



City of Franklin

109 3rd Ave S
Franklin, TN 37064
(615)791-3217

Meeting Minutes - Final Work Session

Tuesday, October 14, 2014

5:00 PM

Board Room

Call to Order

Present 8 - Ann Petersen, Clyde Barnhill, Brandy Blanton, Pearl Bransford, Margaret Martin, Dana McLendon, Michael Skinner, and Beverly Burger

Citizen Comments

WORKSESSION DISCUSSION ITEMS

1. [14-475](#) Video Presentation: a) Unsolved Homicide - Peggy Cox b) 150th Commemoration

Sponsors: Milissa Reiersen, Lisa Clayton and Deb Faulkner

No Action

2. [14-472](#) Consideration Of Sanitary Sewer Extension Agreement (COF Contract No 2014-0185) Between The City Of Franklin, Real Estate Solutions Group, LLC And Crescent Helm, LLC. (10/14/14 WS)

Sponsors: Paul Holzen

Attachments: [COF 2014-0185 - Sewer Agreement Map](#)

[COF 2014-0185 - Sewer Agreement](#)

[COF 2014-0185 - Exhibit A](#)

This agreement ensures water mains are installed concurrently for the Helms Square PUD and the Water's Edge PUD.

A motion was made that this Contract/Agreement be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 10/28/2014. The motion carried by a unanimous vote.

3. [14-494](#) Consideration of Resolution 2014-72, a Resolution Rejecting the September 17, 2014 Construction Bid for the 3rd Avenue North Trail/Greenway Project (TDOT Pin 109424.00, COF Contract 2012-0069) (10/14/14 WS)

Sponsors: Paul Holzen

Attachments: [RES 2014-72 3rd Ave Train Rejection - LA](#)

Only one bid was submitted, and it was 27% higher than the original cost estimate. There were other deficiencies as well. Staff is confident there will be more bids when the project is re-advertised.

A motion was made that this Contract/Agreement be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 10/28/2014. The motion carried by a unanimous vote.

4. [14-471](#) Presentation And Status Update Of The Comprehensive Transportation Network Plan Project

Sponsors: Paul Holzen and Catherine Powers

Attachments: [BOMA Update Presentation 101414](#)

Cynthia Bowen and James Kelly, CHA representatives, presented an update. They have completed the first major task and phase 1 of the four phases. The first public meeting is schedule October 22, 2014 at 6:00 p.m. in the City Hall lobby outside the Board Room.

PROJECT OVERVIEW

□ □ □ □

*Future Population & Employment Transportation Infrastructure Multi-Modal and
Transit Projects and Implementation*

- *Information gathering*
- *Land use and development discussions*
- *Population forecasting*
- *Finalize projections* • *Traffic demand model*
- *Local roadway studies*
- *Transportation infrastructure recommendations*
- *Neighborhood connectivity*
- *Corridor cross sections* • *Bicycle and pedestrian facilities*
- *Greenway plan*
- *Transit recommendations* • *Project identification*
- *Project prioritization*
- *Cost calculations*

□ □ □

PUBLIC OUTREACH

- BOMA Stakeholder meetings*
- BOMA Project Update meeting*
- Public information meeting #1* PUBLIC OUTREACH
- BOMA Project Update meeting*
- Public information meeting #2* PUBLIC OUTREACH
- BOMA Project Update meeting*
- Public information meeting #3*

□ ONLINE PUBLIC ENGAGEMENT □

PROJECT ADMINISTRATION

- *BOMA stakeholder meetings*
- *Creation of project visual identity*
- *Online project communication tools*
- *Ongoing community engagement and feedback*

□ □ □ □

FUTURE POPULATION & EMPLOYMENT

- *Information gathering*
- *Land use and development discussions*
- *Population forecasting*
- *Employment forecasting*
- *Finalize projections* TRANSPORTATION INFRASTRUCTURE
- *Traffic demand model*

- Local roadway studies
- Transportation infrastructure recommendations
- Neighborhood connectivity
- Corridor cross sections MULTI-MODAL AND TRANSIT
- Bicycle and pedestrian facilities
- Greenway plan
- Transit recommendation

PROJECTS & IMPLEMENTATION

- Project identification
- Project prioritization
- Cost calculations

BOMA INTERVIEWS

Interviews were held with individual BOMA members and representatives from CHA.

Major topics included:

- Safety Concerns
- Congestion issues
- Inadequate facilities
- Area opportunities • Growth areas
- Future concerns
- Transit
- Multi-modal

ONLINE ENGAGEMENT

Project branding and visual identity: A combination of the City of Franklin logo with the Connect Franklin logo developed by CHA.

Online tools for communication:

PROJECT WEBSITE FACEBOOK TWITTER MINDMIXER

- Provides project overview, FAQ, events, and project documents
- 706 page views
- 201 unique visitors • Utilizing City of Franklin page
- Potential to reach 12,000 people
- Posts are being seen by 600-700 People
- Posts are being shared and Commented on • Utilizing City of Franklin page
- Facebook feeds automatically to Twitter
- Potential to reach over 9,000 People
- Posts are being retweeted • Site linked to City Facebook page
- 8 open topics
- 90 participants
- 47 comments
- 7 shares

COMMUNITY FEEDBACK

- Additional access given to neighborhoods
 - City needs additional sidewalks and a comprehensive bikeway/bike lane system
- Welcome to Franklin, TN Comprehensive Transportation Plan's Reporting Interface:
(The Reporting Interface displays all of the activity from the project)

- Shows a traffic graph by the week or day.
 - Connect neighborhoods with schools
- Manage truck traffic Total Traffic: Unique Visitors 558, Page Views 2,511
- Your Average Participant is.... Male – 44 Years Old -
 - Manage development and growth
- Numerous locations of concern and perceived congestion and safety issues Living
in Postal Codes: 37064, 37067, 37069
- Sharing: Facebook 7, Twitter 0, LinkedIn 3, Google+ 0, Email 2
- Top Shared Item: <http://connectfranklin>

POPULATION AND EMPLOYMENT

Existing Land Uses – Reviewed existing land use information and field verified any areas of question – map included

Known Developments – Mapped known development agreements. Documented proposed number of units, building square footage, densities and FAR, Cross referenced information with current and past City Development Reports – map included.

Areas of Change – Using feedback from work sessions with planning and engineering staff, major areas of change were mapped and appropriate densities were applied – map included.

Vacant Parcels – Identified all vacant parcels using City GIS information. Assigned future land use to identified parcels based on existing zoning, surrounding uses, context, development feasibility, access and visibility - map included.

Population Projection 2013-20140: (graph)

2004-2013 Development Report Trend – up to 161,043 in 2040

1980-2010 Census Trend – up to 295,951 in 2040

MPO BAU Model – up to 222,572 in 2040

CHA Projection – up to 133,647 in 2040

Note: For the MPO Model and CHA Projection, if a portion of a TAZ was within the UGB, the entire TAZ was included. Subsequently, these projections include some areas outside of the UGB.

Population Growth People Per Acre – Map depicted Population Growth (2013-2040) and People per Acre (0-4+)

Employment Projection 2013-2040: (graph)

MPO BAU Model – 133,219 in 2040

CHA Projection – 126,667 in 2040

Employment Growth Jobs Per Acre – Map depicted Employment Growth (2013-2040) and Jobs per Acre (0-16+)

PUBLIC OPEN HOUSE

Wednesday, October 22, 2014, 6:00 p.m. to 8:00 p.m., City Hall Board Room

Major topics will include:

- Purpose of the plan
 - Multi-modal connections
- Land use and employment projections
 - Transportation facility preferences
- Transportation improvements and areas of concern
 - Corridor amenities and configuration

Meeting materials will include informational boards and facilitated exercises

Discussion touched on neighborhood connection, integration of land use plan and character areas.

5. [14-467](#) Consideration of Resolution 2014-73, A Resolution Declaring the Intent of the City of Franklin to Act As A Governmental Pass-Through Entity for the Lovell Tract Land Acquisition Project as Requested by the Civil War Preservation Trust. (10/14/14 WS)

Sponsors: Eric Stuckey

Attachments: [aa2 2014-73 Lovell Tract at Franklin Battlefield CWT request for pass through funds.docx](#)
[aa3 Pass Through Request- Lovell.pdf](#)
[aa4 Hawke, Paul 10-2014.docx](#)
[aa6 Lovell Map Update.pdf](#)
[aa005 sf 424.pdf](#)

Request from the Civil War Trust to have the City of Franklin act as a government pass-through entity for the land acquisition project known as the Lovell Tract. The resolution proposes the funds from the National Park Service (NPS) be deposited with the City, then forwarded to the Civil War Preservation Trust for purchase of this Civil War Battlefield land. The American Battlefield Protection Program grant amount is \$1,260,687.00.

A motion was made that this Resolution be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 10/28/2014. The motion carried by a unanimous vote.

6. [14-427](#) PUBLIC HEARING: Resolution 2014-68, To Be Entitled, "A Resolution Approving A Development Plan Revision For The Ovation PUD Subdivision, Located At Southeast Corner Of East McEwen Drive And Carothers Parkway, By The City Of Franklin, Tennessee." (10/14/14 WS)

Sponsors: Ann Petersen

Attachments: [4645 Ovation DP, Rev 1 Map](#)
[4645 Conditions of Approval_01](#)
[Res 14-68 4645 Ovation PUD DP Rev 1](#)
[14066 Ovation Final PUD Dev Plan Submittal Doc 14-09-04](#)
[Original Development Plan](#)
[Ovation Pattern Book](#)

The resolution addresses an adjustment to the boundary for the PUD and an improvement to the street network connectivity within the PUD to make it walkable for pedestrians. Relatively minor changes

A motion was made that this Resolution be referred as a Public Hearing Item to the Board of Mayor & Aldermen, meeting on 10/28/2014. The motion carried by a unanimous vote.

7. [14-465](#) Consideration Of Bid Award To Justin Stelter Of Franklin, TN In The Total Amount Of \$40,464.70 For Tree Supply, Planting And Related Contract Services, Including A 12-Month Maintenance And Guarantee, At Eastern Flank Battlefield Park, Ft. Granger And Pinkerton Park For The Parks Department (Purchasing Office Procurement Solicitation No. 2015-010; To Be Funded By The Tree Bank Reserve; Contract No. 2014-0262) (10/14/14 WS)

Sponsors: Lisa Clayton

Attachments: [2015-010 Bid Tab 2014.10.02.1119](#)
[2014-0262 Procurement Agreement, signed for vendor, with all attachments except certificate of insurance](#)

The \$40,464 for this project will be taken from the Tree Bank. Current Tree Bank balance is \$225,000.

A motion was made that this Contract/Agreement be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 10/28/2014. The motion carried by a unanimous vote.

8. [14-481](#) Consideration of Resolution 2014-74 To Adopt A Pension Funding Policy. (10/14/14 WS)

Sponsors: Russ Truell

Attachments: [City of Franklin Pension Funding Policy revised 9.19.14](#)
[Chapter 990 regarding pension funding policy](#)
[GFOA Pension Funding Policy](#)
[2014-74 Resoluton to Adopt Pension Funding Policy](#)
[ws 10 USE THIS ONE pension funding policy.pdf](#)

Mr. Truell explained the Policy and changes are due to GASB 67 and 68 and State of Tennessee Chapter 990 requiring every city must have a pension funding policy in place by July 2015. Staff recommends adopting the policy ahead of schedule so it can be reported in the upcoming audit. The draft policy was reviewed and approved by the Pension Committee. The Pension will be funded every year with an amount recommended by qualified actuaries. Asset smoothing is included in the policy; although it has not been done before, it will now be beneficial to do that. This item will be on the October 28 BOMA agenda.

Vice Mayor Petersen commented that the City's Pension Plan is in good shape. Mr. Truell gave kudos to BOMA for issuing the pension bonds. The plan went from 92-93% funded to over 100%.

A motion was made that this Resolution be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 10/28/2014. The motion carried by a unanimous vote.

9. [14-495](#) Extension of the Interlocal Agreement between the City of Franklin and Williamson County for disposal of BOPAE (Batteries, Oil, Paint, Anti-freeze, Electronics) (10/14/14 WS)

Sponsors: Becky Caldwell

Attachments: [bb2 Addendum A_BOPAE interlocal agreement](#)

This is an extension of the agreement already in place.

Becky Caldwell noted the first Saturday of every month has been added to the drop-off schedule:

Monday through Friday – 6:30 a.m. to 2:00 p.m.

First Saturday of every month – 8:00 a.m. to Noon

411 Century Court, enter at the scale house.

Cooking oil is now being accepted.

A motion was made that this Resolution be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 10/28/2014. The motion carried by a unanimous vote.

10. [14-476](#) Consideration of Proposed Ordinance 2014-33, an Ordinance To Rescind Ordinance 2008-56 and To Adopt A Revised Policy For Records Requests. (10/14/14 WS) FIRST OF TWO READINGS

Sponsors: Kristen Corn and Lanaii Benne

Attachments: [13 2014-33 Revised policy for public records request.DOC](#)

Ordinance 2008-56 was approved in 2008. Since then, the Tennessee Office of Open Records Counsel has established a Schedule of Reasonable Charges for copies of public records. Staff recommends Ordinance 2008-56 be rescinded and replaced with Ordinance 2014-33 that lists a schedule of fees that more adequately conveys the actual cost to the City. A City employee must scan copies to know what is being released from the City. Electronic records can be emailed free of charge. If the request is for an abundance of records that involves hours of searching and gathering by a City employee, there will be a labor charge. The first hour of staff labor is free, however.

Most all departments receive requests for records. Personnel records are covered by state law and certain identifying information is confidential. There are state laws specific to police personnel and the Chief of Police monitors those requests to determine what can be provided.

A motion was made that this Ordinance be referred as a Consent Item to the Board of Mayor & Aldermen, meeting on 10/28/2014. The motion carried by a unanimous vote.

Other Business

Adjournment

ANYONE REQUESTING ACCOMODATIONS DUE TO DISABILITES SHOULD CONTACT A.D.A. COORDINATOR, AT 550-5721 AT LEAST 10 DAYS PRIOR TO THE MEETING, IF POSSIBLE.