

**MINUTES OF THE WORK SESSION
BOARD OF MAYOR AND ALDERMEN
FRANKLIN, TENNESSEE
CITY HALL BOARDROOM
TUESDAY, APRIL 24, 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	A
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, ACA Community/Economic Dev	P	Lisa Clayton, Parks Director	P
Mark Hilty, ACA Public Works	P	Michelle Hatcher, Water Management Director	P
Kristine Tallent, ACA/CFO	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	P
Jordon Shaw, IT Director	P	Lanaii Benne, Assistant City Recorder	P
Chris Bridgewater, BNS Director		Linda Fulwider, Board Recording Secretary	P

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 about items not on the agenda.

WORK SESSION DISCUSSION ITEMS

1. 18-0345 Review of Development Services Quarterly Activity Report including Use of On-line Inspection Scheduling Portal and Service Commitments.

Eric Stuckey, City Administrator

Vernon Gerth, Assistant City Administrator

Lynn Osland, Development Services Analyst

Lynn Osland found no trends in reviewing previous quarters. First Quarter 2018, 1,581 permits issued, which is close to 1,504 permits issued in the last quarter of 2017. Single family and townhome permits issued First Quarter at 163 vs. 122 issued in Fourth Quarter 2017. Work remains steady.

Over the last several years striving to make the system better for applicants and citizens with online inspection scheduling. The majority now use online scheduling. Communication via online rather than telephone provides a longer timeframe to schedule and is more accurate. If a request for inspection is made online by 5:30 a.m., the inspection can be done same day.

Access to this function is via the City Website, button at the top of the page – “I Want To”, request for inspection is in the drop-down menu.

The department averages 90 inspections scheduled online per day. Just 16 requests via telephone.

Standing banners are placed outside the Building and Neighborhood Services department that explain service timelines. Plan Review times are displayed and it varies for residential vs. non-residential. Service requests may be made from the “I Want To” button on the website as well as other requests. The “One Stop” banner provides information for this 9:00 a.m.-11:00 a.m. service. 68% of applications made at One Stop are approved the same day. One Stop is the first and third Wednesday every month.

Mayor Moore noted he has received over 30 applications from those interested in serving on the new Development Services Advisory Commission. That Commission will be weighing in on some of these things.

Mr. Stuckey advised 70% of the projects are approved at One Stop, which is a huge improvement over the system used years ago. 85% are utilizing the website for inspection requests.

2. 18-0282 ★**Consideration of Event Permit for Derby Day Party at the Park at Harlinsdale Farm sponsored by the Downtown Franklin Rotary Club on May 5, 2018.**

Lisa Clayton, Parks Director

No questions or comments.

3. 18-0387 ★**Consideration of Long Term Special Event Permit for the Pilgrimage Music and Cultural Festival at the Park at Harlinsdale Farm.**

Lisa Clayton, Parks Director

The Pilgrimage Festival approved previously was just for the 2018 event. This Long Term Special Event Permit is more a placeholder for future dates of large-scale annual events. During the five-year window of this permit, there will be an annual review and approval of the current year's event.

Discussion:

- Alderman Speedy asked what would happen if another Board or the current Board would not be in favor of approving the event.
- Mr. Stuckey explained that the annual review of the event plan would be a time to address that if it should happen.
- Alderman Barnhill asked about problems that arose last year, namely parking.
- Monique McCullough responded that some problems were addressed during the event. Parking and having enough bottled water available have been discussed more than once. Other problems have been addressed since then as well. The Special Events Team will meet several times before the September event.
- A tabletop exercise with the organizer and the City team will take place next Wednesday. They will plan scenarios, etc. to know how to deal with problems that could arise.
- Alderman Blanton wants to distinguish Pilgrimage from the large festivals held on Main Street. All draw thousands of people into Franklin. Make sure Franklin citizens are protected. Some residents don't want to be inconvenienced by the traffic and street closings. She is not against the Pilgrimage Fest but the Board's job is to protect the people who pay taxes and live here. She added that the Aldermen hear all the complaints.
- Ms. McCullough noted that the Special Events Permit Team and all those involved always keep in mind the safety of residents.
- Mr. Stuckey said the police will be on Franklin Road to make sure everyone has access and to keep everything moving as safely and efficiently as possible.
- Both Ms. McCullough and Mr. Stuckey said any complaints and problems expressed to the Aldermen should be forwarded on to City staff; otherwise, they are unaware of what needs to be addressed.

4. 18-0399 **Consideration of Long Term Special Event Permit for Main Street Festival in Downtown Franklin.**

Eric Stuckey, City Administrator

No questions or comments.

5. 18-0300 ★**Consideration of Certificate of Compliance RENEWAL for Wine in Grocery Store for Kroger #526 located at 2020 Mallory Lane, Franklin, TN 37067 (Jonathan David Poirier, Managing Agent; Christine S. Wheatley [President & Secretary] and Carin Fike [Vice President & Treasurer], Executive Officers).**

- 6. 18-0301 ★Consideration of Certificate of Compliance RENEWAL for Wine in Grocery Store for Kroger #568 located at 411 Whitman Road, Franklin, TN 37064 (Kevin M. Wright, Managing Agent; Christine S. Wheatley [President & Secretary] and Carin Fike [Vice President & Treasurer], Executive Officers).
- 7. 18-0302 ★Consideration of Certificate of Compliance RENEWAL for Wine in Grocery Store for Kroger #570 located at 3054 Columbia Avenue, Franklin, TN 37064 (Managing Agent Holly M. Wadel; Christine S. Wheatley [President & Secretary] and Carin Fike [Vice President & Treasurer], Executive Officers).
- 8. 18-0303 ★Consideration of Certificate of Compliance RENEWAL for Wine in Grocery Store for Kroger #576 located at 595 Hillsboro Road, Franklin, TN 37064, (Paul R. Payton, Managing Agents; Christine S. Wheatley [President & Secretary] and Carin Fike [Vice President & Treasurer], Executive Officers).
- 9. 18-0304 ★Consideration of Certificate of Compliance RENEWAL for Wine in Grocery Store for Kroger #592 located at 1203 Murfreesboro Road, Franklin, TN 37067 (Donnie P. Cranford, Managing Agents; Christine S. Wheatley [President & Secretary] and Carin Fike [Vice President & Treasurer], Executive Officers).

Lanaii Benne, Assistant City Recorder

No questions or comments on these routine renewals items 5-9.

- 10. 18-0291 ★Consideration of Resolution 2018-20 To Award the FY 2019 On-Call Annual Contract for Pavement Preservation (COF Contract 2018-0036) to Jarrett Builders, Inc.

Joe York, Streets Director

As discussed previously, the sealing program for neighborhood streets is to prolong the life of the pavement. Pilot programs were done in some neighborhoods and worked out well. Three times as many streets can be repaired by sealing than by milling and resurfacing. Some could possibly be sealed a second time. There is money in the budget. They are using a new sealant product that is superior to what was used prior. The asphalt used these days is not as durable as what has used in the past. The oil used is not the same quality.

- 11. 18-0346 ★Consideration of Request to Deny Sanitary Sewer Availability to 841 Old Charlotte Pike East.

Paul Holzen, Engineering Director

Michelle Hatcher, Water Management Director

This is a single-family dwelling with sewer availability 1,000 ft. from the property line. The applicant requests denial of the request.

- 12. 18-0348 ★Consideration of Request to Deny Sanitary Sewer Availability to 4176 and 4184 Columbia Pike.

Paul Holzen, Engineering Director

Michelle Hatcher, Water Management Director

This property would require 8,000 linear feet, a pump station, force main, and there is no infrastructure. Cost prohibitive. They have gone through the County process. Applicant requests denial of sewer availability.

- 13. 18-0350 ★Consideration of Amendment No. 2 to the Professional Services Agreement (COF Contract No. 2015-0052) with Sullivan Engineering, Inc. for the Final Design of the East McEwen Drive Phase 4 Improvements in an Amount Not-to-Exceed \$255,500.00.

Paul Holzen, Engineering Director

The roadway design is nearing completion and the retaining wall locations are known. Detailed designs must be prepared for the utilities affected by the construction of this project: Atmos, MTEMC, Milcrofton and COF Water Management Department. The consultants have started work on the difficult job of final design. This is being closely monitored by staff and they are working with the utility companies.

14. 18-0343 ★Consideration of Resolution 2018-28 Authorizing and Directing the Industrial Development Board of the City of Franklin to Prepay a Portion of its Taxable Rate Tax Increment Revenue Refunding Bonds, Series 2015A (Variable Rate).

Eric Stuckey, City Administrator
Kristine Tallent, ACA/CFO

The Budget & Finance Committee asked that this presentation come to the full Board.

FY 2018 TIF District Financials (Unaudited) & Recommendation for Prepayment of 2015 Refunding Bonds
 ▪ Assessed valuation within the District increased by 8.9%, or \$39.2 million, between FY 2017 and 2018
 ▪ Billed Property Taxes, before estimates for late payments and appeals, increased by 8.9% from FY 2017- FY 2018.

FY 2018 Summary of Financial Results

FY 2018 Billed Property Taxes	\$ 2,003,609
(Less: Estimated Uncollected Taxes and Appeals- 3%)	<u>(60,108)</u>
Property Taxes Net of Uncollected Taxes and Appeals	\$1,943,501
FY 2018 Principal and Interest Paid of Bonds	<u>\$1,315,981</u>
Net Property Taxes Less Debt Service Expense	\$627,520

Recommendation for Allocation of FY 2018 Property Taxes After Payment of Debt Service

FY 2018 Property Taxes after Payment of Debt Service	\$627,520
Use of Proceeds (Part 1)	
2015 TIF Bonds Outstanding as of 4/1/2018	
Fixed Rate Bonds due FY 2019-FY 2010	\$1,935,236
Variable Rate Bonds due FY 2020-FY 2025	<u>6,450,000</u>
<i>(Less: FY 2018 Additional Proceeds)</i>	<u><i>(\$600,000)</i></u>
2015 TIF Bonds Outstanding Following Defeasance	\$7,785,236
Use of Proceeds (Part 2)	
Loan Amount due to City from Previous Year's Transfers	\$2,594,124
<i>(Less: FY 2018 Additional Proceeds)</i>	<u><i>(27,520)</i></u>
Loan Amount due to City Following Allocation of Taxes	<u>\$2,566,604</u>

Debt service Due FY 2019-2025

- Assumes June 2018 Prepayment of \$600,000- Future debt service has maximum annual principal and interest expense in FY 2019 of \$1,323,906. No additional prepayment is anticipated in this scenario. Interest due on variable rate bonds is assumed at current rate of 2.63%.

Projected Funds Available for Additional Debt Repayment FY 2019-2022

- Estimated additional property taxes available for early payment of debt is a total of \$2.6 million from FY 2019-2022. The TIF Bonds should be repaid in full in FY 2022. The Loan to the City should likely be paid in full in 2023, with approximately \$1.5 million of the \$2.5 million amount returned in FY 2022.

Next Steps for Allocation of FY 2018 Property Taxes

1. BOMA Approval of Resolution Authorizing Industrial Development Board to redeem early a portion of the 2015 Bonds.
2. Administrative approval of Industrial Development Board
3. Notice Sent to Bank (BB&T) and Date of Defeasance Established for a date prior to June 30, 2018

No prepayment penalty due to BB&T

No further Board Action required to reduce Loan Amount due to City.

15. 18-0355 Consideration of COF Contract No. 2018-0057, Engagement Agreement with Miller & Martin, PLLC, for Outside Counsel Services for Right-of-Way and Slope Easements on Lewisburg Pike.

Shauna Billingsley, City Attorney

The Law Department requests that Attorney Douglas Berry and his firm, Miller & Martin, PLLC be retained for outside counsel services.

16. 18-0349 Consideration of Submitting Correspondence to the Tennessee Department of Transportation Waiving the City's Right to Purchase Excess TDOT Right-of-Way Known as a Segment of Riverside Drive.

Eric Stuckey, City Administrator
Vernon Gerth, Assistant City Administrator

If this is approved, it doesn't commit the Board to approving development.

The Zoning Ordinance requires connectivity between adjacent parcels for future development when it occurs. The property is behind the Home Depot. It is a sliver of land and confusing at the intersection. They will be able to connect to Oak Meadow Drive at some point.

Staff recommends proceeding with drafting a resolution that authorizes the City Administrator to prepare and submit the needed correspondence to TDOT Excess Land Division waiving the City's right-to-purchase this unused right-of-way and to sign the agreement to establish the cross-access easement with Franklin Investment Holdings, LLC.

17. 18-0354 Discussion regarding Design Scenarios and Survey Results for the City-Owned Hill Property located at 403 and 405 5th Avenue North.

Emily Hunter, Planning/Sustainability Director Kelly Dannenfelser, Long Range Planning Supervisor

Mayor Moore advised there are three things to address tonight:

- What land use would the BOMA like to see for the Hill Property?
- Would BOMA like staff to move forward with an Envision Franklin plan amendment for one of the scenarios?
- Would BOMA like to move forward with demolition of existing buildings?

Eric Stuckey noted there has been quite a bit of public dialog, public meeting, public input, written survey, and online surveys. The results are being shared tonight along with design concepts. Direction from the Board is desired.

Josh Hughes, Tuck-Hinton Architects gave the presentation:

- Property is 5.25 acres bordered by cemetery, residential (Hard Bargain), Hillsboro Road, close to Bicentennial Park. Challenges: irregular land, not vehicle or pedestrian-friendly. Access to Third Avenue is in 100-year floodplain. Not 100% vetted, these are just concepts.

Hill Property – Neighborhood Meeting & Survey Results

- The Hill Property Survey was designed around the three conceptual scenarios created by Tuck-Hinton Architects.
- The goal of the survey was to receive feedback on the public's preferred land use choice for the Hill Property site with these three scenario options; compact single-family, mixed residential, and recreation.
- An open-ended question was posed to give respondents the scenario to write-in their vision for the Hill Property.
- Surveys were distributed at the Neighborhood Meeting in paper form and surveys were distributed online.

Recreational Design Concept

- Compatible with current use – Bicentennial Park.
- Site parking.
- Existing building as open-air, covered Pavilion for restrooms, lockers, rental equipment, trail information and courts.
- Pedestrian path and walking trail through the site.
- Retaining wall
- Intramural field
- Pedestrian bridge
- Children's Park and picnic area (in floodplain)
- More of a gateway into downtown

Compact Residential Design Concept

- Zoning R-6 compatible with Hard Bargain.
- 16 units of 1,000 sq. ft. homes. Design for housing consistent with historic design for infill. The homes are farthest away from the roadway.
- Open space
- Setback for Toussaint L-Overture County Cemetery.

Mixed Residential Design Concept

- Organized in the same way as compact design with looping drive with the buildings organized around it.
- Shared green space.

- One and two-story townhomes, duplexes and big-houses (flats), 1,500-1,800 sq. ft. 37 units.
- Big House at a corner to anchor
- Landscaping
- Playground, townhomes around the perimeter.

Discussion:

- Question of mixing single-family housing with the townhomes, etc.
- Envision Franklin does not allow that mix.
- Visitor parking located at entrance to the site. No other parking in this scenario.
- Emergency vehicles can access the entrance except during a flood.
- Could an emergency access be made across from Mount Hope?
- Concerns expressed about using any of the existing buildings on the site, safety reasons.
- Pedestrian walkways could be funded by private entity or non-profits.
- Alderman Barnhill: He envisioned the playground area as parking for Bicentennial Park. He asked if they had looked at parking. All the old buildings should be demolished. Look at solving problems in addition to the housing shortage.
- Emily Hunter said parking could be allowed; however, they had not looked at parking for that corner. It would need to be highly screened. The recreational scenario would have more opportunities for parking. All three designs are flexible, dependent on which design.
- Alderman Speedy mentioned the partnership with FSSD regarding playgrounds and sports fields. Eric Stuckey responded there are concept plans for Johnson Intermediate and Glass. They might work together.
- Alderman Petersen: In trying to find parking for people going downtown, that area could be used and a shuttle provided.

Annette Whitehurst, Land Planner, presented the results of the survey:
Neighborhood Meeting (February 15, 2018)

- 101 Attendees
- 80 Surveys Returned

Neighborhood meeting Survey Results

What is your overall vision for the Hill Property? If you could design anything, what would it be?

Choices	Responses	
Civic Institutional Uses	8.22%	6
Compact Single-Family Homes on Small Lots	57.53%	42
Recreation/Open Spaces	13.70%	10
Townhomes	42.47%	31
Other	57.53%	42 Affordable/Workforce housing (42 responses)

Total Respondents: 73

Ms. Whitehurst provided a detailed review of the questions, answers, write-ins, numbers for each.

Survey Comparison

Neighborhood Meeting

- ◆ Favored **Compact Single-Family** Housing at 57% & Other at 57% which included written comments for **Workforce or affordable housing**.
- ◆ Gave an approval rating of **7.8** and **6.9** for the housing options.
- ◆ The neighborhood respondents favored the **compact single-family homes** and **townhomes**.
- ◆ The neighborhood meeting respondents overwhelming **favored a range of housing prices at 93%**.
- ◆ When the open-ended question was posed, if you prefer another use, what would you like to see... the neighborhood meeting respondents **favored affordable or workforce housing**.

Online Results

- ◆ The online survey reached a broader audience with 68% favoring **Recreation and Open Space**.
- ◆ Gave an approval rating of **3.2** and **3.0** for the housing options.
- ◆ The online survey respondents favored **none of the housing** options.
- ◆ The online survey respondents **did NOT favor a range of housing prices at 54%**.
- ◆ When the open-ended question was posed, if you prefer another use, what would you like to see... the online survey respondents favored **Franktown or a non-profit**.

Discussion:

- Alderman Blanton: Opportunity for affordable housing that is needed. Non-profits can focus on being willing to combine efforts to address this serious issue. Some type housing to provide walkability to school, grocery, etc. That could inspire someone else to see that it worked and perhaps build more affordable housing. In the meantime, in favor of Franktown using a building.
- Alderman Burger: Agreed with Alderman Blanton that is the best and highest use for the property. She would like to see free market come into play for an opportunity for homeowners to build equity in housing.
- Alderman Barnhill: Not for recommending parking or housing size tonight. Tear the buildings down. None of the buildings are safe enough for Franktown use. One caveat, he doesn't want to give away a \$2.6 million property.
- Alderman Petersen: Concerned about residential being in the floodplain. Not in favor of the access to the property.
- Emily Hunter responded that if it is mixed residential concept, a special consideration for some elements can be added for a second entrance for safety purposes.
- Alderman Speedy: Likes high density mixed design for highest and best use.

Citizen Comments:

- Lillian Stewart, 201 Lewisburg Avenue: Recreational use is not appropriate because it contributes to escalating price of houses. Affordable housing fits.
- Brant Bousquet, 109A Battlefield Drive: This parcel has been in Hard Bargain for generations along with the cemetery. Significant landscaping would hide the homes from the street. If not now, when? It is the perfect place.
- Chris Barnhill, 3158 Brimstead Drive: Use for non-profit. Franktown has asked before. It doesn't have to be either/or, have recreation and housing and facility for Franktown.
- Thomas Hall, Fieldstone Farms: Has no problem with the view with any of the plans. Deal with affordable housing. Great opportunity.
- Frances Patton, 931 Glass St.: Need affordable housing. Years ago, the City bought up some of their housing in downtown for next to nothing. Affordable housing needed.

Alderman Bransford thanked the young people for coming to see their government at work.

Other Business

None

Adjournment

Work Session adjourned @ 6:56 p.m. BOMA meeting will convene at 7:10 p.m.

Dr. Ken Moore, Mayor

Minutes prepared by: Linda Fulwider, Board Recording Secretary, City Administrator's Office - 5/7/2018