



**FARRAGUT BOARD OF MAYOR AND ALDERMEN
AGENDA
SEPTEMBER 8, 2016**

**METROPOLITAN DRUG COMMISSION DISCUSSION
6:15 PM**

**BEER BOARD
See Beer Board agenda
6:55 PM**

**BMA MEETING
7:00 PM**

- I. Silent Prayer, Pledge of Allegiance, Roll Call**
- II. Approval of Agenda**
- III. Mayor's Report**
- IV. Citizens Forum**
- V. Approval of Minutes**
 - A. August 25, 2016
- VI. Business Items**
 - A. Approval of Storm Damage Repair to the Campbell Station Inn
 - B. Approval of Contract 2016-13, I-40/Campbell Station Intersection Landscaping Project
 - C. Approval of Special Event Directional Sign Placement for the 2016 Parade of Homes
 - D. Approval of Proposal for Appraisal & Acquisition Services for the Kingston Pike Sidewalk Project.
 - E. Approval of Dates for the November and December BMA meeting
 - F. Approval to Elect Voting Delegate (1) and Alternate Voting Delegates (2) to the National League of Cities Conference

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- VII. Town Administrator's Report**
- VIII. Town Attorney's Report**



FARRAGUT BEER BOARD

September 8, 2016

6:55 PM

I. Approval of Minutes

A. August 25, 2016

II. Beer Permit Request

A. Approval of a Class 1, On-Premise Other Beer Permit for Don Delf's Pancake House & Restaurant, 120 West End Ave.

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FARRAGUT BEER BOARD

August 25, 2016

6:55 PM

Ron Pinchok, Chairman, called the beer board meeting to order at 6:55 PM. Elected officials present were Mayor McGill, Aldermen Markli, Pinchok and Povlin.

Motion was made to approve the minutes of August 11, 2016 as presented. Moved by Alderman Markli, seconded by Alderman Povlin; voting yes, Mayor McGill, Aldermen Markli, Pinchok and Povlin.

Beer Permit Request

Approval of a Class 1, On-Premise Other Beer Permit for Chili's Grill & Bar, 11454 Parkside Drive

Motion was made to approve a Class 1, On-Premise Other Beer Permit for Chili's Grill & Bar, 11454 Parkside Drive, subject to obtaining a certificate of occupancy. Moved by Alderman Markli, seconded by Alderman Povlin; voting yes, Mayor McGill, Aldermen Markli, Pinchok and Povlin.

Consider Approval of a special occasion beer permit for the Farragut Business Alliance Annual Farragut Food & Wine Festival

Motion was made to approve the special occasion beer permit for the Farragut Business Alliance Annual Farragut Food & Wine Festival and to waive the \$100 application fee. Moved by Alderman Povlin, seconded by Alderman Markli; voting yes, Mayor McGill, Aldermen Markli, Pinchok and Povlin.

Beer Board meeting adjourned at 7:00 PM.

Ron Pinchok, Chairman

Allison Myers, Town Recorder

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AGENDA NUMBER 11.A.

MEETING DATE September 8, 2016

REPORT TO THE BEER BOARD

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of a Class 1, On-Premise Beer Permit for Don Delf's Pancake House & Restaurant, 120 West End Ave

DISCUSSION:

The purpose of this agenda item is the approval of a class 1, on-premise beer permit for Don Delf's Pancake House & Restaurant, 120 West End Ave.

The applications and information are in order.

RECOMMENDATION BY:

Allison Myers, Town Recorder, for approval.

PROPOSED MOTION:

To approve a Class 1, On-Premise Beer Permit for Don Delf's Pancake House & Restaurant, 120 West End Ave, subject to obtaining a certificate of occupancy.

BOARD ACTION:

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

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

Sept 8

APPLICATION FOR BEER PERMIT

STATE OF TENNESSEE

TOWN OF FARRAGUT

I hereby make application for a permit to sell, store, manufacture, or distribute Beer under the provisions of Tennessee Code Annotated Section 57-5-101 et seq. and base my application upon the answers to the following questions:

- 1. Reason for application: New Business New Ownership Name Change Other
- 2. Type of permit requested, please circle all that apply:

- Class 1 On-Premise
- Class 2 On-Premise, Other
- Class 3 On-Premise, Hotel/Motel
- Class 4 On-Premise, Tavern
- Class 5 Off-Premise
- Class 6, Special Occasion

3. Name of Applicant(s) (Owner(s) of Business) Ignacio A. Martinez
-Barcino's Inc. dba Don Delfis Pancake House
and Restaurant

4. Type of applicant (check one):
 Person Firm Corporation Joint-Stock Company Syndicate Other

5. List all persons, firms, corporations, joint-stock companies, syndicates, or associations having at least a 5% ownership interest in the business:
Ignacio Martinez - 100%

6. Applicant's present home address:

7. Date of Birth 4/10/66 Home Telephone Number _____
 Business Telephone Number 219-628-0301 Social Security Number _____

8. Representative Email Address: martinez-316@comcast.net

9. Under what name will the business operate? Don Delf's Pancake House & Restaurant

10. Business address 120 West End Ave B Knoxville, TN 37934
 Business Telephone number 219-628-0301

11. Specify the identity, email and physical address of the person to receive annual privilege tax notices and any other communication from the Town:
Ignacio Martinez - 120 West End Ave B Knoxville, TN 37934
martinez_316@comcast.net
12. Information of any manager, other than the applicant:
 Name: Genaro Jimenez Espurza Birth Date: 9/19/73
 Address: 120 West End Ave B. Knoxville, TN 37934
 Phone Number: 708-466-1407
13. Has any person having at least a 5% ownership interest, any of the managers, or any other employee of the business, been convicted of any violation of the beer or alcoholic beverage laws or any crime within the last ten (10) years: ___ Yes No. If yes, give particulars of each charge, court, and date convicted.

14. Have you or your organization ever had a Beer Permit revoked, suspended, or denied in the State of Tennessee? NO If so, specify, where, when, and why:

15. Name and address of property owner, if other than the business owner:
N/A
16. What is the name and address of the Church (or other place of worship) nearest to your business?
Grassy Valley Church - 10637 Kingston Pike Knoxville, TN 37922
17. What is the name and address of the school nearest to your business?
Farragut High School - 11237 Kingston Pike Knoxville, TN 37934
18. Special Occasion Event Name: N/A
 Location of the special occasion event: _____
 Event Date & Times: _____
 Representative name & phone number: _____
 Have you received a special event permit to hold the event in the Town of Farragut? _____
19. Tennessee Sales Tax Number: Applied For
20. Town of Farragut Business License Number 2803

I certify that I am knowledgeable of the laws prohibiting the sale of beer to minors and that this application contains true information to the best of my knowledge and belief.

I understand that this application is subject to the Tennessee Public Records Act and shall be open for inspection and reproduction by any citizen. Tennessee Code Annotated 10-7-503.

I understand that by submitting this application, a background investigation shall be conducted and any and any and all documents related to my request shall become public records.

I understand that the applicant or representative must be present at the beer board meeting in which the permit will be discussed.

Francisco A. [Signature]
Signature of Applicant/Owner (or authorized Corporate Official)

Sworn to and subscribed before me this 18 day of August, 2016

[Signature]
Notary Public

My Commission Expires: May 5, 2019



Notice: A non-refundable \$250 fee must accompany this application. Any applicant making false statement in this application shall forfeit his/her permit and shall not be eligible to receive any permit for a period of ten years.

A privilege tax of \$100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

FOR OFFICE USE ONLY	
Application is hereby:	Approved _____ Denied _____
On this date:	_____, 20__
_____	_____
Beer Board Chairman	Town Recorder



**FARRAGUT BOARD OF MAYOR AND ALDERMEN
MINUTES
August 25, 2016**

**RECEPTION FOR NEWLY ELECTED ALDERMEN
6:15 PM**

**BEER BOARD
See Beer Board agenda
6:55 PM**

**BMA MEETING
7:00 PM**

- I. Silent Prayer, Pledge of Allegiance, Roll Call**
- II. Oath of Office, Keith Alley, Town of Farragut Municipal Judge**
 - A. Alderman Louise Povlin
 - B. Alderman Ronald Williams
- III. Organizational Business**
 - A. Election of Vice-Mayor
- IV. Approval of Agenda**
- V. Mayor's Report**
 - A. Planning Commission Appointments
 - B. Appointment to the Knox County Community Health Council
- VI. Citizens Forum**
- VII. Approval of Minutes**
 - A. August 11, 2016
- VIII. Business Items**
 - A. Approval of Bids for a 2017 Dump Truck
 - B. Approval of Bids for a 2017 2-Wheel Drive Mower

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- C. Approval of Reimbursement for Road Repairs – Saddle Ridge Drive
- D. Approval of Change Order No. 2, Everett Road Improvements
- E. Approval of Supplement Request for Additional Engineering Services from Cannon & Cannon, Inc., for Kingston Pike Sidewalk Project
- F. Approval of Re-Appointment to the Farragut Beautification Committee

IX. Ordinances

A. Public Hearing and Second Reading

- 1. Ordinance 16-12, an ordinance to rezone a portion of Parcel 69, Tax Map 142, north of the Farragut Church of Christ, 23.06 Acres, from R-2 to S-1, a portion of Parcel 69 and 69.01, Tax Map 142, east of the Farragut Church of Christ, from R-2, B-1, and C-1 to O-1, 3.44 Acres, and a portion of Parcel 69.01, Tax Map 142, from O-1 to C-1, 4.76 Acres (Goodworks Unlimited, LLC, Applicant)

X. Town Administrator's Report

XI. Town Attorney's Report

The Farragut Board of Mayor and Aldermen met in a regular session on Thursday, August 25, 2016 at 7:00 p.m. Members present were Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams.

Oath of Office, Keith Alley, Town of Farragut Municipal Judge

Keith Alley swore in Alderman Louise Povlin and Alderman Ronald Williams.

Organizational Business

Election of Vice-Mayor

Nomination was made to elect Alderman Pinchok as Vice-Mayor. Moved by Mayor McGill, seconded by Alderman Povlin; voting yes, Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams; no nays; motion passed.

Approval of Agenda

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

Mayor's Report

Planning Commission Appointments

Mayor McGill reappointed Rita Holladay, Ed St. Clair, and Ed Whiting to the Planning Commission and appointed Drew Carson to a one-year unexpired term ending June 2017.

Appointment to the Knox County Community Health Council

Mayor McGill appointed Dot LaMarche to the Knox County Community Health Council.

Citizens Forum

Doug Kimzey, 11600 Lanesborough Way #105, addressed the board concerning noise issues within the Town.

Approval of Minutes

Motion was made to approve the minutes of August 11, 2016 as presented. Moved by Alderman Markli, seconded by Alderman Pinchok; voting yes, Mayor McGill, Aldermen Markli, Pinchok and Povlin; Alderman Williams abstained; no nays; motion passed.

Business Items

Approval of Bids for a 2017 Dump Truck

Motion was made to award the bid for a 2017 dump truck to Landmark Trucks, LLC in the amount of \$96,110. Moved by Alderman Pinchok, seconded by Alderman Povlin; voting yes, Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams; no nays; motion passed.

Approval of Bids for a 2017 2-Wheel Drive Mower

Motion was made to award the bid for a 2017 2-Wheel Drive Mower to Farragut Lawn and Tractor in the amount of \$15,800. Moved by Alderman Povlin, seconded by Alderman Pinchok; voting yes, Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams; no nays; motion passed.

Approval of Reimbursement for Road Repairs – Saddle Ridge Drive

Motion was made to approve the settlement agreement and release of claims from First

Utility District. Moved by Alderman Povlin, seconded by Alderman Markli; voting yes, Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams; no nays; motion passed.

Approval of Change Order No. 2, Everett Road Improvements

Motion was made to approve Change Order #2 in the amount of \$39,885.45 bringing the entire contract to \$3,396,728. Moved by Alderman Markli, seconded by Alderman Pinchok; voting yes, Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams; no nays; motion passed.

Approval of Supplement Request for Additional Engineering Services from Cannon & Cannon, Inc., for Kingston Pike Sidewalk Project

Motion was made to approve a request for supplement from Cannon & Cannon, Inc. in the amount of \$7,117.50. Moved by Alderman Pinchok, seconded by Alderman Povlin; voting yes, Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams; no nays; motion passed.

Approval of Re-Appointment to the Farragut Beautification Committee

Motion was made to reappoint Kathy Pierre to the Beautification Committee. Moved by Alderman Markli, seconded by Alderman Williams; voting yes, Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams; no nays; motion passed.

Ordinances

Public Hearing and Second Reading

Ordinance 16-12, an ordinance to rezone a portion of Parcel 69, Tax Map 142, north of the Farragut Church of Christ, 23.06 Acres, from R-2 to S-1, a portion of Parcel 69 and 69.01, Tax Map 142, east of the Farragut Church of Christ, from R-2, B-1, and C-1 to O-1, 3.44 Acres, and a portion of Parcel 69.01, Tax Map 142, from O-1 to C-1, 4.76 Acres (Goodworks Unlimited, LLC, Applicant)

Motion was made to approve Ordinance 16-12 on second and final reading. Moved by Alderman Povlin, seconded by Alderman Markli; voting yes, Mayor McGill, Aldermen Markli, Pinchok, Povlin and Williams; no nays; motion passed.

Town Administrator's Report

David Smoak, Town Administrator, announced that the Intro to Farragut Class began the previous week.

Meeting adjourned at 8:00 PM.

Ralph McGill, Mayor

Allison Myers, Town Recorder

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: William E. McKelvey, Public Works Director

SUBJECT: Approval of Storm Damage Repair to the Campbell Station Inn

INTRODUCTION: The purpose of this agenda item is to approve storm damage repair work to the Campbell Station Inn in conjunction with the Town's insurance company.

BACKGROUND: The Campbell Station Inn received significant damage from a severe storm that came through the area. The extent of the damage is the roof system lifted, the west gable end bricks shifted inward (approx. 8-10 inches), and the shingles from the entire back roof section lifted and were deposited in a nearby tree. Todd Duncan with Structural Engineering Assessments, PC assessed the damage and created a repair report. The repair report was submitted to three different companies and had them assess the building to provide costs to repair the damage. The Pool, the Town's property insurance company, will be paying for the repairs as an insurance claim. In discussion with the construction companies, the estimated time table for repairs will take approximately 6 weeks.

DISCUSSION: Attached, are the three estimates for the repair work to the Campbell Station Inn. The lowest repair estimate is from Johnson and Galyon Contractors. We have investigated Johnson and Galyon and their ability to do this type of work. One of their references was the Westwood House Restoration Project through Knox Heritage. Staff request the Board authorize these repairs under an emergency contract. The repair will be paid by The Pool with the Town paying the first \$1,000 as a deductible amount. Please keep in mind, there may be unforeseen issues with this repair. Staff requests the Board authorize the Town Administrator to approve any possible additional repairs (that will be covered by the insurance company) that may be required that were not detected during the original inspection of the damage to the home.

RECOMMENDATION BY: Bud McKelvey, Public Works Director, for approval.

PROPOSED MOTION: Approval of storm damage repair to the Campbell Station Inn in the amount of \$24,532.00 to Johnson and Galyon Contractors, including additional change orders as authorized by the Town Administrator.

BOARD ACTION:

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

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

STRUCTURAL ENGINEERING ASSESSMENTS, PC
A STRUCTURAL CONSULTING / FORENSIC ENGINEERING FIRM

July 28, 2016

Mr. Gary Palmer
Town of Farragut
11408 Municipal Center Drive
Farragut, Tennessee 37934

Re: **Russell House - Storm Damage**
11401 Kingston Pike
Farragut, Tennessee 37934
SEA Project #: 184-13.02

Dear Mr. Palmer:

As requested, Structural Engineering Assessments, PC made a site visit on July 18, 2016, to the referenced location, for the purpose of reviewing storm related damage to the brick gable wall on the west end of the two story building (See Photographs #1 and #2).

Description

For the purpose of reference and orientation, the front of the structure (side nearest to Kingston Pike) will be the south face. The referenced project is a two level, residential type structure plus a basement/cellar level. The ceiling of the upper level is constructed with rough sawn joists (See Photograph #3), supported by multi-wythe brick walls (See Photograph #4) along the north and south sides of the building and notched into hand-hewn, heavy timber beams (See Photographs #5 and #6), spanning east to west, in the center of the attic. The roof of the original structure is constructed with rough sawn rafters (See Photograph #7), connected at the ridge with a lap splice joints and wood pegs (See Photograph #8).

Observations

The brick at the west gable was displaced (See Photographs #9 thru #13) along slope of the roof framing. The top of the brick was visibly leaning toward the east. Measurements of the gable wall indicated the failure plane to be located along mortar joint separation (See Photograph #14) below the bottom of the sills on the two attic windows.

As we understand, the roof shingles were found in the tree on the east side of the building, indicating the roof framing was lifted by high winds, which is consistent with the conditions observed at the time of our visit. While the top of the brick on the north side of the gable was noted to be displaced toward the interior of the attic, the top of the brick on the south side of the gable appeared to be displaced toward the west, preventing the roof system from setting back into its original place (See Photographs #15 and #16).

Recommendations

For temporary stabilization of the displaced brick gable wall, bracing should be provided on the interior of the attic to prevent the leaning wall from collapsing. The contractor shall use caution not to damage the historic framing of the attic, upper level ceiling and both floor framing levels with the temporary brace framing.

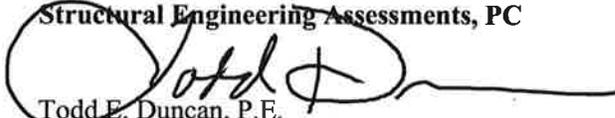
The permanent repair will require the displaced area of brick to be removed. This area is believed to be from the bottom of the attic window sills to the peak of the west gable wall. Should the contractor find the wall below the attic window sills to also be out of plumb, the associated area should be assessed for possible additional repairs. The repair process will require the west end of the roof to be temporarily supported. The contractor shall use caution not to damage the historic framing of the existing roof, upper level ceiling and both floor framing levels. The existing brick must be removed, cleaned and reinstalled using the same pattern as the original construction. The existing mortar should be analyzed to determine the type of mortar and the new mortar for the replaced brick shall be of the same properties (e.g. lime, etc.). The reinstalled brick shall be plumb and provide support for the roof as it was originally constructed. The contractor making the repairs to the masonry should have extensive experience with repair of masonry in historic structures.

Conclusion

Based upon the visible conditions noted during our visit, the noted damage to the west gable wall and roof of the 175 year old building is consistent with wind related forces.

Should you have any question or comments regarding this matter, please feel free to contact our office.

Sincerely,
Structural Engineering Assessments, PC


Todd E. Duncan, P.E.
President

TED/dd

Enclosures: Invoice # 184-13-02
Photographs (#1 thru #16)



“PHOTOGRAPHS”





Photograph #1 – West Face



Photograph #2



Photograph #3



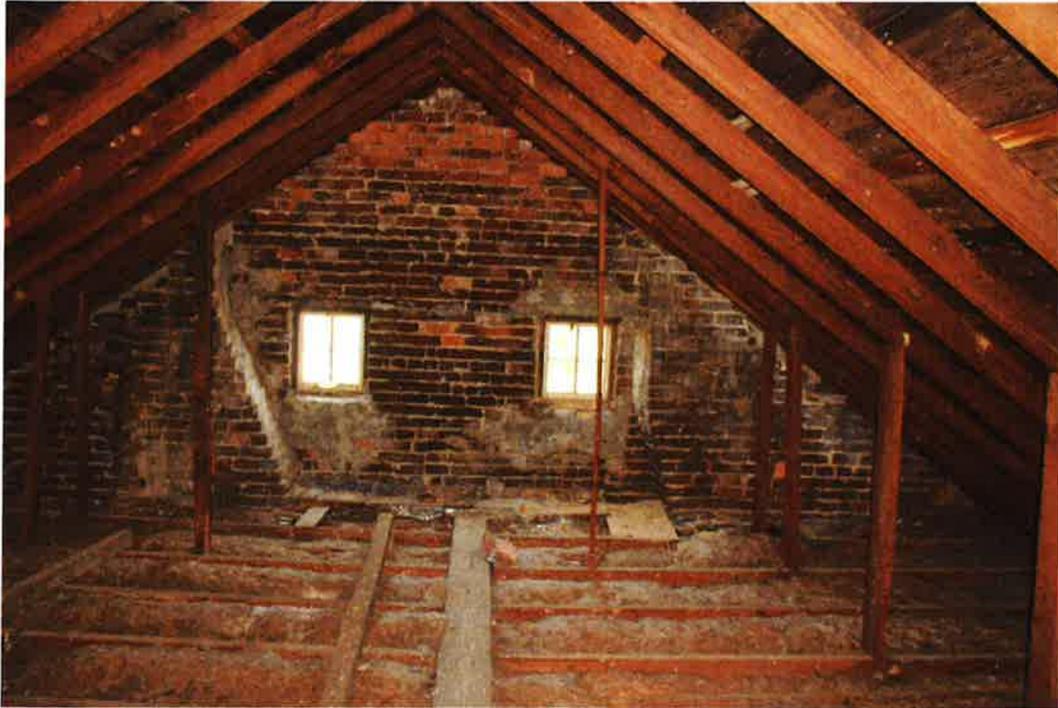
Photograph #4



Photograph #5



Photograph #6



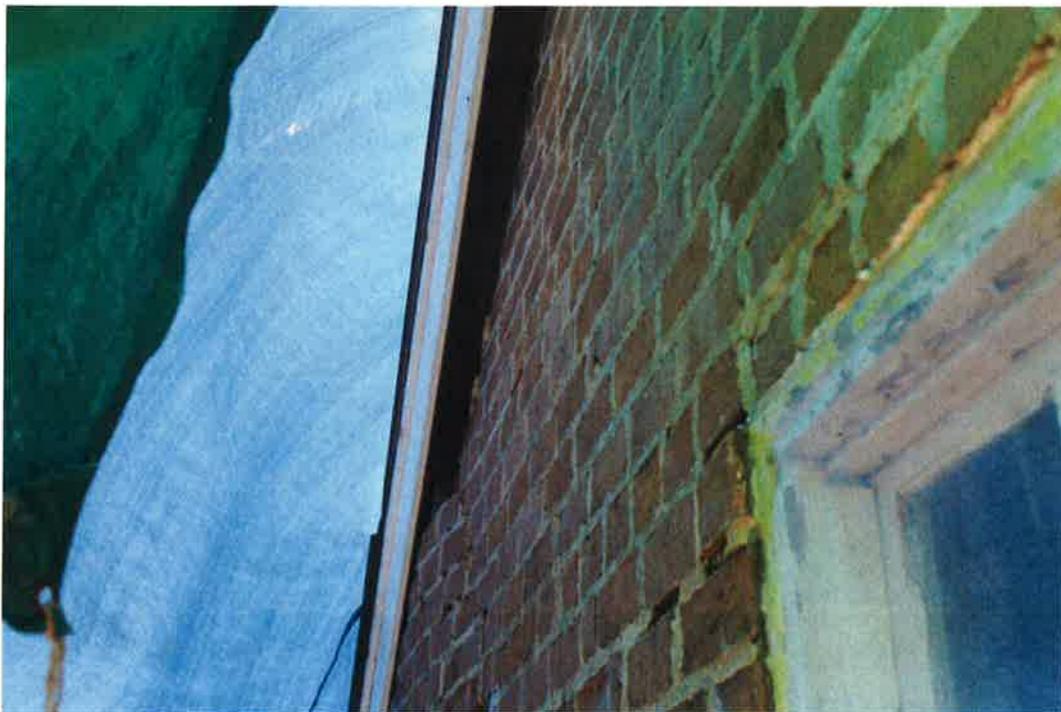
Photograph #7



Photograph #8



Photograph #9



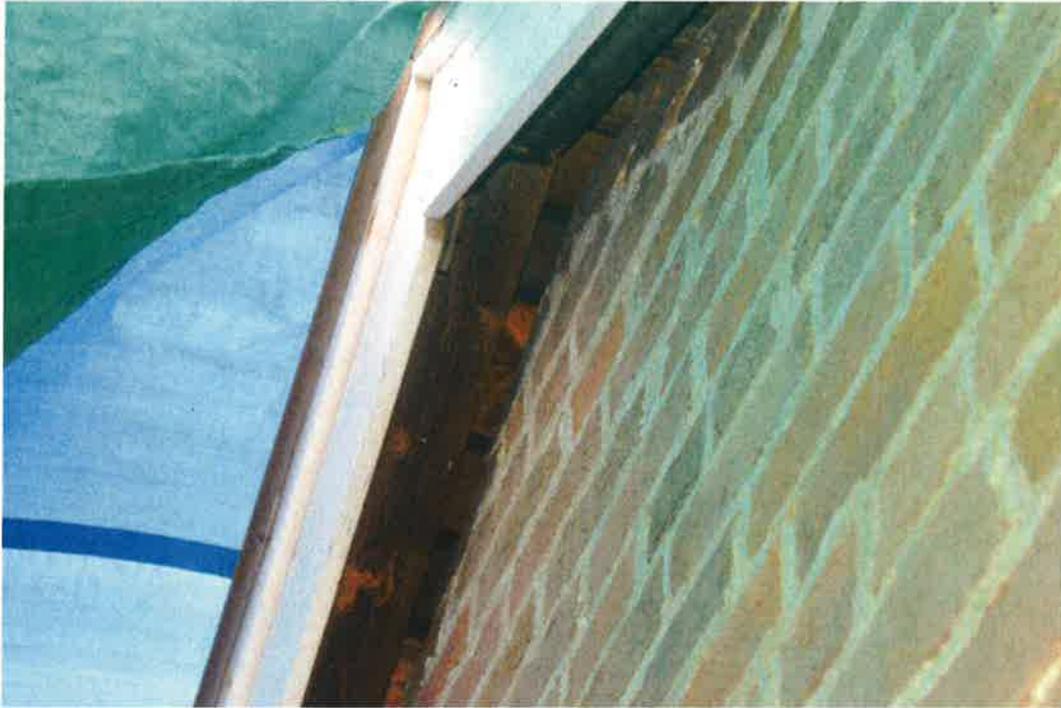
Photograph #10



Photograph #11



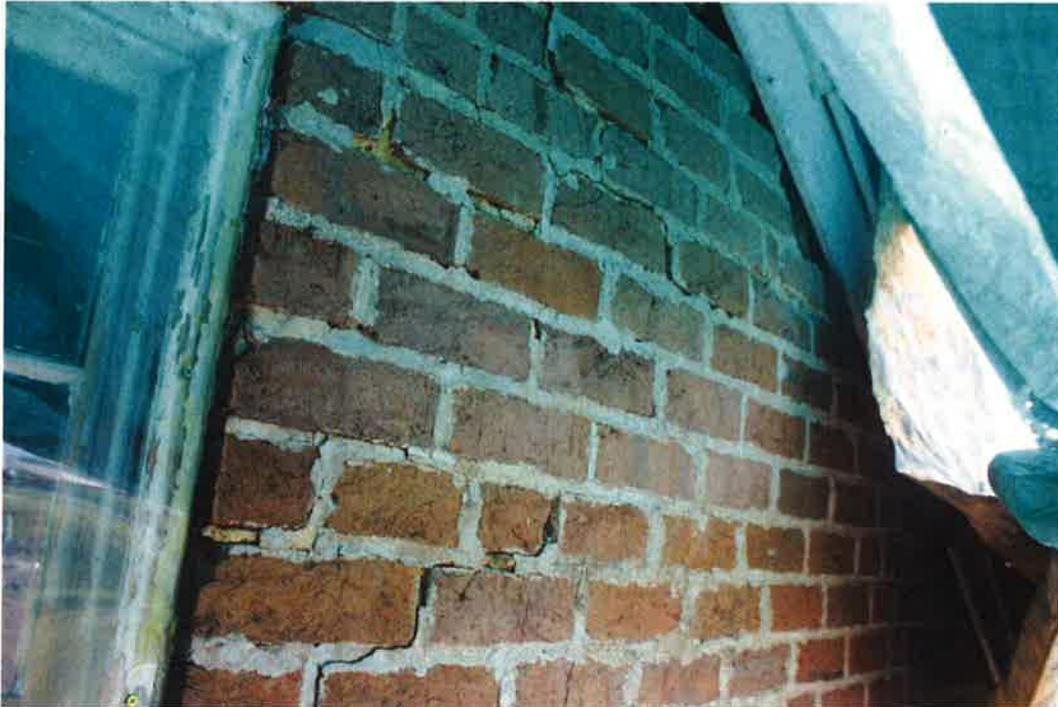
Photograph #12



Photograph #13



Photograph #14



Photograph #15



Photograph #16

Clinch River Custom Builders, Inc.
Russel House Structural Repair Specifications

I. Project overhead

- A. Building permit
- B. Waste removal
 - 1. 30-yard jobsite dumpster
- C. Jobsite toilet
- D. Daily clean up

II. Roof repair

- A. Demolition
 - 1. Remove existing temporary tarps
 - 2. Remove shingles from the south face of the roof
 - 3. Remove any existing underlayment
- B. New roofing
 - 1. Sheathing repair
 - a. Replace broken, rotted or otherwise unusable sheathing with $\frac{3}{4}$ inch thick boards (SPF)
 - b. Allowance of \$500 for sheathing repair
 - 2. 30lb tarpaper underlayment
 - 3. New aluminum drip edge flashing along the eaves
 - 4. Dimensional shingles to match existing

III. Brick repair

- A. Scaffolding
 - 1. Set up scaffolding on the west end of the structure
 - 2. Protect the existing roof on the small addition on the west end of the house
 - a. Plywood
 - b. Tarps
- B. Temporary roof support
 - 1. Build two temporary walls in the attic
 - a. North side of the gable aligned above the steel posts in the basement/crawlspace
 - b. South side of the gable aligned above the steel posts in the basement/crawlspace
 - 2. Build support walls on the first and second floors in the same location
- C. Demolition
 - 1. Remove the bricks in the west gable from the ridge down to an elevation just below the small gable window sills
 - a. Save bricks for reuse
 - b. Clean all the old mortar from the bricks
- D. New brick work
 - 1. Re-lay the original brick in the west gable
 - 2. Mortar – match existing mortar formula/recipe
 - 3. Utilize extra brick stored in the east garage to replace any broken bricks
 - 4. Match the bond of the existing brickwork
 - 5. No chimney work is included

IV. Window work

- A. Remove the two small gable windows on the west end of the structure
- B. No repair work for these windows is included in this quote

C. Reinstall these windows in the new brick wall in the same manner by which they were originally installed

V. Fascia

A. Replace the fascia on the west gable of the structure

B. Match the dimensions of the original fascia

C. $\frac{3}{4}$ inch thick cedar

D. Prime and paint the fascia

Clinch River Custom Builders, Inc.
Russel House Structural Repair - Cost Spreadsheet

Project	Cost
I. Project overhead	\$ 1,075.00
Building permit	\$ 100.00
Waste removal	\$ 450.00
Jobsite toilet	\$ 90.00
Daily clean up	\$ 300.00
II. Roof repair	\$ 6,198.50
III. Brick repair	\$ 21,350.00
Scaffolding	\$ 1,500.00
Temporary roof support	\$ 750.00
Remove, clean, re-lay brick	\$ 14,750.00
2x6 gable support wall	\$ 1,500.00
IV. Window work	\$ 632.50
V. Fascia	\$ 977.50
Grand Total	\$ 30,233.50

.....
WASCO, Inc.

estimating facsimile

To: William e. "bud" Mckelvey **Fax:** 865-671-0136

Co: **Phone:** 865-388-5247

From: Jonathan Roske **Date:** 8/11/2016

Re: Russell House Storm Damage (**Pages:** 1
Masonry Quote)

The following bid is subject to and conditioned upon the usage of the AIA A401 Document Standard Form of Agreement Between Contractor and Subcontractor, AIA Document A101 Standard Form of Agreement Between Owner and Contractor or a subcontract form otherwise acceptable to WASCO, Inc.

Quotation: \$ 26,330.00 For the Following scope of work.

- Place temporary jack post from basement to the attic so can lift roof off of gable wall.
- Build a temporary wall to brace leaning wall to keep from falling when we take weight off brick .
- Take brick gable and 2 chimneys down below attic windows seen in photograph #14.
- Clean and reuse original brick.
- Lay brick back same as is original two brick thick wall and chimneys back to height at time of picture .
- The mortar to be used is Lime Putty to be historically correct with a matching sand to be similar in color and texture.
- Work will be accessed on tube scaffold.
- Dumpster will be provided for masonry materials.
- Clean wall with Vana- Trol.

Respectfully
Wasco Inc.
Jonathan Roske

Masonry Excellence and Engineering

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: William E. McKelvey, Public Works Director

SUBJECT: Approval of Contract No. 2016-13, I-40/Campbell Station Intersection Landscaping Project

INTRODUCTION: The purpose of this agenda item is to approve a contract for furnishing and installing landscape materials at the 373 exit ramps at the Campbell Station Road interchange.

BACKGROUND: This is a beautification project in our CIP budget and has been the Town's vision to improve this gateway area into the Town. Public Works has been mowing, weed eating, and providing litter pick up since the interchange improvements were made. Now, with the approval from TDOT, three sides of the interchange will be landscaped beds.

DISCUSSION: Attached are four bids which were received on August 23, 2016. The bid was proposed two ways; per plant or as whole areas. Because of the prices, staff suggest using the whole area pricing which is under the budget amount. Staff recommends award to the low bidder, Little Green Garden, Inc. amount of \$29,386.93 for the I-40/Campbell Station Intersection Landscaping Project.

FINANCIAL SECTION:

Account Number:				
<u>Total Budget</u>	<u>Expenditures to Date</u>	<u>Contracted Amount</u>	<u>Remaining Amount</u>	
\$75,000	\$550	\$29,386.93	\$45,063.07	
Approved By: 				

RECOMMENDATION BY: Bud McKelvey, Public Works Director, for approval.

PROPOSED MOTION: Approval of Contract No. 2016-13, I-40/Campbell Station Intersection Landscaping Project in the amount of \$29,386.93.

BOARD ACTION:

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

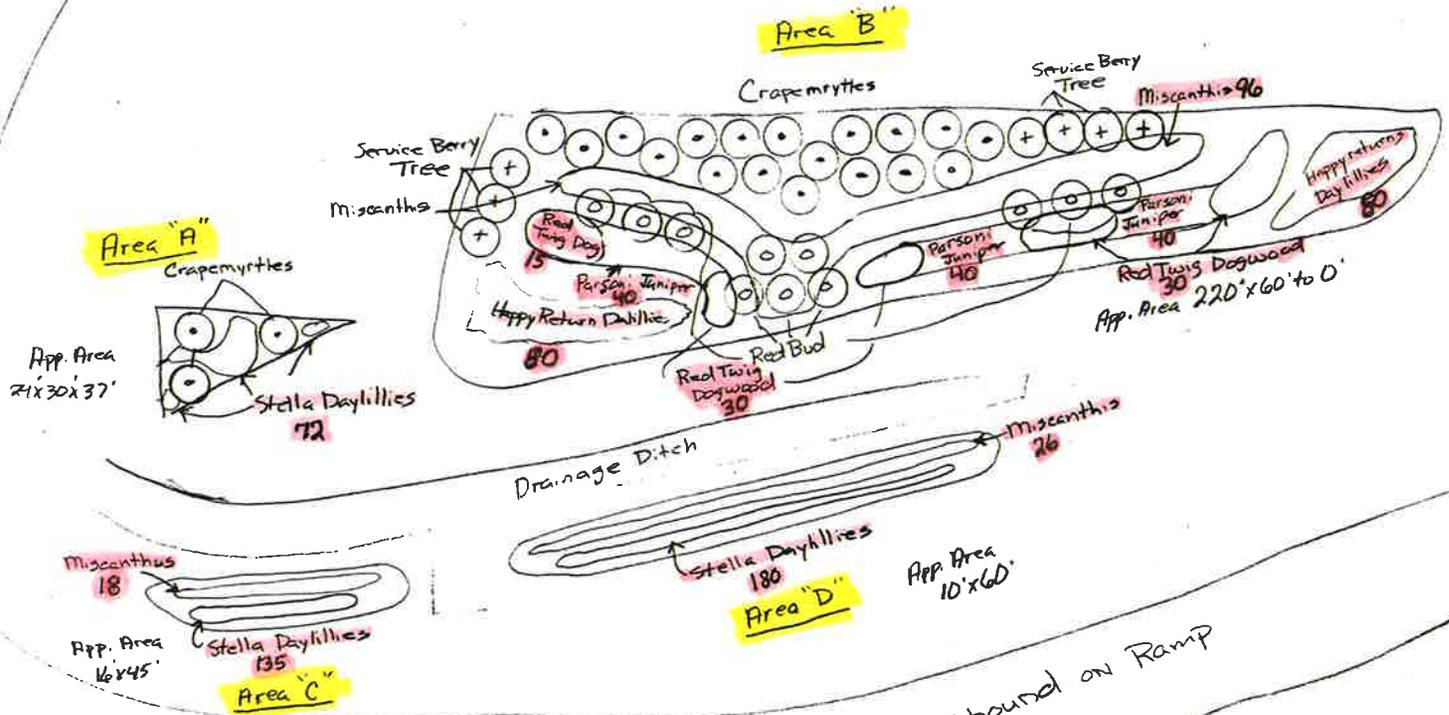
<u>VOTE/TOTAL</u>	<u>WILLIAMS</u>	<u>MARKLI</u>	<u>PINCHOK</u>	<u>POVLIN</u>	<u>MCGILL</u>
YES	_____	_____	_____	_____	_____
NO	_____	_____	_____	_____	_____
ABSTAIN	_____	_____	_____	_____	_____

**BID TAB FOR CONTRACT NO. 2016-13, I-40/CAMPBELL STATION
INTERSECTION LANDSCAPING PROJECT**

BIDDER	TOTAL PROJECTED BID PRICE FOR AREAS A-I
Little Green Garden, Inc.	\$29,386.93
TennesSeed Erosion Control, LLC	\$44,794.50
Total Property Management	\$46,411.75
Volunteer Erosion Control, LLC	\$66,332.00

I-40 Interstate

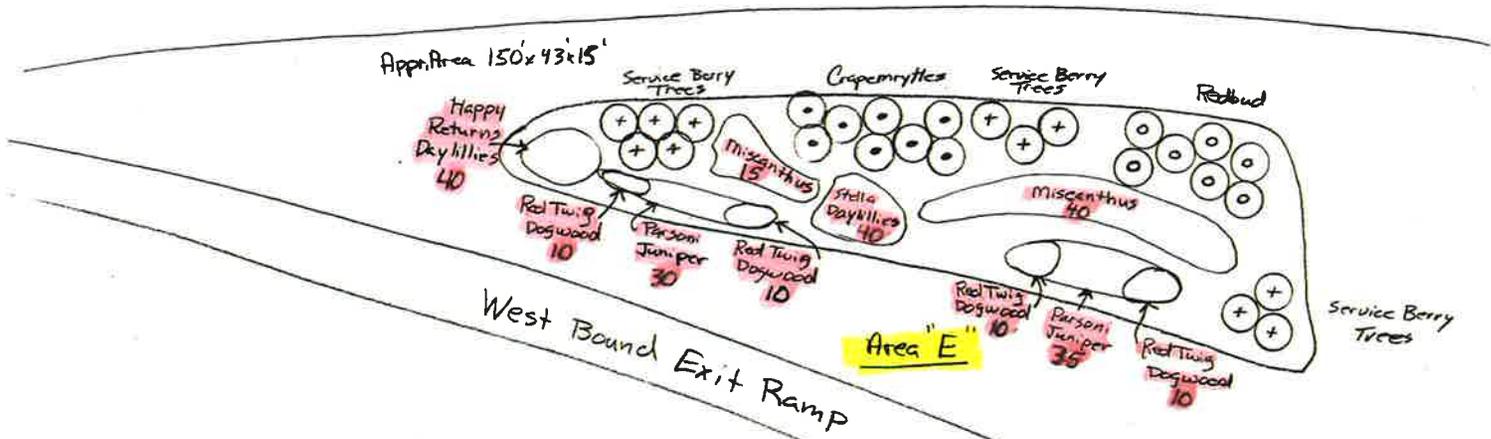
N Campbell Station Rd



I-40 Eastbound on Ramp

I-40 Interstate

Appr. Area 150' x 43' x 15'

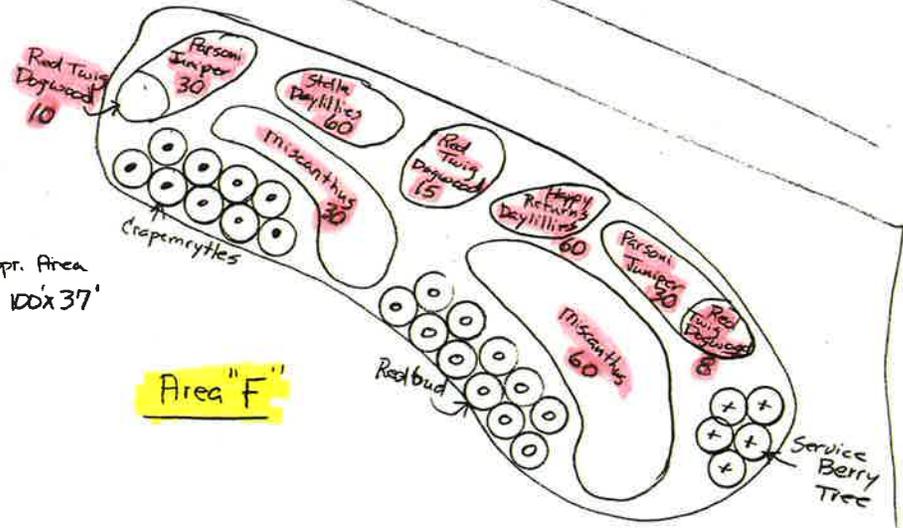


Area "E"

West Bound Exit Ramp

N Campbell Station

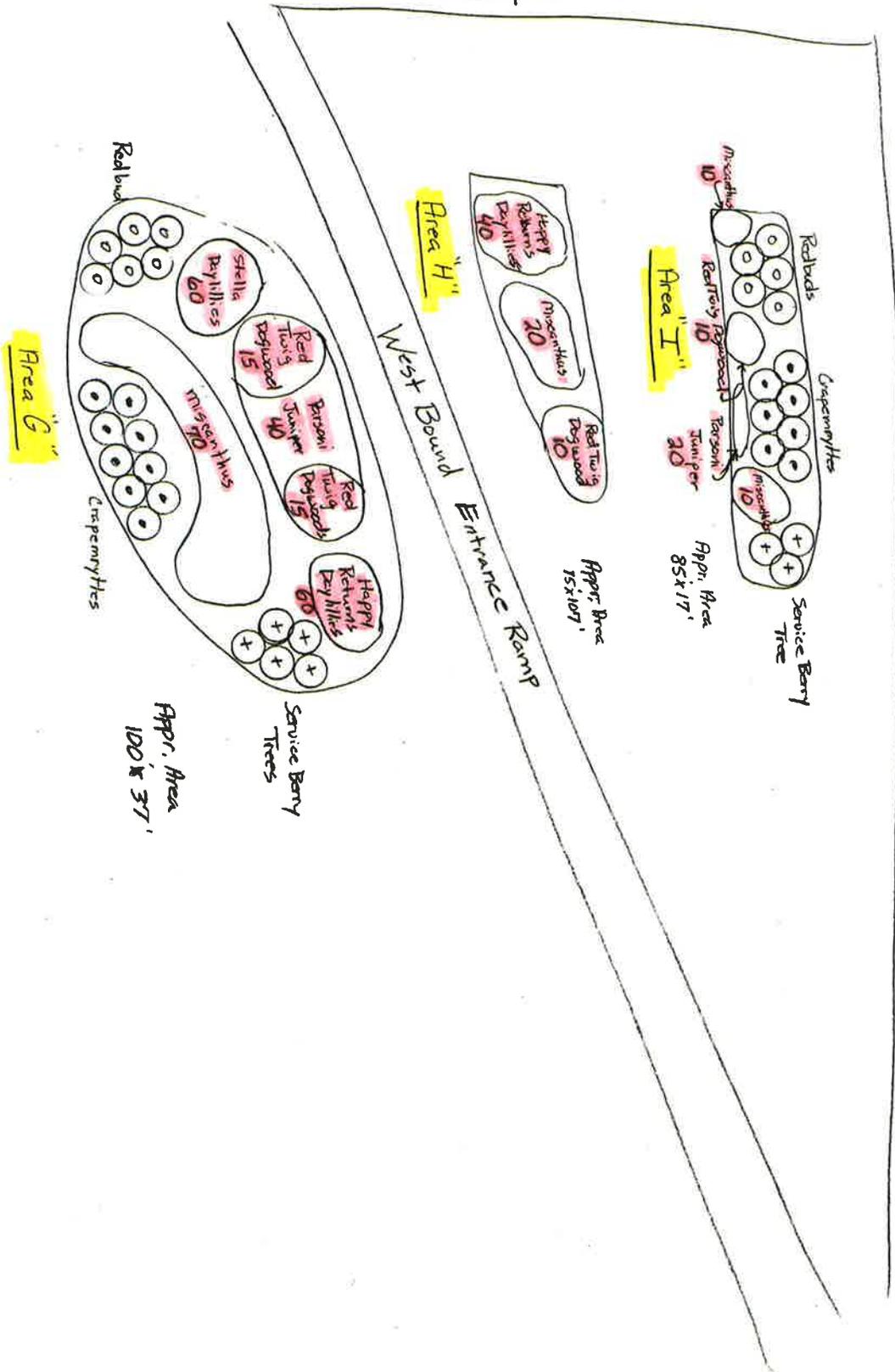
Appr. Area 100' x 37'



Area "F"

N. Campbell Station

I-40 Interstate



REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of the special event directional signage for 2016 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 six homes that are within the Town. The homes are located in the neighborhoods of Bridgemore, Split Rail Farm, Sheffield, McKinley Station, Hanover Court and Briarstone. The signs will be erected Thursday afternoons, Fridays, Saturdays & Sundays beginning September 29 through October 16, 2016.

PROPOSED MOTION:

Staff recommends approval of proposed placement of special event direction signage within the Town of Farragut's right-of-way for the 2016 Parade of Homes.

BOARD ACTION:

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

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



Town of Farragut Temporary Sign Permit

Fee paid _____ (initials and date) Approved by _____

Deposit paid _____ (initials and date)

Applicant Name: Ashley Burnette - Homes ^{Parade of} Farragut Bus. License # N/A (required)

Applicant Full Address: 221 Clark St. NW Knoxville TN 37921

Phone: 865-546-4665 FAX #: 546-0031 E-MAIL aburnette@hbknoxville.com

Name and Address of Business: Home Builders Association of Greater Knoxville

Date Range of Event 9/30, 10/1-2, 7-9, 14-16 (20 calendar days maximum for Grand Opening and 10 days for all other events); Previous events for current year: N/A

Requirements for Temporary Signs:

Commercial/Office

- Business must have Certificate of Occupancy or approved Re-Occupancy per Code/Fire Inspector;
- Only one (1) sign is permitted and it shall not exceed 6 feet in overall height and 20 square feet in overall size. A white background is required;
- The only material permitted for a temporary sign is a minimum ten (10) millimeter thick corrugated plastic. No wind activated items, or portable or sandwich board signs are permitted;
- If ground mounted, the sign shall be firmly affixed to studded T-posts. Sign shall be set back, in its entirety, at least 20 feet from the street edge and 10 feet from all entrance driveways. Sign and posts shall be removed entirely at end of event;
- A drawing of the sign which shows dimensions, letter sizes, entity's name and appearance is required for approval before sign is erected (15% of sign face shall include the "Shop Farragut" logo)
- Each entity is allowed four (4) signs per year; maximum time frame shall be ten (10) days per event

Churches/Other Places of Worship/Schools

- All of the above shall apply to temporary signage for churches/other places of worship and schools with the following exceptions:
 - The sign shall not exceed 16 square feet in overall size
 - The "Shop Farragut" logo is not required

Grand Opening Sign

- All of the above shall apply to the Grand Opening Sign also with the additional criteria:
 - Applicant shall pay a \$300 deposit for use of the Town's "Grand Opening" sign (refundable if no damage)
 - Approximately 15% of the sign may be used to personalize entity's information (must be contained within perimeter of sign)
 - The business may also use a 20 square feet temporary sign along with the "Grand Opening" sign
 - A twenty (20) day maximum is allowed for posting (deposit and one temporary sign posting will be forfeited for exceeding time frame) The T-posts and "Grand Opening" sign are to be returned to Town Hall

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

SIGNATURE OF APPLICANT: A. Burnette

PRINTED NAME OF APPLICANT: Ashley Burnette

Building Company Name :	Name of House (20 char. lmt.)	Street Address:	City/Town:	Zip:	Subdivision Name (type N/A if none):
Arthur Rutenberg Homes	Asheville	12452 Waterslea Lane	Farragut	37934	Bridgemore
Development & Design Concepts, LLC	Hannington	12539 Daisy Field Lane	Farragut	37934	Split Rail Farms
Saddlebrook Properties, LLC	Aiken	12178 Inglecrest Lane	Farragut	37934	Sheffield
Saddlebrook Properties, LLC	Sharpton	413 Eisenhower Street	Farragut	37934	McKinley Station
Saddlebrook Properties, LLC	Remington	615 Briarstone Lane	Farragut	37934	Briarstone
Turner Homes, LLC	The Hanover	13024 Hampshire Bay Lane	Farragut	37934	Hanover Court

Building Company: Arthur Rutenberg Homes

House Name (model): Asheville

Subdivision: Bridgemore

House Address: 12452 Waterslea Lane

City/Town: Farragut Zip Code: 37934

Directions: From Knoxville take I-40 W to the Campbell Station exit. Turn left off exit. Follow Campbell Station approx. 1.5 miles to Kingston Pike and turn Right. Follow Kingston Pike approx. 2.4 miles and turn Left onto Old Stage Rd. Follow for .3 miles and turn Left onto McFee Rd. Follow McFee for .5 miles and Bridgemore Subdivision is on your right. Enter Subdivision and take the 1st right onto Barnsley and then 2nd Right onto Waterslea. House in on the right.

Building Company: Development & Design Concepts, LLC

House Name (model): Hannington

Subdivision: Split Rail Farms

House Address: 12539 Daisy Field Lane

City/Town: Farragut Zip Code: 37934

Directions: Going on I-40W take the Watt Rd exit; take the immediate right staying on Watt Rd go to the stop sign and take a right onto Everett Rd; go roughly two miles on Everett Road and the subdivision entrance will be on your right.

Building Company: Saddlebrook Properties, LLC

House Name (model): Sharpton

Subdivision: McKinley Station

House Address: 413 Eisenhower Street

City/Town: Farragut Zip Code: 37934

Directions: West on Kingston Pike to Farragut. Right on Smith Road; turn left on Smith Road at 3 way stop. Right on Everett Road. Community on the left.

Building Company: Saddlebrook Properties, LLC

House Name (model): Aiken

Subdivision: Sheffield

House Address: 12178 Inglecrest Lane

City/Town: Farragut Zip Code: 37934

Directions: Kingston Pike in Farragut. South on Virtue Road. Left on Turkey Creek Road. First Left on Shirecliffe Lane. Left on Inglecrest. Proceed to Phase 2 – House is on the Left.

Building Company: Saddlebrook Properties, LLC

House Name (model): Remington

Subdivision: Briarstone

House Address: 615 Briarstone Lane

City/Town: Farragut Zip Code: 37934

Directions: Campbell Station to Kingston Pike. Turn Left on Kingston Pike. Turn Right on Concord Rd. Turn Right on Turkey Creek. Turn Right on Briarstone. House is on the Left.

Building Company: Turner Homes, LLC

House Name (model): The Hanover

Subdivision: Hanover Court

House Address: 13024 Hampshire Bay Lane

City/Town: Farragut Zip Code: 37934

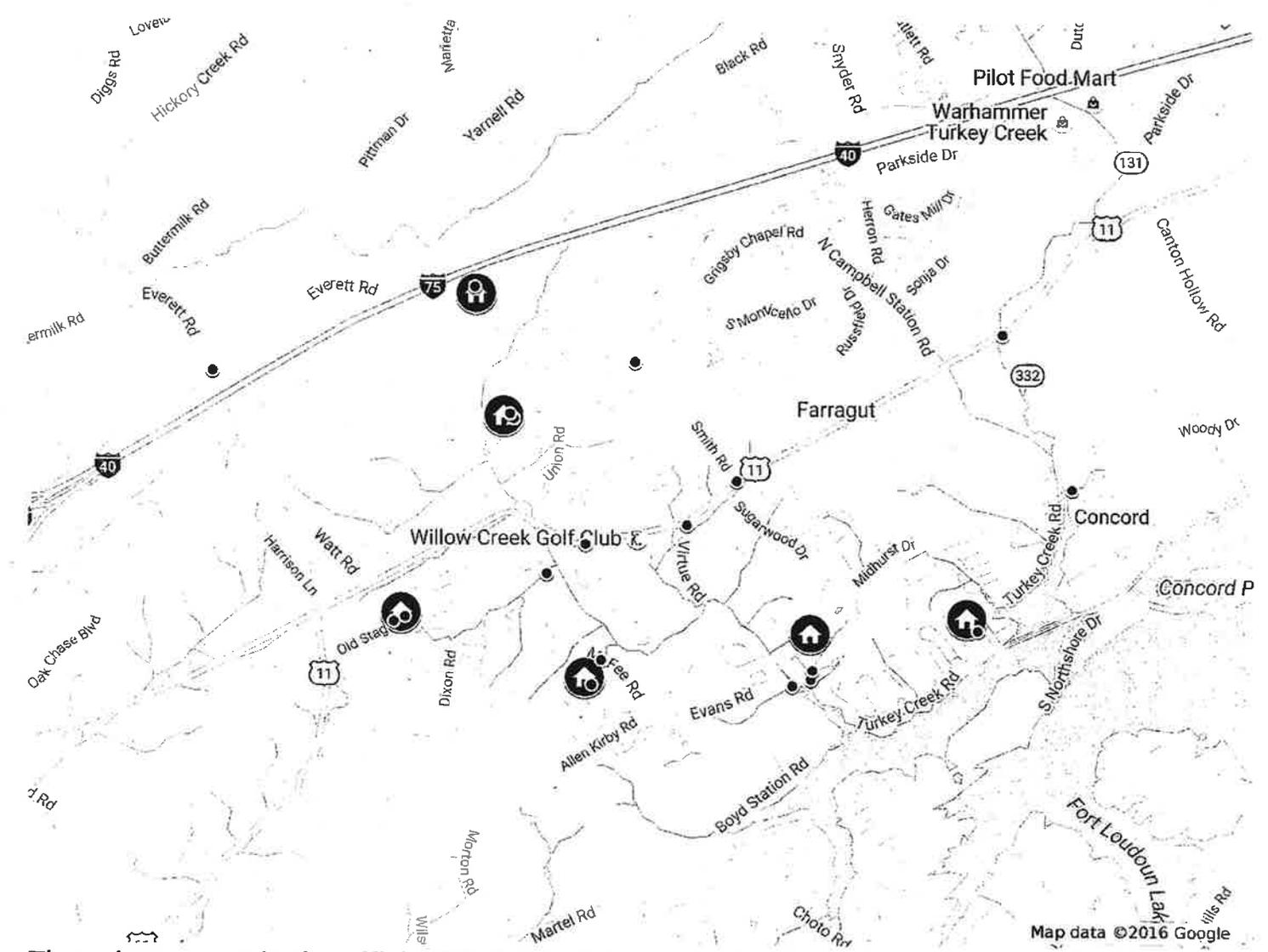
Directions: Interstate 40/75 to Watt Road, Exit 369. South on Watt Road, left on Old Stage Road, left on Castle Downs Lane.

2016 Farragut Parade Homes

Untitled layer

-  Asheville
-  Aiken
-  Remington
-  Hannington
-  Sharpton
-  The Hanover

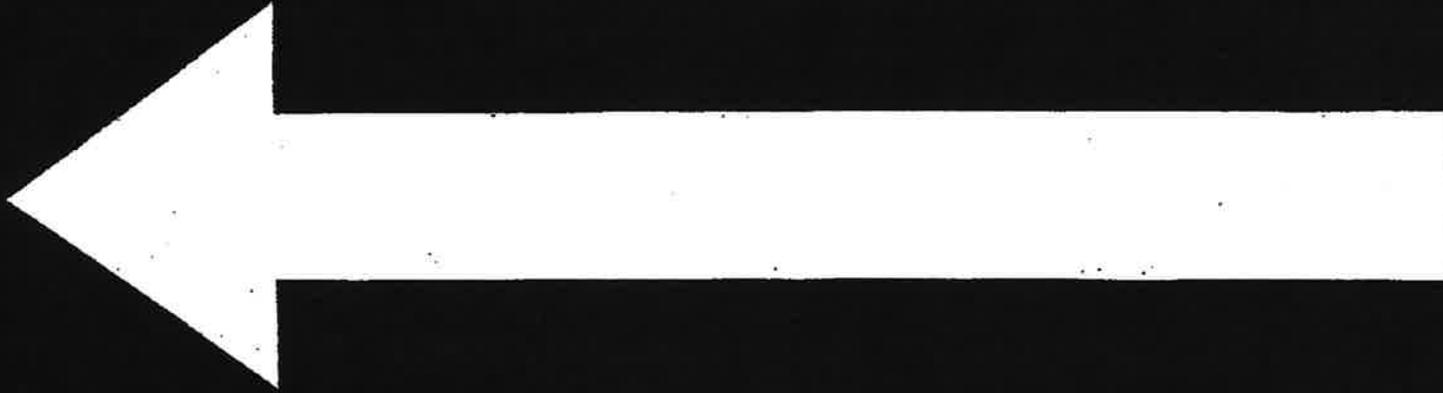
- Left turn
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These homes are in the official 2016 HBAGK Parade of Homes

Map data ©2016 Google

PARADE HOUSE



REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Darryl W. Smith, PE

SUBJECT: Approval of Proposal for Appraisal and Acquisition Services for the Kingston Pike Sidewalk Project

INTRODUCTION: The purpose of this item is the approval of three separate proposals for appraisal and acquisition services for the Kingston Pike Sidewalk Project.

BACKGROUND: Right of Way plans have been finalized for this project, which will connect existing pedestrian facilities near Old Stage Road with our existing facilities east of Virtue Road. The project extends approximately 2050 feet across the frontage of Willow Creek Golf Course, the only affected property owner.

TDOT has given the Town notice to proceed with acquisition of ROW and easements. Federal and state regulations for acquisition require that the Town contract with three separate firms for the three main activities involved in ROW acquisition: appraisals, appraisal review and acquisition (negotiating price). We published an RFQ in July, requesting response from parties interested in providing proposals for these three activities. Staff's recommendations are as follows:

- Appraisals: Butler Appraisal Group, LLC (fee of \$4,000)
- Appraisal Review: Dunn & Metz Appraisal Group (fee of \$2,000)
- Acquisition: RES, LLC (fee of \$4,750)

All three of these firms have provided excellent service to the Town for many years, on almost all of our roadway and sidewalk projects.

FINANCIAL SECTION:

Project: 310-43941-900 (Kingston Pike Greenway)			
<u>Project Budget (PE and ROW)</u>	<u>Requested Amount</u>	<u>Contracted Amount</u>	<u>Remaining Amount</u>
\$465,000	\$10,750.00	\$149,977.50	\$304,272.50
Approved By:			

RECOMMENDATION BY: Darryl Smith, Town Engineer, for approval.

PROPOSED MOTION: Approval of proposal from Butler Appraisal Group, LLC for \$4000, proposal from Dunn & Metz Appraisal Group for \$2,000.00 and proposal from RES, LLC for \$4,750.

BOARD ACTION:

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

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



BUTLER APPRAISAL GROUP, LLC

August 30, 2016

Mr. Darryl Smith, P.E.
Town of Farragut
11408 Municipal Center Drive
Farragut, TN 37934

Re: State Project No. 47956-2526-54
Federal Project No. STP-M-9109 (140)
Local PIN No. 106915.00
Willow Creek GC Sidewalk
Knox County
Tract No. 1

Mr. Smith:

My proposal for appraising the acquisitions from the Willow Creek Golf Club property (Tract 1) includes a Formal Part Affected appraisal to include all affected improvements and reasonable cost to cure items. The fee for this appraisal would be \$4,000 and I estimate needing 45 days to complete the assignment.

While a typical time frame for a similar type appraisal should be something closer to 30 days, I foresee needing to make several trips to the property. Multiple trips will likely be required to determine cost to cure valuations for various items which could potentially include tee boxes, bunkers, green area, fencing and landscaping. I will likely need to meet with not only the owners but various subcontractors who might need to perform such cost to cure estimates to the golf course property and specifically Hole #12. Depending on the availability of the subcontractors to give such estimates, a time frame even longer than 45 days is possible. In addition to valuing the acquired land and easements these probable cost to cure items will be included in the appraisal report.

It is possible that a vendor might charge something to prepare such a cost to cure estimate and this cost is not included in this proposal and would be the responsibility of the Town of Farragut. If needed, my guess is that such an estimate should cost several hundred dollars.

I am looking forward to working with you and the Town of Farragut on this project. Please contact me if any additional information is needed.

Respectfully,

J. Lee Butler, appraiser

DUNN & METZ APPRAISAL GROUP
Real Estate Appraisers & Consultants

Roger S. Dunn

Fred H. Metz, SRA

August 30, 2016

Mr. Darryl Smith, P.E.
Town of Farragut
11408 Municipal Center Drive
Knoxville, TN 37934

RE: Proposal for Review Appraisal
Sidewalk Project (Willow Creek Golf Course Property)
Federal Project No. STP-M-9109(140)
State Project No. 47956-2526-54
Locally Managed Project

Dear Mr. Smith:

In reference to our recent conversation regarding a proposal to perform a review appraisal for right-of-way purposes in relation to the above referenced project, please find the attached proposal. It is my understanding that only one tract of the Willow Creek Golf Course Property is involved in the subject assignment. The cost of the appraisal review assignment along with a timeframe for delivery of the review appraisal is submitted with this proposal.

If you have any questions or if additional information is desired, please contact me at roger@dunnandmetz.com or at 865-544-7600. Your consideration is appreciated.

Respectfully submitted,



Roger S. Dunn, CG-336
Dunn & Metz Appraisal Group
219 W. Young High Pike
Knoxville, TN 37920
865-544-7600
865-577-8209 (Fax)
1-800-753-6687
www.dunnandmetz.com
roger@dunnandmetz.com

219 W. Young High Pike • Knoxville, Tennessee 37920
(865) 544-7600 • 1-800-753-6687 • fax (865) 577-8209
email: postmaster@dunnandmetz.com
www.dunnandmetz.com

Dunn & Metz Appraisal Group

Proposal to Provide Review Appraisal Services

Sidewalk Project (Willow Creek Golf Course Property)
Federal Project No.: STP-M-9109(140)
State Project No.: 47956-2526-54
Locally Managed Project

Dunn & Metz Appraisal Group submits the following proposal to prepare and complete a review appraisal of one tract identified as the Willow Creek Golf Course Property involved in the above referenced project.

Scope of Services:

- Review appraisal of one (1) property according to Right-of-Way Plans approved by the Town of Farragut.
- The appraisal review will be conducted in accordance with the Scope of Work Rule and Standard 3 of the Uniform Standards of Professional Appraisal Practice, as promulgated by the Appraisal Foundation.
- The purpose of the technical review is to develop an opinion as to the compliance of the appraisal report to the Uniform Standards of Professional Appraisal Practice, the Uniform Relocation Assistance & Real Property Act, and the Tennessee Department of Transportation's Guidelines for Appraisers; and further develop opinions as to the completeness, adequacy, relevance, appropriateness and reasonableness of opinions presented in the appraisal report.
- The appraisal review will be completed on TDOT approved forms along with the approved Offer- Form 2 for the Town of Farragut.

Appraisal Review Fee (Willow Creek Golf Course Tract)

\$2,000

The appraisal review will be completed and delivered to the Town of Farragut within fifteen (15) days of the appraiser receiving the appraisal report and market data to be reviewed.

August 30, 2016

Mr. Darryl Smith, P.E.
City Engineer - Town of Farragut
11408 Municipal Center Drive
Farragut, TN 37934

Re: Proposal Professional Right-of-Way (ROW) Acquisition Services
Willow Creek Golf Course Sidewalk Improvements
Owner(s): William A. Roach, Trustee
Town of Farragut, Farragut, TN

Dear Mr. Smith:

Based on a review of the preliminary plans prepared by Cannon & Cannon, design engineers, we provide you with estimates for **acquisition and legal services** to purchase right of way and easements on the above referenced project.

Our proposal includes (1) procurement of title reports, (2) preparation of offer to the owners based on an appraisal and appraisal review by independent contractors (3) negotiations with owners or representatives, (4) coordination with and recommendations of settlement or condemnation to the Town of Farragut, (5) closing services including deed preparation and recording. **(Costs related to unknown and unpredictable release charges, recording fees and extraordinary document preparation incurred by East Tennessee Title, the closing agent will be invoiced, at cost, to the Town for any additional cost and are not included in the scope of our proposal.)**

In the event the negotiations do not result in a settlement and condemnation is necessary, the appraisal may have to be revised to include the value of the entire parcel to consider before and after values as dictated by the court system. Fees for updates and revisions will be negotiated with appraisers and review appraisers, at that time, and are not included in the scope of our proposal.

The Town of Farragut will provide any necessary property management services for acquired right of way and be responsible for clearing the right of way for construction after possession by deed or condemnation. It is further assumed that condemnation proceedings will be filed by the Town of Farragut attorney and that RES, LLC will not be responsible for condemnation proceedings.

Our fee for acquisition services on the Willow Creek parcel is **\$4,750**. If you are in agreement with our proposal, please signify by an authorized signature below and we will proceed as soon as appraisals and reviews are complete. We will follow TDOT procedures and coordinate our efforts with the Town of Farragut and the Region I offices in Knoxville.

If you have any questions or require additional information regarding this proposal, please do not hesitate to contact me. Thanks for the opportunity to provide our services.

Sincerely Yours,



Eddie D. Crook, MAI/SRA
Managing Partner

Authorized by Town of Farragut

Date

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval of Dates for the November and December BMA meetings

BACKGROUND:

In the past the Board of Mayor and Aldermen have chosen to cancel the second meeting in November due to Thanksgiving and the second meeting in December due to Christmas.

DISCUSSION:

The date for the meetings in November are Thursday, November 10 and November 24 and the December meetings are Thursday, December 8 and 22. In the past, Christmas Eve or Christmas Day have fallen on the second meeting date in December. This year December has five Thursdays. Currently, a majority of the board will tentatively be available for the December 22 meeting.

The second meeting in November will need to be cancelled and the Board will need to decide whether to have the second meeting in December. If the Board decides to cancel the second meeting and an issue arises, a special meeting may be called.

PROPOSED MOTION:

To cancel the meeting of November 24, 2016.

BOARD ACTION:

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

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

REPORT TO THE BOARD OF MAYOR AND ALDERMEN

PREPARED BY: Allison Myers, Town Recorder

SUBJECT: Approval to Elect Voting Delegate (1) and Alternate Voting Delegates (2) to the National League of Cities Conference

INTRODUCTION:

This agenda item is to elect voting delegates for the National League of Cities Conference in November. Each year the Board of Mayor and Aldermen elect a voting delegate and two alternate voting delegates.

DISCUSSION:

At the Annual Business Meeting on Saturday, November 19, 2016 the Town of Farragut is entitled to cast one vote based on the 2010 population. The Board is to elect one voting delegate and two alternate delegates for the Annual National League of Cities Conference in November. At this time, all board members are planning to attend.

PROPOSED MOTION:

To nominate _____ as the voting delegate and _____ and _____ as alternate voting delegates.

BOARD ACTION:

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

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