

**MINUTES OF THE WORK SESSION  
BOARD OF MAYOR AND ALDERMEN  
FRANKLIN, TENNESSEE  
CITY HALL BOARDROOM  
TUESDAY, FEBRUARY 23, 2016 – 5:00 P.M.**

Mayor Ken Moore  
Vice Mayor Brandy Blanton  
Alderman Clyde Barnhill  
Alderman Pearl Bransford  
Alderman Beverly Burger

Alderman Dana McLendon  
Alderman Margaret Martin  
Alderman Ann Petersen  
Alderman Michael Skinner

**Department Directors/Staff**

Eric Stuckey, City Administrator  
Vernon Gerth, ACA Community/Economic Dev.  
Russell Truell, ACA Finance & Administration  
Shauna Billingsley, City Attorney  
Rocky Garzarek, Fire Chief  
Deb Faulkner, Police Chief  
Fred Banner, IT Director  
Chris Bridgewater, BNS Director  
Becky Caldwell, SES Director

Lisa Clayton, Parks Director  
Shirley Harmon-Gower, Human Resources Director  
Mark Hilty, Water Management Director  
Paul Holzen, Engineering Director  
Bob Martin, Interim Planning & Sustainability Director  
Joe York, Streets Director  
Brad Wilson, Facilities Project Manager  
Lanaii Benne, Assistant City Recorder

**Call to Order**

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

**Citizen Comments –**

Ald. Bransford introduced Sister Cities' members Jeff and Kathy Maguire visiting from Carleton Place, Ontario, Canada.

Mr. Maguire gave a brief summary of the Sister Cities relationship with Franklin including a youth exchange program. Carleton Place band program students will be visiting Franklin, performing at a local school and touring the grounds of the Carnton property.

Seth Ford of 180 Fowler Circle, Ladd Park subdivision resident; would like to see Franklin introduce anti-drone legislation. Referenced a policy from Charlottesville, VA.

**WORK SESSION DISCUSSION ITEMS**

**1. 16-0180      Consideration of Event Permit for Snowball Express 5K in Downtown Franklin on May 28, 2016.**

Sponsors:      Deb Faulkner

Snowball Express supports the children and the surviving spouses of fallen soldiers who have died while on active duty since September 11, 2001. The mission of Snowball Express is to create hope and new memories for these families. They accomplish this mission through events hosted throughout the year, with a large event held in December every year. The Ponders, a local family who has benefitted from Snowball Express, are requesting an

event permit for a 5K in Downtown Franklin on Saturday, May 28<sup>th</sup>. The applicant expects 500 runners. One hundred percent of the proceeds will go to Snowball Express.

No questions or comments.

**2. 16-0181      Consideration of Event Permit for Mellow Mushroom Live on the Square Concert Series April - September, 2016 in Downtown Franklin.**

Sponsors: Deb Faulkner

Mellow Mushroom is requesting to hold a monthly concert series on the Square utilizing the parking quadrant in front of their building. The concerts are held on the second Saturday of each month from April to September and feature live music from 6 p.m. until 10 p.m. They typically have 200 - 400 people attend the events, which are free to the public.

Alderman Barnhill confirmed this is the same as last year's permitted event at this location.

**3. 16-0182      Consideration of Event Permit for the Franklin Hot Air Balloon Festival in Westhaven on May 14, 2016.**

Sponsors: Deb Faulkner

Acklen Park Productions has requested street closures for the first Franklin Hot Air Balloon Festival scheduled for May 14, 2016, from 3 p.m. – 9 p.m., in Westhaven. This ticketed event has no 'flighted' balloons – only tethered rides for VIPs and a balloon glow. The event includes live music, craft vendors, food trucks, and beer. There will be five total balloons on site. Estimated attendance for the event is 5,000. The applicant has partnered with Mercy Community Healthcare and will provide a percentage of the proceeds to them.

No questions or comments.

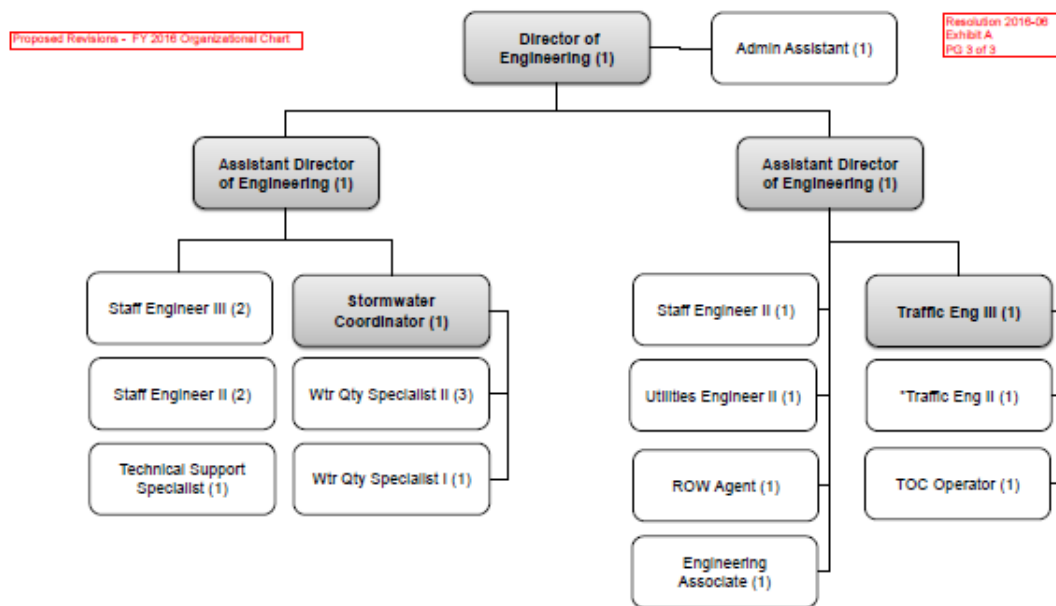
**4. 16-0188      \*Consideration of Resolution 2016-06, A Resolution to Revise the Organizational Chart within the Engineering Department.**

Eric Stuckey explained these changes are classification adjustments, and includes filling the vacancy of the Assistant Director position. No budget adjustment needed.

Alderman Burger complimented Paul Holzen and Jonathan Marston for their work with residents in the McEwen area.

In December of 2015, the City Engineer/CIP Executive retired and certain engineering responsibilities were incorporated back into the Engineering Department. City staff has been reviewing the responsibilities within the Engineering Department and it has been determined that the additional duties warranted a reclassification of an existing Staff Engineer III position to Assistant Director of Engineering.

Due to vacancies within the Engineering Department there will be no impact on the FY 2015-2016 budget. The impact on future budgets will require approximately \$18,223 of additional funding. This amount will be incorporated into future annual budgets.



**5. 16-0137 Consideration Of Procurement Award To Cumberland Fire Apparatus & Equipment Of Nashville, Tennessee In The Total Lump-Sum Amount Of \$54,722.75 For 155 New And Unused Firefighter Fire Escape Systems For The Fire Department (Purchasing Office Procurement Solicitation No. 2016-016; \$89,900 Budgeted In 110-83530-42200 For Fiscal Year 2016; Contract No. 2016-0044)**  
Sponsors: Rocky Garzarek and Todd Horton

Fire escape systems or “bail-out kits” are used in fire suppression operations as a means to facilitate the firefighter’s escape from hazardous conditions. The new equipment would replace the bail-out kits that are integrated into the self-contained breathing apparatus, which is also scheduled to be replaced this fiscal year, now utilized by the Fire Department. The replacement bail-out kits are designed to be carried in a pocket of structural firefighting turn-out gear pants and pre-attached to a personal escape belt. Neither the turn-out gear nor the personal escape belt are included in this procurement.

The City published on January 7, 2016 a Notice to Bidders in the *Williamson Herald* for a minimum of 155 new and unused firefighter fire escape systems. In addition, bid documents were sent on or about the same date directly to four (4) potential bidders known or thought to be interested in this solicitation. Bids from three (3) vendors were publicly opened at the bid opening held on January 21, 2016.

There were no questions or comments from the Board.

**6. 16-0189 Discussion Concerning Process for Prioritization of Projects within the Capital Investment Program for Fiscal Years 2017 through 2026.**

**Sponsors:** Engineering

On March 13, 2014, the BOMA approved Resolution 2014-13 to adopt a funding plan for the FY 2014-2018 CIP. That resolution is the most recent update to the City's CIP and provided a five year outlook regarding capital investments. Concurrent with the annual budget process, staff recommends a reprioritization of the projects listed in the CIP. Rather than focusing on a five-year timeframe, staff will be presenting projects that it believes will be needed in the next 10 years. Staff anticipates updating this new 10-year CIP on an annual basis, concurrent with the annual budget process. The intent of the 10-year CIP is to match available funding with needed projects and to highlight any funding "gaps."

For the upcoming prioritization of projects for the FY 2017-2026 CIP, staff recommends an initial project ranking, by staff, based upon the four themes of the Franklin*Forward* Strategic Plan.

Staff proposes the following preliminary schedule for development of the FY 2017-2026 CIP:

- February 23, 2016 (BOMA Work Session): Discussion of Prioritization Process & Schedule.
- March-April 2016 (BOMA Work Session): Presentation of Preliminary Project Tiers and Discussion; BOMA to add any Additional Projects Not Currently Listed.
- May-June 2016 (BOMA Work Session): Presentation of Project Tiers with Funding Scenarios; BOMA to Select High Priority (5-star) Projects.
- July-August 2016 (BOMA Work Session): Final Discussion of FY 2017-2026 CIP Approval of Resolution to Implement FY 2017-2026 CIP

Mayor Ken Moore asked for process discussion, not the discussion of projects at this time.

Eric Stuckey commended Paul Holzen, Jonathan Marston, and Michael Walters Young for bringing a new approach to the process this year. It was proposed to expand to a ten year planning horizon, to be visited and updated annually. This affords a more structured approach, with staff providing the Board opportunities of review. The process includes evaluating projects and the creation of tiers, including structuring around key themes.

Alderman Martin asked if this process would 'start from scratch', or use a previous plan. Eric Stuckey conveyed that this new process would build off the existing plan, with new projects added.

Alderman Skinner voiced that he liked the new plan and anticipates the 10 year horizon will serve the City better.

Alderman Petersen asked that the Board be provided as much information as possible, and stated that maintaining the City's Aaa bond rating is a priority.

Mayor Ken Moore shared that a new Capital Investment Project book will be distributed.

**7. 16-0169 Follow-up presentation and general discussion on recommended revisions to the City's Parkland Dedication Ordinance.**

Eric Stuckey, Vernon Gerth and Lisa Clayton made a presentation of the proposed Parkland Dedication Ordinance.

Discussion Topics:

Purpose of a Parkland Dedication Ordinance

Board of Mayor and Alderman Work Session Minutes

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Shortcomings of Existing Parkland Dedication Ordinance  
Existing City of Franklin Parkland vs. National Average  
Resources Available for Parkland Acquisition and Improvement  
Earlier Concerns Raised by Aldermen and Staff Recommendations  
Next Step...Guidance to Proceed with Drafting Revised Ordinance

#### Shortcomings of Existing Parkland Dedication Ordinance

- Based solely on land value and does not take into account park development / improvement costs.
- Fails to establish a measureable framework that ensures new development only contributes its proportionate share to maintain the existing public parkland to resident ratio.
- Does not offer an incentive for developers to include parks, multi-use trails, and other amenities into their developments.
- Fails to provide a 'nexus' between new development and the location of newly developed or expanded public parks and multi-use trails when fees-in-lieu are received.
- Does not define different types of parks and associated improvements/amenities

The purpose of the Parkland Dedication Ordinance is 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.

#### Existing City of Franklin Parkland vs. National Average:

The national average is 6 acres per 1000 residents; the City of Franklin Parkland, including reclaimed battlefields, is 8.64 acres per 1000 residents.

#### Resources Available for Parkland Acquisition and Improvements include:

- Hotel – Motel Tax
- Property Tax
- Facilities Tax (Also used for Solid Waste, Police, and Fire; Capital Improvements and Expenditures)
- Grants
- Parkland Dedication
- Donations – Friends of Franklin Parks

#### Earlier Concerns Raised by Aldermen and Staff Recommendations:

##### Determination of Land Value

*Staff Recommendation: \$53,000 per acre and updated every five (5) years concurrently with County Assessors reappraisal of property.*

##### Condition of not being able to use Fees-in-Lieu for Community Parks

*Staff Recommendation: Allow 25%\* of Parkland Obligation (fees-in-lieu) to be used for Community Parks. Community Parks may include similar amenities as a Neighborhood Park.*

Timing regarding the use (spending) of fees-in-lieu. i.e. 5 years

*Staff Recommendation: Remove requirement but provide language that assures an annual report is presented to the Board of Mayor and Aldermen annually of funds received and list of capital park and multi-use trail projects planned and completed.*

Use of Floodplain as Parkland and Multi-Use Trails (part of the City trail network)  
Multi-Use trails located with the floodplain and that are part of the City trail network would be allowed up to a 75%\* credit of the total Parkland Obligation. Improved parks located in the floodplain would be eligible for a credit up to 50%\* of the total Parkland Obligation. The maximum credit for parkland and improvements, combined, shall not exceed 75%\*. 25%\* of the Parkland Obligation shall be dedicated for the acquisition and improvement of Community type parks, city-wide.

Credit for Parkland and Multi-Use Trails that are owned and maintained by Homeowners Associations but available to the general public.

*Staff Recommendation: Allow up to a 75%\* credit of the total Parkland Obligation to the developer who provides improved parkland and multi-use trails that are part of the City trail network. Improved Parkland equal to or greater than five (5) acres may be owned and maintained by the City. The maximum credit parkland and improvements combined shall be 75%\*. 25%\* of the Parkland Obligation shall be used for Community type parks, city-wide.*

Credit for “private recreational amenities” that serve the residents of the neighborhood that are owned and maintained by the Homeowners Association.

*Staff Recommendation: Allow up to a 50%\* credit of the total Parkland Obligation when an approved “private recreational amenity” is provided. The maximum credit for parkland and improvements combined shall be 75%\*. 25%\* of the Parkland Obligation shall be dedicated for the acquisition and improvement of Community type parks, city-wide used for Community type parks, city-wide.*

- Example of a “private recreational amenity” - Swimming Pool.
- Smaller “Pocket” Neighborhood-Type Parks would qualify for the credit.\*

Consideration and establishment of Park Land Bank.

*Staff Recommendation: Provide a provision, on a case by case basis, for the Board of Mayor and Alderman 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 greater than five (5) acres in size.*

Discussion ensued after the presentation.

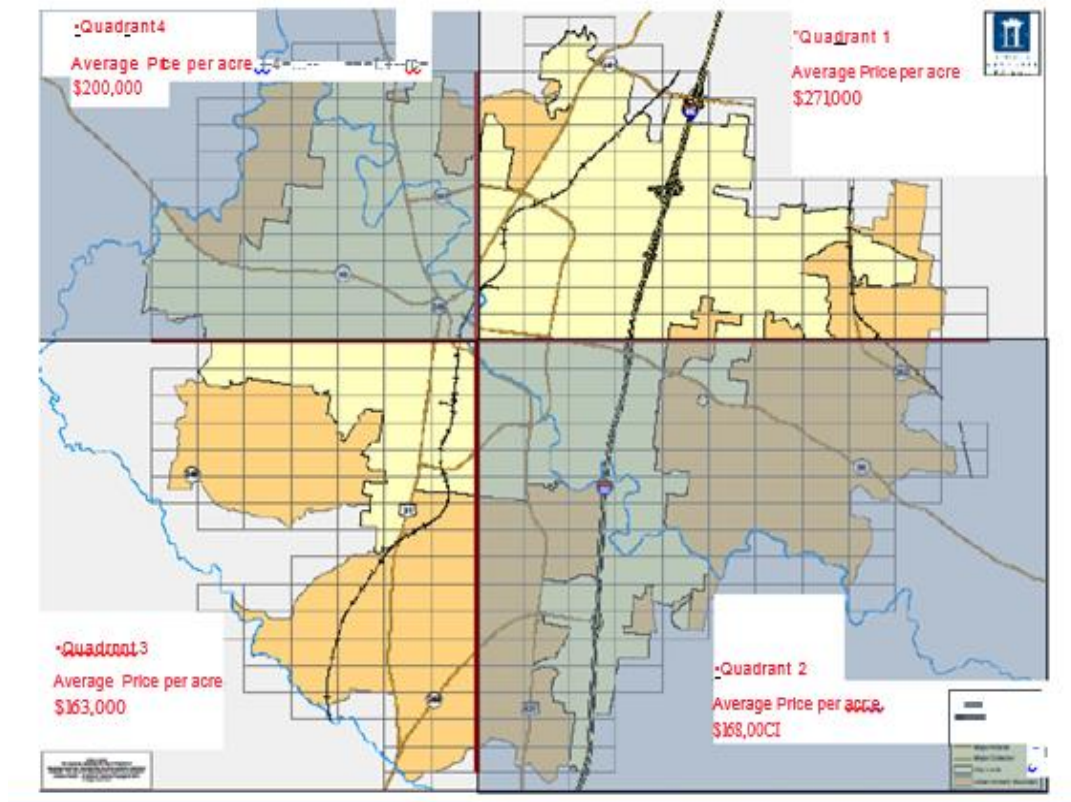
Alderman Skinner inquired as to how old the data is and if it reflects the current cost of land.

Eric Stuckey answered that staff used existing examples; something that provides a standardized way to look at it. Vernon Gerth explained that adopting an Ordinance will only impact developments not received yet. Five years to reexamine is important to maintain the current level of service.

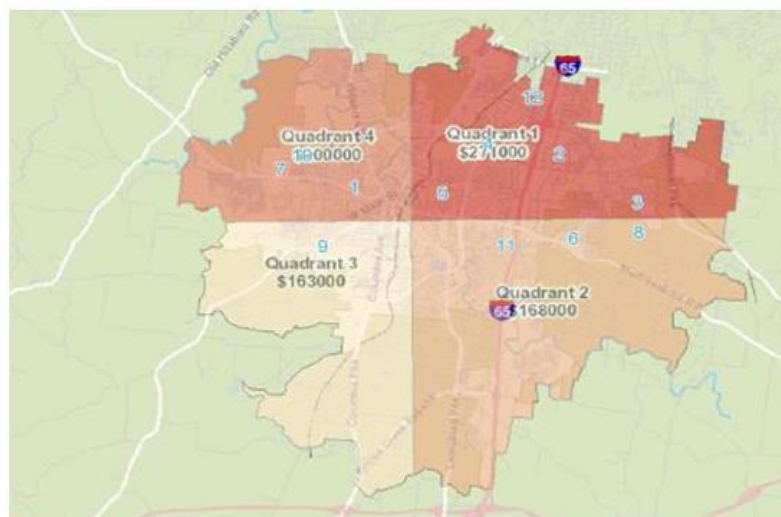
Alderman Skinner supports looking at this next year and then reevaluate thereafter. Asked if recent scenarios were used in the proposal. Vernon Gerth explained that the quadrants depicted in the Board’s agenda packet are those currently used and is the method used by a lot of communities.

Lisa Clayton shared that keeping the four quadrants (as opposed to splitting the City into two sections) allows for keeping funds within that quadrant, but it can be reevaluated.

Alderman Barnhill conveyed this scenario will achieve what the Board wants done in community parks; believes pocket parks enhance the developments. He expressed he would like to see a much higher percentage of community park developments.



- 1 Vandalia Cottages
- 2 Resource PUD
- 3 Amelia Park
- 4 Artesa
- 5 Ralston Row
- 6 Fountains of Franklin
- 7 Morning Point
- 8 Tap Root
- 9 Rucker Park
- 10 Blossom Park
- 11 Somerby Watson Glen
- 12 Nichol Mill lofts



**Other Business**

No other business was discussed.

**Adjournment**

Work Session adjourned at 6:45 p.m.

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Dr. Ken Moore, Mayor

Minutes prepared by Lanaii Benne, Assistant City Recorder, Administration Department