

**MINUTES OF THE WORK SESSION
BOARD OF MAYOR AND ALDERMEN
FRANKLIN, TENNESSEE
CITY HALL BOARDROOM
TUESDAY, APRIL 26, 2016 – 5:00 P.M.**

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

Department Directors/Staff

Eric Stuckey, City Administrator	P	Lisa Clayton, Parks Director	P
Vernon Gerth, ACA Community/Economic Dev.	P	Shirley Harmon-Gower, Human Resources Director	P
Russell Truell, ACA Finance & Administration	P	Mark Hilty, Water Management Director	
Shauna Billingsley, City Attorney	P	Paul Holzen, Engineering Director	P
Rocky Garzarek, Fire Chief	P	Bob Martin, Interim Planning & Sustainability Director	P
Deb Faulkner, Police Chief		Joe York, Streets Director	P
Fred Banner, IT Director		Brad Wilson, Facilities Project Manager	
Chris Bridgewater, BNS Director		Lanaii Benne, Assistant City Recorder	P
Becky Caldwell, SES 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

- Marion Beech, 155 Eleventh Avenue South, Franklin, asked for clarification on the disposition of 254 Natchez Street. She heard it would become shelter for the homeless or a group home. Are group homes permissible according zoning and codes.
- Alderman Bransford commented that someone had made an offer on the property. The Housing Commission does want to create a place for the homeless.
- Eric Stuckey advised the City does not have specifics on the property. Staff will follow-up and contact her with the information.

WORK SESSION DISCUSSION ITEMS

1. 16-0396 Quarterly Development Update and Summary of Neighborhood Service Requests for 2015

**Eric Stuckey, City Administrator
Vernon Gerth, ACA Community & Economic Development
Chris Bridgewater, Building & Neighborhood Services Director
Lynn Osland, Development Services Operations Analyst**

Service Requests & Open Cases:

- Processed incoming requests: 64% by telephone or email; 22% walk-ins or employees in community; and 12.9% online.
- For online submission there is Customer Service button on the City website.
- Reporting of actions improved by eliminating the “Miscellaneous” category.
- Service requests received from 1/1/15-12/31/15 results as of 4/18/2016:

Average Days to Resolution	20.32
Number Requests Received	679
Number Requests Resolved*	704
Number of Open Requests*	(25)
Cases Resolved	100%

*The Resolution of Service Requests may involve multiple steps/actions, resulting in a larger number of Service Requests Resolved per Service Requests Received.

Cumulative Investment in Our Community – Value of Construction

- Cumulative Investment January 1, 2013 total investment through First Quarter 2016 is over \$1.68 Billion.

Development Activity Summary 1/1/16 – 3/31/16

- Total Permits Issued 2,036
- Fees Received \$590,696

Water & Sewer Fees Received (This is a new section)

- Total \$1,198,517

2. 16-0325 **Consideration of Liquor License Renewal for Westside Wine and Spirits (Wesley Alexander, Managing Agent), 188 Front Street, Suite 108, Franklin, TN 37064**
Lanaii Benne, Assistant City Recorder-Records
 3. 16-0326 **Consideration of Liquor License Renewal for Harpeth Liquors (Satish Kumar Patel, Managing Agent), 1203 Murfreesboro Road, Suite 503, Franklin, TN 37064**
Lanaii Benne, Assistant City Recorder-Records
 4. 16-0327 **Consideration of Liquor License Renewal for Wine and Liquor Depot (owned jointly by the Managing Agents, Sarah McCormick and Harold McCormick), 327 Independence Square, Franklin, TN 37064)**
Lanaii Benne, Assistant City Recorder-Records
 5. 16-0328 **Consideration of Liquor License Renewal for The Corner Wine and Spirits (Ramesh Surati and Manharbhai Patel, Managing Agents), 1110 Hillsboro Road, Suite 120a, Franklin, TN 37064**
Lanaii Benne, Assistant City Recorder-Records
- Items 2, 3, 4, and 5 are Routine Liquor License renewals.
6. 16-0387 **Consideration of ORDINANCE 2016-11 to be entitled: “An Ordinance to Create Chapter 13 of Title 16 – STREETS AND SIDEWALKS, ETC. of the Franklin Municipal Code for the Purpose of Establishing Regulations for Valet Parking Services in the City of Franklin’s Historic Downtown.”**

Eric Stuckey, City Administrator
Vernon Gerth, ACA Community & Economic Development

Mr. Stuckey noted that Harpeth Square will provide valet parking for the boutique hotel. There is potential to provide valet parking services for other venues Downtown. A more inclusive ordinance is needed if this is to be the case, on how to provide and regulate valet parking in the Downtown area.

Vernon Gerth related the proposed ordinance includes the following limitations:

1. The area for Valet Parking Services is restricted to the City’s Historic Downtown which is described as the area bounded by the Harpeth River on the north and east, 5th Avenue (North and South) on the west, and Church Street on the south.
2. No Valet Parking Service would be authorized to operate on Main Street, within the City’s Public Square, or within the 5th Avenue South public right-of-way to avoid negatively impacting flow of traffic.
3. Valet operators are required to have privately-owned or leased off-street parking spaces for the parking of guest vehicles
4. Notification requirements of adjacent business impacted by a proposed Valet Parking Service.
5. Except for a unique, one-time event, the Board of Mayor and Aldermen considers all valet parking requests and have the discretion of granting Valet Parking Permits.
6. The BOMA and City Administrator have the ability to suspend Valet Parking Services during special events and for not operating within the scope of the ordinance and/or approve 3d valet parking plan.

Discussion:

- Valet parking cannot be on the street nor in the two parking garages.
- Permit would be through BNS before coming to BOMA
- Limitations on signage
- BOMA has authority to restrict valet parking during City festivals downtown.
- Concern re: one time special events not coming to BOMA. Large events will come to BOMA. Alderman Petersen asked for discussion on this at some point.
- Ideally the merchants would come together to have the best service for their businesses.
- Application process includes stipulation that the other businesses be notified of an upcoming event with valet parking.
- Working to secure services of a consultant for the Downtown Parking Study.

- Define allowable hours.
- Alderman McLendon: No one could qualify to operate a valet service right now. This doesn't solve any problem. The big picture solution is a parking study and pursuing parking solutions. The merchants on Main Street can't be happy about Main Street being excluded.
- Alderman Burger: Charleston and other cities regulate their transportation valet and it works well. They do valet on the busy streets of Nashville. Certainly restaurants and the theatre on Main would want the valet parking.
- Kristy Williams, Main Street Program Director: A few years ago Nancy Williams wanted valet parking for Gray's on Main, and the Board denied the request. She has concerns about the theatre and restaurants that want valet parking. If not allowed on Main Street, would there be a trolley that could bring patrons in. There are times when people would love to have the service.
- Narrow streets pose a problem, Franklin downtown more constrictive than other places such as Nashville.

7. 16-0354 ***Consideration of Amendment No. 2 for Time Extension to the Tennessee Department of Transportation (TDOT) Agreement No. 120296 (PIN 118151.00) (COF Contract No. 2013-0022) with the City of Franklin for the Hunters Bend Elementary Safe Routes to School (SRTS) Project**

Paul Holzen, Engineering Director

No questions or comments.

8. 16-0318 **Discussion Concerning Prioritization of Projects within the Capital Investment Program for Fiscal Years 2017 through 2026**

Paul Holzen, Engineering Director

The 10-year horizon overview is being presented and discussed tonight. At the CIC meeting on April 28, will address Stormwater and Transportation. At a special BOMA work session on May 5, will review Facilities, Parks and Utilities and see if anything has been missed.

A variety of different reports and department summaries are included, along with the year the money will be spent, and a listing by project. Existing Project Commitments follow. Projects with 4 stars are the most important, down to 1 star. There are many projects in Transportation, and the ones absolutely the most needed were chosen for the 10-year horizon. \$286 million includes water and sewer and everything else.

Alderman Petersen wants to look at water and sewer separately, because BOMA needs to know non-water and sewer projects numbers. Mr. Stuckey explained staff wants it as one integrated capital plan that is part of the process to look at financial capacity and debt. Anything on this list is a valuable project, including the one-star projects.

The general timeframe for BOMA to review and make recommendations is between now and September, or longer if the Board desires. Staff recommendations will be taken into consideration when BOMA ranks the projects.

Aldermen Martin, Skinner, and Bransford expressed their appreciation of the format that Staff used.

9. 16-0364 **City of Franklin Contract No. 2016-0089 Lease Agreement with Franklin Baseball Club**

Lisa Clayton, Parks Director

10. 16-0365 **City of Franklin Contract No. 2016-0088 Lease Agreement with Franklin Cowboys Association**

Lisa Clayton, Parks Director

No questions or comments on Items 9 and 10, routine Lease Agreements

11. 16-0350 **Consideration of Procurement Award to American Development Corporation of Fayetteville, Tennessee, in the Unit Amount of \$8.95 per Gallon for an Estimated Quantity of 4,200 Gallons per Year of Sodium Permanganate for a Term of Award of Up to Five (5) Years for the Water Treatment Division of the Water Management Department (Purchasing Office Procurement Solicitation No. 2016-020; Contract No. 2016-0101)**

Mark Hilty, Water Management Director

- Michelle Hatcher, Water Management Assistant Director**
12. 16-0351 **Consideration of Procurement Award to Brenntag Mid-South, Inc. of Henderson, Kentucky in the Unit Amount of \$0.32 per Pound for an Estimated Quantity of 17,000 Pounds per Year of Hydrofluosilicic Acid (fluoride) for a Term of Award of Up to Five (5) Years for the Water Treatment Division of the Water Management Department (Purchasing Office Procurement Solicitation No. 2016-021; Contract No. 2016-0102)**
Mark Hilty, Water Management Director
Michelle Hatcher, Water Management Assistant Director
13. 16-0352 **Consideration of Procurement Award to Thatcher Chemical of Florida, Inc. of Deland, Florida, in the Unit Amount of \$0.59 per Pound for an Estimated Quantity of 38,000 Pounds per Year of Powder-Activated Carbon (hydrodarco B) for a Term of Award of Up to Five (5) Years for the Water Treatment Division of the Water Management Department (Purchasing Office Procurement Solicitation No. 2016-022; Contract No. 2016-0103)**
Mark Hilty, Water Management Director
Michelle Hatcher, Water Management Assistant Director
14. 16-0353 **Consideration of Procurement Award to Gulbrandsen Technologies, Inc. of Clinton, New Jersey, in the Unit Amount of \$0.247 per Pound for an Estimated Quantity of 355,930 Pounds per Year of Polyaluminum Chloride for a Term of Award of Up to Five (5) Years for the Water Treatment Division of the Water Management Department (Purchasing Office Procurement Solicitation No. 2016-023; Contract No. 2016-0104)**
Mark Hilty, Water Management Director
Michelle Hatcher, Water Management Assistant Director

This does not conform to city requirements. Withdrawn.

Items 11-14 addressed by Michelle Hatcher, including the withdrawal of Item 13

Alderman Burger asked if the Polyaluminum chloride comes from China as she has a concern about the origination. Ms. Hatcher will research this as well as the source for the other chemicals.

15. 16-395 **Continued Discussion on Proposed Revisions to the City's Parkland Dedication Ordinance**
Eric Stuckey, City Administrator
Vernon Gerth, ACA Community & Economic Development
Lisa Clayton, Parks Director

This presentation is follow-up to concerns raised by the Aldermen and Staff Recommendations:

Purpose of Parkland Dedication Ordinance

To ensure new development, upon completion, will incorporate and contribute its proportionate share of parkland and recreational type of public amenities and/or, resources needed to maintain the existing level of parkland and recreational type of public amenities currently available to our citizens.

Concerns raised by Aldermen and Staff Recommendations

- Determination of Land Value
 - ✓ \$53,000 per acre and updated every five (5) years concurrently with County Assessors reappraisal of property. (This figure will be updated prior to implementation based on current assessment data.)
- Condition of not being able to use Fees-in-Lieu for Community Parks
 - ✓ 25% of Parkland Obligation (fees-in-lieu) shall be dedicated for the acquisition and improvement of Community Parks, City-wide, except when a developers Parkland Obligation requires a minimum 5 acre Neighborhood Park, a 100% credit allowed.
- Portion of Fees-in-Lieu received for the Neighborhood Parks
 - ✓ Shall be used to acquire land and improve Neighborhood Parks within the same quadrant where the development that generated the funds occurred.
- Timing regarding the use (spending) of fees-in-lieu. i.e. 5 years
 - ✓ Extend to 10 years and provide language that assures an annual report is presented to the Board of Mayor and Aldermen each year.
- Use of Floodplain as Parkland and Multi-Use Trails (part of the City trail network)
 - ✓ Multi-Use trails located with the floodplain (not floodway) and that are part of the City trail network would be allowed up to a 75% credit.
 - ✓ Improved parks located in the floodplain would be eligible for a credit up to 50%
 - ✓ The value of land located within the floodplain will be determined and calculated separately.
- Credit for Parkland and Multi-Use Trails that are owned and maintained by Homeowners Associations, available to the general public, and not located within the Floodplain.
 - ✓ Allow up to a 75% credit of the total Parkland Obligation. Improved Parkland equal to or greater than five (5) contiguous acres may be owned and maintained by the City.

- Credit for “private recreational amenities” that serve the residents of the neighborhood that are owned and maintained by the Homeowners Association.
 - ✓ Allow up to a 50% credit of the total Parkland Obligation when an approved “private recreational amenity” is provided.
 - Example of a “private recreational amenity” – Swimming Pool. The maximum credit for the value (size) of land and improvements for a private swimming pool will be pre-determined.
- Consideration and establishment of Park Land Bank.
 - ✓ Staff Recommendation: Provide a provision, on a case by case basis, for the Board of Mayor and Aldermen to enter into a Park Land Bank agreement with developers and/or private property owners for the purpose of receiving property for future Community and Neighborhood Parks.
- Parkland Obligation Formula

Total of All Quadrants	Total Acreage	Special Use Acreage/On Road Multi-purpose Pathways/Greenways Only	Total Acreage Minus Special Use
Grand Total of All Quadrants	920.04	351.52	568.52
Less Historic Parks	270.4	0	270.4
Grand Total Less Historic Parks	649.64	351.52	298.12

Parkland Obligation (Fees-in-Lieu) Per Dwelling Unit

Land Dedication Portion	\$ 2,424 per Dwelling Unit	\$ 650 per Dwelling Unit
Park Development Portion	\$ 5,862 per Dwelling Unit	\$ 2,903 per Dwelling Unit
TOTAL PER DWELLING UNIT	\$ 7,175 per Dwelling Unit	\$ 3,553 per Dwelling Unit

Parkland Dedication Obligation Formula

City of Franklin Population	67,502
Acres of All Parkland and All Linear Parks (Trails)	920.04
<u>Less Acres of Historic Parks</u>	<u>270.40</u>
Total Acres of Parks and All Linear Parks (Trails)	649.64
<u>Plus Private Pools (~47 Acres)</u>	<u>47.00</u>
Total Acres of Parks, All Linear Parks (Trails), Pools (~47 Acres)	696.64

Discussion ensued with questions asked and answered.

Alderman McLendon again expressed concern that the City hasn’t built any ball parks in the last decade, and referred to the \$7,175 per dwelling unit as being the best choice. The \$3,553 can only be used for off-road linear parks and neighborhood parks, not for special purpose parks like Jim Warren: signature parks and on-road parks are needed. He will support the ordinance because he wants ball fields in this community and we are falling behind in that. We will buy a civil war park on a week’s notice. Enough.

Alderman Petersen is concerned about what the State allows and requested the Law Department provide that information. She would also like to see what fees developers have already paid; the amount of fees and who paid them listed by quadrant. The \$7,175 per unit concerns her. That is several thousand dollars over what is required in Road Impact Fees.

Mr. Stuckey advised requested information will be provided at the next meeting.

Other Business

None

Adjournment

Work Session adjourned @ 6:47 p.m.

Dr. Ken Moore, Mayor