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**MINUTES OF THE *WORK SESSION***  
**BOARD OF MAYOR AND ALDERMEN**  
**FRANKLIN, TENNESSEE**  
**CITY HALL BOARDROOM**  
**TUESDAY, MAY 12, 2009 – 5:00 P.M.**

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**Board Members**

Mayor John Schroer	P	Alderman Dana McLendon	<b>A</b>
Alderman Clyde Barnhill	P	Alderman Ken Moore	P
Alderman Pearl Bransford	P	Alderman Ann Petersen	P
Alderman Beverly Burger	P	Alderman Michael Skinner	P
Alderman Dan Klatt	P		

**Department Directors/Staff**

Eric Stuckey, City Administrator	P	Eric Gardner, Engineering Director	P
Vernon Gerth, ACA Community & Economic Development	P	Shirley Harmon, HR Director	P
Russell Truell, ACA Finance & Administration	P	Mark Hilty, Water/Wastewater Director	P
David Parker, City Engineer	P	Gary Luffman, Interim Planning Director	P
Shauna Billingsley, Interim City Attorney	P	Tom Marsh, Interim Codes Director	
Rocky Garzarek, Fire Chief	P	Joe York, Streets Director	P
Jackie Moore, Police Chief	P	Brad Wilson, Facilities Project Manager	P
Fred Banner, MIT Director	P	Rodney Escobar, Risk Manager	P
Becky Caldwell, Solid Waste Director	P	Steve Sims, Assistant City Recorder	P
Lisa Clayton, Parks Director	P	Lanaii Benne, Assistant City Recorder	P
		Linda Fulwider, Board Recording Secretary	P

**1. Call to Order**

Mayor John Schroer called to order the Work Session of the Board of Mayor and Aldermen, City of Franklin, Tennessee, on Tuesday, May 12, 2009 at 5:00 p.m. in the City Hall Boardroom.

**2. Citizen Comments**

None

**WORK SESSION DISCUSSION ITEMS**

**3. Presentation on Compost Project**

**Buddy Carter, Street Department**  
**Todd King, Street Department**

Joe York introduced a video put together by Buddy Carter and Todd King, saying both were present to answer any questions the Board may have.

Composting was implemented in 2007 using existing equipment and manpower. The video followed the recipe to turn yard waste into compost. Stockpile approximately 5,000 cubic yards or 375 loads of leaves at the old City landfill on Incinerator Road. Add 400 tons of bagged grass; hedge trimmings and other

yard debris in recyclable paper bags. These ingredients are placed in formation and tended to while turning into compost. The compost is used for beautification, erosion control, among other things. It is available to citizens as well. The Composting Project provides material for projects, keeps waste from the landfill, and saves money.

The video will begin airing on Channel 10 Saturday, May 16 as part of Public Works Week.

**4.\* Consideration of Reallocation of Budget in the Amount of \$64,637.10 for the Purchase of One (1) Swath Mower for the Parks Department (Competitive Selection of Vendor Handled by Metro Nashville Contract No. 18448; To Be Allocated to 110-89530-44700**

**Lisa Clayton, Parks Director**

The funds for this item came from different line items in the budget. Significant savings will be realized through a piggy back purchase with Metro Nashville. Use of this 16' swath mower will reduce man hours and be more efficient.

**5. Consideration of RESOLUTION 2009-13; A Resolution to Set the 2009 Property Assessments for the Highgate Subdivision Area Special Assessment District**

**David Parker, City Engineer**

This is the final resolution to set the assessment based on final construction costs. Letters that went out to all Highgate property owners included information on monthly installments should some residents not want to pay up-front. The final Change Order will go to the Capital Investment Committee on Thursday. The final amount is over \$16,000 less than the original estimate. BOMA will vote on the Resolution May 26, 2009.

One Highgate resident asked if the assessment could be paid on May 27, assuming the resolution passes on the 26<sup>th</sup> as she wants to hire a plumber right away. David Parker related that is the intent if all paperwork is in order. He added that a plumber could be put on notice that a job is forthcoming.

**6. Discussion Concerning the Use of LED Streetlights in Place of Metal Halide Streetlights on the Franklin Corridor and Connector Streets Economic Development Projects.**

**David Parker, City Engineer**

Eric Stuckey advised this item would be held until the next meeting to allow time to review information just received from E.G.&G.

**7. Consideration of the Request for Sanitary Sewer Availability for 463 Franklin Road**

**David Parker, City Engineer**

The property is outside the City limits but within the UGB. During the permitting process with the County, the property owners were required to check with the City to determine whether connection to public sanitary sewer is required. Board policy has been to require properties located outside the City limits that request sewer to also request annexation.

Public sanitary sewer is located across Franklin Road in the Jackson Lake Subdivision, approximately 200' from the property. However, to serve the property a minimum 8" main line would need to be constructed under Franklin Road and extended to serve the adjacent properties along the west side of Franklin Road. The cost could easily be \$50,000. Although the owner wishes to be annexed and connect to sanitary sewer, he is willing to wait until the area is annexed and developed.

8. **Consideration of Contract Award to Davey Resource Group, A Division of the Davey Tree Expert Company of Kent, Ohio, in the Amount of \$30,000.00 for a Public Tree Inventory and Management Plan for the Planning Department (Purchasing Office Procurement Solicitation No. 2009-029; \$39,600.00 Budgeted in 110-82560-41700)**

Gary Luffman, Interim Planning Director

In 2008 the City was awarded a State 50/50 matching grant for a public tree inventory and management plan with the priority focus the Central Franklin Character Area. Staff recommendation is to ask the Tree Commission at their May 18 meeting, to endorse a recommendation to BOMA that authorizes the matching funds (\$15,000) from the Tree Bank. Alderman Petersen, Tree Commission Chair, noted this is on the agenda for Monday's meeting.

9. **Consideration of ORDINANCE 2009-08, An Ordinance to Amend Chapter 5, Section 5.2.6(2) of the City of Franklin Zoning Ordinance to Revise Protection of Specimen Trees**

Gary Luffman, Interim Planning Director

The amendment addresses specimen trees in the new Zoning Ordinance. Proposed change involves removal of these trees (amendment in **bold**): Except in cases where a tree is determined by the Codes Department as diseased, dying, or structurally unsound, the Codes Department shall allow removal of specimen trees only **if the City Land Planner, in conjunction with the DRT, has reviewed and approved a regulating plan, site plan, or infrastructure plans in conjunction with a plat which satisfactorily documents the tree canopy cover and associated proposed specimen tree preservation, removal, and replacement** or the landowner demonstrates all of the following standards are met. The amendment will go to the FMPC.

10. **Consideration of ORDINANCE 2009-19; An Ordinance to Amend Provisions of the Franklin Zoning Ordinance to Revise Requirements Relating to Open Space, Buffer Standards, Fences and Wall Requirements**

Gary Luffman, Interim Planning Director

Section I, Definition of - **Usable Open Space: Public areas, either formal or informal, that are outdoor or unenclosed area(s) on the ground, or on a roof, balcony, deck, porch, patio, or terrace, designed and accessible for outdoor living, recreation, pedestrian access, or landscaping, but excluding parking facilities, driveways, utility, storage or service areas. Usable open space shall be sited and designed to accommodate different activities, individuals, groups, active and passive uses, and shall be located convenient to the intended users (e.g., residents, employees, or public). This does not exclude informal open space from being used as natural conservation areas or left undeveloped/undisturbed.**

Section II, **5.5.3 Private Open Space Set Asides Required: (1) Amount of Open Space Set Aside Required** – Residential, mixed-use, and nonresidential development shall provide at least the minimum amounts of ~~private~~ **usable** open space identified in Table 5-7.....

Section III, Table 5-8: Fence and Wall Height: Changes include chain link fences are prohibited in front yards, residential retaining walls and grade transition walls increased from 2' to 3'.

Discussion ensued on recommended fence heights in residential areas, including tennis court fences.

Section IV: Table 5-5 – Minimum Buffer Standards. Numbers of trees and shrubs (#/100 linear feet) in all three classes increased.

Section V: Buffers and Screening sections the following sentence added. **In no case shall the additional buffering and screening material, combined, exceed 10% of the total estimated cost of the landscaping on the site.**

There was lengthy discussion on buffers in regard to expectations of total blockage of large objects deemed objectionable by neighbors, and limits on how much money or how many times a developer can be expected to go back to the well.

The ordinance will go forward with the exclusion of Section III.

**11. Consideration of ORDINANCE 2009-20; An Ordinance to Amend Chapter 2, Section 2.4.3(7) of the City of Franklin Zoning Ordinance to Establish a Residential Site Plan Expiration Process**

**Gary Luffman, Interim Planning Director**

Proposed addition: **(c) For Residential Site Plans that do not have an approved Building Permit within one year of the date of the Residential Site Plan approval, a Grading and Stormwater permit shall be approved and construction of streets, water, sewer, sidewalk, utilities, and/or other infrastructure shall have commenced within one year of the date of the Residential Site Plan approval, otherwise the approval shall become invalid. Land preparation itself, such as clearing, grading, and filling, is not a sufficient level of construction activity to keep the site plan approval from expiring.**

**12. Discussion on City of Franklin Addressing Policy Manual**

**Gary Luffman, Interim Planning Director**

The Franklin Addressing Manual is a policy document that describes standards and processes to be applied for street name identification and numerical addressing of all parcels and buildings within the City of Franklin corporate limits. It is intended to serve as a reference for various departments and agencies involved with the use, issuance and maintenance of addresses.

**13. Consideration of RESOLUTION 2009-15; "Driver Safety" Matching Grant from The Tennessee Municipal League Risk Management Group**

**Shirley Harmon, Human Resources Director**

TML awarded the City a matching grant for developing a driver safety program for City employees and will reimburse up to 50% of the funds used for the program. If approved the City will be reimbursed \$947.00 for the equipment already purchased. The City is eligible to receive up to \$5,000, based on the contributed earned auto liability premium for the 2008/2009 policy period. The program would likely reduce the amount of claims which in turn would result in lower premiums and decrease financial losses for the City.

14. **Consideration of Contract Award to Vision Internet Providers, Inc of Santa Monica, CA in the Amount of \$54,986.00 for Website Redesign, Development, and Implementation Contract Services, for the Administration Department (Purchasing Office Procurement Solicitation No. 2009-043; Not Separately Budgeted in 110-82560-45900)**

**Eric Stuckey, City Administrator**

Eric Stuckey related reasons to redesign the City's website:

- A complete redesign would provide the opportunity to make it easier to navigate the website, offer more online options, and promote the City in the best way
- Currently all information added to the site is through one staff person in IT. If that person is unavailable and there is breaking news from police or fire, it is difficult to get information posted to the website in a timely manner. With a complete redesign, every department would be allowed to input information immediately through a content management system, therefore keeping the site more up-to-date with current relevant information.

Over 30,000 people visit the City website every month. The redesign will put forth an image that better reflects the image the City wants to display.

15. **Consideration of Bid Award to G & C Supply Company of Atwood, TN in the Amount of \$10,600.00 Each for a Minimum of Three (3) Thermal Imaging Cameras Designed for Use in the Firefighting Environment, Plus \$70.00 Each for an Optional Tripod Mounting Attachment, for a Total of \$32,010.00 for the Fire Department (Purchasing Office Procurement Solicitation No. 2009-045; \$45,000.00 Budgeted in 110-89530-42200-0820)**

**Rocky Garzarek, Fire Chief**

Chief Garzarek said the three new cameras would replace three 1999 models used by suppression on front-line apparatus. The department keeps an inventory of 14 cameras, one for each in-service apparatus. The 1999 models would then be used for training purposes.

## **ADJOURN**

Work Session adjourned 6:19 pm

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Mayor John C. Schroer

Minutes prepared by: Linda Fulwider, Board Recording Secretary, City Administrator's Office - [5/27/2009 3:10 PM](#)~~5/27/2009 3:09 PM~~