

**MINUTES OF THE WORK SESSION
BOARD OF MAYOR AND ALDERMEN
FRANKLIN, TENNESSEE
CITY HALL BOARDROOM
TUESDAY, JANUARY 23, 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	A	Alderman Scott Speedy	P

Department Directors/Staff

Eric Stuckey, City Administrator	A	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	
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	P	Joe York, Streets Director	P
Jordon Shaw, IT Director	P	Lanaii Benne, Assistant City Recorder	P
Chris Bridgewater, BNS Director	P	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 to items not on the agenda.

WORK SESSION DISCUSSION ITEMS

- 18-0052 Initial Discussion and Consideration Whether to Amend the Sign Ordinance Section of the City’s Zoning Ordinance to Allow for Temporary “Building Topping Off Banners” to be Displayed on Buildings Three or More Stories Tall While Under Construction.**

**Eric Stuckey, City Administrator
Vernon Gerth, ACA Community/Economic Development
Chris Bridgewater, BNS Director
Tom Marsh, Assistant Director BNS**

Tom Marsh and Teresa Stevens, Zoning Enforcement Officer, addressed this item. Temporary signage currently has size limits. Staff seeking guidance whether to proceed with an ordinance amendment to allow non-residential temporary development-in-progress signs to be placed on upper stories of buildings 3 or more stories in height. There are banners such as this in existence; however, once found by enforcement, the contractor is informed these type signs are not allowed. Recommend the signs be allowed via permit and \$50 fee. The sign must be removed when the first Certificate of Occupancy is issued. This issue was precipitated by a developer’s up-front request for such a sign.

The Aldermen had several comments and questions. Staff will work on an ordinance amendment to bring back for consideration.

2. **18-0058 Consideration of COF Contract No. 2017-0355 Memorandum of Understanding with Friends of Franklin Parks.**

Lisa Clayton, Parks Director

Torrey Barnhill, Executive Director, Adam Ballash and Dr. Monty McInturff, Friends of Franklin Parks (FOFP) joined Lisa Clayton for this item. Several FOFP board members and others, including members of the Harlin family, were recognized.

- FOFP wants to work through a Memorandum of Understanding (MOU) to create and enhance parks open to the public throughout the City of Franklin. The MOU is a five-year agreement.
- The opportunities for short-term and long-term plans for the City use in-kind funding and monetary donations. The intention is to make sure plans are in line with City plans.
- In the two years since being independent (not under the umbrella of Franklin Tomorrow) projects completed are the Tractor Supply Arena at Harlinsdale, and a warm-up area.
- Opportunities include the old barn at Harlinsdale fire suppression system restoration, restoration of the power building for bathrooms, and the Hayes House preservation.
- They have partnered with other entities for a project at Pinkerton Park and educational projects for the Boys and Girls Club. A list of other entities to partner with was read as well as other things they have accomplished.
- The Aldermen expressed appreciation for what the FOFP does for the City, and the educational programs.
- As for the priorities set by BOMA, FOFP will work with staff to make sure those align with City priorities and are followed through.
- The MOU makes it possible for FOFP to make improvements, according to City standards, then deed them over to the City. They want to help preserve historic structures within City parks.
- Some discussion on parkland dedication, trails, committees of the FOFP.

3. **18-0060 ★Consideration of RESOLUTION 2018-06, “A Resolution Approving the Proposed Alignment Shift of SR 397/Mack Hatcher Parkway” (Shadow Green Subdivision PUD)**

Paul Holzen, Director of Engineering

Jonathan Marston, Assistant Director of Engineering

Clayton Properties Group requests approval to change the planned alignment for a section of the SW quadrant of SR 397/Mack Hatcher Parkway to accommodate the Shadow Green Subdivision PUD. TDOT has approved the realignment which must be approved by BOMA.

4. **18-0062 Discussion Concerning a DRAFT Road Impact Fee Offset Agreement (COF Contract No. 2017-0120) With Westhaven Partners, LLC for Intersection Improvements at SR-96W and Westhaven Boulevard/Old Charlotte Pike.**

Paul Holzen, Director of Engineering

Jonathan Marston, Assistant Director of Engineering

Paul Holzen and Jerimi Nuckolls, Southern Land Company, addressed this item for arterial and collector road impact fee offsets. The project includes the installation of a new traffic signal and an additional left turn lane on Westhaven Boulevard. As part of the Westhaven Development, the City has required the developer to make improvements to the intersection of SR-96W at Westhaven Boulevard/Old Charlotte Pike.

There are three options:

- **Option 1:** Remove the median on Westhaven Boulevard to install a left turn lane. Nothing would need to be done with Old Charlotte Pike. This is the least costly option at \$400,000. Southern Land and Westhaven residents do not want the median cut.

- **Option 2:** Keep the median on Westhaven Boulevard and realign Old Charlotte Pike to include a 4-foot minimum shoulder and dedicated left turn lanes. To go to this extreme would disrupt the intersection. Also, there are large tracts that could be developed and have sewer service. It doesn't meet City Standards. Cost would be \$680,000. Staff prefers not to disrupt the area 3 or 4 times when development occurs.
- **Option 3:** Keep the median on Westhaven Boulevard and realign Old Charlotte Pike to include curb and gutter per City standards, and dedicated left turn lanes. This option builds out the streets to full capacity in compliance with City Standards. Stormwater infrastructure would be in place, and there would be no disruptions when the tracts of land are developed. This option is the costliest at \$1,130,000.

Staff recommends Option 1 or Option 3.

Discussion:

- Old Charlotte Pike is within the UGB.
- Alderman McLendon asked if the adjacent property owners had been notified.
- Mr. Holzen replied not yet since staff are just now seeking guidance.
- Vice-Mayor Martin commented that people accuse the City of being reactive rather than proactive. We know the properties will build-out. She supports Option 3 so the City doesn't have to go back and tear it up at the time development comes.
- Vernon Gerth said it is important to have contact with Williamson County and Southern Land if we go ahead with Option 3. The money would come back in 3-4 years. Southern Land would need to put up the money until development comes along.
- Right-of-Way acquisition is needed for all options.
- Alderman McLendon: We should be in touch with stakeholders before any decision is made. He wants the landowners to be involved in conversation now.
- Mr. Gerth said staff will contact the two property owners and return to a future Work Session for guidance.
- Two properties are involved: Short and Gentry. They should know about it first.
- Jerimi Nuckolls, Southern Land: They are working for the traffic light with Mr. Holzen and Mr. Gerth. If there is any way to use arterial road impact fees, they would be more inclined to move forward with Option 3.

Mr. Gerth indicated that they will talk to the property owners and to Southern Land and bring the item back.

5. 18-0070 **★Consideration of the Rejection of Bids for the Water Reclamation Facility (COF Contract No. 2017-0264).**

Michelle Hatcher, Water Management Director

This item will be deferred at the BOMA meeting.

6. 17-1090 **Update and Discussion on the Cheekwood Golf Course Development of the City-Owned 54 Acre Parcel Located on the Southwest Corner of Mack Hatcher Parkway and Spencer Creek Drive as it Pertains to Wetland Mitigation and Timing of Development.**

Eric Stuckey, City Administrator

Vernon Gerth, ACA Community/Economic Development

City staff -Vernon Gerth, Emily Hunter, and Jimmy Wiseman; Cheekwood - Todd Jester and Don Pierce; and, Greg Gamble came to the table to this item.

- Mr. Gerth reviewed the Cheekwood project and said that staff was seeking guidance on whether to proceed with mitigating a significant wetland located on the western half of the property and whether to proceed with phased development of this property. A phasing plan

was displayed on the screen while Mr. Gerth explained the situation. The wetland is 5-acres. Mitigation is costly and time-consuming to work through the Corps of Engineers. Mr. Gerth explained the three holes planned for this section of the property may not be able to be built. The City would need to be the applicant with Cheekwood incurring the costs for the process.

- The east parcel will have the driving range, clubhouse, and golf school. City staff and Cheekwood have devised a process, if BOMA wants to move the phase one plan forward, with the uncertainty of what could happen on the west parcel. Mr. Gamble and the team are scheduled to attend the Joint Conceptual Workshop Thursday night to talk about what is planned for the east parcel. If BOMA decides to go forward with the plan, it is possible that by late summer or fall the Cheekwood team could be grading and constructing the clubhouse.
- Mr. Gerth said whatever is decided, it is imperative we have a Letter of Intent that outlines how this project will proceed. Eventually, the Letter of Intent will turn into a lease for the property. We need to know how the property will develop and work out details before Cheekwood and the City invests too much in the property.

In Summary:

- Should we proceed with the wetland mitigation, and if so, allow for the phased development of the project.

In answer to a question posed by Vice-Mayor Martin, Jimmy Wiseman provided an explanation of wetland mitigation (alter or fill it in) and the process with TDEC and the Corps of Engineers.

The Aldermen expressed support of mitigation, phasing, and completing the Letter of Intent in February.

7. 18-0014 **★Consideration of a Professional Services Contract with Renaissance Group for the Design and Engineering Services of Fire Station 7 Located at 4412 Peytonsville Road that Includes an EMS Wing in Partnership with Williamson County Government – COF Contract 2017-0256 for Architectural Services.**

Brad Wilson, Facilities Project Manager

No questions or comments

8. 18-0022 **★Consideration of Procurement Award to Landscape Services, Inc. of Nashville, Tennessee in the Estimated Total Amount of \$247,140 Per Year for a Term of Award for Mowing and Related Contract Services for Certain City Parks and Certain Other City-Owned Properties for a Term of Award for the Parks Department (Purchasing Office Procurement Solicitation No. 2018-007; Contract No. 2017-0371).**

Lisa Clayton, Parks Director

Will be deferred at the BOMA meeting.

9. 18-0042 **Consideration of RESOLUTION 2018-02, A Resolution Declaring the Intent of the City of Franklin to Act as a Government Pass-Through Entity for the Spivey Tract Land Acquisition Project as Requested by the Civil War Preservation Trust.**

Eric Stuckey, City Administrator

Lisa Clayton and Eric Jacobson of the Civil War Preservation Trust addressed this item. The City has been used as a pass-through entity several times. Mr. Jacobson explained the process.

Mayor Moore asked if eventually the property would be offered to the City, and would the City want to take it. Mr. Jacobson replied that it makes sense to have it owned and maintained by the City.

Mr. Gerth commented that the ownership and long-term maintenance will be discussed at a later date.

10. 18-0029 **Consideration of ORDINANCE 2017-54, An Ordinance to Create Title 2, Chapter 2 of the City of Franklin Municipal Code Relating to the Creation of a Development Services Advisory Commission.**

Eric Stuckey, City Administrator

Vernon Gerth, ACA Community/Economic Development

Mr. Gerth provided the information from other cities that have Development Services Advisory Commissions as requested at the last Work Session. He noted that Franklin Commission's focus would be on the delivery of the City's development services, and serve as a "recommending body", not a "decision-making body".

Mecklenburg County, NC Building Development Commission has provided professional insight, expertise, and recommendations on multiple initiatives including:

- Code Changes
- Electronic Plan Submittal Program
- Internet Support of Inspections
- Contractor and Architect/Engineer Pass Rate Incentive Programs
- Website review-evaluation for ease of use and access for the online experience of the customer.

Gwinnett County, GA Development Advisory Committee in 2017 was devoted to:

- Review of Flood Protection Information and clarified changes.
- In-depth review of revisions (Gwinnett edits) to the Stormwater Systems and Facilities Installation Standards and Specifications that incorporate the requirements from the Georgia Stormwater Management Manual.

Portland, OR Development Review Advisory Committee 2017 discussion included:

- Service levels and communication with customers and community
- An update to the Parks Administrative Rule regarding Residential Alterations and Additions
- The Local Transportation Infrastructure Charge (LTIC) Project
- Options for decreasing customer wait times in the permit center (Development Services Center)
- The Bureau of Planning & Sustainability's (BPS's) Code Reconciliation Project

Discussion:

- The purpose is to engage community development and real estate professionals, and to have a commission of dedicated professionals.
- Staff will continue to meet with design professionals periodically as subjects warrant.
- Concerns: Include people just interested in doing the right thing for the City of Franklin. Citizens who have no voice.
- The Commission will include an Alderman, representatives from one of the utilities, BNS, Engineering and Fire. There is a long list of professionals: Engineers, Contractors, Board of Realtors, and the Chamber of Commerce. A wide variety of people. This Commission is for professionals to advise the City about the effectiveness of its various development services.

Other Business

BOMA AGENDA: RECEIPT OF REPORTS AND ITEMS APPROVED ON BEHALF OF THE BOARD

Shauna Billingsley explained a change to the BOMA agenda. Previously approved items were under the Consent Agenda as Acknowledgments. The caption and items will be listed after the Consent Agenda as a separate item with no voting required. The items will have been approved by the City Administrator using his

authority to do so as approved by BOMA. The items are FYI for the Board on actions taken and reports submitted.

The documentation for the items will be included with the minutes. Items may be discussed if an Alderman is so inclined; however, no vote will be taken since the items have already been approved.

Adjournment

Work Session adjourned @ 6:41 p.m.

Dr. Ken Moore, Mayor

Minutes prepared by: Linda Fulwider, Board Recording Secretary, City Administrator's Office - 10/4/2018