



## Meeting Minutes

### Sustainability Commission

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Friday, May 9, 2025

8:00 AM

Admin 2-B

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#### CALL TO ORDER

Chair Christiansen called the meeting to order at 8:01 AM.

Commissioners Present: Keith Gordon, April Eaton, Christina Christiansen, Al Pramuk, Brian Stone, Jim Mahurin, and Anna Timme

Commissioners Absent: Alderman Beverly Burger

Staff: Andrew Orr, Kelly Dannenfelser, Blake Harper, Trevor Hannon, Tia Holden, Eric Conner, Joe Marlo, Joel Aguilera, and Mark Hilty

Other: Ken Scalf, Anna Ruth Kimbrough, and John Kell

**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.)

Chair Christiansen asked for citizen comments. There were none.

Comments on agenda items may be made in person at the meeting or by emailing [planningintake@franklintn.gov](mailto: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

**Sponsors:**

A motion was made by Commissioner Mahurin, seconded by Commissioner Stone, to Approve the Minutes from the April 11, 2025, meeting. The motion carried 6-0 (Commissioner Timme absent from vote).

#### NEW BUSINESS

##### 2. Presentation of the City Hall Redevelopment Energy Model

**Sponsors:**

Mr. Ken Scalf. Mr. Scalf commenced the presentation by introducing himself and outlining that the focus would be on the sustainability strategies planned for the New City Hall. He presented a LEED v4 benchmarking chart, emphasizing that while formal certification is not being pursued, the project aims to align with LEED Silver standards. According to his assessment, 55 points are realistically attainable, with an additional 5 points considered possible, totaling 60 points. The remaining 50 points were identified as not feasible within the current project scope. This strategic approach reflects a commitment to sustainable building practices, even without formal LEED certification. He then reviewed several items from the "No" category of the LEED v4 chart, explaining that certain criteria were not feasible for this project. These included LEED Neighborhood Development Location, access to quality transit, cooling tower water use reduction, use of green power, carbon offsets, and other similar credits.

Commissioner Stone inquired whether the issue was the absence of a cooling tower entirely, or the lack of a cooling tower designed for water reuse.

Mr. Scalf clarified that the HVAC system does not include a cooling tower.

Ms. Kimbrough added that the building utilizes two chillers and a water exchange system.

Mr. Scalf continued by outlining the yes and maybe points.

1. Sensitive Land Protection - City Hall is being built on land that has previously been developed.
2. High Priority Site - Located in a historic district.
3. Surrounding Density and Diverse Uses - Being downtown makes this achievable since the main entrance is within 1/2 mile or walking distance of publicly available diverse uses.
4. Bicycle Facilities - Short and long-term bicycle storage will be offered with at least one shower and changing facility.
5. Reduce Parking Footprint - Most parking is underground.
6. Green Vehicles - City Hall is located in proximity to EV charging stations.
7. Site Assessment - Assessment has been completed to determine how the project design was influenced by factors such as soil, human health, etc.
8. Open Space - Providing a park and green space on site.
9. Rainwater Management - Complying with reducing runoff and improving water quality.
10. Heat Island Reduction - Reducing heat island impact with high-reflectance roof, below-grade parking, and green spaces.
11. Light Pollution Reduction - Exterior site fixtures that comply with up-light and light trespass requirements are still undetermined for this project. However, outdoor lights have been discussed that have a lower impact.
12. Outdoor Water Use Reduction - Outdoor water use has been reduced by using an on-site cistern.
13. Indoor Water Use Reduction - Prerequisite to use efficient fixtures by 30%, which has not been determined yet. The city is not interested in using greywater.
14. Water Metering - Install permanent water meters for buildings and separate meters for irrigation.
15. Enhanced Commissioning - Provide additional building commissioning beyond the prerequisite. Also, adding envelope commissioning.
16. Optimized Energy Performance - Energy model has been completed and indicates an 18% savings in energy costs to allow increased levels of energy performance.
17. Enhanced Refrigerant Management - Selecting refrigerants that are used in HVC&R that minimize or eliminate the emissions of compounds that contribute to ozone depletion.
18. Building Product Disclosure & Optimization, Environment, Raw Materials, and Material Ingredients - These are not required documentation by the contractor. The category includes life-cycle assessments, sustainable extraction methods of materials, and low chemical inventory.
19. Construction and Demolition Waste Management - Recycling and salvaging nonhazardous materials. Diverting 50% of the total construction. Up to the contractor to find a home for materials.
20. Enhanced Indoor Air Quality Strategies - Prerequisite requirement with entryway systems, interior cross-contamination systems for separate ventilation and filtration. Copy machines in open areas and better systems for maintenance closets.
21. Low-Emitting Materials - Low VOC materials including finishes, adhesives, and furnishings.
22. Construction Indoor Air Quality Plan - Develop and implement an indoor air quality management plan for the construction and pre-occupancy phase.

23. Indoor Air Quality Assessment - Monitor and flush out interior space and conduct baseline IAQ testing in compliance with approved protocols.
24. Thermal Comfort - Design HVAC systems and envelope to meet requirements.
25. Interior Lighting - Provide individual lighting controls for 90% of individual occupied spaces to allow adjustment for individual tasks and preferences. Fixtures for these have not been picked yet.
26. Quality Views - Provide a direct line of sight to the outdoors via vision glazing for 70% of all regularly occupied floor area.
27. Acoustic Performance - Specify materials, finishes, and furnishings that comply with composite sound transmission.

Commissioner Timme asked if EV sign would be included at the site.

Mr. Scalf responded that it could be and count for a portion of the credit.

Commissioner Timme expressed surprise that some suppliers have Environmental Product Declarations (EPDs) and noted her interest in reviewing them. She asked if Mr. Scalf could provide copies of the EPDs for reference.

Commissioner Stone inquired whether the removal of daylighting features was a result of budgetary constraints.

Ms. Kimbrough explained that the decision was based on building height restrictions, which limit the allowable height of the windows.

Mr. Scalf revisited the LEED scorecard and invited questions from the group. He then presented the results of the energy modeling, which indicated that the baseline annual energy cost would be \$119,352. However, with the proposed design improvements, the projected cost would be reduced to \$97,744 per year, an estimated 18.1% cost savings. Additionally, the building's Energy Use Intensity (EUI) would decrease from 40.2 to 30.5 kBtu per square foot per year. The energy modeling recommendations emphasized targeting key areas for improved efficiency. These included reducing lighting power density beyond the baseline requirements, incorporating multi-speed fans in the air handling units, and selecting glass with a higher shading coefficient to better control solar heat gain. Mr. Scalf noted that Tennessee's climate presents specific energy efficiency challenges and opportunities. He also explained that, due to the building's location within a historic district, clear glazing is required for the windows, which limits the ability to use more advanced tinted or reflective glass for shading purposes.

Ms. Kimbrough added that window selection is still under review and being discussed with the Historic Zoning Commission to ensure compliance with district guidelines while balancing energy performance goals.

The next step will be to compile the comments and share them with the project team. Upcoming deliverables include an updated LEED scorecard, the 100% CDP energy modeling report, an updated mechanical systems commissioning report, and an updated building enclosure commissioning report.

Commissioner Stone asked Mr. Orr whether the City has reduced lighting standards for developers.

Mr. Orr responded that yes, the City has reduced lighting standards for commercial properties. For residential neighborhoods, however, lighting is managed by Middle Tennessee Electric, so the matter has been deferred to that utility provider.

Commissioner Stone asked whether elements such as design, height, and fixture type are specified.

Mr. Orr responded that the height and color of the fixtures are specified, but did not mention additional design details. He then asked whether the estimated energy cost provided in the modeling results is appropriate, or if it should be expected to be lower or higher based on current standards or expectations.

Mr. Scalf responded that the energy cost estimations are reasonable.

Commissioner Stone agreed with the assessment and asked what the current Energy Use Intensity (EUI) is for the existing

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Commissioner Stone agreed with the assessment and asked what the current Energy Use Intensity (EUI) is for the existing

building.

Mr. Orr stated he was unsure since he had not looked at the number in a few years.

Ms. Kimbrough added that the parking garage was not included in the energy use estimation, which may affect comparisons to the current or overall EUI.

Commissioner Timme commented that it may be possible to achieve a LEED Gold standard based on the current design and performance, but noted that the project is not officially pursuing certification due to the associated costs.

Commissioner Stone asked for an update on the possibility of renewable energy production.

Ms. Kimbrough explained that a significant portion of the roof is occupied by two large chillers and other mechanical equipment, which leaves minimal available space for solar panels. The team is still evaluating whether there will be sufficient space and sunlight for solar installation, given the limited area and the shading caused by the electrical units. Studies have not yet been conducted. There is a small tray system for a green roof.

Mr. Orr asked how the sustainability improvements and design enhancements would be communicated to the public.

Mr. Scalf responded that it is encouraged to include signage highlighting the improvements, helping to inform and educate the public about the building's sustainable features.

Commissioner Stone asked whether the site would incorporate native plants to support participation in the Bee City initiative.

Mr. Dannenfelser responded that one of the landscape beds will include native plant species.

## OTHER BUSINESS

Mr. Orr announced that Commissioner Cassity had officially resigned from the commission. While he enjoyed his time serving, he has decided to pursue other endeavors. The resulting vacancy on the commission has been communicated to the Mayor, who will determine how to proceed with the application and appointment process for a new member.

Mr. Orr also shared that John Kell has invited the commission to visit a homeowners' association (HOA) pollinator garden in his neighborhood. The visit is planned to take place following the June meeting.

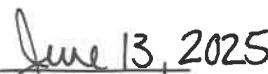
John Kell noted that this will be the garden's third growing season.

## ADJOURN

A motion was made by Commissioner Stone, seconded by Commissioner Mahurin to Adjourn. The motion carried 7-0.

There being no further business, the meeting adjourned at 8:56 AM.

  
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Chair

  
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Date