



Meeting Agenda

Sustainability Commission

Friday, October 13, 2023

8:00 AM

Development Services Room

CALL TO ORDER

CITIZEN COMMENTS (Open for citizens to be heard on any issue or concern, including those related to items on the agenda. Please submit a Speaker Card at the beginning of the meeting if you would like to address the Commission. If you would like to speak on an agenda item, the Chair will hold your comment until the public comment period associated with the item. As provided by law, the Commission shall make no decisions or consideration of action of citizen comments for items not on the agenda, except to refer the matter to the Planning Director/Staff for administrative consideration, or to a schedule the matter for consideration at a later date. Those addressing the Commission are requested to come to the microphone and identify themselves by name and address for the official record. The Chair may restrict the period for public comment, including the length of the public comment period, the number of individuals who can speak and the length of time each individual may speak. When time allows, the standard individual public comment time is two minutes.)

Comments on agenda items may be made in person at city hall or by emailing planningintake@franklintn.gov before noon on the day of the meeting. Emailed comments will be provided to the Commission and included in the minutes, but not read aloud in their entirety during the meeting.

APPROVAL OF MINUTES

1. Consideration Of Approval Of Minutes

NEW BUSINESS

2. Announcements
 - Envision Franklin Public Draft
 - BOMA Update on 9/26
3. Discussion and Consideration of EECBG Project Options
4. Bylaws Update and Approval

OTHER BUSINESS

ADJOURN

Anyone needing accommodations due to disabilities please contact the ADA Coordinator at 615-791-3277 at least 24 hours prior to the meeting.

MINUTES OF THE MEETING OF THE FRANKLIN SUSTAINABILITY COMMISSION

August 11, 2023
Development Services
Conference Room
8:00 am

Members Present: Mike Cassity, Anna Timme, Keith Gordon, Christina Christiansen, Alderman Beverly Burger, Eric McElroy, Al Pramuk

Members Absent: Brian Stone, John Brevard

Staff Present: Andrew Orr, Trevor Hannon, Brittney Perez,

Citizens/Guests: Lindsey Gardner (Tennessee Wildlife Federation), Horace Tipton (Tennessee Wildlife Federation), Ned Dannenberg (Bike/Walk Franklin)

WELCOME AND INTRODUCTIONS:

Mike Cassity welcomed everyone to the meeting. Everyone introduced themselves and gave a brief introduction.

Approval of June Meeting Minutes

A motion was made to approve the June 2023 minutes as presented, by Keith Gordon, seconded by Eric McElroy. The motion carried with all in favor.

ANNOUNCEMENTS:

- Native Grasses – Andrew is keeping this on the agenda for any future updates or discussions. Beverly asked about possible sites going next and Andrew mentioned John Brevard and Brian Walker were looking at a few places in Pinkerton but it seemed they were going to try and focus on a 10-acre project at Harlinsdale. Beverly then inquired about the interchange at I-65 and Cool Spring Blvd. and Andrew noted that it could be a heavy lift because TDOT will need to get involved; but that Steve Grubb may be able to help advance it. Beverly mentioned she already had a meeting set up with Steve and would bring it up at the meeting.
- Honeybee Glass Recycling – Neil Whitney with Honeybee Glass Recycling, the recycler out of Westhaven, met with Andrew Orr (Planning), Mark Hilty (Public Works) and Jack Tucker (Sanitation). Mr. Whitney has a proposal for the city to seed his business in the realm of \$60,000 per year and had some targets for ramping up glass collection. There is still a lot of additional information needed from Mr. Whitney. Additionally, Mark Hilty will talk to City Manager Eric Stuckey about the proposal. If it can get through the City Admin, maybe we can get it to a BOMA work session and get the Board's input. There will be more to come on this arrangement, as there are things that still need to get ironed out.
- Envision Franklin – The update is in full swing and expect to have a public draft in the next couple of weeks.

SUSTAINABILITY COMMISSION



- September 26, 2023 is the Annual Board of Mayor & Alderman Session Update. Andrew Orr and Teresa Anderson plan to meet with Mike Cassity to put a few slides together for the Board.

Tennessee Wildlife Federation CLEAN ACT Overview

Ms. Gardner and Mr. Tipton introduced themselves as members of the Tennessee Wildlife Organization and explained that the Tennessee Clean Initiative is an initiative primarily centered around trying to prevent litter in the state of Tennessee. To give some history, the Tennessee Wildlife Organization was established in 1946 and is the oldest and largest wildlife conservation organization in the state of Tennessee; and is also affiliated with the National Wildlife Organization.

Their involvement with litter prevention stems from their concern with the sound use and wise management of our natural resources. The Organization has addressed all different types of pollution over the years that affect the land, the air, and the water; but it was back in 2019 that they started to delve a little deeper into the issue. It came to their attention, as they did their work across the state, that the people who were trying to enjoy our Tennessee lands, whether public or private, were confronted with litter that was negatively impacting their nature-based experiences. They started to take a deeper look into this issue and educate themselves about what was happening. They spoke to people at the state level who worked in the purview of litter. They talked to TDOT, TDEC, and reached out to solid waste managers who were really in the trenches at the city and county levels to address the litter situations and solid waste management. They also spoke to people in the recycling business. After doing their research they learned that, despite tremendous amounts of efforts, resources and over \$22 million annually in state funding, there is still litter everywhere you look. They did point out that Franklin did not seem to have any issues with litter, which was great to see. At this point they presented a video about their Initiative:

“Tennessee has a problem. There is litter everywhere you look. It’s more than an eyesore, litter pollution measurably damages our nature, our agriculture, our entire economy. The Tennessee River, that ribbon of nature and economic activity winding from Knoxville to Paris, contains more microplastics per gallon than any other studied river in the world. More than rivers that travel six times farther or are surrounded by ten times the people. Back on land, our farmers pay the price for our litter every day – an estimated \$16 million dollars each and every year. A single plastic bag blown into a field can ruin a bale of cotton and damage costly equipment. Livestock is injured or lost when debris is ingested. But no one escapes the cost of litter. Tourism takes a hit when visitors are repulsed by our mess. Businesses looking for a new home with a high quality of life view litter as a clear signal to keep looking. \$19 million dollars in tax revenue goes towards litter clean up and education each year. But the problem is bigger than \$19 million, and local governments are left with the tab. Meanwhile Tennessee manufacturers are desperate for recovered plastics, aluminum, glass, cardboard and more to make their products and create jobs. That’s the reality the Tennessee Wildlife Federation has come to see: litter presents incredible costs and incredible potential. As one of the oldest and largest non-profits dedicated to the conservation and sound management of Tennessee’s great outdoors, the Federation is leading the effort to make cleaner landscapes for the economy, agriculture and nature. We call it, Tennessee Clean. After studying this



issue for years, it's undeniable that there is incredible anti-litter work being done across the state, but it's piece meal, under-resourced, and can't keep up with the growing volume of litter covering our land and burdening our city and county budgets. Tennessee needs a unified, comprehensive, state-wide solution to make progress. This year the Federation and the Tennessee Clean Coalition made the first fresh progress on the statewide litter control in a generation. Tennessee Clean secured a unanimous vote by TACIR to begin a comprehensive study of litter pollution in the state, because if we're going to fix this problem, we have to understand it. As the research arm of the Tennessee General Assembly, TACIR will look to topics like the sources and the composition of litter, financial and environmental costs, economic opportunities and recovering waste, and so much more. This study will inform how to achieve the four goals of Tennessee Clean: 1. Recover at least 85% of the certain plastic, glass, and aluminum containers that are valuable to our manufacturers and economy when recycled. 2. Reduce use of single-use carry-out bags, which are a major polluter of our waters, cause damage to recycling and agriculture equipment, and injure fish and wildlife. 3. Implement a statewide program that comprehensively addresses litter prevention and reduction for this and future generations. 4. Evaluate existing state laws and rules pertaining to litter for their effectiveness and make recommendations on how they may be improved. Our process through Tennessee Clean is designed to be collaborative from start to finish. Right now, any person can add their voice to say we need to clean up Tennessee. Go to tncleanact.org and click on Act Now and take action. Tennessee has a problem, and it's hurting our water, wildlife and wild places. The solution can't wait. Let's get started."

After the video, Lindsey Gardner explained that they've been talking to a lot of key businesses and industries and there really is an interest in the clean and consistent supply of recycled material. There is a lot of opportunity for Tennessee to benefit economically, socially, and otherwise. They've spoken to large companies such as Owens Corning, Ball Corporation, Strategic Materials, Patagonia, and many others. Lindsey specified that these companies are really the tip of the spear in the Tennessee Clean effort. Not only does it help them attain their sustainability goals, but also is key to their manufacturing processes and all that they need to make their businesses work.

Mr. Tipton elaborated, saying that the crux of the Clean Initiative is to bring together the Clean Commission, a group of both conservation and industry stakeholders, by getting them all at the table to figure out what is the best way to make recycling and this Clean Commission work for Industry, but they must get them to the table in order to do that.

Mr. Orr asks about a previous law to ban plastic bags, and if this issue will grow out of the TN Clean Initiative. Also, why did that one fail and how will this succeed?

Mr. Tipton answered saying that there have been numerous proposals about plastics, and that it's been a recognized problem for a while. As to why they failed, he can't really speak to that, but this is solving a similar problem, but not necessarily grown out of it.

Ms. Gardner added that Senator Briggs has been a longtime supporter of the Bill on the Senate side, that it's been a particular interest of his. She and the Chairman were speaking earlier about the proliferation



of plastic bags everywhere you look, they seem to be an unnatural form of a tumble weed. They're in our bushes, they're in our trees, they're in our waterways. More than that, they're a key contaminant of recycling globally, which is a real problem and why they focus on single-use carry-out bags. A lot of other businesses like Kroger and Publix are recycling the plastic bags which is a really good thing; even H&M, the clothier here in Cool Springs, is charging a 10 cents offset fee if you want a bag. Just kind of looking at a customized, tailored solution for Tennessee that could help minimize those.

Alderman Burger asks what was in the Bill that Senator Briggs was behind.

Mr. Tipton responded that it was to create the Tennessee Clean Commission and he names the different people that will stay on and he sets a few goals, which Lindsey will expand on.

Alderman Burger asks if the Bill was passed and Mr. Tipton responded that, no, it has not passed.

Ms. Gardner said in considering a policy approach to this, they took a page out of the playbook of the Lottery Commission and the processes that they set up, and really tucked into how they worked. Their process would be setting the table like Mr. Tipton alluded to, but also bringing in a diverse, non-traditional, group of stakeholders - 15 members in the latest version of the bill would be appointed by the Governor, the Speaker of the House and the Speaker of the Senate. There would also be a couple of Legislators imbedded within the General Assembly for accountability purposes. These members would have to report back to the General Assembly with their findings. They would be tasked with looking at the four different primary goals within a four-year period. Those goals consist of an 85% recovery of common containers like glass, aluminum and plastic that we know there's a need for within the market. They would then be looking at the single-use carry-out bag issue and they would need to develop a comprehensive, statewide, plan that is tailored to Tennessee's needs. This would involve input from the stakeholders that represent business and industry, agriculture, conservation, and a wide variety of others, as well as some ex-officios from the state like TDOT, the Department of Agriculture, TDEC, etc. Next, they would take a comprehensive look at the existing rules and regulations at the state level and see how those can be improved.

A question was asked about how many co-sponsors they have and who's doing the principal lobbying?

Mr. Tipton responded that they are doing the principal lobbying and that, although he didn't want to show their hands too much, he could say that they're looking to get a push at some point in the near future.

Mr. Tipton reiterated that they are the principal lobbyists and that are working with other folks to gain support from, not just the conservation community, but also the industries.

Ms. Gardner adds that the coalition, not the commission (the commission is how they would execute TN Clean) but this coalition of support that is formed around the broader initiative is a very diverse coalition; again, the businesses and industries they've been talking to are supporting members of the



coalition, as well as city and county Mayors, Chambers of Commerce, NGOs, academic interests, and others.

Mr. Tipton mentioned he'd like to talk about the gap that this fills. There is, of course, a TDEC division of solid waste, there's a board of solid waste, etc.; they're all focused on larger landfill solid waste problems and there is really nothing else to shine the spotlight on litter like TN Clean. And that is what is needed in order to get the regulations and policy where they need to be. There have been numerous litter-related bills passed in the last few years that focus on penalties to try to deter it. But they are hard for the law to enforce because you must catch someone in the act. That is why prevention is vital to solve the problem.

Ms. Gardner pointed out that they recognize the tremendous influence and importance of the voices of the city and county Mayors, so they put together a Mayors Letter of Support. They are pleased and thankful that both Mayor Moore and Mayor Anderson have joined in support of that letter.

Ms. Christiansen states that after a long time focusing on lower impact materials, plastics and metals, Atmos is solidly shifting away from recycled and low impact materials to reduction; so not focusing on the type of plastic, but instead the removal of plastic. There are two reasons: first, the recycling challenges that everyone's aware of, and second, the growing body of research around the adverse health effects of plastic especially in recycled plastics. She is also excited to see the efforts to reduce plastic bags and asks if there has been a discussion to go beyond plastic bags as well as take-out containers.

Both Mr. Tipton and Ms. Gardner verified that it is part of the initiative.

Ms. Gardner brings up that in the case of Tennessee's 95 counties, many of them being very rural, the disparities that exist in the solid waste infrastructure and the recycling infrastructure. Some of the rural counties and the disadvantaged communities have convenience centers but they may be anything but convenient. It's all about how to accommodate the needs of the people, create awareness, and educate. We want to incentivize the behavior change and make it easy and clear; whether its recycling or where to put your trash, or how you can have an influence on the legislature to help pass policy. A way for people to get involved is to sign the TN Clean petition via the tennesseeCLEANact.org website.

A question was asked if there is a demand for the 1 and 2 plastics in Tennessee?

Ms. Gardner responds that, yes, they are working with a global PET plastics recycler. A major issue many companies face, when looking to acquire recycled goods, is that it is hard to find uncontaminated materials, so they look for the places that do a better job at recycling. There is an untapped opportunity here.

A question was asked about the 85% reclamation statistic on ads, and that California is 70% with a bottle deposit.



Ms. Gardner replied saying places like Michigan and Oregon's numbers are higher and, of course, that number ebbs and flows but it is something they think is a realistic achievable goal. Hopefully it is not just for recovery of materials off the landscape but somehow getting the systems in place so it doesn't get there in the first place.

A question was asked if a bottle deposit would be a tool in the toolkit.

Ms. Gardner says that would be up to the commission. Michigan and Oregon have successful recycling operations. Oregon formed an Oregon Beverage Recycling Coalition and it was primarily made up of the distributors and manufacturers that were mandated to undertake deposit return systems; so they developed and put a structure in place that works for them. And it's become a demonstrative model for people around the nation.

Mr. Orr asked, in regards to the Tennessee River and the cause of microplastics, what are the main causes of the microplastics?

Ms. Gardner responded that in 2018, a German scientist participated in a study of rivers and they studied the Yangtze River and the Rhine River in Germany, places that are much more populated around them. They found that just the sheer volume of the plastic from just your common containers that wound up in the river is breaking down and causing the microplastics at a very astronomical rate.

Mr. Tipton mentioned that the study didn't cover all rivers but still shocking, nonetheless.

A question was asked if they can summarize, again, the timeline of when this maybe in a committee in the House floor and if we should try to be active about writing letters.

Mr. Tipton said that they can give updates when it goes through.

Other Topics

EV Battery Plant Tour

Al Pramuk offered to schedule a tour of the EV Battery Facility in Spring Hill. Andrew offered to help coordinate the tour during one of the Commission's meeting date/times.

Annual Board of Mayor & Alderman Session Update

Andrew reiterates the Annual Board of Mayor & Alderman Session Update and elaborates that each Commission that the city has does an annual update, and ours is on the September agenda.

The next meeting will be on Friday, September 8, 2023, at 8:00 am.





File #: 21-05244

DATE: September 14, 2023
TO: Sustainability Commission
FROM:
SUBJECT:

Announcements
-Envision Franklin Public Draft
-BOMA Update on 9/26

PURPOSE:

The purpose of this memorandum is to provide information to the Sustainability Commission concerning

BACKGROUND/STAFF COMMENTS:

(Brief description of the history and supporting information regarding the item, including an explanation of why staff is recommending the action.)

FINANCIAL IMPACT:

(Include the cost of the item, how the item will be funded, which fund it will come from, if there are grants or loans involved and whether the item is included in the current approved budget.)

RECOMMENDATION:

Staff recommends that (item name) be (action)



File #: 21-05245

DATE: September 14, 2023

TO: Sustainability Commission

FROM:

SUBJECT:

Discussion and Consideration of EECBG Project Options

PURPOSE:

The purpose of this memorandum is to provide information to the Sustainability Commission concerning

BACKGROUND/STAFF COMMENTS:

(Brief description of the history and supporting information regarding the item, including an explanation of why staff is recommending the action.)

FINANCIAL IMPACT:

(Include the cost of the item, how the item will be funded, which fund it will come from, if there are grants or loans involved and whether the item is included in the current approved budget.)

RECOMMENDATION:

Staff recommends that (item name) be (action)

ALL PHASE ELECTRIC
 208 STABLE RD
 FRANKLIN, TN 37069 US
 615-591-7365
 allphase64@bellsouth.net

Estimate

ADDRESS
Franklin Parks

ESTIMATE #	DATE	EXPIRATION DATE
20627	10/02/2023	10/27/2023

ACTIVITY	QTY	RATE	AMOUNT
SOFT QUOTE * * EV CHARGER SET UP 1. LIBERTY PARK THERE IS ONE (1) EXISTING 100 AMP MAIN PANEL ALL PHASE ELECTRIC WILL NOT BE ABLE TO RUN EV POWER FROM EXISTING SERVICE ONE (1) NEW SERVICE WILL BE REQUIRED FOR POWER AT THIS LOCATION SET & HOOK UP EV CHARGER SUPPLIED BY FRANKLIN PARKS MINIMUM TOTAL : \$6,000.00 * 2. ASPEN GROVE PARK THERE IS ONE (1) EXISTING 100 AMP MAIN PANEL ALL PHASE ELECTRIC WILL NOT BE ABLE TO RUN EV POWER FROM EXISTING SERVICE ONE (1) NEW SERVICE WILL BE REQUIRED FOR POWER AT THIS LOCATION SET & HOOK UP EV CHARGER SUPPLIED BY FRANKLIN PARKS MINIMUM TOTAL : \$6,000.00 *			

ACTIVITY	QTY	RATE	AMOUNT
3. JIM WARREN PARK THERE IS ONE (1) EXISTING 100 AMP MAIN PANEL ALL PHASE ELECTRIC WILL NOT BE ABLE TO RUN EV POWER FROM EXISTING SERVICE ONE (1) NEW SERVICE WILL BE REQUIRED FOR POWER AT THIS LOCATION SET & HOOK UP EV CHARGER SUPPLIED BY FRANKLIN PARKS MINIMUM TOTAL : \$6,000.00 *			
4. PINKERTON PARK REMOVE ONE (1) EXISTING EV CHARGER SET ONE (1) NEW UNIT SUPPLIED BY FRANKLIN PARKS ADD ONE (1) NEW CIRCUIT AS NEEDED SET & HOOK UP EV CHARGER SUPPLIED BY FRANKLIN PARKS TOTAL : \$3,500.00 *			
5. JIM WARREN PARK EXISTING PANEL NEAR POND MAY HAVE ENOUGH POWER TO INSTALL CHARGER LOCATION SET & HOOK UP EV CHARGER SUPPLIED BY FRANKLIN PARKS IF SO TOTAL : \$6,500.00 * FRANKLIN PARKS TO SUPPLY ALL EV CHARGERS TOTAL FOR THIS SOFT QUOTE INCLUDES PARTS & LABOR UNLESS STATED OTHERWISE PRICE MAY VARY ONCE ON SITE - IF SO ALL PHASE ELECTRIC WILL SPEAK WITH FRANKLIN PARKS BEFORE COMPLETING WORK ALL PHASE ELECTRIC GLADLY ACCEPTS CASH, CHECK OR CREDIT/DEBIT IF PAYING WITH A CARD THERE IS A 5% INCREASE ON TOTAL PRICE EACH MANUAL ENTRY / SWIPE ALL PHASE ELECTRIC IS NOT RESPONSIBLE FOR DRYWALL REPAIR OR PAINT			

TOTAL

Accepted By

Accepted Date

Parks Grant Proposal: EECBG Formula Grant

Sustainability Commission
October 13, 2023

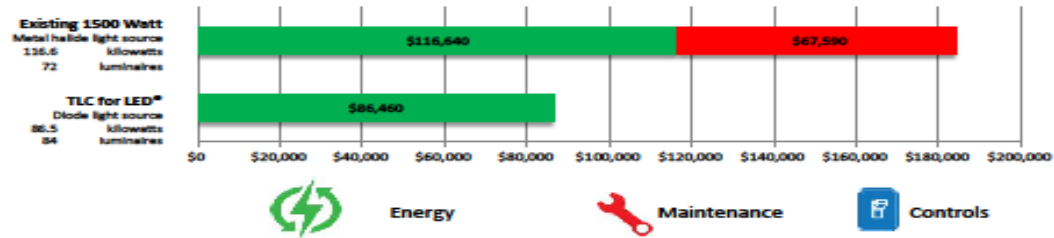
Paige Cruse – Assistant Parks Director

LED Retrofit Lighting at Liberty Park:



25-Year Cost of Ownership Comparison

Liberty Park Relight
50/30 Baseball
Paige Cruse
December 13, 2022



How is this possible? Musco's 40 years of developing systems, light control, and application expertise puts more available lumens per watt on the field. Our services team provides all on/off operation, monitoring, and maintenance.

For your budget . . . for the environment

Musco LED



25-Year Ownership Savings
\$97,770



CO2 reduction
208 tons**

** Equivalent to taking 44 cars off the road for one year

Assumptions	50/30 Baseball
Annual operating hours	400
Energy:	
Energy cost per kilowatt hour	\$0.10
Demand charge per kilowatt hour	\$0.00
Maintenance:	
Group relamp - cost per luminaire	\$266
Spot maintenance over 25 years	\$3,750
Controls:	
Labor - turning lights on & off	\$0.00
Lights on extra time without controls	0%

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MUSCO
Sports Lighting
We Make It Happen.
223334

Sustainability:

\$500,000.00

Budget:



Car charger
park
locations:

Aspen Grove Park

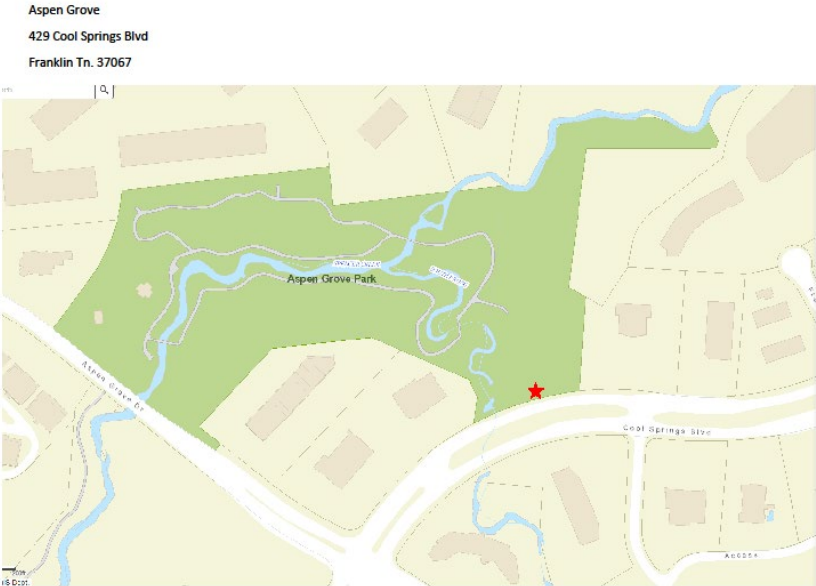
Bicentennial: as project is ongoing

Jim Warren

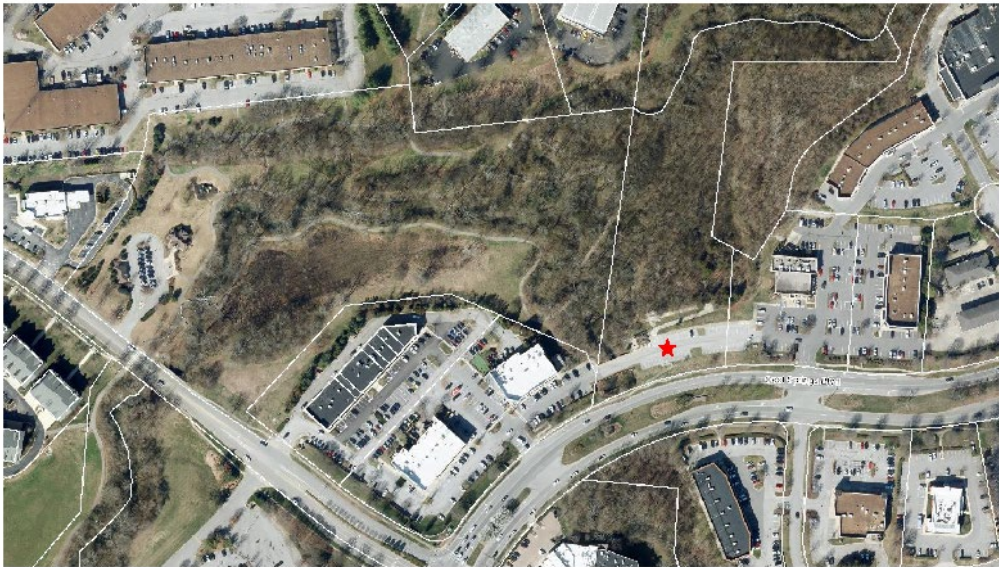
Liberty Park

Pinkerton Park

Aspen Grove:

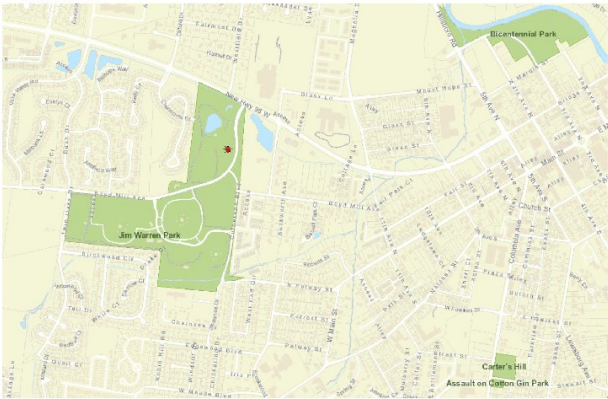


Location of installation of the charger

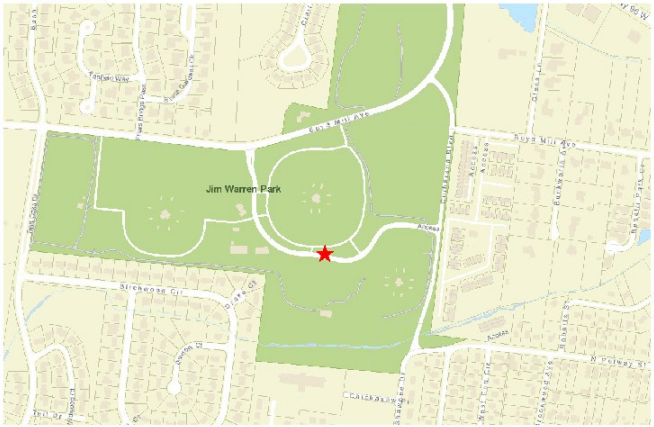


Jim Warren:

Jim Warren Park
705 Boyd Mill Ave
Franklin Tn. 37064



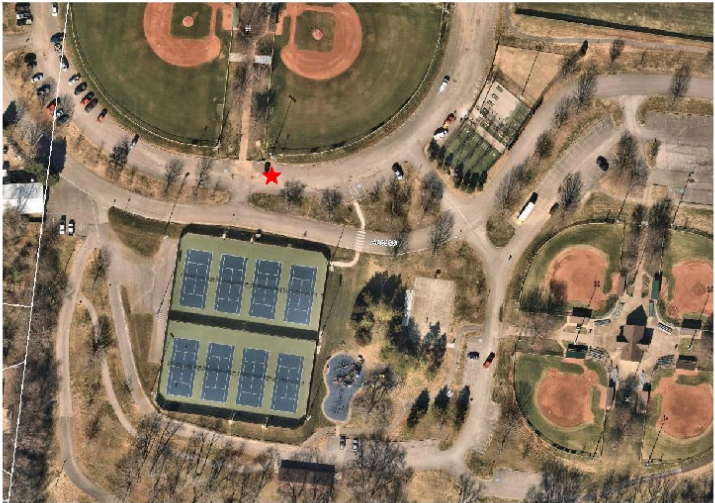
Jim Warren Park
705 Boyd Mill Ave
Franklin Tn. 37064



Location of installation of the charger

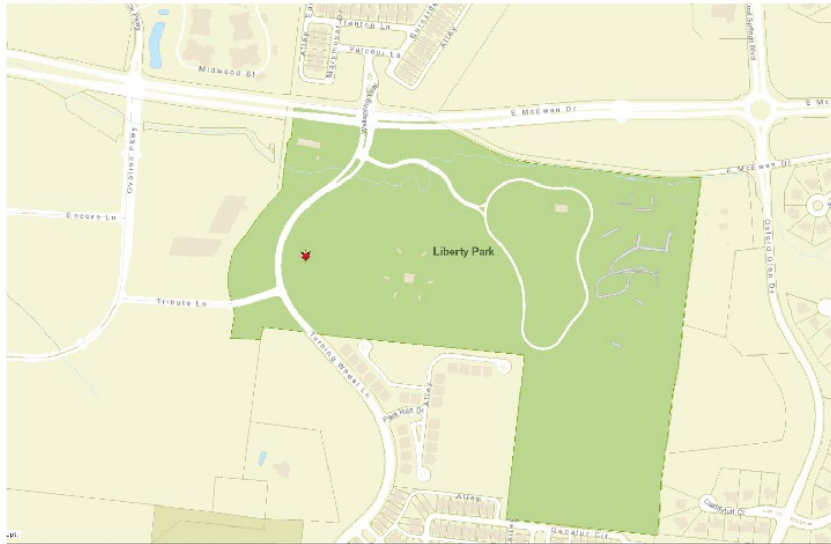


Location of installation of the charger



Liberty Park:

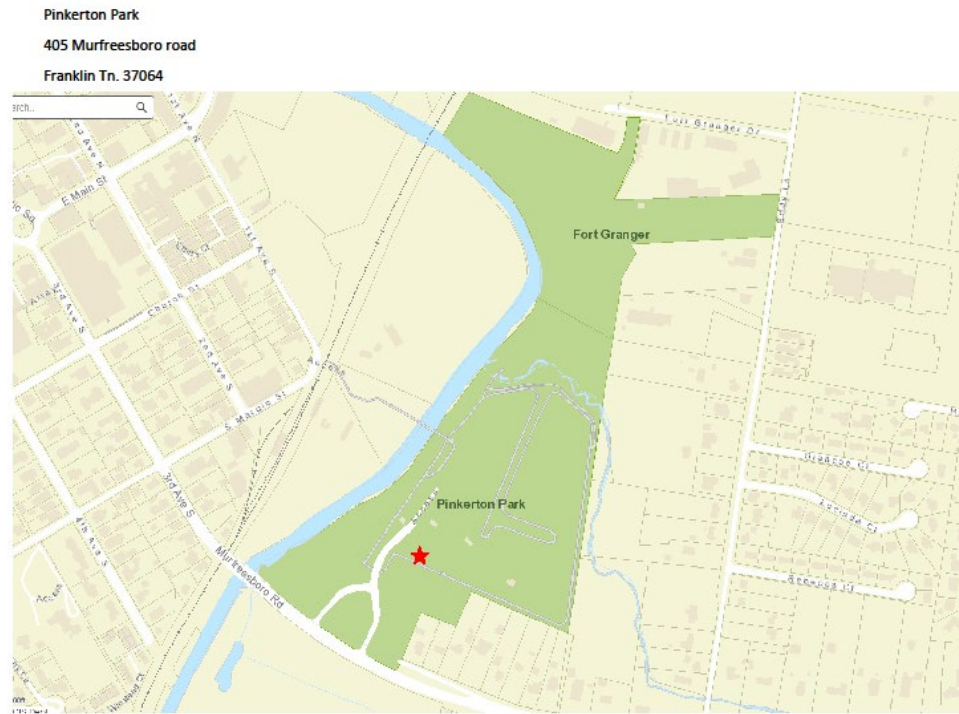
Liberty Park
2080 Turning Wheel Lane
Franklin Tn. 37067



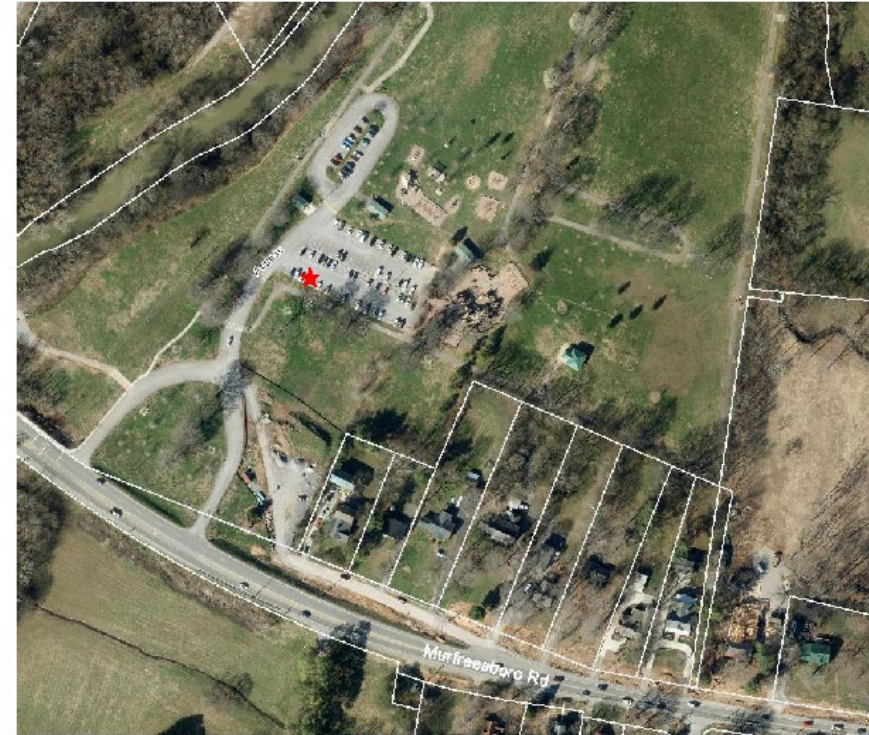
Location of installation of the charger



Pinkerton Park:



Location of installation of the charger





Budget:

Aspen Grove Park: \$6,000.00

Jim Warren Park: \$6,000.00-\$6,500.00

Liberty Park: \$6,000.00

Pinkerton: \$3,500.00

Total: \$21,500.00-22,000.00



Questions?



File #: 21-05246

DATE: September 14, 2023
TO: Sustainability Commission
FROM:
SUBJECT:

Bylaws Update and Approval

PURPOSE:

The purpose of this memorandum is to provide information to the Sustainability Commission concerning

BACKGROUND/STAFF COMMENTS:

(Brief description of the history and supporting information regarding the item, including an explanation of why staff is recommending the action.)

FINANCIAL IMPACT:

(Include the cost of the item, how the item will be funded, which fund it will come from, if there are grants or loans involved and whether the item is included in the current approved budget.)

RECOMMENDATION:

Staff recommends that (item name) be (action)

**BY LAWS
OF
CITY OF FRANKLIN SUSTAINABILITY COMMISSION**

ARTICLE I

Title 2, Chapter 4 of the *Franklin Municipal Code* is amended by adding the following entry for the Sustainability Commission in order therein:

ARTICLE II: SUSTAINABILITY COMMISSION

Section 1 Name of Sustainability Commission

The name of the Sustainability Commission shall be the Franklin, Tennessee, Sustainability Commission, hereinafter referred to as the Commission.

Section 2 Office of the Commission

The principal office of the Commission shall be the Planning & Sustainability Department, City Hall, 109 Third Avenue South, Franklin, Tennessee, 37064.

ARTICLE III: PURPOSES AND GENERAL POWERS

Section 1 Purpose

- (a) The Commission is hereby created in accordance with Ordinance 2009-41 to continue the work initiated by the Sustainability Task Force and to act as a policy advisory body to the Board of Mayor and Aldermen and City Administration in the development and initiation of programs that will enhance and promote economic development, environmental health, and social equity within our community for present and future generations.
- (b) The Commission shall advise on policy matters related to:
 - a. Sustainable practices;
 - b. Businesses that produce sustainable products and provide sustainable services;
 - c. Planning and land use;
 - d. Building design and infrastructure; and
 - e. Related issues that directly affect sustainability efforts and Franklin's quality of life.

Section 2 General Powers

The Commission shall:

- a. Make recommendations to the Board of Mayor and Aldermen and City Administrator for programs or actions designed to implement the recommendations contained in the Sustainability Action Plan;
- b. Regularly create and present a work plan to the Board of Mayor and Aldermen, occurring as deemed necessary;
- c. Provide forums for addressing public concerns related to sustainable policies and practices;

- d. Work on sustainability-related projects as directed by the Board of Mayor and Aldermen and City Administrator;
- e. Provide input on sustainability policies and practices that reflect community values; and
- f. Assist the Board of Mayor and Aldermen and City Administrator in balancing community priorities and resources by advising them on sustainability issues.

ARTICLE IV: MEMBERSHIP

Section 1 Members

The Commission shall be made up of (9) members consisting of:

- a. One (1) member of the Board of Mayor and Aldermen;
- b. One (1) Employee from any one of the public utility companies that provide essential utility services within Franklin's corporate limits;
- c. One (1) representative from the Franklin Tomorrow Board of Directors; and
- d. Six (6) citizens who reside within the city limits.

Section 2 Appointment and Terms

- (a) The term of the Board of Mayor and Alderman member shall be co-terminus with his or her term on the Board of Mayor and Aldermen.
- (b) The term of the Franklin Tomorrow representative shall be co-terminus with his or her term on the Franklin Tomorrow Board of Directors.
- (c) Members of the Commission shall be appointed by the Mayor, and confirmed by the Board of Mayor and Aldermen. There is a term limit of two consecutive terms.
- (d) To allow for staggered terms, the first appointees shall serve for the following terms: three members shall serve initially for four (4) year terms; three members shall serve initially for three (3) year terms; and one member shall serve initially for two (2) years.
- (e) Members shall serve until a replacement is appointed.
- (f) Appointees who fill an unexpired term shall hold office for the remainder of said unexpired term.

Section 3 Qualifications

- (g) The commission shall consist of nine (9) members, at least six (6) of whom shall reside within the City limits. One alderman, one employee from any one of the public utility companies that provide essential utility services within Franklin's corporate limits, one representative from the Franklin Tomorrow Board of Directors, and six (6) citizens. Citizen members to be selected shall represent a diverse range of interests and experiences with due regard to the geographic distribution of the membership. The members of the Commission may be selected from, but are not limited to, the following groups: local higher education students, educators, or other representatives of Williamson County educational institutions; members of Williamson, Inc.; owners of Franklin businesses; Franklin citizens with a demonstrated interest in sustainable business practices, building and design, energy conservation or alternative energy

sources, and/or economic development; members of community or neighborhood groups; persons representing a diversity of ethnic and cultural affiliations; and persons with diverse economic backgrounds and interests.

Section 4 Attendance and Absences

Any member of the Commission who is absent from three (3) consecutively scheduled meetings or is absent from six (6) or more regular meetings during a twelve-month period without having been excused by the chair may be removed from the Commission. Absences related to sickness, death in the family, or other like emergencies shall not affect a member's status except in the case of prolonged absence. Any vacancies on the Commission shall be filled within sixty (60) days, through nomination by the Mayor and approval by the Board of Mayor and Aldermen.

Section 5 Compensation

Members of the Sustainability Commission, technical advisors, and citizens at-large shall serve without compensation.

ARTICLE V: OFFICERS

Section 1 Officers

The officers of the Commission shall be a Chairperson ("Chair") and Vice-Chairperson ("Vice-Chair").

Section 2 Elections

The Chair and Vice-Chair shall be elected by majority vote of the commission. Officers shall serve for terms of one year or until their successors are regularly elected and take office.

Section 3 Chair

The Chair shall preside at meetings of the commission and shall have the right to vote. The Vice-Chair shall, in case of absence or disability of the chair, perform the duties of the chair.

Section 4 Absences of Officers

Any officer who is absent from three (3) consecutively scheduled meetings or is absent from six (6) or more regular meetings during a twelve-month period without having been excused by the chair may be removed from the Commission. Absences related to sickness, death in the family, or other like emergencies shall not affect an officer's status except in the case of prolonged absence.

Section 5 Vacancy of Officers

Any vacancies on the Commission shall be filled within sixty (60) days, through nomination by the Mayor and approval by the Board of Mayor and Aldermen.

ARTICLE VI: STAFF

Section 1 The Director of the Planning and Sustainability Department, or their designee, shall serve as staff liaison to the Sustainability Commission. The Commission may appoint citizens at-large to serve on committees and is encouraged to obtain technical assistance from experts as necessary.

ARTICLE VII: MEETINGS

Section 1 Regular Meetings
Regular meetings of the Commission shall be held no less than four times each calendar year in the City Hall or at such other place as the Commission shall designate. The agenda deadline for each regular meeting shall be submitted no less than five (5) working days before the meeting date. Any changes to the regular meeting time shall be made public, pursuant to Section 3 of this Article.

Section 2 Special Meetings
The Commission shall hold meetings at such times as it deems necessary, and shall meet upon the call of the chair.

Section 3 Agenda
It shall be the duty of the staff liaison to prepare an agenda listing the items to be considered by the Commission. Agendas shall be made available to the Commission prior to each meeting. Each agenda shall include a section for citizen comment which provides the opportunity for citizens to be heard on any issue or concern, including those related to items on the agenda. Speaker cards must be filled out prior to speaking on an item. Comments shall be limited to two (2) minutes per individual. At the discretion of the Chair, and under limited circumstances, the amount of time per speaker may be changed. The Commission shall make no decisions or consideration of action of citizen comments for items not on the agenda, except to refer the matter to the Planning Director/Staff for administrative consideration, or to a schedule the matter for consideration at a later date.

Section 4 Publication
Pursuant to *Tennessee Code Annotated* Section 8-44-101 through 8-44-106 (the "Sunshine Law"), notice of all Regular Meetings of the Commission shall be published prior to each meeting in at least one (1) local weekly newspaper with an agenda of the items to be considered at the meeting. If possible, notice of all Special Meetings shall be published in at least one (1) local weekly newspaper, with an agenda, prior to holding such meeting. If notice of a Special Meeting is not possible in at least one (1) local weekly newspaper, notice of such meeting shall be announced on a local radio station

and/or through the local City cable channel or website, with a brief summary or agenda of the matters to be discussed prior to the meeting. The Commission may choose to provide other means of public notice in addition to the above-mentioned notice.

Section 5 Quorum

Five (5) members of the Commission shall constitute a quorum for the purpose of conducting the business of the Commission.

Section 6 Emergency Business or Matters

The Commission may waive any rules relating to its Agenda requirement if, on personal request by any person, any business or matter is brought to the attention of the Commission, or action is requested on any business or matter which is deemed by the unanimous vote of all members present at a meeting to be of an emergency nature. In this regard, "an emergency nature" shall mean any business or matter requiring immediate action to prevent violation of City or State statutes and ordinances, or to prevent unwarranted damage to any member of the community.

Section 7 Parliamentary Rules

To the extent not inconsistent with these rules or the enabling statutes and ordinances, *Roberts Rules of Order* shall be the parliamentary rules of the Commission.

ARTICLE IX: AMENDMENTS

The Bylaws of the Commission may be amended at a Regular or Special Meeting, but no amendment shall be adopted unless at least four (4) days' written notice thereof has been previously given to all members of the Commission.

ARTICLE X: ADOPTION AND EFFECTIVE DATE

The Bylaws of the Sustainability Commission have been adopted and amended on the following date(s):