



HISTORIC  
FRANKLIN  
TENNESSEE

## Sustainability Commission

**March 13, 2020**

**8:00 a.m. to 9:00 a.m.**

**City of Franklin –CDCR – City Hall**

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8:00 am	<b>Welcome/Introductions</b>	All
8:05 am	<b>*Approval of February Meeting Minutes</b>	Dana Kose
8:05 am – 8:10 am	<b>Announcements</b> <ul style="list-style-type: none"><li>• Website Information</li><li>• City Commissions Update</li><li>• Potential Tennessee Plastic Bag Ban</li></ul>	Andrew Orr
8:10 am – 8:20 am	<b>*Sustainability Survey Results</b>	Andrew Orr Dana Kose
8:20 am – 8:50 am	<b>*Sustainability Policy Guides</b>	Andrew Orr Dana Kose
8:50 am -- 9:00 am	<b>Other News/Adjourn</b>	Dana Kose

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\*Item contains an attachment or link

**MISSION STATEMENT:** The Sustainability Commission provides guidance to the Board of Mayor and Aldermen and the Planning Commission and leadership for the entire Franklin Community.

Brenton Montgomery (12/11/2021)  
Mike Cassity (1/14/2023)  
Beverly Burger (BOMA co-terminus)  
Patrick Baggett (Franklin Tomorrow co-terminus)  
Mike Leonard (2/26/2022)

Todd Palmer (8/27/2022)  
Dana Kose (12/13/2019)  
Nancy Whittemore (10/23/2021)  
Micah Wood (10/23/2021)

*The City of Franklin has committed itself to developing an ongoing strategy of sustainability for the community. This initiative will be designed to achieve viable, fulfilling, and rewarding lifestyles for our residents and business partners through responsible and innovative stewardship of the environment.*

# MINUTES OF THE MEETING OF THE FRANKLIN SUSTAINABILITY COMMISSION

February 7, 2020

The Franklin Sustainability Commission held a regular meeting on Friday, February 7, 2020, at 8:05 a.m., in the Community Development Conference Room.

Members Present: Chair Dana Kose, Mike Cassity, Mike Leonard, Micah Wood, Todd Palmer

Members Absent: Brenton Montgomery, Patrick Baggett, Nancy Whittemore, and Alderman Bev Burger

Planning Staff Present: Andrew Orr, Elaine Ellis, and Eric Conner

Visitor: Will Livingston - Graduate Student (MBA/Sustainability) from Lipscomb University

## Welcome/Introductions

**Ms. Kose** called the meeting to order at 8:05 a.m.

## Approval of Meeting Minutes

**Mr. Leonard** moved, seconded by **Mr. Palmer**, to approve the November 2019 meeting minutes. The motion carried unanimously.

## Announcements

### Scooter Ban

**Mr. Orr** stated that the Board of Mayor and Aldermen (BOMA) did not want to move forward with a pilot program to allow scooters in the Cool Springs area. **Ms. Holland Schellhouse**, Management Fellow, and the City Administrator are moving forward to create an ordinance to the Municipal Code that would ban sharable electric scooters.

### Next Meeting

The next meeting will be March 13, 2020. It was moved from the first week of March since **Mr. Orr** will be at a conference.

### Website Information

**Mr. Orr** stated that he received an email from a teacher at a STEM school. The class has been using the City of Franklin Sustainability page as a resource for information. One of the students suggested providing a resource for glass recycling. **Mr. Orr** added a link with this information. He asked the Commission to look at the website and offer suggestions. **Mr. Palmer** stated that he would look into this.

### Elect Chair and Vice Chair

**Mr. Leonard** moved, seconded by **Mr. Palmer**, to re-elect **Ms. Kose** as Chair. The motion passed unanimously.

**Mr. Leonard** moved, seconded by **Ms. Kose**, to re-elect **Mr. Palmer** as Vice-Chair. The motion passed

unanimously.

### **Sustainability Policy Guides/BOMA Outreach**

**Ms. Kose** stated that, at the last meeting, there was a discussion about how the Commission could better inform the Board of Mayor and Aldermen (BOMA) about sustainability issues and help institute policy.

**Mr. Leonard** stated that the Sustainability Commission is to serve as an advisory board to BOMA. **He** stated that he felt it was the Commission's job to bring issues for BOMA to consider. **Mr. Leonard** stated that the Commission should develop initial focus areas in the following fields:

1. Waste Reduction
2. Energy Conservation
3. Water Conservation
4. Green Building
5. Renewable Energy
6. Electric Fleet
7. Sustainability Education and Communications

**Mr. Orr** asked how **Mr. Leonard** would suggest presenting this information to the Aldermen.

**Mr. Leonard** stated that he would give the letter to **Mayor Moore** and email for the Aldermen. He stated that **Mayor Moore** had asked the Commission for this information. He stated that it would then be up to the Mayor to bring it to Worksession.

**Ms. Kose** stated that **Mayor Moore** would like BOMA to hear more from the Sustainability Commission. She stated that a five-minute presentation on a quarterly basis would be sufficient. The presentation should address the top three sustainability priorities for the City of Franklin. After the presentation, the Commission could gather feedback from BOMA for the top priority. Then, the Commission would gather information and possible solutions for the top priority. This information would be presented at the next quarterly presentation.

**Mr. Orr** stated that he liked the template concept (example provided by **Mr. Leonard**). He likes short, concise policy documents with recommendations. He stated that they should have a brief presentation to BOMA. He stated that emails tend to get lost. He also stated that a follow up presentation is good. He stated that they need to find the appropriate way to help advance initiatives. He stated that being the Staff Liaison, he would need to consider how these issues may affect other departments. **Mr. Orr** stated that it was important to make sure they coordinated with the other departments.

**Mr. Wood** stated that they should work with Alderman Burger since she is the Alderman liaison to BOMA.

**Ms. Kose** stated that they should start by coming up with the list of priorities, then bring the priorities to BOMA. However, they would need to work with **Alderman Burger** before they take this list to BOMA. She stated it is important for BOMA to hear directly from the Commission.

**Mr. Leonard** stated that they should look at the larger sustainability issues for the next five years. He

stated that the Commission should develop a statement with facts and state what the problem is. He stated that they should present topics to **Alderman Burger**. Then, she could tell them if the topics were of interest to BOMA.

**Mr. Leonard** stated that the Commission should come up with three different policy statements and “tweak” them throughout the year.

**Mr. Orr** stated that he felt that BOMA would be supportive of LED Lighting Retrofits. BOMA has shown support for these types of projects in the past. Past completions include the pilot program with Middle Tennessee Electric in October 2019 (Liberty Pike area). He stated that the cost is realistic for the City. He stated this could be a good first avenue to start with BOMA.

**Mr. Leonard** asked what sustainability broad topic Lighting Retro Fits would be in. He stated that he thought it would be under “Energy Reduction/Green House Gas Reduction”.

**Mr. Conner** stated that the topic of LED Lighting Retrofits would be a good first step in working with BOMA. This would be a good way to test the policy sheet concept. He stated that BOMA has experience with this topic rather than going with a topic that BOMA may not be familiar with. He stated that this topic may produce results in a short period of time.

**Ms. Kose** stated that **Mayor Moore** asked for a five-minute presentation for the Commission’s top three sustainability priorities. She stated that LEED for Cities should be used to guide the priority list. She asked **Mr. Leonard** if he thought the priorities should be broad (recycling) or more specific (LED Lighting Retrofits).

**Mr. Leonard** stated recycling should be a means to an end.

**Ms. Kose** confirmed that they will use LEED for Cities as a guide for the top three priority list. She stated that Energy Reduction (LED Lighting Retro Fits) would be one topic. She stated that they could draft a letter instead of waiting for a meeting. She stated that the Commission should list the three priorities, but state that they want to focus on one in particular first.

**Mr. Leonard** stated that they would need to put together a graph to show why this topic is a priority. He stated that the data received from past presentations could be used for support. They could use data from the presentation **Mr. Nate Ridley**, Assistant Director of SES, provided.

**Mr. Cassity** stated that water was going to be a big issue in the near future.

**Ms. Kose** stated that the City scored low in the LEED for Cities category for Transportation/Connectivity (Vehicle Miles Traveled).

**Mr. Orr** stated that the City of Franklin has four or five water utility providers. He stated that the City itself only provides water to a portion of the community. He stated that obtaining data from several different sources is difficult. He stated that the City recently completed a multi-million dollar upgrade to the water plant.

**Mr. Cassity** stated that there is a large opportunity for Commercial and Industrial to reduce water

consumption.

**Ms. Kose** stated that she talked with Mayor Moore about ordinances. She stated that **Mayor Moore** thought BOMA would be open to ordinances as long as they had sufficient notice.

**Mr. Leonard** stated that Developers need to provide space for recycling containers. He stated that some cities require developers to include this space for any new development.

**Ms. Kose** asked if they should use **Mr. Leonard's** list of seven priorities. She stated they could put these in an order and bring to BOMA in March or April. As stated earlier, the list includes the following topics:

1. Waste Reduction
2. Energy Conservation
3. Water Conservation
4. Green Building
5. Renewable Energy
6. Electric Fleet
7. Sustainability Education and Communications

**Mr. Wood** asked if they should use LEED for Cities as a template. He stated that they could say they are building on the work from last year.

**Mr. Orr** stated that they could also use the first sustainability plan that the City used as a reference. He stated that they should identify all of the areas and then prioritize from there. He stated that they could use an online tool, such as Survey Monkey, to help prioritize.

**Mr. Wood** stated they could present the results at the March meeting.

**Ms. Kose** stated that, depending on the results, they could use some of the past data, as **Mr. Leonard** suggested.

**Mr. Orr** stated that BOMA has shown support for energy reduction projects. He stated that **Mr. Leonard** would like to look at broader topics than municipal operations. He stated that energy is more municipal operations.

**Ms. Kose** stated that the Residential Code needed to be updated. She stated that specifically the Residential Energy Code needs changing.

**Mr. Leonard** stated that they could choose one item and quantify how the change would make a difference.

**Mr. Cassity** stated that there will be a "City of the Future" conference in San Antonio. He stated that the agenda may be a good reference for priorities.

**Ms. Kose** stated that she was concerned if the energy code was being enforced since there are so many glass buildings being built.

**Ms. Kose** stated that the action items would come from the following sources:

1. **Mr. Leonard's** list
2. LEED for Cities
3. Sustainability Plan

**Mr. Orr** stated that he would work with **Ms. Kose** to put a list together and then use Survey Monkey. They stated that they would prioritize the list first. At the following meeting, they would write a policy statement for each item.

#### **Blue Bin Recycling Marketing/Outreach Follow Up**

**Mr. Orr** stated that the online portal shows that over 10,000 households had registered to receive a bin. So far, over 8,000 have been delivered. The SES Department will accept blue bags until the end of March, 2020. It was noted that there are 24,000 households in the City of Franklin. Also, approximately 50-60% of those households recycle.

**Mr. Cassity** stated that **Ms. Milissa Reierson**, Communications, had been a great help by using Nextdoor.com to educate the public.

**Ms. Kose** stated that it would be beneficial if manufacturing would only use Plastics #1 and #2.

#### **Earth Day Activities/Messaging**

**Mr. Orr** stated that Earth Day is April 22<sup>nd</sup>. The Sustainability Commission had participated at the Arbor Day celebration at Pinkerton Park. **Mr. Palmer** stated that he will be at the event with Middle Tennessee Electric (MTEMC). **Mr. Orr** stated that there are opportunities to get the message out. He asked the Commission for ideas. **Mr. Palmer** stated MTEMC has Arborist representatives that visit local schools. He stated he will see if there is an opportunity to work together.

**Mr. Wood** asked if there was a specific message. He stated that they could use the City's website.

**Ms. Kose** stated that the Priority List could be the message, if the Commission was able to determine the top three priorities at the March meeting.

**Mr. Wood** stated they could include the feedback from Earth Day for the BOMA presentation.

**Ms. Kose and Mr. Orr** stated they can check the meeting dates for BOMA in March and April.

**Mr. Orr** stated the "Stop Litter" Campaign was very effective. They could do something similar.

**Mr. Leonard** asked when the Main Street Festival will be in 2020. **Mr. Conner** stated it will be April 25, 2020. **Mr. Leonard** stated they could do a compost/recycling education. They could get students from Lipscomb to direct people where to recycle at the festival and have blue bins. **Ms. Kose** stated that they would need to coordinate with vendors. **Mr. Leonard** stated that the first year they should have blue

bins available for the recycling. The second year, he suggested that they should look at adding a recycling clause to the contracts. **Ms. Kose** stated that they should start the conversation now with the Sanitation (SES) Department. The Commission could offer to staff the stations. **Ms. Monique McCollough** should be contacted to discuss this suggestion.

**Mr. Leonard** stated that, for the first year at the festival, the City should just conduct a waste audit. Then after obtaining the data, the Commission could look at suggestions for setting policy. He suggested that all of the waste containers should be put in one area. It was agreed that there should be further conversation with the SES Department.

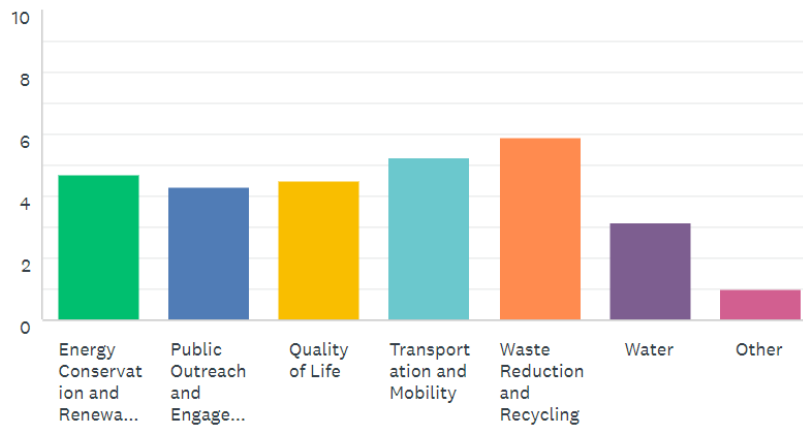
#### **Other News/Adjourn**

**Mr. Conner** stated that May 15<sup>th</sup> is bike to work day. He stated that he will be biking to work from the Cool Springs areas.

The meeting adjourned at 9:10 am.

Please rank your top three sustainability focus areas with 1 being most important and 6 being least important.

Answered: 8 Skipped: 0



	1	2	3	4	5	6	7	TOTAL	SCORE
Energy Conservation and Renewable Energy	14.29% 1	28.57% 2	14.29% 1	14.29% 1	14.29% 1	14.29% 1	0.00% 0	7	4.71
Public Outreach and Engagement	14.29% 1	14.29% 1	14.29% 1	14.29% 1	28.57% 2	14.29% 1	0.00% 0	7	4.29
Quality of Life	33.33% 2	0.00% 0	16.67% 1	16.67% 1	0.00% 0	33.33% 2	0.00% 0	6	4.50
Transportation and Mobility	12.50% 1	25.00% 2	37.50% 3	25.00% 2	0.00% 0	0.00% 0	0.00% 0	8	5.25
Waste Reduction and Recycling	37.50% 3	37.50% 3	12.50% 1	0.00% 0	12.50% 1	0.00% 0	0.00% 0	8	5.88
Water	0.00% 0	0.00% 0	16.67% 1	16.67% 1	33.33% 2	33.33% 2	0.00% 0	6	3.17
Other	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	100.00% 4	4	1.00



## Energy Conservation and Renewable Energy

The City of Franklin uses a significant amount of energy in its municipal operations and is committed to evaluating energy projects that make fiscal and environmental sense.

### Policy Statement (or Goals)

The City seeks to use a combination of renewable energy, energy efficient technology, and conservation measures to make municipal operations more resilient to future cost increases. The City aims to reduce municipal energy usage by xx%.

### Action Items

- Convert all street lights to LEDs by xx date.
- Replace XX% of municipal fleet with alternative fueled or fuel-efficient vehicles by xx date.
- Require new residential dwellings to have a 240-volt outlet in the garage for the installation of electric vehicle charging equipment.
- Solar?
- <Public Outreach considerations>

What graphics should be included?

Total Municipal Electricity Usage and Cost		
FY Year	Usage	Cost
2013-2014	27,118,515.02 kWh	\$ 2,884,968.00
2014-2015	26,743,092.00 kWh	\$ 2,905,019.72
2015-2016	27,762,427.00 kWh	\$ 2,880,570.71
2016-2017	26,790,143.00 kWh	\$ 2,672,170.01
2017-2018	23,861,360.00 kWh	\$ 2,702,953.47
2018-2019	25,029,025.98 kWh	\$ 2,871,121.38

Electricity Usage and Cost		
Facility	Usage	Cost
Fire Stations (8) + sirens	782,236 kWh	\$86,861.92
Police HQ + Garage	1,965,600 kWh	\$161,121.38
City Hall + 2 <sup>nd</sup> Ave Garage	979,049 kWh	\$95,744.98
Public Works	654,000 kWh	\$59,767.43
Sanitation/ Solid Waste	245,200 kWh	\$24,144.18
Parks	747,200 kWh	\$82,357.93
Water Treatment/ Pumps	3,990,282 kWh	\$381,118.34
Wastewater Treatment/ Sewer	13,171,329 kWh	\$1,231,130.51
Unmetered Street Lights	N/A	\$473,866.35
Metered Street Lights	1,098,288 kWh	\$92,314.92

