



October 2, 2020

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

City of Franklin – Virtual Meeting

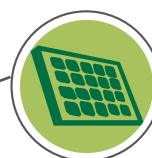
8:00 am	*Approval of Resolution 2020-191	Dana Kose
8:05 am	*Approval of August Meeting Minutes	Dana Kose
8:10 am-- 8:25 am	*Municipal Electricity Usage Overview (FY19-20)	Eric Conner
8:25 am -- 8:40 am	*Litter Survey Results	Andrew Orr
8:40 am -- 8:50 am	Walk Friendly Communities Update	Eric Conner
8:50 am -- 9:00 am	Adjourn/Announcements	Dana Kose

*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)	Todd Palmer (8/27/2022)
Mike Cassity (1/14/2023)	Dana Kose (12/10/2022)
Beverly Burger (BOMA co-terminus)	Nancy Whittemore (10/23/2021)
Patrick Baggett (Franklin Tomorrow co-terminus)	Micah Wood (10/23/2021)
Mike Leonard (2/26/2022)	

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

August 7, 2020

The Franklin Sustainability Commission held a regular meeting on Friday, August 7, 2020, at 8:00 a.m. The meeting was held virtually through Zoom due to the COVID-19 outbreak.

Chair Kose read Resolution 2020-137. This Resolution states that the meeting shall meet on August 7, 2020 and conduct its essential business by electronic means rather than being required to gather a quorum of the members physically present in the same location because it is necessary to protect the health, safety, and welfare of Tennesseans in light of the COVID-19 outbreak.

Chair Kose asked for a motion to approve the Resolution 2020-137.

Mr. Baggett moved, seconded by **Mr. Montgomery**, to approve Resolution 2020-137.

Chair Kose asked for a roll call vote.

The following voted in favor of: **Chair Dana Kose, Mike Cassity, Micah Wood, Todd Palmer, Patrick Baggett, Mike Leonard, Nancy Whittemore, Brenton Montgomery and Alderman Beverly Burger.**

The motion carried unanimously.

Chair Kose read the following announcement:

“Due to the COVID-19 outbreak, this will be a virtual meeting. The public may call 615-550-8434 to join the meeting. The public may email comments to planningintake@franklintn.gov to be read aloud during the meeting. Emailed comments were accepted until August 6th at 5:00 PM. The meeting video will be available for public viewing within one business day and posted on the city’s website.”

Welcome/Introductions

Chair Kose welcomed everyone to the meeting. She asked everyone to introduce themselves.

Members Present: **Chair Dana Kose, Mike Cassity, Micah Wood, Todd Palmer, Patrick Baggett, Mike Leonard, Nancy Whittemore, Brenton Montgomery and Alderman Beverly Burger.**

Members Absent: none

Staff Present: Andrew Orr, Kelly Dannenfelser, Elaine Ellis, Brad Wilson, Vernon Gerth, and Joe Marlo



Approval of Meeting Minutes

Mr. Wood moved, seconded by **Mr. Cassity**, to approve the minutes from July 10, 2020.

Chair Kose asked for a roll call vote.

The motion carried unanimously.

The following voted in favor of: **Chair Dana Kose, Mike Cassity, Micah Wood, Todd Palmer, Patrick Baggett, Mike Leonard, Nancy Whittemore, Brenton Montgomery and Alderman Beverly Burger.**

City Hall Redevelopment Discussion

Mr. Orr stated that the following Staff members were on a committee for the City Hall Development: **Ms. Dannenfelser, Mr. Orr, Mr. Gerth, Mr. Marlo and Mr. Wilson.** **Mr. Orr** stated that the current City Hall was built in the 1970's and needs a number of improvements. The Committee has been working with a firm to determine the special needs assessments for the new building. They are now entering the phase for public outreach. **Mr. Orr** stated that today's meeting would be an overview and they would like to obtain the Sustainability Commission member's feedback and comments about LEED Certification.

Mr. Vernon Gerth, Assistant City Administrator for Development, stated that the current building is no longer feasible. He stated that the building needs many improvements. He stated that they need to build a City Hall that would withstand the test of time. He asked for the expectations and comments from the Sustainability Commission members. He stated that he had three specific points to show what the status is and where the process is going. He stated that he also wanted to share the importance of including input from the community in this process. He stated that it is important that the City Hall will serve and be utilized by the citizens. **Mr. Gerth** also stated that he would like to discuss the scope of services at this point of time during a pandemic.

Mr. Gerth stated that a number of years ago, the City conducted a space needs analysis. This analysis was updated last year (2019). The analysis looked at the space needs for each department. He stated that there are currently 200 employees in the building. The Board of Mayor and Aldermen (BOMA) have identified the need for a new City Hall as a priority for the Capital Project Planning. **Mr. Gerth** stated that the City has programmed, not funded, \$24.5 million for the new City Hall. BOMA has also programmed, not funded, \$8 million for a new parking structure in the downtown area. He stated that the parking structure may be part of the redevelopment site.

Mr. Gerth stated that the committee has chosen Studio Eight Design to work with the City to help design the new City Hall. BOMA has authorized the committee to enter into contract negotiations for a professional services agreement. This agreement will be brought to BOMA in late September for consideration.

During the design process, **Mr. Gerth** stated that they want to engage input from both the citizens of Franklin and the 750 City employees. Input will also be obtained from the Planning Commission, Historic Zoning Commission, Sustainability Commission and BOMA. **Mr. Gerth** stated that he wants the members



of the Sustainability Commission to be actively involved.

Mr. Gerth stated that a resolution was approved in 2010 which states that all new public buildings will strive for Silver LEED Certification status. He stated that they will strive for Gold or Platinum.

Concerning the Scope of Services, **Mr. Gerth** stated that the pandemic has affected the City's revenue. The City obtains more than half of its revenue for Operations from tax revenue. He stated that they want to be judicious about how they approach this project. He stated that they will have a better idea about the sales tax revenue in September. The State reports the revenue two months in arrears.

Mr. Gerth stated that they have asked the consultant to have three milestones to present to BOMA for consideration. He stated that there are three phases:

- Phase One includes building programming, site analysis, preliminary concept design, and charrette process for public input. This approval would allow for a Master Concept Plan (July 2021).
- Phase Two includes presenting the Master Concept Plan. This approval would allow for the next step of a Schematic Design (May 2022).
- Phase Three includes the Formal Approval by all Commissions for the site plan. They will ask BOMA for approval for formal design construction documents. The bid process would start in December 2023.

Mr. Gerth stated that they met with Mr. Ken Scalf to discuss the LEED Certification process. He stated that they would need the experience and input from the Sustainability Commission members during this process.

Ms. Kelly Dannenfelser, Assistant Director of Planning and Sustainability, explained the charrette process. She stated that they plan to have a robust community engagement process. She referred to the Planapalooza format used for the new Zoning Ordinance. This format consist of a week-long set of meetings for the public to attend. She stated that they will also reach out to 30 stakeholder groups. She stated that they are hoping to gather consensus and build a vision for the building design. They will also engage the City employees for input for the functionality of the new building. They are focusing on the following areas: massing and scale; context in the historic setting; architectural style; customer service for citizens; pedestrian corridors and streetscape along Third Avenue; interior design; potential compatible uses along Third Avenue; circulation and parking; and sustainability. She stated that they will conduct the charrette in Spring, 2021.

Mr. Joe Marlo stated that he was interested to hear the Commission member's comments.

Mr. Leonard asked **Mr. Orr** to describe the site and the associated boundaries. Mr. Orr stated that the site was approximately three acres and includes the building footprint, parking garage (remain unchanged), and surface parking lot along Church Street. It does not include the real estate building at the corner of Church and Second, First Tennessee Bank, or the Pull-Tight Theatre on Second Avenue. **Mr. Leonard** stated that there was a consideration for future development included when the Second Avenue parking garage was built to include the alley between City Hall and the garage. He stated that they over blasted this area at the time the time the garage was built so that it would not have to be done



at a later date. He stated that had worked with the LEED Certification process as an architect, consultant and now with Metro Nashville. He stated that the City will need a commitment to LEED, not just think of it as a certification. He stated that the design team will feed off of this energy. He stated that they will need to think through what type of goals they want to have. One goal may be a pride factor to be able to create a press release. If looking for a high performance building, he suggested, that they need to make sure that the credits and strategies they select will get them to that goal. He stated that they need to understand what they want out of the process. **Mr. Leonard** stated the commissioning process is vital to the success of the project. He stated it is included in the energy code and referenced as a prerequisite. He stated that the commissioning process should be the fundamental step in the process. **Mr. Orr** asked **Mr. Leonard** to talk about the value of commissioning. **Mr. Leonard** stated that the expectation from the owner is for the design documents to say one thing and the contractor follows this information. He stated that the sub-contractors also follow the information from the design documents. By following this process, you will have a well-designed, high-performance building. He stated this was not true in all cases. He stated that there is always an element that is not coordinated between all of the related parties. He stated that the buildings are very sophisticated today. He stated that the building needs to be verified by a third party agent. He stated that the commissioning process helps to protect the intent of the building.

Ms. Whittlemore stated that Metro Nashville had been building LEED certified buildings since 2010 and has built 25 buildings. She stated that most of these buildings are Silver and Gold, and have one Platinum. She stated that just because a building is LEED certified does not mean that it is energy efficient. She stated that they need to focus on what they want to accomplish with the building, especially in the technology and mechanical areas. She stated that they need to focus on the energy utilization index and where they want that to be. She stated that Metro Nashville has a focus of high performance buildings. She stated that they need to be aware of the maintenance of the building. She stated that commissioning was very important. She stated that they were happy to share their information with the City of Franklin.

Mr. Palmer stated that he had questions about the construction companies that would be involved.

Mr. Gerth stated that the Development Services area had the ability to see which construction companies met deadlines and other criteria.

Mr. Cassidy stated that he was very impressed with the level of activity that the City had already transpired. He stated that he was happy to assist in any way.

Mr. Montgomery stated that this was a major undertaking. He asked if they had considered moving the City Hall to a new location to better meet the needs of the City and its employees.

Mr. Gerth stated that the space-needs analysis will allow the City to grow. He stated that the COVID 19 situation was an opportunity for the City to look at more efficient ways for employees to work. He stated that they may not need as much floor space as originally thought.

Ms. Dannenfels stated that the direction is to keep City Hall on the Public Square as a prominent civic building to maintain the economic vibrancy in the Downtown Franklin area. She stated that the plan was to add another parking facility in addition to the Second Avenue location.

Mr. Wood asked if they could share the RFQ that was used for the consultants.



Mr. Brad Wilson addressed an issue that Ms. Whittemore had referred to. He stated that that the occupants of the LEED buildings have to be trained in the maintenance of the building. He stated that the Police Department building and Station 8 Fire Department have been able to show which services and systems work and can be modified. He stated that it was important to have professionals who could help maintain the systems.

Ms. Whittemore stated that it was very important for the maintenance staff to be involved in the design process for practical purposes.

Chair Kose stated that she had worked with LEED for sixteen years. She stated that they needed to discuss the details concerning how the Sustainability Commission should be involved in the charrette.

Ms. Dannenfels stated that they wanted as much feedback as possible. She stated that they loved to engage the public and get their input. She stated that they would love for everyone to come to one or two of the meetings.

Alderman Burger stated that she thought that “less is more” for the charrette process. She stated that they are still looking at a PPP (Public/Private Partnership) for the building. She stated that choosing the right construction company was critical. She stated that they need to continue to move forward with the new City Hall despite situations such as COVID 19. She stated that the Finance Department will need to discuss how to build the building despite changes in revenue. She stated that they needed to look at what options were available such as having areas that are not built out until a later date.

Mr. Baggett stated that he would like to see the Sustainability Commission have a single meeting concerning the building attributes according to the LEED certification process. He stated that they also need a meeting to discuss how the building will affect the community such as transportation, connectivity, and walkability. He stated that the design of the site will affect a large area of the city.

Other News/Adjourn

The Commission agreed to hold the next meeting at 8 am on September 11, 2020. **Mr. Orr** stated that he would send out an invite for the next meeting.

The meeting adjourned at 9:05 am.



Total Municipal Electricity Usage and Cost

FY Year	Usage	Cost
Base Year 2008	24,800,000 kWh	\$ 2,600,000
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
2019-2020	24,705,955.00 kWh	\$ 2,753,071.49

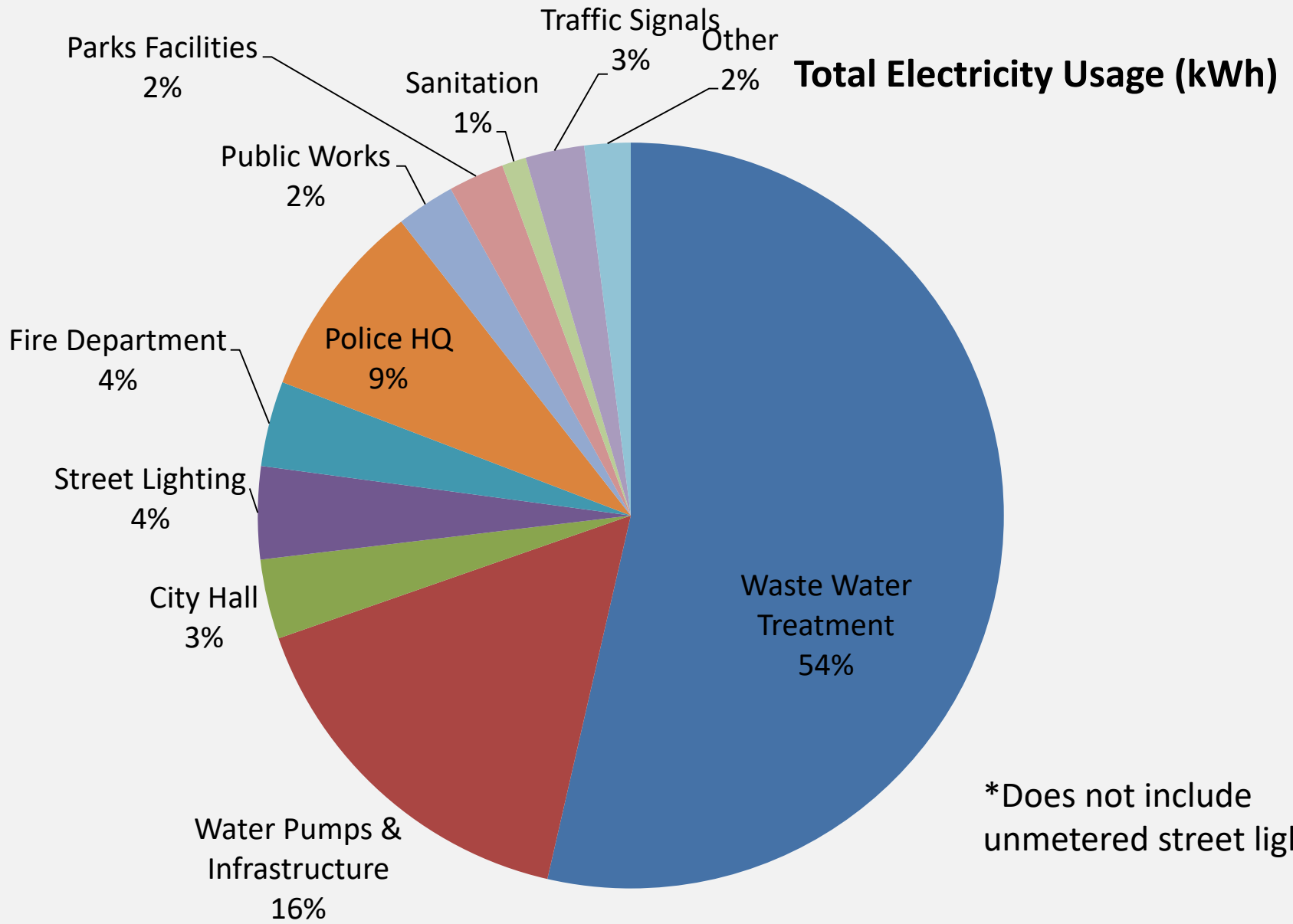
*Starting in 2017, does not include consumption for unmetered lights

Electricity Usage and Cost

Facility	Usage	Cost
Fire Stations (8) + sirens	912,571 kWh	\$96,581.82
Police HQ + Garage	2,045,800 kWh	\$170,373.73
City Hall + 2 nd Ave Garage	853,281 kWh	\$83,403.77
Public Works	626,880 kWh	\$56,878.06
Sanitation/ Solid Waste	258,320 kWh	\$26,238.61
Parks	597,628 kWh	\$68,839.53
Water Treatment/ Pumps	3,969,525 kWh	\$388,508.72
Wastewater Treatment/ Sewer	13,239,728 kWh	\$1,209,811.05
Unmetered Street Lights	N/A	\$465,943.54
Metered Street Lights	991,817 kWh	\$82,958.42

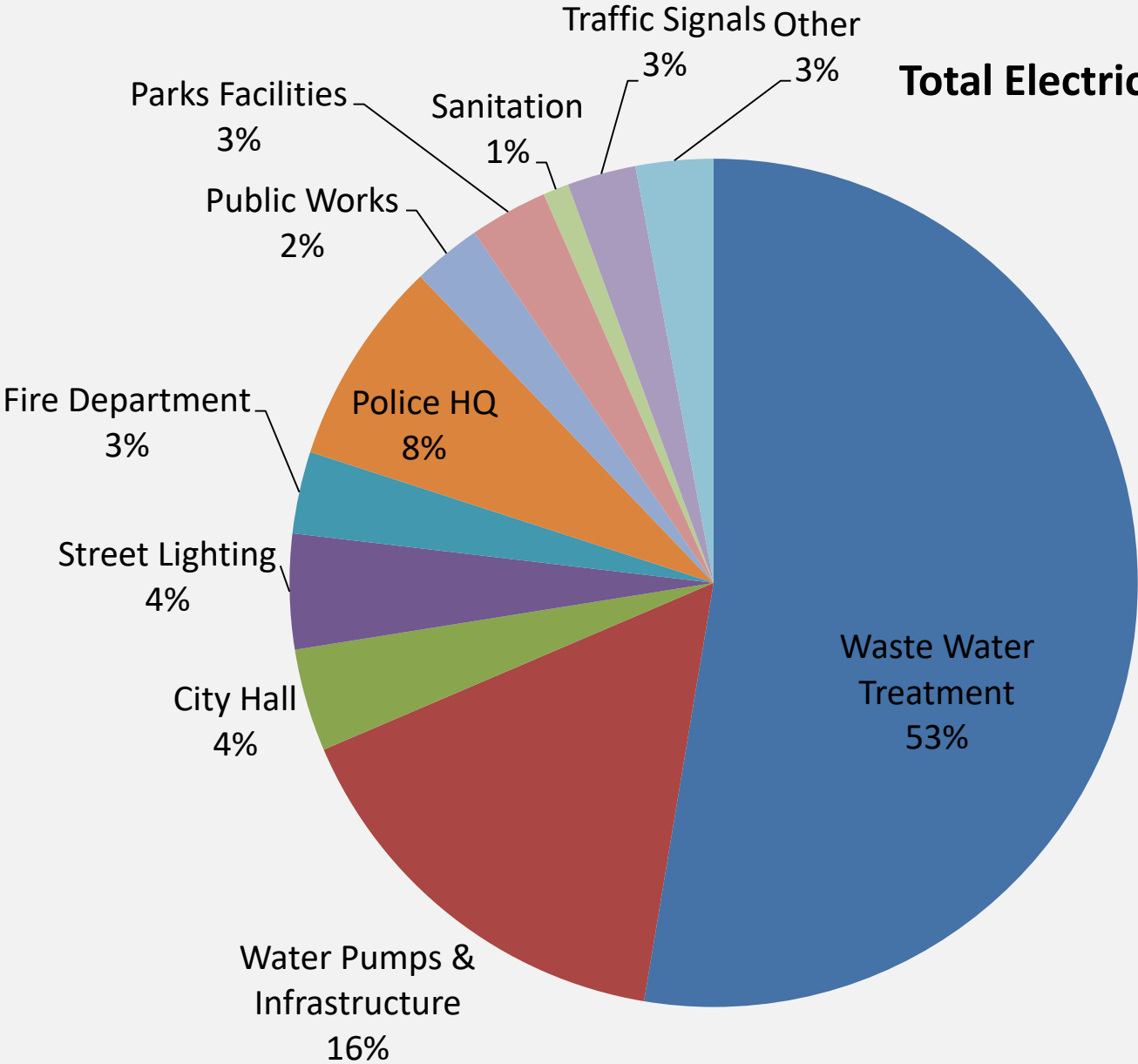
2018-2019 Electricity Usage and Cost

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 nd 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



Total energy CY 2019/2020 usage= 24,705,955 kWh

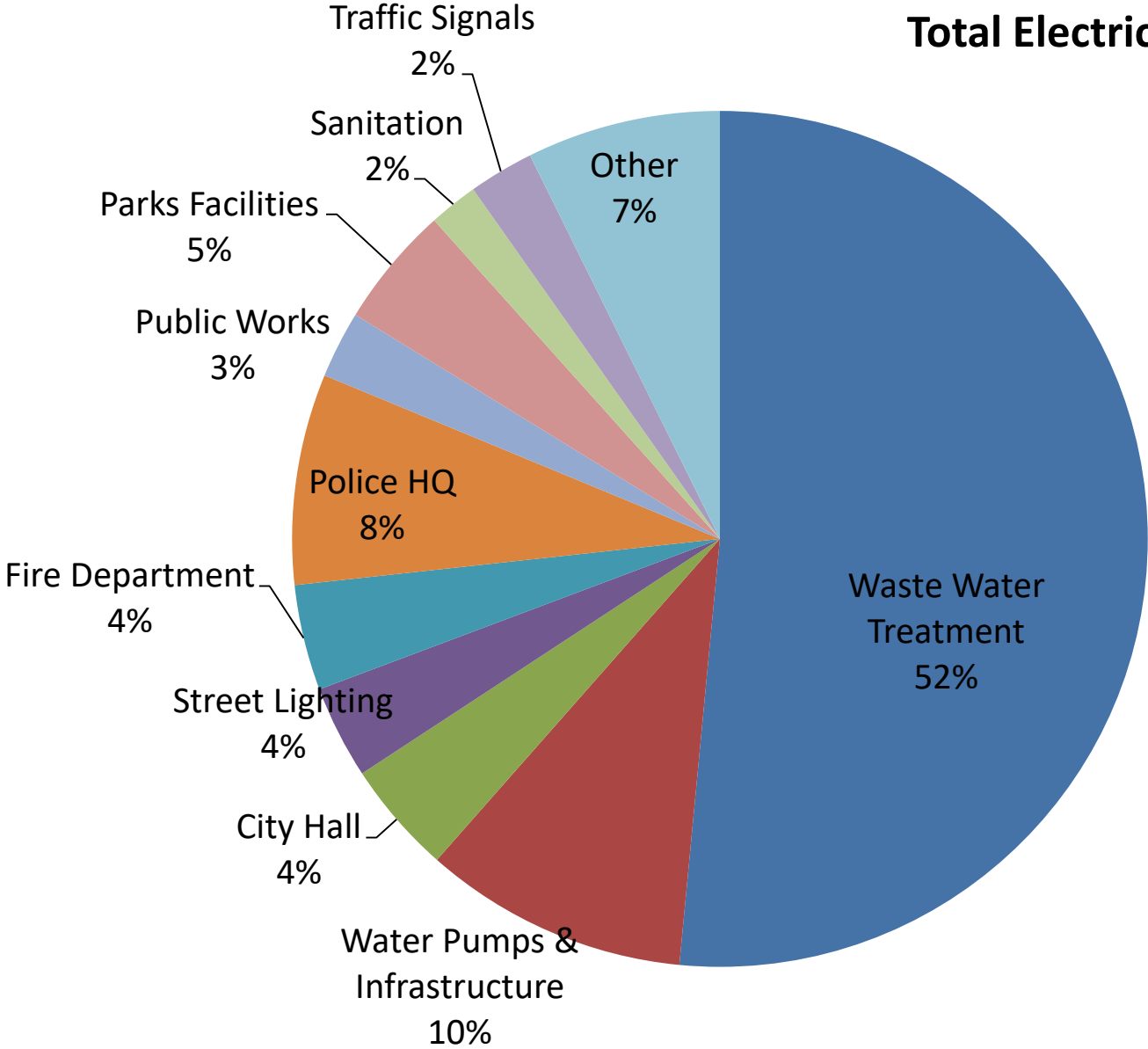
Total Electricity Usage (kWh)



*Does not include unmetered lights

Total energy CY 2018/2019 usage= 25,029,025.98 kWh

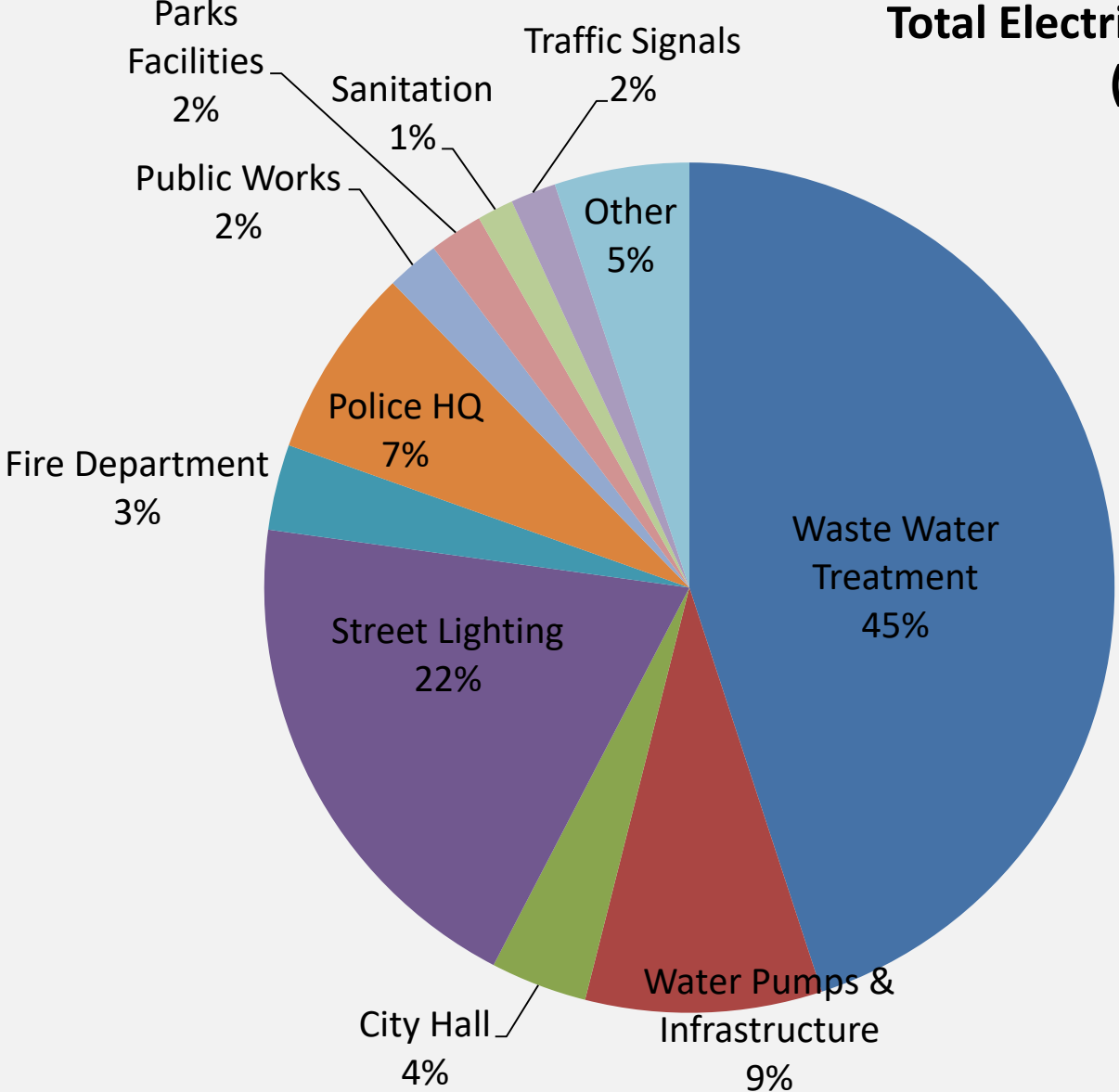
Total Electricity Usage (kWh)



*Does not include unmetered lights

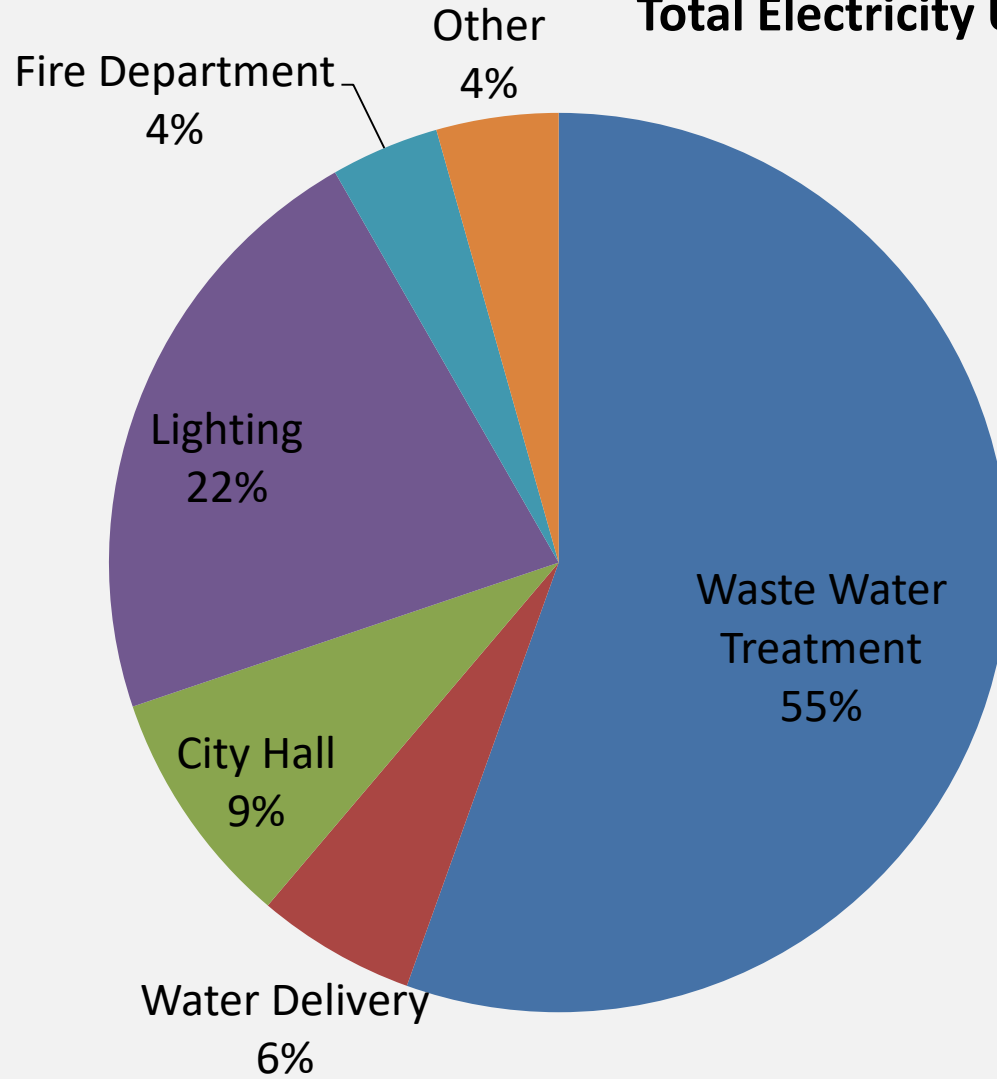
Total energy CY 2017/2018 usage= 23,861,360.00 kWh

Total Electricity Usage 2016 (kWh)



Total energy CY 2016 usage=27,200,000 kWh

Total Electricity Usage 2008 (kWh)



CY 2008 Energy Usage=24,800,000 kWh

Estimated CY 2008 Electric Expenses=\$2.6 million

FY 19-20 Solar Revenues

1 MW Array:

- 1,239,258.96 kWh
- \$171,100.74
- City keeps 10% = \$17,110.07

200 kW Array:

- \$47,202.55
- City keeps 20% = \$9,440.51
- **Total City Revenue: \$26,500.58**

