
**MINUTES OF THE WORK SESSION
BOARD OF MAYOR AND ALDERMEN
FRANKLIN, TENNESSEE
CITY HALL BOARDROOM
TUESDAY, APRIL 23 , 2013 - 5:00 P.M.**

Board Members

Mayor Ken Moore	P		
Alderman Clyde Barnhill	P	Alderman Margaret Martin	P
Alderman Brandy Blanton	P	Alderman Dana McLendon, Vice Mayor	P
Alderman Pearl Bransford	P	Alderman Ann Petersen	P
Alderman Beverly Burger	P	Alderman Michael Skinner	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	P
Shauna Billingsley, City Attorney	P	Catherine Powers, Planning/Sustainability Director	P
Rocky Garzarek, Fire Chief		Joe York, Streets Director	P
David Rahinsky, Police Chief	P	Brad Wilson, Facilities Project Manager	P
Fred Banner, MIT Director	P	Steve Sims, Business Process Improvement Manager	P
Chris Bridgewater, BNS Director	P	Lanaii Benne, Assistant City Recorder	P
Chris Tackett for 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 5:00 p.m.

2. Citizen Comments

- Pat Hayes, owner of two businesses across the street from the Old, Old Jail, said he had just found out today about the plan for the Heritage Foundation to buy that property. Other business owners are parking there now and don't want to lose the lot. He met with Mary Pearce to see if there would be any way to have an agreement, buy that part of the lot, or a shared easement for the parking area.
- Ms. Pearce responded that the Foundation's full intention is to support that usage even though they will solely own the property. They are not at the point in the process to say how this can be done, and have yet to go through a required Phase II Environmental process.

WORK SESSION DISCUSSION ITEMS

3. Consideration of Event Permit Application from Start2Finish for Josh Byers Memorial Day 5k to be Held on May 27, 2013 in the Cool Springs Area

David Rahinsky, Police Chief

Alderman Barnhill asked if there had been any negative responses to the Good Neighbor letter sent, and to whom were they sent. Eric Stuckey related the policy is to send those letters prior to the application coming to the Board. Surmise there was no negative feedback since there was no documentation of such included with the application. A list of those receiving the Good Neighbor letter will be provided to the Board before the next meeting.

4. Consideration of Event Permit Application for Harpeth Bike Ride to be Held on June 1, 2013

David Rahinsky, Police Chief

No questions or comments

5. **Consideration of Event Permit Application from Friends of Franklin Parks/Franklin Tomorrow for Raise the Roofs at Harlinsdale to be Held on June 15, 2013**

Lisa Clayton, Parks Director

No questions or comments

6. **Discussion on Water and Sanitary Sewer Impact Fee Calculation Methodology**

Mark Hilty, Water Management Director

Eric Stuckey noted this was discussed at the last CIC meeting.

Mark Hilty related there are a number of projects and staff is reviewing impact fees, the components, and the methodology to calculate the impact fees. The existing impact fee schedule is based from a 3/4" meter through 8" meter with fees increasing as the size increases. For commercial properties, the increases between fee blocks are significant. Another methodology being studied is by SFUE based on 350 gallons per day; disregarding meter size. This method eliminates the large incremental jumps. Staff is trying to level out what the demands are for a development.

Alderman Petersen is of the opinion the cost for 3/4" is out of whack; the others are comparable to the amount of water that goes through. Mr. Stuckey explained that with the meter size method the customer is paying for capacity whether it is used or not.

Alderman Skinner questioned with the IWRP calculations based on meter size how that would translate to SFUE. Not all SFUEs are the same; should there be other factors considered. Mr. Stuckey responded that just because it is based on SFUE doesn't mean it is a single family unit. The 350 gallon per day is a measure.

Alderman Skinner related the smallest line is built-in conservation. Mr. Hilty countered there is conservation beyond the meter as well. He stated there is a provision on the commercial side to audit water consumption relative to demands stated to make sure the appropriate meter size is used.

Alderman Barnhill said he wants to know is if there will be sufficient impact fees to cover the plan. Then tweak the calculation methodology. Mr. Hilty noted the fees have not been updated since 2008 and staff will be looking at that on a more frequent basis. The primary driver for tonight's discussion was to get the concept input from BOMA. Mr. Stuckey said that would be helpful as to how they bring this back to the Board.

* Item 15 was taken out of order

7.* **Consideration of RESOLUTION 2013-25, A Resolution Authorizing Staff to Enter Into Contract Negotiations with Selected Architect for the Design of the Prototypical Fire Stations**

David Parker, City Engineer/CIP Executive

This item is to consider approval for the City Engineer and Project Facilities Manager to enter into negotiations with Renaissance Group for design service for a prototypical fire hall. Mr. Stuckey commented the design will be based on fire hall #6 but with adjustments to make them more consistent and to adapt to unique site constraints. Mr. Parker added the square footage and layout with three apparatus bays is standard and does not include aesthetics. Aesthetics requested that are unique to a development will be at the cost of the developer. It was noted the sites for fire halls at Berry Farms and Westhaven have been chosen.

8.* **Consideration of RESOLUTION 2013-28, A Resolution Approving the Annual CDBG Action Plan for 2013-2014 and Authorizing a Request for Housing and Urban Development CDBG Program Funds**

Chris Bridgewater, Building & Neighborhood Services Director

Kathleen Sauseda, Interim Housing Development Coordinator

This is similar to previous years and is based on dollars expected from the program; it is less than before. The program benefits low and moderate income housing needs and repairs. Money is assigned to eligible activities. RFPs are put out for providing the services.

9. **Consideration of ORDINANCE 2013-18, To Be Entitled, "An Ordinance to Amend Title 22, Chapter 1 of the Franklin Municipal Code Relative to Compensation for the Mayor and Aldermen of the City of Franklin
Eric Stuckey, City Administrator**

The last increase approved for BOMA was in 1988, effective in 1989. It has not been addressed since then.

Based on elected officials pay provided in other cities and in order to continue to attract citizens to serve in elected leadership positions, it is recommended that BOMA pay be adjusted and Ordinance 2013-18 be approved. The 2013-14 proposed budget would include this change in compensation:

- Mayor \$19,500 annually (\$1,625 per month)
- Aldermen \$12,000 annually (\$1,000 per month)

Discussion:

- Currently, Mayor is paid \$800 per month plus \$20 per special meeting (no payment for committee meetings)
- Currently, Aldermen pay is \$400 per month plus \$20 per committee and special meeting
- BOMA eligible to receive health insurance benefits from the City
- Entire BOMA would receive increase after the October election, to be effective in November 2013
- Alderman Burger suggested the Mayor's pay be increased to \$24,000 annually due to the number of functions, events, meetings, and time required. Alderman Martin supported that as well.
- Total budget for Elected Officials \$180,000
- Per meeting cost remains the same
- According to the alderman, the general response from constituents was about how little BOMA makes for serving the community.

10.* **Consider Authorizing the Immediate Issuance of a Purchase Order to Stringfellow, Inc. of Nashville for Two (2) Side-Loading Refuse Collection Trucks at \$258,377 Each for a Total of \$516,754, with Delivery and Payment Scheduled for After July 1, 2013, for the Collection Division of the Solid Waste Department (To be Reflected in the Proposed budget for Fiscal Year 2014, Account Number 124-89520-46110**

**Becky Caldwell, Solid Waste Director
Chris Tackett, Solid Waste**

Significant lead time is needed to get these replacement trucks. Delivery and payment will be after July 1, 2013 in the new fiscal year.

11.* **Consideration of Interlocal Agreement with Williamson County Government (COF Contract No. 2013-0043) for Transferring the Billing and Collection of Property Taxes to the Williamson County Trustee**

**Russ Truell, ACA Finance & Administration
Steve Sims, Business Process Improvement Manager**

Steve Sims related this is an expense neutral opportunity for the City with benefits for citizens. He explained clarifications made in the agreement regarding liens and attorneys. Mr. Stuckey added this is designed to be cost neutral initially, but over time it will save money because the City won't have to buy new software. It will provide better service to taxpayers by streamlining the process. It is Cost Based on per parcel basis rather than percentage. He asked that the motion designate approval of final form as approved by the City Attorney and City Administrator because of the potential final tweaks.

12. **Consideration of Contract Award to Pinnacle Bank of Nashville, TN for Banking Services for the Fiscal Year Beginning July 1, 2013, with Three (3) Options to Extend for One (1) Year Each, Not to Exceed a Total of Four (4) Years as Mutually Agreed by Both Parties (Purchasing Office Procurement Solicitation No. 2013-015; to be Reflected in the Proposed Budget for Fiscal Year 2014; Contract No. 2013-0044)**

Russ Truell, ACA Finance & Administration

Banking services are addressed on a regular basis. Of the proposals received, Pinnacle Bank was the best value.

13. **Consideration of E.Discovery Software Proposal in an Amount Not to Exceed ~~\$326,825~~ \$137,376**
Russ Truell, ACA Finance & Administration
Fred Banner, MIT Director

Fred Banner noted the correct amount is \$137,376 and is reflected in the memo. The caption was incorrect. Staff recommends accepting the proposal and starting the implementation of Microsoft Office 365 immediately. It will take three to four months to convert. This software is invaluable to the Law Department for retrieving documents needed for litigation.

14. **Consideration of Bid Award to R. G. Anderson Company, Inc. in the Amount of \$3,828,500.00 (Three Million Eight Hundred Twenty Eight Thousand Five Hundred Dollars and No Cents) for the Construction Program of the City of Franklin Public Works Complex Located at 124 Lumber Drive (COF Contract No. 2012-0185)**

Brad Wilson, Project Facilities Manager

Three bids were received, with R. G. Anderson Company chosen for the build-out of the new City of Franklin Public Works Facility with selected alternates. There are eight acres in the configuration and a total of 15 acres in the property. The CIP funding plan included \$5.5 million of General Fund-supported capital. Additional funding will come from the Stormwater special revenue fund and Water Management enterprise funds in accordance with their pro rata use of the new facility. "The Hill" (Water Management and Fleet) property and the property on Southeastern Parkway (Street Department) will be declared surplus and sold after the transition to the new facility. Mr. Stuckey anticipates being in the new facility in approximately one year.

Brad Wilson used drawings of the building layout to explain the location of departments, services, storage, etc. BNS is ready to issue the permit. The proposal includes furnishings, etc.; however, each department will move equipment, furniture, etc. to the new facility. Some additional equipment will be purchased due to the expansion of some departments.

Discussion:

- Costs and finances touched upon
- The condition of the property on "the hill" is poor and too small for what is needed
- The new facility will offer a healthier working environment for employees
- Fleet will be able to work on more City vehicles and larger vehicles; thus, saving the City money by not contracting out the work.
- Fiscally smart move by the City
- Congratulations to Mr. Wilson for coming up with a functional complex without many or any costly aesthetics.

* Addressed after Item 6

15. **Consideration of Request from Pearl Street Partners for Limiting Sanitary Sewer Fees to Being Based on a ¾" Water Meter instead of a 1" Water Meter Due to Requirements of Fire Sprinklers at Lockwood Glen (aka Nichols Bend)**

David Parker, City Engineer/CIP Executive

The developers are required during initial construction to install residential fire sprinkler systems in their development. Based on the water demand requirements to adequately serve the fire sprinkler systems, the residential properties will require a one inch water meter, served by the Milcrofton Utility District. Based on the submittals to date, the water demands are consistent with what is generally served by a ¾" water meter (350 gpd). It is anticipated the City's collection system will not experience loads beyond that of a typical residential property with a ¾" meter. Milcrofton does not offer full size ¾" meters. There is a significant cost jump between ¾" and 1". Staff believes the request for limiting sanitary sewer fees based on a ¾" water meter instead of a 1" water meter due to requirements of fire sprinklers in residential properties in Lockwood Glen, to be an equitable application of the fees and recommends approval of the request from Pearl Street Partners.

Discussion:

- There were questions regarding costs and incremental costs
- Unknown if this will occur with other developments until those are submitted and it is known what utility district they are in
- Some aldermen expressed that Milcrofton should consider stocking full flow $\frac{3}{4}$ " meters.

* Item 7 addressed next followed by the remainder of the agenda

ADJOURN

Work Session adjourned 6:37 p.m.

Dr. Ken Moore, Mayor

Minutes prepared by: Linda Fulwider, Board Recording Secretary, City Administrator's Office - 5/20/2013 9:52 AM