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**MINUTES OF THE WORK SESSION  
BOARD OF MAYOR AND ALDERMEN  
FRANKLIN, TENNESSEE  
CITY HALL BOARDROOM  
TUESDAY, NOVEMBER 13, 2012 - 6:00 P.M.**

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Mayor Ken Moore	P		
Alderman Brandy Blanton	P	Alderman Margaret Martin	P
Alderman Clyde Barnhill	P	Alderman Dana McLendon	P
Alderman Pearl Bransford	P	Alderman Ann Petersen	P
Alderman Beverly Burger	P	Alderman Michael Skinner, Vice Mayor	P

**Department Directors/Staff**

Eric Stuckey, City Administrator	P	Lisa Clayton, Parks Director	P
Vernon Gerth, ACA Community & Economic Dev.	P	Shirley Harmon, HR Director	P
Russell Truell, ACA Finance & Administration	P	Mark Hilty, Water Management Director	P
David Parker, CIP Executive/City Engineer	P	Paul Holzen, Engineering Director	
Shauna Billingsley, City Attorney	P	Dan Allen, Assistant Director Engineering	P
Rocky Garzarek, Fire Chief	P	Catherine Powers, Planning/Sustainability Director	P
David Rahinsky, Police Chief	P	Joe York, Streets Director	P
Fred Banner, MIT Director	P	Brad Wilson, Facilities Project Manager	P
Chris Bridgewater, BNS Director	P	Lanaii Benne, Assistant City Recorder	P
Becky Caldwell, Solid Waste Director	P	Linda Fulwider, Board Recording Secretary	P

**1. Call to Order**

Mayor Ken Moore called the Work Session to order at 6:08 p.m.

Mayor Moore reiterated that Item 14, Simmons Ridge Public Hearing, on the 7:00 p.m. BOMA agenda would be deferred to December 11, 2012. Deferral requested by the applicant due to a death in the family.

**2. Citizen Comments**

None

**WORK SESSION DISCUSSION ITEMS**

**3. Presentation from Waves**

**Betsy Hester**

Betsy Hester was not present.

**4.\* Consideration of ORDINANCE 2012-55, an Ordinance to Annex the Clovercroft Road Right-of-Way Along the Breezeway Subdivision Frontage, Consisting of ±5.28 Acres**

**Alderman Ann Petersen, FMPC Board Representative**

Catherine Powers and Dan Allen addressed this item. In 2007, the Planning Commission approved a final plat for Section 4 of the Breezeway Subdivision. There is a note on the plat that the second connection of Bayhill Circle will be made upon annexation of Clovercroft Road. Since the Bayhill Circle right-of-way has been dedicated according to the configuration on the approved final plat, the Street

Department has requested that the Clovercroft Road ROW along the frontage of the Breezeway Subdivision be annexed into the corporate limits of the City. The annexation of the ROW will facilitate the final connection onto Clovercroft Road.

Alderman Burger asked about sidewalks for children walking to school. She has received letters from parents about it being unsafe and requesting sidewalks.

Ms. Powers noted the Plat doesn't require sidewalks. This is a rural road. She mentioned that Mr. Allen had information regarding the topography of the road showing sidewalks may not be an option there.

Eric Stuckey explained the residents of Breezeway Subdivision don't need a sidewalk as they have another way to the school. It was questioned if those writing the letters were located within Breezeway. There was further discussion regarding sidewalks; however, the City would not be responsible to build sidewalks as the road is in the County.

**5. Consideration of RESOLUTION 2012-55, a Resolution Approving a Plan of Services for the Annexation of the Clovercroft Road Right-of-Way Along the Breezeway Subdivision Frontage**

**Alderman Ann Petersen, FMPC Board Representative**

Ms. Powers noted a Plan of Services is required for any annexation.

**6.\* Consideration of RESOLUTION 2012-61, a Resolution to Update the Community Revitalization Plan**  
**Alderman Ann Petersen, FMPC Board Representative**

Kelly Dannenfeler gave an update to the CRP plan that was approved in February 2011. Early this year, the Housing Commission requested the geographic boundaries be broadened to include more neighborhoods in Central Franklin. A map was provided showing the proposed target areas that includes the Franklin Road/Liberty Pike and Hillsboro Road corridors. A public meeting was held in September with approximately 15 people in attendance. The CRP update supports future grant opportunities that will protect and enhance the core character of the City. The update was favorably recommended to BOMA by the Planning Commission by a 7-0 vote.

**7.\* Consideration of RESOLUTION 2012-58, a Resolution Authorizing Negotiations for Design Services Professional Services Agreements for the Wastewater System Improvements as Identified in the IWRP**

**David Parker, City Engineer/CIP Executive**

Mark Hilty and Mr. Parker addressed this item. This summer the City went through a qualifications-based selection process, receiving statements of qualifications (SOQs) from various firms; 16 in all. The firms were evaluated by a selection committee based on the SOQs in terms of wastewater collection, wastewater treatment, and biosolids management qualifications. The selection committee recommends the City enter into contract negotiations with CDM Smith for the design services associated with wastewater treatment in support of the IWRP. Staff recognizes that the adoption of Resolution 2012-18 did not include funding for biosolids facilities for the wastewater treatment plant upgrade or expansion. It is necessary to include some design services funding related to biosolids management to ensure the facilities are adequate to convey solids to the biosolids facility.

In addition, the selection committee recommends the City enter into contract negotiations with Barge Waggoner Sumner & Cannon, Inc. (BWSC), Brown & Caldwell, CDM Smith, Garver, Hazen & Sawyer, and Smith Seckman Reid, Inc. (SSR) for design services associated with individual wastewater collection projects in support of the IWRP. The negotiations would occur on a case-by-case basis giving

consideration to the specific qualifications of each firm and the firm's capacity to perform the work at the time of the individual projects' Professional Services Agreement award.

There was discussion on the expense of processing biosolids. Mr. Parker advised staff is trying to get a more refined cost than first presented with a shorter payback time; however that is not what is being presented at this time. Eric Stuckey added that this is a future piece of the project, but the sooner they start to work on it the better because of implications of what will be done. Start looking at alternatives. This is focused on treatment, not handling and treatment. Per Mark Hilty, the current wastewater plant is at 12 MGD as per permit; going to a 16 MGD for wastewater.

**8. Discussion Regarding Marriott Conference Center Operating Agreement (Stormont Trice)**

**Eric Stuckey, City Administrator**

**Russ Truell, ACA Finance & Administration**

Eric Stuckey noted the City has been in an agreement with the County for many years, and the Conference Center debt will be paid off by the end of December without using any General Fund dollars. This is partly due to good management. The management contract will expire in 2014. Mr. Stuckey gave the reasons a continuation and renewal of the existing operating arrangement seems advantageous to all parties.

Russ Truell said one reason for an early start on this is because the City and County are each half owners of the Conference Center. The County has indicated they want the City to begin negotiations to bring back to BOMA and to the County. There was brief discussion about the City being sole-owner; however, that is a separate issue. The City and County have worked well together and have been successful with the current arrangement. As for expansion, Mr. Truell related the operating agreement must be in place before anything else can be considered. Expansion would be very involved and expensive and would be for discussion in the future.

Staff recommends the Board instruct the City Attorney and City Administrator review the current agreement with hotel management and make recommendations for updates and changes, if necessary, to the joint agreement. The County should be engaged in similar review of the agreement and make suggestions for modifications, if any. The final version to be brought back to BOMA for review and approval in the spring of 2013, and then forwarded to the County for their approval.

**9. Consideration of Business Retention Program Agreement Between the City of Franklin and Williamson County Office of Economic Development**

**Eric Stuckey, City Administrator**

The outline of a program in the packet formalizes what the City and the Williamson County Office of Economic Development have been doing the past few years. The focus is on existing businesses. Typically, 60% to 75% of job growth comes from existing businesses. It is much less expensive and time-consuming to help a company grow than to recruit a new company into an area, and some of the best business recruitment leads come from suppliers or vendors that support existing industry.

Over the past two years, Mayor Moore, the City Administrator, and the Office of Economic Development have been visiting existing businesses in Franklin to understand their issues and needs. It has become apparent that a more structured approach to this work, including dedicated staff and resources, will be needed to sustain these efforts. The Board included funding (\$20,000) in the FY13 budget to support an Existing Business Retention Program.

The outline will be refined and made into an Interlocal Agreement to be brought back to BOMA. The program has been very productive up to this point. The Office of Economic Development now has a person on board dedicated to this program.

Alderman Petersen recommended a recent article in the Wall Street Journal about the importance of small businesses. Alderman Burger told of an economic development course she attended that UT offers to elected officials. One of the topics was business retention.

**10. Consideration of Interlocal Agreement from Williamson County for Drop-Off at Hazard Waste Facility**

**Shauna Billingsley, City Attorney**

Becky Caldwell and Eric Stuckey addressed this item. The City is in the process of applying for a \$250,000 no match grant from the Tennessee Department of Environment and Conservation (TDEC) for the purpose of constructing a permanent household hazardous waste (HHW) facility at the City-owned Municipal Services Complex. This would operate in conjunction with the existing BOPAE drop-off services and would serve residents of Williamson County. The Interlocal agreement offers \$100,000 from Williamson County to the City in support of the project.

In answer to questions about expenses related to the program, Ms. Caldwell advised they would apply for additional grants to help with expenses. Alderman Skinner noted the Williamson County Solid Waste Board is for this and it is on the County Commission's agenda as well.

Mayor Moore reiterated his announcement that item 14 on the BOMA agenda would not be addressed (no public hearing) until December 11, 2013 due to a death in the applicant's family.

**ADJOURN**

Meeting adjourned @ 6:49 p.m.

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Dr. Ken Moore, Mayor

Minutes prepared by: Linda Fulwider, Board Recording Secretary, City Administrator's Office - 11/28/2012 11:53 AM