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**MINUTES OF THE WORK SESSION  
BOARD OF MAYOR AND ALDERMEN  
FRANKLIN, TENNESSEE  
CITY HALL BOARDROOM  
TUESDAY, DECEMBER 11, 2018 – 5:00 P.M.**

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**Board Members**

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

**Department Directors/Staff**

Eric Stuckey, City Administrator	P	Lisa Clayton, Parks Director	P
Vernon Gerth, Assistant City Administrator	P	Michelle Hatcher, Water Management Director	P
Mark Hilty, ACA Public Works		Paul Holzen, Engineering Director	P
Kristine Tallent, ACA/CFO	P	Emily Hunter, Planning & Sustainability Director	P
Shauna Billingsley, City Attorney	P	Kevin Townsel, HR Director	
Deb Faulkner, Police Chief		Joe York, Streets Director	P
Rocky Garzarek, Fire Chief		Michael Walters Young, Budget/Strategic Mgr.	P
Jordon Shaw, IT Director	P	Lanaii Benne, Assistant City Recorder	P
Tom Marsh, Interim BNS Director	P	Linda Fulwider, Board Recording Secretary	P
Jack Tucker, SES Director	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

**WORK SESSION DISCUSSION ITEMS**

1.     **18-1250     Tree Commission Report**  
Deferred
2.     **18-1236     Franklin Public Arts Commission Update**  
Defer to January 8, 2019
3.     **18-1146     Consideration of Special Event Permit for the Pilgrimage Music and Cultural Festival at the Park at Harlinsdale Farm to be Held September 20-22, 2019 and 2018 Pilgrimage After Action Report.**

**Lisa Clayton, Parks Director**

**Todd Horton, Deputy Chief, Admin/Emergency Mgmt.**

Todd Horton presented a detailed After-Action Report. Highlights:

After Action Recommendations – Command Post

- ◆ Lack of sufficient WIFI support needs to be addressed for future events
- ◆ City should fully explore the benefits FirstNet – a high-speed, nationwide wireless broadband network dedicated to public safety and determine if the City should invest in it for future events and day-to-day emergency operations.
- ◆ Additional camera along Franklin Road and Liberty Pike should be incorporated.

After Action Recommendations – Impacts to Future Park Events

- ◆ City staff work diligently to address weather incidents, load-out times, and consider insertion of a buy-out clause in the existing contract or encouraging all Special Event Permit Holders to purchase Event Cancellation insurance.

#### After Action Recommendations – Traffic

- ◆ Because evacuations are unpredictable, law enforcement should ensure sufficient personnel are available to work all posts as needed, including the management of an evacuation, without having to wait for officers to move from one assignment to the next.

#### After Action Recommendations – Street Preparations

- ◆ While last minute changes to the traffic plan are sometimes unavoidable, an effective communications method should be established between all affected parties to ensure we are prepared to execute the plan.
- ◆ Daniel McMahon should be closed for future Pilgrimage events. Certain exceptions could be made if this becomes a designated off-site parking location.

#### After Action Recommendations – Pedicabs

- ◆ Recommend pedicabs not be allowed to operate until a safer solution can be established.

#### After Action Recommendations - On-Site Parking

- ◆ Advantages and disadvantages of on-site parking were reviewed. There was significant damage in one of the parking areas.
- ◆ City staff will continue to work with Pilgrimage to fully evaluate on-site parking to determine the best course of action moving forward.

#### Evacuation/Cancellation

- ◆ Detailed review of this category.
- ◆ 21,547 attendees were in attendance when the evacuation order was given.

#### Security

- ◆ Pilgrimage contracts with different security companies for over 200 security personnel
- ◆ 20 walk-through metal detectors were placed at festival entrances.
- ◆ A sweep of the property by Pilgrimage Security directing people to seek shelter was only minimally done. Attempted to forcibly remove attendees from the beer tent.

#### Evacuation Progress Summary

- ◆ Gold Record Evacuation – Within 12 minutes, 90% of attendees had left this area
- ◆ Little Harpeth River – Within 8 minutes, 99% of attendees had left this area
- ◆ VIP Village – After 12 minutes, this tent was 85% full, three minutes later a handful remained.
- ◆ Main Beer Tent – After 23 minutes, tent remained full. After 1 hour, evacuation began, and tent was 99% empty within 5 minutes.

#### After Action Recommendations – Inclement Weather Plan

- ◆ The plan must be altered to allow for varying weather factors, that while being too numerous to list, will provide the flexibility needed to make better decisions of the various weather codes.

#### After Action Recommendations – Safety Alert Messages

- ◆ Pilgrimage must be required to demonstrate successful airing of the safety video from all stage screens prior to opening for business and must continue to successfully do so during the course of the event or until directed by Command Staff.

#### After Action Recommendations – Site Evacuation

- ◆ Perform a walkthrough of a weather evacuation with City staff.
- ◆ Ensure an effective communications plan and equipment (i.e. PA System) are in place for all shelter areas.
- ◆ For all future events, no tents will be permitted in the floodplain around the pond area.
- ◆ All VIP tents shall be located on the east side of the interurban due to the ingress and egress problems. Paddocks on the south side of the arena and west inside the paddock can be used.
- ◆ The City should consider providing a uniformed law enforcement officer at each shelter location.

#### After Action Recommendation – Pilgrimage Site Evacuation Plan

- ◆ Messaging after the evacuation was practically non-existent. Pilgrimage has recognized the need to hire a Communications Director who is familiar with crisis communications and plan to fill the position prior to the next event.
- ◆ An effective communications system must be available at each shelter location to keep the population informed. Personnel should have access to and be trained on the system.
- ◆ Moving forward, Pilgrimage will be required to establish formal agreements with each shelter location and to provide proof of insurance coverage.

- ◆ It is recommended that the video safety message and shelter locations should be made available to attendees prior to the event. Shelter locations should also be made available on festival map handouts and on signage near all exits.
- ◆ Pilgrimage must provide sufficient representation at each designated shelter location that is equipped with sufficient communications equipment to receive and provide continuing updates.
- ◆ It is recommended that Pilgrimage provide signs or maps that show the location of pick up sites for rideshare.
- ◆ While there are ample opportunities for sheltering from lightning, there is not sufficient tornado shelters readily available in reasonable distances from the venue. When Williamson County has been placed under a "Tornado Watch", the event is to be suspended or cancelled.
- ◆ After the initial stage announcements to evacuate the site were made, sound technicians began to remove sound equipment to protect it from the weather. This eliminated the stages as a resource to make additional announcements. A readily available and tested backup means of communications must be available in these occurrences.

After Action Recommendations – WIFI

- ◆ Achievement of sufficient WIFI should be a priority.
- ◆ In the absence of sufficient WIFI for public safety usage, Pilgrimage must provide an acceptable means in which to communicate with attendees and staff throughout the event.

After Action Recommendations – Permitted Attendance

- ◆ Successfully address all recommendations previously cited in this report.
- ◆ Ensure that planning efforts address a variety of contingencies for successful event management.
- ◆ Continue to participate in joint tabletop exercises to test plan elements.

Post Event Grounds Repair

- ◆ The dog park was reopened on October 11<sup>th</sup>
- ◆ The full park was reopened October 26<sup>th</sup>

It is unclear at this time how the construction on Franklin Road will affect the festival in 2019.

★ Item 13 was addressed next

4. 18-0988 **Consideration of ORDINANCE 2018-38, "An Ordinance to Establish All-Way Stop Control at the Intersection of 3<sup>rd</sup> Avenue North and 4<sup>th</sup> Avenue North".**  

**Paul Holzen, Engineering Director**  
**Jonathan Marston, Engineering Assistant Director**

Deferred to January 8, 2019
5. 18-0989 **Consideration of ORDINANCE 2018-39, "An Ordinance to Establish All-Way Stop Control at the Intersection of 1<sup>st</sup> Avenue South and Church Street".**  

**Paul Holzen, Engineering Director**  
**Jonathan Marston, Engineering Assistant Director**

Deferred to January 8, 2019
6. 18-0990 **Consideration of ORDINANCE 2018-40, "An Ordinance to Establish No Parking Zones and to Approve a Signage and Pavement Marking Plan for Church Street".**  

**Paul Holzen, Engineering Director**  
**Jonathan Marston, Engineering Assistant Director**

Deferred to January 8, 2019
7. 18-0991 **Consideration of ORDINANCE 2018-41, "An Ordinance to Revise the Traffic Flow, Pavement Markings, and Signage on Cummins Street between Church Street and 5<sup>th</sup> Avenue South".**  

**Paul Holzen, Engineering Director**

Deferred to January 8, 2019
8. 18-0992 **Consideration of ORDINANCE 2018-42, "An Ordinance to Establish a No Parking Zone on South Margin Street and to Implement a Pavement Marking and Signage Plan".**  

**Paul Holzen, Engineering Director**

**Jonathan Marston, Engineering Assistant Director**

Deferred to January 8, 2019

9. 18-0993 **Consideration of ORDINANCE 2018-52, “An Ordinance to Establish a No Parking Zone and to Implement a Pavement Marking and Signage Plan on 7<sup>th</sup> Avenue North, between West Main Street and Fair Street”.**

**Paul Holzen, Engineering Director**

Deferred to January 8, 2019

- ★ Items 10 & 11 addressed following Item 19.

10. 18-1049 **Consideration of RESOLUTION 2018-91, A Resolution Initiating the Annexation Process and Draft Plan of Services for the Ingraham Property Located at 4099 and 4101 Clovercroft Road.**

**Emily Hunter, Planning/Sustainability Director  
Amy Diaz-Barriga, Planning Supervisor  
Christopher Andrews, Principal Planner**

Emily Hunter said the applicant wants to defer the public hearing to March 12, 2019; however, the public notice has been published. The Resolution is just to start the process to see if annexation would be considered in future.

Chris Andrews explained this property is contiguous with the City limits on the east side of Franklin and south of Clovercroft Road. It is in the single-family residence Design Concept in Envision Franklin. Preliminary plan proposes approximately 420 single family residences with varying dwelling and lot sizes. A big portion is within the hillside overlay. Staff recommends initiation of the annexation process.

**Citizen Comments:**

- Randy Foster, 3475 Stagecoach Drive, Watkins Creek Subdivision: Does not like the Westhaven type houses. He would be looking out of his back door to smaller homes and lots which he said goes against Envision Franklin. Concerned with traffic flow and too much density.
- Brian Gallagher, 1745 Fieldcrest Circle: As the applicant, echoed what Ms. Hunter said.

**Discussion:**

- Alderman Burger: Concerned with transition, only developable in pockets because of the hillsides, and gas lines and other utilities. Wants City to work with County Commissioners and school board representatives regarding school capacity.
- Vice Mayor Barnhill: Asked and was told it is 2,400 linear feet to the nearest sewer; however, the subdivisions in the area are all on sewer.
- Alderman Martin: Will not support unless there is less density.

11. 18-1211 **Consideration of Initiating the Annexation Process and Draft Plan of Services, RESOLUTION 2018-101, for the Annexation of the Bennett Property at 4321 Long Lane, by the City of Franklin, Tennessee.**

**Eric Stuckey, City Administrator  
Vernon Gerth, Assistant City Administrator  
Emily Hunter, Planning/Sustainability Director  
Amy Diaz-Barriga, Planning Supervisor  
Josh King, Senior Planner**

As in Item 10, this item is about initiating the annexation process to see if the Board is interested in considering annexation in future. The property is contiguous to the eastern edge of the AG Center. Proposed use is in line with Envision Franklin. Staff recommends general office, no PUD, but a Site Plan would be required.

**Citizen Comments:**

- ☛ Amy Alexander, Refuge Center for Counseling: This is a Christ-centered non-profit organization with 54 counselors. It is not a mental health facility or drug facility. No one stays overnight. Mental health is a key issue and is the third greatest need behind affordable housing in the City of Franklin. The seller of the property has rejected other higher paying developments for the property. It would be a park-like setting and would fit into the values of Ladd Park.
- ☛ Joey Bleckley, 4338 Long Lane: Residents on Long Lane are impacted as well. They want residential. This would affect several homeowners for resale and property value. More security will be needed. Urged BOMA to vote against this proposal.
- ☛ Kunu Kaushal, 189 Rich Circle, Ladd Park HOA: Association members concerned this isn't the intended use of property so close to their community, infrastructure, the dangerous curve on Long Lane, and all the development in the area. HOA is interested in smart growth and smart development.
- ☛ Steve Abernathy, 152 Clyde Circle: Spoke in favor of the Annexation. There are false rumors being circulated such as, convicts would be frequenting the Center. One member of his family has benefited from services at the Center. He invited Amy Alexander to attend a Ladd Park meeting but he was told to uninvite her. The petition was rushed and put out without a lot of fact checking and biased to get a no vote. All who attended the meeting were against The Refuge Center save one who was neutral. The Refuge Center will add value to the community.
- ☛ Scott Myers, 4322 Long Lane (across from the proposed Refuge Center): All properties are residential. Questioned if having that property there is legal. Existing covenants, no utility infringement on their properties, mailbox relocation. Vote no.
- ☛ Greg Ross, 4321 Long Lane: Covenants are of great concern. No real estate taxes to be paid by the Refuge Center. If rezoned should benefit the community. Commercial building in a residential community. Ladd Park is not mixed use. Concern for crime, safety and traffic flow.
- ☛ Dan Oswald, 4323 Long Lane: Not against annexation but concerned about rezoning to commercial. His house is behind this. Concerns: traffic, paving the back yard into a parking lot, quality of life. Vote against.
- ☛ Sarah Oglesby, 1001 Beaman Drive: Echoed Mr. Kaushal. Consider this is residential.
- ☛ Cathy Brooks, 855 Fontwell Lane, Ladd Park: Doesn't consider this completely commercial and likes the aesthetic look. She is an advocate for people with disabilities and those who often cannot find counseling services. This is important.
- ☛ Corissa Wiest, 332 Beaman Drive and Matt Oglesby, 1001 Beaman both relinquished their time to speak.
- ☛ Greg Gamble displayed the Site Plan with the hillside at the back and outdoor space. Parking area at the front and side. Buffers to the north and south to create a sense of seclusion. He. Pointed out that at this stage the Site Plan is not fully developed. The appearance is that of a residential house. The back side is only one story. This is General Office and not Commercial.

This residential area is next to the AG Center with big and vibrant uses; whereas The Refuge Center would not be for big and vibrant uses. Saying it is a residential area is misleading. Item will be addressed at the January 8 meeting. Staff will meet with The Refuge Center and the neighborhood.

12. 18-1239 **Consideration of DRAFT RESOLUTION 2018-102, "A Resolution Providing Design Direction for the SR-96 West Multipurpose Trail Project (Vera Valley Drive to 5<sup>th</sup> Avenue North).**

**Vernon Gerth, Assistant City Administrator**  
**Paul Holzen, Director of Engineering**

Deferred to January 8, 2019

13. 18-1142 **★Consideration of Professional Services Agreement (COF Contract No. 2018-0236) with Revere Control Systems, Incorporated, for the Telemetry System Maintenance Contract in the Amount of \$51,170.**  
**Michelle Hatcher, Water Management Director**  
No questions or comments.
14. 18-1238 **★Consideration of Bid Award to Southland Constructors, Inc. in the Amount of \$6,671,000.00 (Six Million Six Hundred Seventy-One Thousand Dollars and No Cents) for the Construction of the City of Franklin Fire Station No. 7, Located in the I-65/Peytonsville Corridor (COF Contract 2018-0259, Project #2016-018)**  
**Brad Wilson, Facilities Project Manager**  
This station is essentially designed like Station #8 in Westhaven. Williamson County will fund all emergency medical related costs.
15. 18-1267 **★PUBLIC HEARING: Consideration of RESOLUTION 2018-103, A Resolution to Approve Issuance by the Health and Educational Facilities Board of the Metropolitan Government of Nashville and Davidson County, Tennessee of Up to \$14,000,000 Facilities Revenue Bonds (Centerstone of America, Inc. Project) Series 2018 for Projects Located in Franklin, Tennessee and Related Transactions.**  
**Kristine Tallent, Assistant City Administrator**  
No obligation for the City of Franklin other than a required public hearing as acknowledgement of the facility on Duke Drive.
16. 18-1247 **★Consideration of RESOLUTION 2018-104, a Resolution to Adopt Budget Goals for FY 2019-2020.**  
**Eric Stuckey, City Administrator**  
**Kristine Tallent, Assistant City Administrator**  
**Michael Walters Young, Budget/Strategic Manager**  
Financial and non-financial standard elements relating to FY 2020 overall goals to meet.
17. 18-1232 **Discussion of Wood Waste Disposal Options.**  
**Mark Hilty, Assistant City Administrator**  
**Jack Tucker, SES Director**  
Deferred to January 8, 2019
18. 18-0860 **Consideration of ORDINANCE 2018-32, an Ordinance to Amend Chapter 10 Relative to the Use of Police for Traffic.**  
Deferred to January 8, 2019
19. 18-1220 **Proposed 2019 Calendar of Board of Mayor and Aldermen Meetings.**  
**Eric Stuckey, City Administrator**  
No questions or comments.

#### **Other Business**

None

#### **Adjournment**

Work Session adjourned @ 6:54 p.m.

Voting session will convene @ 7:10 p.m.

Dr. Ken Moore, Mayor

Minutes prepared by: Linda Fulwider, Board Recording Secretary, City Administrator's Office 1/30/2019 1:29 PM