

**MINUTES OF THE WORK SESSION
BOARD OF MAYOR AND ALDERMEN
FRANKLIN, TENNESSEE
CITY HALL BOARDROOM
TUESDAY, NOVEMBER 27, 2018 – 5:00 P.M.**

Board Members

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

Department Directors/Staff

Eric Stuckey, City Administrator	P	Jack Tucker, SES Director	
Vernon Gerth, Assistant City Administrator	P	Lisa Clayton, Parks Director	P
Mark Hilty, Assistant City Administrator	P	Michelle Hatcher, Water Management Director	P
Kristine Tallent, Assistant City Administrator	P	Paul Holzen, Engineering Director	P
Shauna Billingsley, City Attorney	P	Emily Hunter, Planning & Sustainability Director	P
Deb Faulkner, Police Chief		Kevin Townsel, HR Director	P
Rocky Garzarek, Fire Chief		Joe York, Streets Director – Steve Grubb, ASD	P
Jordon Shaw, IT Director		Lanaii Benne, Assistant City Recorder	P
Chris Bridgewater, BNS Director	P	Linda Fulwider, Board Recording Secretary	A

Call to Order

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

Citizen Comments

No one came forward to speak.

WORK SESSION DISCUSSION ITEMS

1. **18-1206 Presentation of Silver Certification from LEED for Cities (Leadership in Energy and Environmental Design)**

Andrew Orr

Andrew Orr introduced Dana Kose, Chair of the Sustainability Commission, and Mike Leonard, member of the Commission. Mr. Orr presented LEED for Cities which included how the categories were scored and scores received by the City: The five categories: Energy, Water, Waste, Transportation and Human Experience. Also included were the Base Points (9/10) for the City. The Commission plans to seek advancement to Gold Certification.

2. **18-1135 Consideration of 2019 Liquor License Renewal for Red Dog Wine & Spirits (Mr. Bard Quillman, Jr., Managing Agent, 1031 Riverside Drive, 37064.**

Lanaii Benne, Assistant City Recorder

No questions or comments.

3. **18-1146 Consideration of Special Event Permit for the Pilgrimage Music and cultural Festival at the Park at Harlinsdale Farm to be held September 20-22, 2019.**

Lisa Clayton, Parks Director

Severe weather caused the event to end early on Saturday and canceled on Sunday. The after-action report is being finalized.

Lisa Clayton, Parks Director; Monique McCullough, Public Outreach and Chair of the Special Events Advisory Team; Todd Horton, Special Events Team and Lead Staff person for Emergency Management and City Operations Command during the 2018 event; Brandt Wood and Kevin Griffin, Pilgrimage Producers, were here to discuss the event and present the Pilgrimage Program for 2019.

Discussion:

- Alderman McLendon thought next year's festival shouldn't be presented until the after-action report is heard.
- It was pointed out that several meetings with City and Pilgrimage officials were held after the event. Many things in the application are based on the critique and those meetings.
- The event was shut down on Saturday because there was a lightning strike .9 mile from Harlinsdale and multiple lightning strikes reported in the area. Pilgrimage officials have attended two safety seminars, have done table top exercises, and have learned more about security protocols and on-site sheltering. They are planning for possible weather problems as well.

Mr. Wood reviewed "Safety Programming 2018/2019":

- Safety & Emergency Preparedness introduced in 2018, and new measures for 2019.
- 2018 Festival Weather Conditions
- Management Safety Experience/Education
- On-Site Shelter: Harlinsdale (average on-site shelter capacity 11,500)
- Off-Site Shelters:
 - The Factory (Total Factory Shelter Capacity 12,800)
 - Liberty Elementary (Estimated Shelter Capacity 3,000)
 - City Hall (Estimated Shelter Capacity 2,000)
 - Williamson County Historic Courthouse (Estimated Shelter Capacity 650)
 - City of Franklin Parking Structures (Estimated Shelter Capacity 8,000)
- Off-Site Shelters – Parking Lots
 - Liberty Elementary Parking Lot (Average Shelter in place Capacity 2,300)
 - Ligon Field (Average shelter in place capacity 1,000)
 - Bicentennial Park (Average shelter in place capacity 1,200)
- Pilgrimage Capacity Map: Total Approximate Venue Capacity 75,018)
- Historical Park Closure Days
- 2019 Festival Key Dates
- Harlinsdale Post Festival Site Work: Total Expenses \$67,983

Refunds were issued to all patrons. They applied six weeks ago for the 2019 festival for 25,000 attendees (less than this year). They plan to provide shows at The Factory after the Festival as well.

City staff and Pilgrimage continue to work together on an agreement.

4. 18-1204 FY 2019-2028 Capital Investment Program Financial Model & Analysis
Eric Stuckey, City Administrator
Kristine Tallent, Assistant City Administrator
Michael Walters Young, Budget/Innovation Mgr.

Next phase Financial Capacity Modeling:

- What is the amount of available resources from all funds which can be spent on Capital Projects over the next 10 years?
- What will be the impact on the City's debt capacity and overall debt service?

This model has two main sections:

- 10-year Financing Analysis with detailed forecasts for most major internal funds of the City of Franklin.

- This Executive Summary has summaries of current, future, and remaining resources, a revised Debt Capacity Analysis, a list of unfunded capital obligations and a summary of unobligated resources for the 10-year horizon.

Available Resources (cash) - \$164,175,000

Unfunded Capital Obligations \$94,788,449

Remaining Resources: The financing model identified just short of \$240 million dollars of anticipated revenue which can be dedicated to general government capital projects (non-water & sewer) over the course of the next 10 years. Some of these resources have already been committed. The net amount, over \$140,000,000 was detailed.

Summary:

- Staff estimates that \$142 million of resources are available over the next ten years to fund capital projects from the list totaling near \$675 million in requests.
- Model is inherently conservative. It assumes the City take on additional debt, but the city could pay all the recommended debt with ongoing revenue streams and could afford to take on more should the board wish to do more projects.
- Even with the addition of \$120,000,000 of new debt over the course of the next ten years, the overall annual balance of General Fund cash capital is nearly \$12,000,000 a year – meaning that the City would be able to remain in its favored position of having cash resources available to take advantage of opportunities and grant matching should those opportunities arise in the future (as they have in the past).
- It also assumes that of new revenue sources – the .5% sales tax currently going to Williamson County Schools until nearly FY 2022 and the roll-off of the TIF district in FY2024 – only 50% of that total would be dedicated to capital needs (the rest held in reserve for operational growth). There is a possibility that these streams could produce more capacity for capital projects, with more accurate projections closer to 2022 and 2024, respectively.

The next step is global prioritization up to \$150,000,000. The Board will be given a full list of projects, excluding water & sewer, to prioritize.

5. 18-1210 **Consideration of Agreement (COF Contract No. 2018-0238) Between the City and the State of Tennessee, Department of Treasury, for the Provision of Certain Investment Management Services for the City’s Closed Defined Benefit Pension Plan.**
Eric Stuckey, City Administrator
Kristine Tallent, Assistant City Administrator

The State will act as custodian for long-term non-liquid assets such as timber funds.

6. 18-0962 **Consideration of RESOLUTION 2018-83, A Resolution Initiating the Annexation Process and Draft Plan of Services for Several Properties Located East and West of Lewisburg Pike, North and South of the Intersection at Stream Valley Boulevard.**
Emily Hunter, Planning/Sustainability Director
Amy Diaz-Barriga, Planning Supervisor
Christopher Andrews, Principal Planner

This is to initiate Plan of Services for Annexation of properties along Lewisburg Pike.

7. 18-0809 **★ Consideration of ORDINANCE 2018-43, An Ordinance to Rezone 22.07 Acres From the Detached Residential 1 District (R-1) To the Specific Development-Residential (SD-R-204) District for the Property Located North of South Carothers Road and East of Carothers Parkway, 4338 and 4340 South Carothers Road (Carothers Chase).**
Alderman Ann Petersen, FMPC Representative
Emily Hunter, Planning/Sustainability Director
Amy Diaz-Barriga, Planning Supervisor
Christopher Andrews, Principal Planner

[SECOND OF THREE READINGS]

Items 7 & 8 taken together

8. 18-0808 **Consideration of RESOLUTION 2018-64, A Resolution Approving a Development Plan for Carothers Chase PUD Subdivision, for Property Located North of South Carothers Road and East of Carothers Parkway (4338 and 4340 South Carothers Road).**

**Alderman Ann Petersen, FMPC Representative
Emily Hunter, Planning/Sustainability Director
Amy Diaz-Barriga, Planning Supervisor
Christopher Andrews, Principal Planner**

Both items unanimously recommended for approval by the FMPC. Both meet standards. Development Plan for 45 units. No access into the county.

- ☛ Dan Horecka, 505 Biltmore Court, Cross Creek Subdivision: His property is next to five lots in Carothers Chase, that will mean those homes have a view into the windows at the back of his home, and the barrier is only 35-50 ft. Requested the five lots be made into one lot as done with a like situation with Colletta Park (80 ft. barrier with trees).
- ☛ Michael Dewey, Designer, Dewey Engineering. Has been working with staff over a year to improve this. There are four houses with a 50 ft. required buffer. They are leaving it as natural as possible. Additional plantings as required.

Staff will work toward a solution.

9. 18-1157 **★Consideration of ORDINANCE 2018-58, To Be Entitled: “An Ordinance to Rescind Ordinance 2018-45 and to Rezone 0.22 Acres From R-6 District To Office Residential (OR) District for the Property Located North of E. Fowlkes Street and East of Cummins Street at 517 Cummins Street.”**

[SECOND OF THREE READINGS]

**Alderman Ann Petersen, FMPC Representative
Emily Hunter, Planning/Sustainability Director**

Staff and FMPC recommend approval.

10. 18-1201 **★Consideration of RESOLUTION 2018-100, A Resolution to Amend Resolution 2018-61 to Extend the Grace Period for Mobile Food Vendors to Operate Temporarily on Private Property Through June 30,2019, or Until the City of Franklin Board of Mayor and Aldermen Have Adopted a Comprehensive Mobile Food Vending Ordinance, whichever occurs first.**

**Eric Stuckey, City Administrator
Vernon Gerth, Assistant City Administrator**

No questions or comments.

11. 18-1134 **Consideration of ORDINANCE 2018-57, An Ordinance to Amend Title 2, Chapter 5 of the City of Franklin Municipal Code Pertaining to the Battlefield Preservation Commission in Order to Amend the Name, Purpose, and Membership Structure of the Commission.**

Alderman Scott Speedy

[FIRST OF TWO READINGS]

**Emily Hunter, Planning/Sustainability Director
James Svoboda, Assistant Planning/Sustainability Dir.
Amanda Rose, Preservation Planner**

New title: Franklin Civil War Historical Commission.

12. 18-1143 **Discussion Concerning the 2nd Avenue Parking Garage.**

**Eric Stuckey, City Administrator
Paul Holzen, Engineering Director**

All reserved parking signage to include restricted hours Monday-Friday, excluding City holidays. Same for reserved Fire Department spaces. All City vehicles will move to the top floors of the garage. ADA van spot delegated at Pull Tight. Department heads are asked to voluntarily relinquish reserved parking spots to free up as many spots as possible for public parking.

The aldermen asked that there be more than one designated spot to accommodate parking for meetings that are held at City Hall during regular working hours.

Paul Holzen will see if it is feasible to remove up to seven additional parking spots from public parking.

13. 18-0988 **Consideration of ORDINANCE 2018-38, “An Ordinance to Establish All-Way Stop Control at the Intersection of 3rd Avenue North and 4th Avenue North.”**

**Paul Holzen, Engineering Director
Jonathan Marston, Engineering Assistant Director**

Deferred to December 11, 2018.

14. 18-0989 **Consideration of ORDINANCE 2018-39, “An Ordinance to Establish All-Way Stop Control at the Intersection of 1st Avenue South and Church Street”.**

**Paul Holzen, Engineering Director
Jonathan Marston, Engineering Assistant Director**

Deferred to December 11, 2018.

15. 18-0990 **Consideration of ORDINANCE 2018-40, “An Ordinance to Establish No Parking Zones and to Approve a Signage and Pavement Marking Plan for Church Street”.**

**Paul Holzen, Engineering Director
Jonathan Marston, Engineering Assistant Director**

Deferred to December 11, 2018.

16. 18-0991 **Consideration of ORDINANCE 2018-41, “An Ordinance to Revise the Traffic Flow, Pavement Markings, and Signage on Cummins Street between Church Street and 5th Avenue South”.**

Paul Holzen, Engineering Director

Deferred to December 11, 2018.

17. 18-0992 **Consideration of ORDINANCE 2018-42, “An Ordinance to Establish a No Parking Zone on South Margin Street and to Implement a Pavement Marking and Signage Plan.**

**Paul Holzen, Engineering Director
Jonathan Marston, Engineering Assistant Director**

Deferred to December 11, 2018.

18. 18-0993 **Consideration of ORDINANCE 2018-52, “An Ordinance to Establish a No Parking Zone and to Implement a Pavement Marking and Signage Plan on 7th Avenue North, between West Main Street and Fair Street.”**

Paul Holzen, Engineering Director

Deferred to December 11, 2018.

19. 18-1215 **Consideration of RESOLUTION 20__-__, A Resolution Regarding the Development Process for Property Owned by the City of Franklin Located at 405 Fifth Avenue (The Hill Property).**

**Eric Stuckey, City Administrator
Vernon Gerth, Assistant City Administrator**

There are two options.

- Option 1: City issue Request for Qualifications for a consultant to assist with a development plan, etc. to entitle the property. Consider using the budgeted \$100,000, or a portion thereof, to pay the cost.
- Option 2: Issue Proposal for the entire project from start to finish.

Not recommending the City develop, but to have a more specific idea of what should be on the property. Then issue request for a specific use, rather than receive proposals for a myriad

of projects not pertinent to the property or not related to affordable housing. Mr. Gerth prefers Option 1 which gives more control to BOMA.

Some aldermen questioned why spend the \$100,000, and if so perhaps the developer could reimburse. Need to more clearly articulate what the Board said they wanted on The Hill. Spend more money and time to craft something for the vision. Will bring back.

Other Business

None

Adjournment

Work Session adjourned @ 7:00 p.m.

BOMA meeting will convene @ 7:15 p.m.

Dr. Ken Moore, Mayor

Minutes prepared by: Linda Fulwider, Board Recording Secretary, City Administrator's Office - 1/30/2019