial) to NCC
(Neighborhood/Convenience Commercial)**

Legend

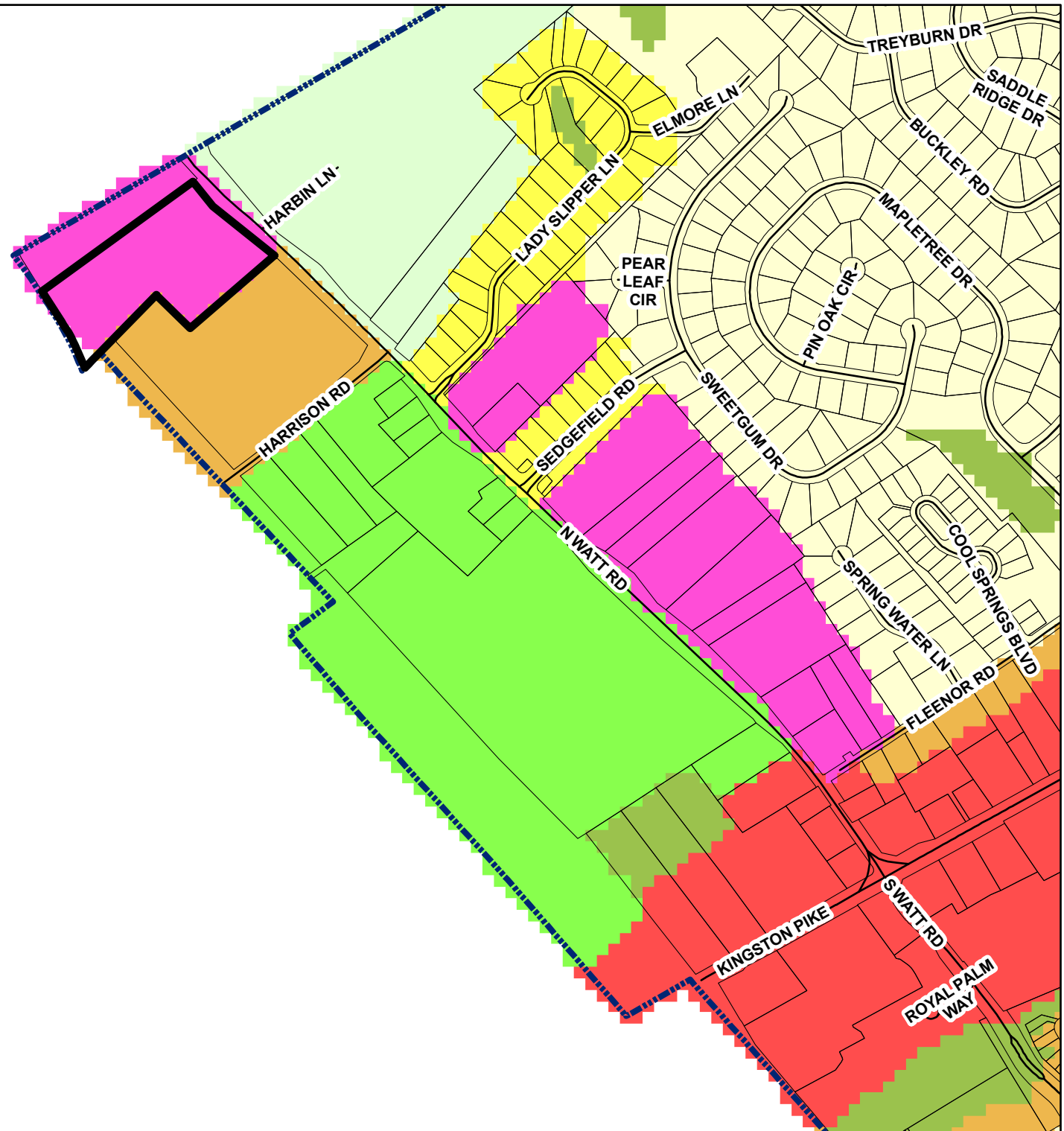
- Subject Property
- Streets
- Parcels

Future Land Use

- Commercial
- Open Space
- Parks and Rec
- Open Space Cluster Residential
- Very Low Density Residential (2-4 DUs / Acre)
- Low Density Residential (3-6 DUs / Acre)
- Med Density Residential (6-8 DUs / Acre)
- Mixed Use Neighborhood (6-8 DUs / Acre)



1 in = 650 ft



REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Mark Shipley, Community Development Director

SUBJECT: Approval of Ordinance 22-07, an ordinance on first reading to amend the Farragut Zoning Map to rezone Tax Map 152, Parcels 33.03 & 33.04, 721 Virtue Road & 12444 Evans Road, from Agricultural District (A) to Rural Single-Family Residential District (R-1), 44.33 Acres (Robert Campbell & Associates, Applicant)

INTRODUCTION AND BACKGROUND: During discussion with the Planning Commission, it was noted that this involves a request to rezone two tracts totaling 44.33 acres near the south intersection of Evans Road and Virtue Road. One tract fronts along Evans Road for roughly 360 feet just west of the Virtue Cumberland Presbyterian Cemetery on the south side of Evans Road. This tract has a barn and horse-riding track and is roughly 22 acres. The second tract fronts Evans Road for about 250 feet and Virtue Road for approximately 1,130 feet. This tract is where the property owner's house is situated as well as a barn.

Both properties are currently zoned Agricultural (A) which requires a minimum lot size of five acres. The applicant may potentially subdivide the property into lots which may be smaller than five acres and is requesting that the zoning map be amended from Agricultural to Rural Single-Family Residential (R-1). The R-1 District has a minimum lot size of 20,000 square feet, assumed public sanitary sewer is available to the lot.

DISCUSSION: The R-1 Zoning District is the same as the nearby Farm at Willow Creek and Vista Subdivisions. The future land use map identifies this general area as appropriate for Open Space Cluster Residential which would most closely relate to the R-1 Open Space Residential Overlay Districts (OSR and OSMR). As part of the review of this request, staff noted that the applicant may want to look at the OSR as another option for the property. Both OSR and standard R-1 would have the same density but the property in question has some drainage and topographic considerations that a future division of the property may capitalize on with an OSR district due to its greater flexibility in relation to lot configuration and building placement. The OSR would also be consistent with the future land use map which identifies the Open Space Cluster Residential land use as most appropriate for this general area.

Another zoning district that was mentioned to the applicant was the Rural Single Family Acre Residential District (R-1-S-A) since the applicant apparently plans to divide the property at some point in the future into larger estate lots that will be greater than one acre.

RECOMMENDATION: The applicant has reviewed the other options but is moving forward with their request for rezoning to R-1. A question raised with the Planning Commission and that was related to this zoning map amendment is whether the future land use map should be amended for these properties from Open Space Cluster Residential to Rural Residential (> 1 Acre Lots). Such an amendment would be consistent with any subsequent division of the property into estate size lots that would be at least more than one acre in size. The Planning Commission agreed that the future land use map should be reviewed in the near future for the general area and not just this property. With this understanding, at their meeting on March 17, 2022, the Planning Commission unanimously recommended approval of Ordinance 22-07 to rezone Tax Map 152, Parcels 33.03 & 33.04, 721 Virtue Road & 12444 Evans Road, from Agricultural (A) to Rural Single-Family Residential (R-1). Community Development Director, Mark Shipley, also recommends approval of Ordinance 22-07 on first reading.

BOARD ACTION:

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	_____	_____	_____	_____	_____

ORDINANCE:	22-07
PREPARED BY:	Shipley
REQUESTED BY:	Town of Farragut
CERTIFIED BY FMPC:	March 17, 2022
PUBLIC HEARING:	_____
PUBLISHED IN:	_____
DATE:	_____
1ST READING:	_____
2ND READING:	_____
PUBLISHED IN:	_____
DATE:	_____

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE TOWN OF FARRAGUT, TENNESSEE, ORDINANCE 86-16, AS AMENDED, PURSUANT TO SECTION 13-4-201, TENNESSEE CODE ANNOTATED.

BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Farragut, Tennessee, that the Farragut Zoning Ordinance, Ordinance 86-16, as amended, is hereby amended as follows:

SECTION 1.

The Farragut Zoning Ordinance, Ordinance 86-16, as amended, is hereby amended by rezoning Tax Map 152, Parcels 33.03 & 33.04, 721 Virtue Road & 12444 Evans Road, from the Agricultural District (A) to the Rural Single-Family Residential District (R-1). Said property being further delineated on the attached map (See Exhibit A).

SECTION 2.

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

Ron Williams, Mayor

Allison Myers, Town Recorder

Certified to the Farragut Board of Mayor and Aldermen this ____ day of _____, 2022,
with approval recommended by the Farragut Municipal Planning Commission (FMPC).

Rita Holladay, Chairman

Scott Russ, Secretary

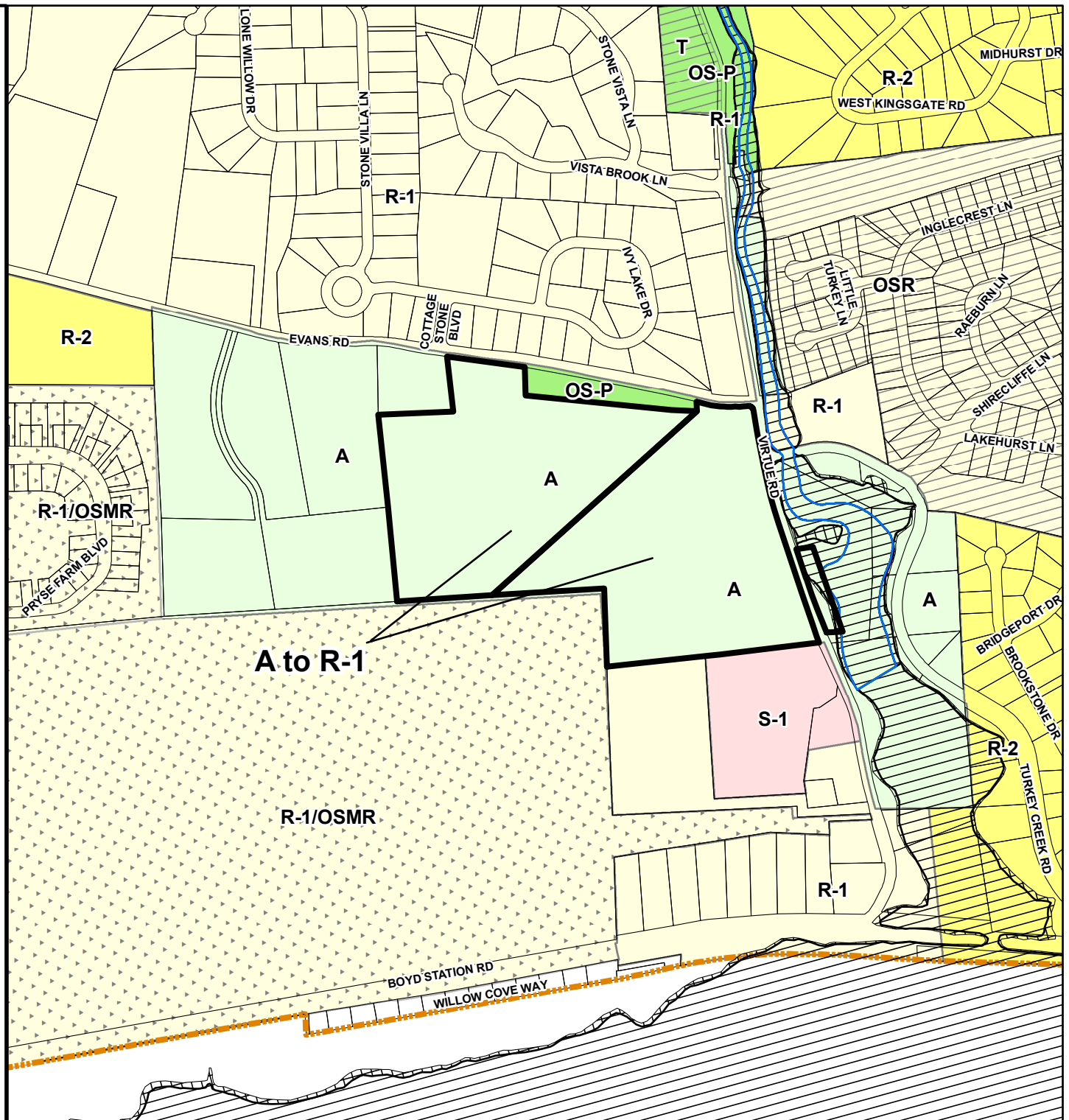


**Rezone
Parcel 33.04, Tax Map 152 and
Parcel 33.03, Tax Map 152
12444 Evans Road and
721 Virtue Road**

From
A (Agricultural)
to
R-1 (Rural Single-Family Residential)

Legend

- Subject Property
- Floodway
- 100 year Flood Zone
- 500 year Flood Zone
- Parcels
- Town Limit
- A, Agricultural
- OS-P, Open Space/Park
- S-1, Community Service
- R-1, Rural Single-Family Residential
- R-2, General Single-Family Residential
- R-1/OSR, Open Space Residential Overlay
- R-1/OSMR, Open Space Mixed Residential Overlay
- Telecommunication Tower Overlay Zone



1 in = 650 ft

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of the Farragut Frost 5K and Ride

INTRODUCTION AND BACKGROUND: Included in your packet is a request for approval of an Event application for the Farragut Frost 5K and Ride benefitting the Farragut High School Cross Country Team. The event is scheduled for the morning of December 17, 2022.

DISCUSSION: The event is being presented to the Board of Mayor and Aldermen because of the use of the streets within Village Green subdivision and Campbell Station Road.

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 and the provision of adequate traffic control. The applicant is proposing to use volunteers to mark the course.

PROPOSED MOTION: To approve an Event Application on December 17, 2022, involving use of the Town's public rights of ways and pedestrian facilities for the Farragut Frost 5K and Ride benefitting the Farragut High School Cross Country Team.

BOARD ACTION:

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

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

Farragut
Special Event Permit Application
BP-2022-201

Submitted by Chelsea Osborne
chelsea.osborne@knoxschools.org
(865) 414-8812

Address of Proposed Work: **11433 KINGSTON PIKE**

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

Contact Information

Applicant's Contact Information

Title: First Name: **Chelsea** Last Name: **Osborne** Suffix:

Business Name: **Farragut High School**

Mailing Address: **11237 Kingston Pike**

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

Email Address: **chelsea.osborne@knoxschools.org**

Cell Phone: Work Phone: Home Phone: **(865) 414-8812**

Contractor's Contact Information

Title: First Name: **_** Last Name: Suffix:

Business Name: **n/a**

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:
Mailing Address:
City: State: **TN** Zip:
Email Address:
Cell Phone: Work Phone: Home Phone:

Application Questionnaire (* denotes required question)

Special Event

Will any Public Parks/Facilities be used in your event? * Yes

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? Founders Park

Start Date of Event * 12/17/2022

Name of Event * Farragut Frost 5K and Ride

Type of Event * Race

Please Specify

Brief Description of Event *	<u>A 5K road race and fun bike ride to raise money for the Farragut HS Cross Country Team</u>
Is event private or open to the public? *	<u>Open to the public</u>
Is food being served?	<u>Yes</u>
Will you have portable Sanitary Facilities?	<u>Yes</u>
Will you have a solid waste dumpster?	<u>No</u>
Will there be any temporary structures/stages? Upload Location in File Upload Section.	<u>No</u>
Will you need Temporary Power? PROVIDE LOCATION DRAWING IN FILE UPLOAD SECTION.	<u>No</u>
Will you have any other Air Supported Structures? UPLOAD LOCATION DRAWING IN FILE UPLOAD SECTION.	<u>No</u>
Will you need any public street closures? Please Note: Any public street closures must go before Board of Mayor and Aldermen for approval	<u>Yes</u>
Where are the parking areas located? INCLUDE DRAWING IN FILE UPLOAD SECTION.	<u>Village Green Shopping Center</u>
If this event is a parade/sporting event, where is the route, staging, and disbanding areas? UPLOAD DRAWING IN FILE UPLOAD SECTION	<u>We will be finalizing the route ASAP.</u>

In case of Rainout, state cancellation date and time:

(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? Yes

Will you have Security/Police Officers at your event? Yes

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

Will you have any Emergency Medical Personnel/Apparatus On-Site? Yes

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? 9:00 AM-11:00 AM

Include times to be manned: 9:00 AM-11:00 AM

What hours will the music be playing? 8:30-11:00AM

How many Officers?

From what time to what time?

Not sure this information yet.

From what time to what time?

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

Will you have Tents?

Yes

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. Chelsea Osborne

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? 400

Have you read the Parks / Facility Usage Policies, located at the beginning of the application process?

Have you received prior approval from the Farragut Parks and Recreation Department? Yes

A Signed Letter of Approval from Property Owner must be uploaded in the document uploads section. False

End Date of Event 12/17/2022

Please list the Streets to be Closed We will finalize the race route soon. We will be using Village Green subdivision and one lane of Campbell Station

Include drawing in file upload section False

Provide Location Drawing in File Upload Section. False

Event Start Time 9:00 AM

Event End Time 11:00 AM

Event Setup Time 7:00 AM

Event Teardown Time 12:30 PM

Phone # of Food Vendor - 1:

Phone # of Food Vendor - 2:

Phone # of Food Vendor - 3:

Phone # of Food Vendor - 4:

Phone # of Food Vendor - 5:

Phone # of Food Vendor - 6:

Phone # of Food Vendor - 7:

Phone # of Food Vendor - 8:

Square Footage of Stage 13

Square Footage of Stage 14

Square Footage of Stage 15

Size of Tent 1 10x10

Size of Tent 2 10x10

Size of Tent 3 10x10

Size of Tent 4

Size of Tent 5

Size of Tent 6

Size of Tent 7

Size of Tent 8

Size of Tent 9

Size of Tent 10

Size of Tent 11

Size of Tent 12

Size of Tent 13

Size of Tent 14

Size of Tent 15

Will this have side panels? Tent 1 No

Will this have side panels? Tent 2 No

Will this have side panels? Tent 3 No

Will this have side panels? Tent 4

Will this have side panels? Tent 5

Will this have side panels? Tent 6

Will this have side panels? Tent 7

Will this have side panels? Tent 8

Temporary Structure Square Footage Information

Bounce Houses Information

Documents Uploaded

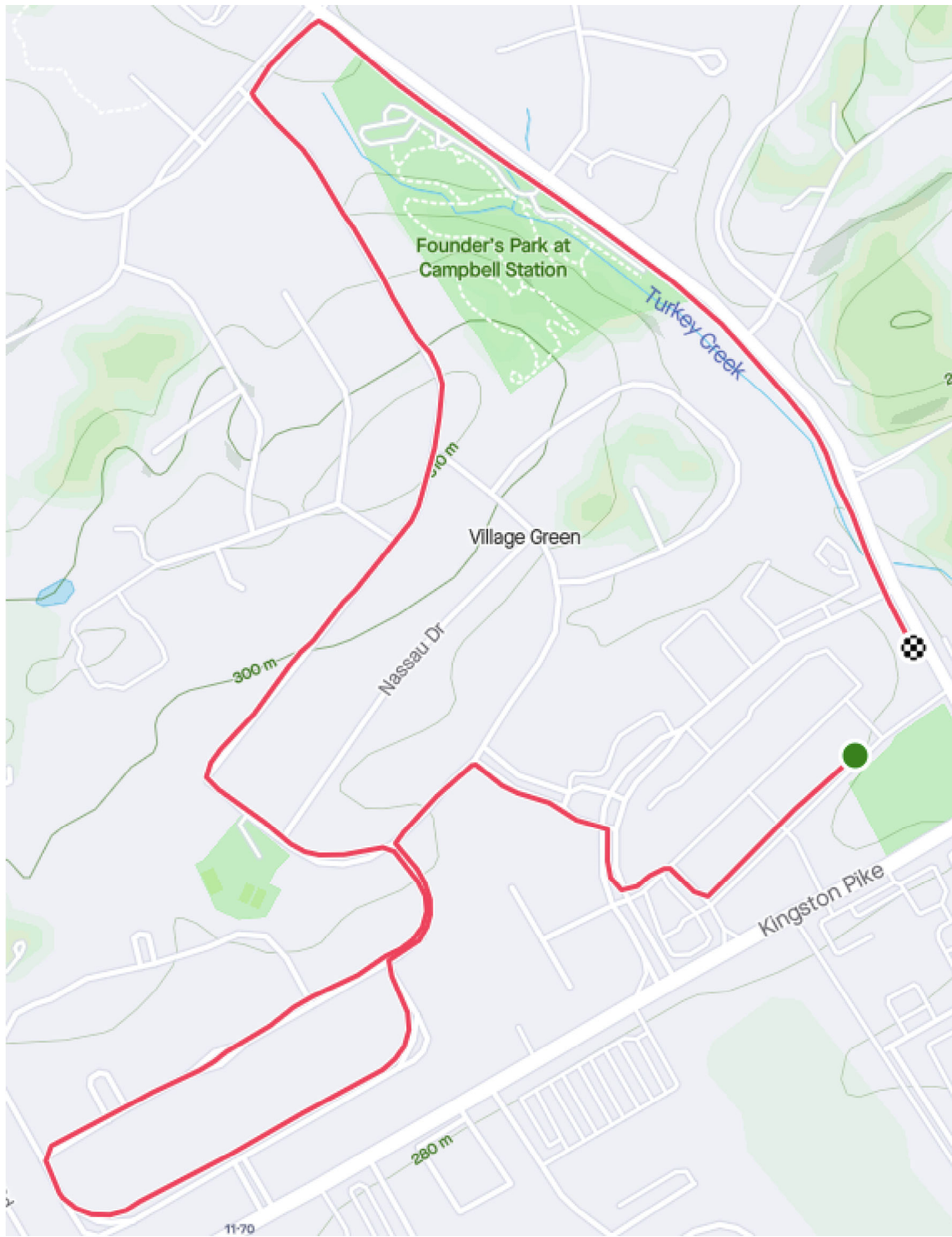
The following documents are attached to the Application.

Site Plan

fxcfrosty.docx

fxcfrosty.docx

fxcfrosty.pdf



REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of Resolution R-2022-05, Declaring Certain Town Property to be Surplus Property

DISCUSSION:

The following items are all in working order and have a value greater than \$100. Therefore, the items meet the criteria to be surplus items. The Town will be advertising the items on Govdeals.com, an online government surplus auction site.

- **2010 Ford F150**
- **2007 Chevrolet Colorado 4X4**
- **NEC Phone System**

This resolution approval will allow for the removal of the items from the fixed asset list and advertise the sale of the items on the GovDeals website.

RECOMMENDATION BY:

Allison Myers, Town Recorder

PROPOSED MOTION:

To approve Resolution R-2022-05, a resolution declaring certain town property to be surplus property.

BOARD ACTION:

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

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



TOWN OF FARRAGUT

RESOLUTION R-2022-05

A Resolution Declaring Certain Town Property to be Surplus Property.

WHEREAS, it has been determined that the Town has no further use of certain item(s); and

WHEREAS, the Board of Mayor and Aldermen may determine that these items are surplus property; and

WHEREAS, the value, if any, is determined for the surplus property and its disposal will be for the common benefit; and

WHEREAS, at time of sale of surplus item(s), moneys, if any, will be allocated back to the appropriate department;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF FARRAGUT, TENNESSEE, does hereby surplus the following items(s):

- 2010 Ford F150
- 2007 Chevrolet Colorado 4X4
- NEC Phone System

This Resolution is duly adopted by the Board of Mayor and Aldermen of the Town of Farragut on this 14th day of April 2022.

Ron Williams, Mayor

Allison Myers, Town Recorder