MINUTES OF THE WORK SESSION BOARD OF MAYOR AND ALDERMEN FRANKLIN, TENNESSEE CITY HALL BOARDROOM

TUESDAY, AUGUST 28, 2018 - 5:00 P.M.

Board Members			
Mayor Ken Moore			
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	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	A	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	P	Joe York, Streets Director	
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

■ Doug Jones, attorney representing United Daughters of the Confederacy: Spoke to the issue of *The Fuller Story* as proposed to BOMA by three pastors and one historian at the last meeting. Mr. Jones stated that the Franklin Chapter of the UDC has been in Franklin for 120 years and believe they have delivered the story. He stated the monument should be left alone. The Franklin Chapter of the UDC has a vision to tell the whole story and believe it should be located at the Carter House. They support a wide interpretive view of Franklin Civil War history and want to work with the City and pastors and historian. He said one fact has not been considered: The monument and the land out on the square is owned by the UDC. If the City wants to litigate we can do that. They take the position that they own it, and they own that ground, not just the statue. Also, their group wasn't notified to participate in *The Fuller Story* as were other historic groups. It is a fundamental right of property rights in this country that we be respected, that we be brought into this. We look forward to working with you.

WORK SESSION DISCUSSION ITEMS

1. 18-0693 Review of Six-Month Building Activity

Eric Stuckey, City Administrator Vernon Gerth, Assistant City Administrator Lynn Osland, Development Services Analyst

Review of Fiscal Year 7/1/2017-6/30/2018:

•	Total Permits Issued	6,835
•	Total Fees Received	\$2,848,536
•	Total New Dwelling Units	1,866
	 Single Family 	495
	 Multi-Family 	1,247
	 Townhomes 	124

There are quite a few projects underway.

2. 18-0880 *Consideration of Liquor License RENEWAL for Franklin Wine and Spirits (James D. Clark, Managing Agent), 1400 Liberty Pike, Suite #300, Franklin, TN 37064.

Lanaii Benne, Assistant City Attorney

No questions or comments.

3. 18-0870 Public Meeting Code of Conduct.

Eric Stuckey, City Administrator

Since there are so many public meetings of different kinds, staff developed a code of conduct for public meetings. Although most meetings go smoothly, occasionally there are heated discussions that get out of hand.

To summarize the draft policy:

- · Personal attacks are not acceptable
- · All present follow the rules
- · Public comment will be directed through the chair of the meeting
- Time limits may be established
- No placards or signs allowed within the chambers
- · Chair has the right to stop comment after time has expired or commenter violated the rules. Chair may also remove a commenter for violation of this code.
- · Actively listen to the other speakers
- · Refrain from overly repetitive messages voiced by other speakers
- Speak distinctly with intention
- Respect differing opinions
- Disagree constructively
- · Refrain from disparaging or offensive remarks or antagonizing other speakers

Discussion

- · Many other cities have codes in place.
- · Alderman Speedy: This will be a good thing to have, especially because of a recent developer meeting that got out of hand.
- · Alderman Blanton: It will be good to have rules of conduct. She also suggested that BOMA have the same kind of timer that the Planning Commission uses.
- · Alderman Burger: Recommended an addition to the list; people should not approach the dais during meetings.
- · Alderman Petersen: The way this is written implies that Franklin citizens don't know how to behave. It sounds like we're scolding a child.
- · Shauna Billingsley: The document is to facilitate how people act and it more to give confidence for the chair.
- · Alderman Bransford: Sees it as proactive and not disrespectful. It isn't taking away anyone's freedom to speak.
- · Alderman McLendon: Supports the code but said it's a crying shame that we are at this point. Unfortunate that we must tell people how to behave.
- · Alderman Barnhill: Supports a code because that is the nature of things these days.
- Mayor Moore: It is good to have a statement about protocol and it is a good guide for the audience.
- · Alderman Burger: The lack of civility is unfortunate and that we need the rules.

4. 18-0869 Discussion Regarding Water and Sanitary Sewer Cost of Service Study.

Michelle Hatcher, Water Management Director Jim Marshall. Jackson Thornton Utilities Consultants

This update is for a new 5-year plan for water and sewer rates and to get BOMA input on new rates to be implemented January 1, 2019.

Water - Cost of Service Results - Total Recovery 91%

Water – Five Year Approach – 2019-2023 2.90% each year

Water Rate Option A - Customer Charge Increase

Option A

Two Year Rate Plan:

Increase the monthly Customer Charge by \$1.50 each of the next two years for each rate class Option A would generate approximately \$654,000 in additional revenue over the two-year period. Water – Option A Residential Inside

	Cost of Service	Current Rate	Proposed Rate	Difference
Customer Charge (Includes 1,000 Gal)	\$ 15.80	\$ 11.86	\$ 14.86	\$ 3.00
Next 9,000 Gallons	\$ 5.19	\$ 4.96	\$ 4.96	
Next 15,000 Gallons		\$ 5.89	\$ 5.89	
All Additional Usage		\$ 6.82	\$ 6.82	

Water Rate Option B – Customer Charge and Consumption Charge Increase $\underline{\text{Option B}}$

Two Year Rate Plan:

- Increase the monthly Customer Charge by \$0.75 each of the next two years for each rate class.
- · Increase the Volumetric Charge by \$0.11 each of the next two years for each rate class.

Option B would generate approximately \$644,000 in additional revenue over the two-year period. Water – Option B Residential Inside

	Cost of Service	Current Rate	Proposed Rate	Difference
Customer Charge (Includes 1,000 Gal)	\$ 15.80	\$ 11.86	\$ 13.36	\$ 1.50
Next 9,000 Gallons	\$ 5.19	\$ 4.96	\$ 5.18	\$ 0.22
Next 15,000 Gallons		\$ 5.89	\$ 6.11	\$ 0.22
All Additional Usage		\$ 6.82	\$ 7.04	\$ 0.22

Option A						
	Customer Charge	Revenue			Total Revenue	
	Increase	Generated			Generated	
Year l	\$ 1.50	\$ 326,949			\$ 326,949	
Year 2	\$ 1.50	\$ 326,949			<u>\$ 326,949</u>	
	\$ 1.50	<u>\$ 653,898</u>			<u>\$ 653,898</u>	
Option B						
	Customer Charge Increase	Revenue Generated	Volumetric Charge Increase	Revenue Generated	Total Revenue Generated	
Year 1 Year 2	\$ 0.75 \$ 0.75	\$ 163,475 <u>\$ 163,475</u> <u>\$ 326,949</u>	\$ 0.11 \$ 0.11	\$ 158,518 <u>\$ 158,518</u> <u>\$ 317,036</u>	\$ 321,993 \$ 321,993 \$ 643,985	

Sewer - Cost of Service Results - Total Recovery 136%

Sewer-Five Year Approach – 2019-2023 2.90% each year

Sewer Rate Option A - Customer Charge Increase

Option A

Two Year Rate Plan:

Increase the monthly Customer Charge by \$2.32 each of the next two years for each rate class Option A would generate approximately \$1,327,000 in additional revenue over the two-year period. Sewer – Option A Residential Inside

	Cost of Service	Current Rate	Proposed Rate	Difference
Customer Charge (Includes 1,000 Gal)	\$ 15.18	\$ 16.55	\$ 21.19	\$ 4.64
Next 14.000 Gallons	\$ 3.51	\$ 5.99	\$ 5.99	
All Additional Usage		\$ 5.20	\$ 5.20	

Sewer Rate Option B – Customer Charge and Consumption Charge Increase Option B

Two Year Rate Plan:

- · Increase the monthly Customer Charge by \$1.16 each of the next two years for each rate class.
- Increase the Volumetric Charge by \$0.14 each of the next two years for each rate class.

Option B would generate approximately \$1,300,000 in additional revenue over the two-year period.

Sewer - Option B Residential Inside

	Cost of Service	Current Rate	Proposed Rate	Difference
Customer Charge (Includes 1,000 Gal)	\$ 15.18	\$ 16.55	\$ 18.87	\$ 2.32
Next 14,000 Gallons	\$ 3.51	\$ 5.99	\$ 6.27	\$ 0.28
All Additional Usage		\$ 5.20	\$ 5.48	\$ 0.28

Sewer - Summary of Rate Options

	Option A							
	Customer Charge	Revenue			Total Revenue			
	Increase	Generated			Generated			
Year l	\$ 2.32	\$ 663,441			\$ 663,441			
Year 2	\$ 2.32	\$ 663,341			\$ 663,341			
	\$ 2.32	<u>\$1,326,882</u>			\$1,326,882			
	Option B							
	Customer Charge Increase	Revenue Generated	Volumetric Charge Increase	Revenue Generated	Total Revenue Generated			
Year 1 Year 2	\$ 1.16 \$ 1.16	\$ 331,721 <u>\$ 331,721</u> <u>\$ 663,441</u>	\$ 0.14 \$ 0.14	\$ 318,123 <u>\$ 318,123</u> <u>\$ 636,246</u>	\$ 649,844 <u>\$ 649,844</u> <u>\$ 1,299,687</u>			

Staff recommends BOMA act on the Customer Charge since it hasn't been reviewed for 3-4 years. Discussed pros and cons of increasing volume charge and those who use very little water. Revenues do not cover the costs of providing water and sewer. Touched on providing water outside of the City.

The Aldermen asked to see the cost of water from all the surrounding utilities and a comparison of actual water and sewer bills. Some feel they are paying more for water and sewer for four people in the home than when there were seven living in the home.

The Water/Sewer funds are self-supporting independent businesses that are still subsidized with General Fund money. A Resolution identifying the Five-Year Plan, along with individual ordinances will come before the Board soon.

5. 18-0807 Consideration of DRAFT RESOLUTION 2018-65 to a 401(a) Defined Contribution Retirement Plan in the Form of the ICMA Retirement Corporation Deferred Compensation Plan & Trust and a 457(B) Plan in the Form of the ICMA Retirement Corporation Governmental Profit Sharing Plan & Trust and Engage ICMA Retirement Corporation for Sharing Plan & Trust and Engage ICMA Retirement Corporation for Third Party Administration of Each Plan.

Eric Stuckey, City Administrator
Kristine Tallent, Assistant City Administrator/CFO
Kevin Townsel, Human Resources Director

Kristine Tallent gave the background on the now closed pension plan being managed by TCRS and the new plan with TCRS. The pension plans were compared as well.

The purpose of the proposed New Defined Contribution Plan is to make the new pension plan comparable to the closed pension plan. It will help the City be more competitive with other employers as well.

6. 18-0677 Approval to Enter in a Professional Services Agreement with the Architect Workshop for the "City of Franklin City Hall Programming Report" regarding the Development of a New City Hall. (Job Number 2018-0154).

Brad Wilson, Facilities Project Manager

The existing building analysis was removed from the contract as requested by BOMA. The deletion brings the total down to approximately \$140,000. How to use other redevelopment to offset the cost of City Hall is included. They will meet with the directors to get feedback on architecture and design only. The information will be compiled and presented to BOMA.

Alderman Barnhill once again voiced his opinion that the current location is not the best site and thinks there will be input from those who feel the same way.

Mr. Wilson said this is mainly to get components and schematic regarding what is needed for departments. That first step to get to an architect.

Alderman Burger related whether it's this space or elsewhere, they are just doing a needs analysis.

7. 18-0799 Consideration of COF Contract No. 2018-0085 with Lose and Associates, Inc. for the Franklin Special School District (FSSD) Ballfield Renovation Masterplan in the Amount Not-to-Exceed \$60,000.

Lisa Clayton, Parks Director

No questions or comments.

8. 18-0604 Discussion on Irrigation Metering Structure.

Michelle Hatcher, Water Management Director

Water Management is looking for direction on structuring this program.

Irrigation Fees Alternatives:

Winter Pricing Model -

- Potential impact to wastewater revenue between \$2-\$3 per customer per month based on evaluation of residential, inside City Customer
- · Encourages increased use of potable water for irrigation
 - *Consider reevaluation including rate structure

Reduction in Irrigation Meter Impact Fee

- · Improves the return on investment for customers
- Actual Cost of typical installation is approximately \$1,615 (3/4" residential irrigation)
 *Complete tap installation fee: \$756 however code allows for recovery of full cost
- Current irrigation impact fee plus installation fee: \$3,3150 + \$756 = \$3,906 (3/4" residential irrigation
- Current Potable Water impact fee = \$2,089+\$756 = \$\$2,845 (3/4" Residential Potable)
- Encourages increased use of Potable water for irrigation
 - *Consider evaluating rate structure for irrigation only customers.

Discussion:

- Water Management received three emails from customers and those will be forwarded to the Aldermen. It's a fairness issue, paying for water not going through the treatment system.
- · More information will be provided before a decision is made.
- · How many customers would be willing to purchase these expensive meters?
- 9. 18-0539 Consideration of ORDINANCE 2018-17 to Amend Title 12, Chapter 8 of the Franklin Municipal Code to Adopt the ICC International Existing Building Code, 2018 Edition.

 Chris Bridgewater, BNS Director

These codes are not required, but provide excellent guidance. This is referred to as the "swimming pool code".

10. 18-0542 Consideration of ORDINANCE 2018-20 to Amend Title 12, Chapter 5 of the Franklin Municipal Code to Adopt the ICC International Property Maintenance Code, 2018 Edition.

Chris Bridgewater, BNS Director

This, too, is a basic code BNS uses that is not required.

11. 18-0545 Consideration of ORDINANCE 2018-23 to Amend Title 12, Chapter 7 of the Franklin Municipal Code to Adopt the ICC International Property Maintenance Code, 2018 Edition.

Chris Bridgewater, BNS Director

This is also a basic code book the department adopts although it is not required.

12. 18-0770 Consideration of ORDINANCE 2018-25 to Amend Title 7, Chapter 5 of the Franklin Municipal Code to Adopt the NFPA 101 Life Safety Code, 2018 Edition.

> Chris Bridgewater, BNS Director Andy King, Deputy Chief/Fire Marshal

Fire Department code specializing in life safety codes, not required but adopted.

These basic code books have been in place many years with periodic adoption of the most current editions.

Other Business

None

Adjournment

Work Session adjourned @ 6:53 p.m. BOMA meeting will convene @ 7:07 p.m. Dr. Ken Moore, Mayor

Minutes prepared by: Linda Fulwider, Board Recording Secretary, City Administrator's Office - 9/17/2018