



**Meeting Minutes**  
**March 3, 2010 - 2:00 PM**  
**Traffic Operations Conference Room, Franklin City Hall**

**Attendees:**

Eric Gardner, City of Franklin  
Mark Hilty, City of Franklin  
Eugene LeBoeuf, Vanderbilt University  
David Parker, City of Franklin  
Eric Stuckey, City of Franklin  
Ken Moore, City of Franklin  
Chris Provost, CDM  
Leeann Williams, CDM  
Zack Daniel, CDM  
Bo Butler, SSR (by phone)  
Kirk Westphal, CDM (by phone)  
Jamie Lefkowitz, CDM (by phone)  
Kati Bell, CDM (by phone)

**I. Objectives Weighting**

The objectives weighting form is due back on March 5<sup>th</sup>; it should be completed by the Steering Committee as well as the Stakeholders. A reminder e-mail has been sent out to the Stakeholders. On Monday, March 8<sup>th</sup>, CDM will follow up with the Stakeholders who haven't responded.

The forms will be compiled in order to evaluate the patterns of the weightings. The method and process for this evaluation will be explained at the March 24<sup>th</sup> Workshop.

**II. Performance Criteria**

The performance criteria were presented to the Steering Committee, organized by objective and categorized as either qualitative or quantitative. The performance criteria were developed from stakeholder input at the previous workshop and had been modified with interpretations and additions by CDM. The complete list of performance criteria will be presented for discussion at the next workshop, to verify that Stakeholders perceive that the objectives will be well represented by the performance criteria provided.

Specific criteria were discussed at this meeting:

- Percent of streamflow that is effluent - There was concern of a misconception regarding the definition of this criterion being a measure of water quality with the WWTP effluent having a negative impact. The group consensus was that this topic be used as an education point on WWTP discharges at forums and meetings.



- Septic tanks, listed in Safety and Security objective - The “septic tank users” is a qualitative measure, but the quantitative measures of “change in 100-year flood” and “vulnerability rating” are included so that the Safety and Security objective is met. This is one criterion to highlight, to confirm that we have buy-in from the Stakeholders.
- Maximize Efficiency Objective - Should performance measures be leak detection and I/I reduction? The performance measure “demand reduction” should encompass these items. Franklin’s measure of unaccounted losses will be incorporated into the model.
- Achieve Regional Acceptance - Cooperative Agreements and Public Acceptance - There was discussion on whether this should be split into acceptance of public and acceptance of utilities and further splitting the utilities into respective sectors. The concern with this is that it could seem like one utility would be favored over another. With the overall count of cooperative agreements, the higher number is better, without preferring one utility over another.

The final bullet item above led to additional discussion regarding the Stakeholder utilities. Because the utilities are each completing an objectives weighting form, their preferences will be accounted; therefore, the separate utilities do not need to be evaluated separately. Historically, there has been tension and competition among the water suppliers and part of the success of this project will come from the utilities working together. Open communication is vital to achieve consensus on this project.

There was also discussion about much of the focus thus far being on water instead of other sectors, such as wastewater. The next Stakeholder meeting should have TDEC Stakeholder representation to give more voice to other sectors.

The Steering Committee is requested to provide any additional comments to Judy Alford by Wednesday, March 10<sup>th</sup>. The performance criteria will be distributed to the Stakeholders before the next Workshop.

### **III. Public Forum**

The first Public Forum held on February 22<sup>nd</sup> served mainly as an introduction of the IWRP to the community. The Steering Committee discussed how to maximize participant turnout at the next Public Forum. More outreach and advertisement should be conducted before the next meeting, including visiting community boards and organizations and issuing a formal press release with statements from TDEC emphasizing Franklin as the first in Tennessee with this type of program. Between the next Workshop and the next Public Forum, an update should be presented to BOMA to help garner support for attendance at the next Public Forum.



#### **IV. March 24<sup>th</sup> Workshop**

A draft agenda was presented for the March 24<sup>th</sup> Workshop, which will consist largely of discussion of the performance measures. Other topics at the Workshop will include the objectives, a first discussion on potential options/alternatives, and an introduction to the model.

It was suggested that an additional topic of discussion is the objectives weighting and how every Stakeholders' preferences will be included in the overall weighting. This topic will be added to the agenda, and examples of the outcomes of the weighting, along with how the weights influence the options will be presented.

Regarding the options, there was discussion on whether certain options would be considered if BOMA or other parties were strongly against them. The purpose of the IWRP is to objectively evaluate all options collectively; BOMA supported this process initially being open and trusting the process. The model should identify any infeasible options and they will drop out of consideration. Constraints in the model will be defined as un-implementable physically or based on regulations, not preferentially. To account for preferences, options will be considered as "A" and "B" of certain alternatives.

#### **V. Lynnwood and Cartwright Creek**

Lynnwood and Cartwright Creek are two small municipal wastewater system suppliers with an interest in being integrated into Franklin's system. It had been suggested that they therefore be added as stakeholders in the IWRP process; however, they are outside the city limits, and outside of the urban growth boundary. After discussion, the position of the Steering Committee is that the IWRP should consider the annexation of these systems as options but that it is unnecessary for them to participate as stakeholders. Eric Stuckey will follow-up with the Mayor on this topic.