

**MINUTES OF THE WORK SESSION
BOARD OF MAYOR AND ALDERMEN
FRANKLIN, TENNESSEE
CITY HALL BOARDROOM
TUESDAY, JUNE 24, 2014 – 5:00 P.M.**

Board Members

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

Department Directors/Staff

Eric Stuckey, City Administrator		Lisa Clayton, Parks Director	P
Vernon Gerth, ACA Community & Economic Dev.	P	Shirley Harmon, Human Resources Director	
Russell Truell, ACA Finance & Administration	P	Mark Hilty, Water Management Director	P
David Parker, CIP Executive/City Engineer	P	Paul Holzen, Engineering Director	P
Kristen Corn, Staff Attorney	P	Catherine Powers, Planning/Sustainability Director	P
Rocky Garzarek, Fire Chief	P	Joe York, Streets Director	P
Deb Faulkner, Deputy Police Chief	P	Brad Wilson, Facilities Project Manager	
Fred Banner, IT Director	P	Lanaii Benne, Assistant City Recorder	P
Chris Bridgewater, BNS Director		Linda Fulwider, Board Recording Secretary	P
Becky Caldwell, SES Director	P		

1. Call to Order

Mayor Ken Moore called the Work Session to order at 5:00 p.m.

2. Citizen Comments

None

WORK SESSION DISCUSSION ITEMS

3. Presentation – New City of Franklin Website.

Milissa Reierson, Communications Manager

Milissa Reierson related staff worked with Vision Internet Providers on this project. Representatives from each City department were involved as well. Features on the new City Website include: view City employment opportunities, sign-up to receive news releases and e-notifications, ward maps, expanded Board of Mayor and Alderman page, links to social media, an app for phones, and imbedded videos (such as the Sanitation and Environmental Services video). Everything on the City server goes to the Vision server. Some areas are being tweaked and Google should be working very soon.

Vice Mayor Petersen commented that the maps are very good.

★ Introduction

Vernon Gerth introduced and welcomed Deputy Police Chief Deb Faulkner, who is new to the City team. Deputy Chief Faulkner is a Franklin resident with a strong background in law enforcement.

4. Status Update on Sanitation Environmental Services Route Changes.

Becky Caldwell, SES Director

A short video about the trash collection route changes, featuring Becky Caldwell, was shown;

followed by Ms. Caldwell's Power Point presentation.

- 40 neighborhoods are affected by the change
- The color-coded map shows pick-up days and lists subdivisions involved. If your pick-up day is Monday and is not listed, it will remain on Monday. If a subdivision isn't listed – the trash collection day has not changed:

Monday – Orange

Carlisle	Cornerstone	Idlewood	Rizer Pointe
Carolina Close	Echo Estates	Magnolia Place	Rogersshire
Cheekwood	Fieldstone Farms	Monticello	Spencer Creek
Chestnut Bend	Founders Pointe	Rebel Meadows	Westfield Estates

Tuesday – Pink

Battle Ground	Hincheyville
Everbright	Regency Square
Green Acres	School Manor

Wednesday – Green

Bluegrass	Maplewood
Charlton Green	Sturbridge
Ewingville	Yorktown

Thursday – Blue

Amber Glen	Cheswicke Farms	Grant Park	Richards Glen
Andover	Eagles Glen	Heritage Place	Royal Oaks
Aspen Grove	Golden Meadows	Liberty Hills	Wynthrope

JULY 7, 2014

NEW

TRASH DAY

MONDAY

- Color coordinated hangtags will be placed on the rollout container or the front door
- Frequently asked questions:

1. Will all sanitation services be changed if my collection day changes?

YES – your collection day is for all sanitation services:

- 96-gallon rollout container
- Blue Bags
- Yard Bags
- Brush
- Bulky Waste
- Buck-a-Bag

2. Why are we changing our garbage service schedule?

- ◆ Create more efficient routes
- ◆ Reduce our annual fuel use
- ◆ Lower maintenance costs on our trucks
- ◆ Satisfy our immediate personnel needs with existing team members
- ◆ Decrease the frequency for buying replacement trucks/equipment.

3. If Friday is my service day now...July 4th holiday is on a Friday...but we have a new schedule July 7th, the Monday after July 4th...what can I expect?

Thursday, July 3rd – we will provide regular services to our Friday customers as we always do during a week with a Friday holiday.

Monday, July 7th – we will provide regular services to our Friday customers

Your “normal” garbage collection day is now on Monday

4. What if I have other questions?

Call the Sanitation and Environmental Services Department @ 615-794-1516

Visit our City website @ www.franklintn.gov/sanitation

Alderman Burger asked if customers should call if they have white goods for pick up. Ms. Caldwell responded that it always good to call prior to putting out white goods for pick up.

5. Consideration of Event Permit Application for Franklin Race 4 the Cure 5K Benefiting the Westhaven Foundation to be Held September 20, 2014 in Westhaven.

David Rahinsky, Police Chief

Alderman Martin asked about the beer permit. Monique McCullough explained beer would not be served during the race, but at the after-party.

6. Consideration of Event Permit Application for Turkey Trot Benefitting Graceworks Ministries to be Held on November 27, 2014 in Cool Springs.

David Rahinsky, Police Chief

No questions or comments

7. Consideration of Renewal of Liquor License Retailer's Certificate for Harpeth Liquors (Satish Patel, Managing Agent), 1203 Murfreesboro Road, Suite 503, Franklin, Tennessee 37064.

Lanai Benne, Assistant City Recorder

No questions or comments

8. Consideration of Renewal of Liquor License Retailer's Certificate for the Bottle Shop at McEwen (Lisa Quillman and Nancy Quillman, Managing Agent), 1556 West McEwen Drive, Suite 102, Franklin, Tennessee.

Lanai Benne, Assistant City Recorder

No questions or comments

9. Consideration of Renewal of Liquor License Retailer's Certificate for Del Rio Package Store (Dahyabhai Vallabhbbhai Patel, Managing Agent), 111 Del Rio Pike, Franklin, Tennessee 37064.

Lanai Benne, Assistant City Recorder

No questions or comments

10. Consideration of ORDINANCE 2014-11, An Ordinance to Amend Title 2, Chapter 5 of the City of Franklin Municipal Code Regulating the Battlefield Preservation Commission.

**Catherine Powers Planning & Sustainability Director
Amanda Hall, Preservation Planner**

Vernon Gerth related the amendment is to remove one of the organizational representatives from the membership, Franklin on Foot, and replace it with the African American Heritage Society. Franklin on Foot resigned from the Commission in February. In addition, the amendment removes term limits for the ten organizational representatives.

11.* Consideration of ORDINANCE 2014-09, An Ordinance to Amend Various Sections of Chapter 4 of Title 16 of the Franklin Municipal Code Concerning Road Impact Fees.

David Parker, City Engineer/CIP Executive

Duncan Associates completed a Road Impact Fee Update Study in March 2014 that indicates a need to increase the Road Impact Fees to recover and fund the City's roadway infrastructure improvements. In addition to changing fees, the timing of when offset agreements are submitted and how they are assigned are included. These changes allow the Board to review offsets sooner as the Board had requested.

Additions and Deletions include:

- ◆ Ordinance page 2: Section I, 16-405. Definitions (1) Last sentence: ...**Providing greater access to a particular Development of promoting safety is not necessarily considered expanding arterial roadway capacity.**
- ◆ Ordinance page 2: Section I, 16-405. Definitions (22) Last sentence: ...**Turn lane construction and traffic**

signalization on the Arterial Road System whose main benefit is to serve a particular Development or to provide ingress and egress to a particular Development shall be considered a Site-Related Improvement.

- ◆ Ordinance page 3: Section II, 16-410, Impact Fee Schedule (10) Implementation of the fees as indicated in Exhibit A shall occur over a three (3) year period with the fees and effective dates as indicated in Exhibit B attached hereto and incorporated by reference herein.
- ◆ Ordinance page 3: Section III, 16-413, Establishment of Account. (1) The City shall establish a separate, interest-bearing account for **each Service Area** into which each Impact Fee collected **within designated Service Area** shall be deposited.
- ◆ Ordinance page 3: Section IV, 16-417, Offsets. (1) The City shall make no Offsets against Impact Fees due for a Development except pursuant to this Chapter. **In order to obtain consideration of an Offset, an authorized agent of the Development seeking such Offset shall submit a request for consideration to enter into an Offset agreement prior to or in conjunction with the initial submittal of the Development Plan or, when no Development Plan is required, a Site Plan to the City.**
- ◆ Ordinance pages 3 & 4: Section IV, 16-417, Offsets. (5) The Offset value of **Arterial Roadway Improvements to be used for the initial Offset agreement** shall be based on an estimate of the eligible costs of the **Arterial Roadway Improvements and shall be used for the application of offsets and/or reimbursements until the Arterial Roadway Improvements have been constructed and accepted by the City.** Upon the actual cost of the eligible improvements or reasonable unit values at the time the construction occurred as determined by the City Engineer using comparable recent transactions, whichever is less, **Upon Acceptance of the following information to the Road Impact Fee Administrator for review and approval: invoices and contracts associated with the arterial roadway improvements, copies of checks to show proof of payment and notarized release of lien. After approval of the constructed costs of the Arterial Roadway Improvements, the initial Offset Agreement shall be amended to reflect the actual eligible Road Impact Fee Offset due the Development Project.**
- ◆ Ordinance page 4: Section IV, 16-417, Offsets. (8) ... within a Development Project: The City shall apply the Offset against the Impact Fee that would otherwise be due for the first application for a Building Permit or Certificate of Occupancy with the project. If the Offsets for the Development Project exceed the Road Impact Fee collected for the Development, the City shall apply the balance of the Offsets to the next application for a Building Permit within the project. This procedure shall continue until there are no more Offsets to be applied within the project. The Road Impact Fee Administrator shall maintain records of the Offsets balance for each Development Project for which Offsets are due.
 - a) **The City shall apply the Offset against the impact Fee that would otherwise be due for the first application for a Building Permit within the project. If the Offsets for the Development Project exceed the Road Impact Fee collected for the Development, the City shall apply the balance of the Offsets to the next application for a Building Permit within the project. This procedure shall continue until there are no more Offsets to be applied within the project. The Road Impact Fee Administrator shall maintain records of the Offsets balance for each Development Project for which Offsets are due, or**
 - b) **The Developer may provide to the Road Impact Fee Administrator a letter of assignment for any portion of an eligible Road Impact Fee Offset for his Development Project to another Developer within his Development Project prior to such assignment being granted to a successor(s) in interest. Should a successor(s) in interest pay a Road Impact Fee prior to the Road Impact Fee Administrator receiving from the Developer a letter of assignment, there shall be no reimbursement of the paid Road Impact Fee to the intended successor(s) in interest.**

David Parker emphasized the removal of "Certificate of Occupancy" in (8). Vernon Gerth highlighted (8) (a) as written above, changes the timing of the request for offsets to be concurrent with the application.

Discussion:

- Vice Mayor Petersen asked about the change on page 3, Section III, 16-413. (1) The City shall establish a separate, interest-bearing account **for each Service Area** into which each Impact Fee collected **within designated Service Area** shall be deposited. David Parker explained it is in one interest-bearing account now. However, if the City ever changes to more than one service area, the ordinance covers that.
- Alderman Martin referred to page 2, Section I, 16-405, Definitions (22) ...**Turn lane construction and traffic signalization on the Arterial Road System whose main benefit is to serve a particular Development or to provide ingress and egress to a particular Development shall be considered a Site-Related Improvement.** She mentioned the recent discussions about the new traffic signal for Cool Springs Boulevard and the unfairness in the division of payment for the signal. Mr. Parker responded that project was different. The Ordinance in its entirety covers the entire issue.
- Vice Mayor Petersen continues to have concerns about the development in question. It wasn't stated how much the development was already paying, and there is no development on the opposite side of the road.

- Vernon Gerth said this reflects keeping the Road Impact Fee up to date to reflect the true cost.
- Alderman Burger wanted to clarify that with the changes, requests for offsets will be submitted at the beginning, costs will be known, and this will be submitted to the Board. Mr. Parker answered that it won't necessarily be the entire cost.

12.* Consideration of ORDINANCE 2014-19, An Ordinance of FY 2014 Fourth Quarter Budget Amendments; Establishing a Public Hearing Date of July 8, 2014.

Mike Lowe, Comptroller

Russ Truell said budget amendments can't be done in arrears. These amendments typically were brought at the end of a fiscal year. Now, because of state regulations, they must be cash basis budget amendments submitted by June 30th to be in compliance.

Vice Mayor Petersen commented that the Road Impact Fee Fund has been in deficit for years. This amount is bigger. She had hoped to have it paid off. Mr. Truell said he could provide information on all the offsets as requested by Vice Mayor Petersen.

13. Consideration of Change Order for INFOR, Utility Billing System Project, in an Amount of \$250,000.

Fred Banner, IT Director

Mr. Truell noted the utility billing changes started two years ago. Meanwhile, construction picked up and the project was diverted for a while. Staff is now ready to finish and additional work from the company is needed.

Fred Banner said much of what the City does is not part of the standard package. The City bills for two other utilities as well. When this product does come on line, there will be better savings and better customer service.

14. Consideration of Transfer of Conference Center Operating Agreement due to Change in Ownership.

Eric Stuckey, City Administrator

Russ Truell, ACA Finance & Administration

Mr. Truell advised the ownership of the Marriott is changing. This requires a transfer of management for the Cool Springs Conference Center from Franklin Realco LLC to CH Realty VI/H Franklin Cool Springs LLC, approval of an Estoppel Certificate and Agreement, and Assignment of the Conference Center Operating Agreement with the company.

Roy Croop of Noble Investment, introduced Atlanta management Diane Parmerlee, _____, Paul Whitehead, _____, _____, _____, and _____.

Mr. Croop related that they want to execute the agreement by July 24, 2014. The hotel has been with Noble Investment since 2001. Davidson Hotels & Resorts will manage the hotel for Crow Holdings. Background information on Crow Holdings & Davidson Hotels & Resorts was provided.

In answer to questions asked:

- The Conference Center is integral to the Hotel and essentially will still function as it has.
- The only changes will be positive changes.
- Four conference centers connected with hotels they own are municipally owned.
- There will be some significant capital improvements.
- Managerial structure will remain the same. They will interview current staff for positions and, if qualified, given the opportunity to stay on. They are hopeful they will chose to stay.
- They will be active in community as well.

15.* Acknowledge Report of Sole-Source Purchase from BAR Environmental Supply of Nashville, TN in the Total Amount of \$35,933.79 for One (1) Reconditioned Comminutor to Replace a Failed Unit for the Water Reclamation Division of the Water Management Department.

Mark Hilty, Water Management Director

Per Mark Hilty, a Comminutor grinds debris when it comes to the property. No other comments or questions.

16. Discussion Regarding Design of Water Treatment Facility.

David Parker, City Engineer/CIP Executive

Mark Hilty, Water Management Director

On May 27, 2014 SSR and City staff presented an update on the expansion slated for the City's water treatment facility. During the presentation, several questions were raised centering on demand projections, payback periods, and the resulting impacts on rates were raised by individual Board members. Based upon our understanding of each comment, SSR has worked to address each item.

1. Demand Projections
2. HVUD Rates
3. Harpeth River Flows,
4. Withdrawal Rates,
5. Sensitivity Analysis on Return on Investment, and
6. Impact on Residential Rates: Our sub-consultant, Jackson Thornton, is finalizing the rate impacts on residential customers and when complete will be provided before the next BOMA Work Session.

Bo Butler, SSR, and Joe Griffey, were present to answer questions.

Alderman Skinner asked, if BOMA voted to go with a new plant, when the project would be complete. Mark Hilty responded that it would be in January 2017. David Parker added, unless the Board decides to go to 4 MGD instead of 2.6 MGD (BOMA vote required).

ADJOURN

Work Session adjourned @ 6:00 p.m.

Dr. Ken Moore, Mayor