

BOARD OF PUBLIC WORKS AND SAFETY
Agenda Request Form

(Form B-01-2012)

Organizations and individuals are asked to submit a request form and supporting documents to be placed on the agenda. You will be contacted by the City confirming the date of the meeting in which your request will be heard.

Please make sure that your contact information is accurate in case we need to get in touch with you. The Board of Works meets on the 1st and 3rd Monday of each month at 5:00 p.m. in City Hall located at 70 E. Monroe Street.

Date Submitted:	5/14/14	Requested Meeting Date:	5/19/14
		Confirmed Meeting Date:	
Received by:			
Contact Information: Please provide all requested information in the fields below. (Print or Type)			
On Behalf of Organization or Individual:		Discover Downtown Franklin	
Name:	Tara Payne	Telephone:	346-1258
Title or Position:	Executive Director		
E-Mail:	tara@discoverdowntownfranklin.com		
Address:	70 E. Monroe Street		
City:	Franklin	State:	IN
ZIP:	46131		
Who will attend the meeting and present the request?			
Name:	Tara Payne & Carolyn Williams	Telephone:	346-1258
Title or Position:	DDF Design Committee		
E-Mail:	tara@discoverdowntownfranklin.com		
Please describe the purpose or title of your presentation.			
Proposed Discover Downtown Franklin Sponsor-A-Planter Program.			
Supporting documents: All supporting documents should be submitted with the request form.			
1. Memo			
2.			
3.			
4.			

Questions about this application or the process described should be directed to the Clerk Treasurer's Office at 70 E. Monroe Street, Franklin Indiana 46131 or by email at jalexander@franklin.in.gov or call 317-736-3609.



70 E. Monroe Street
Franklin, IN 46131
(317) 346-1258
tara@discoverdowntownfranklin.com
DiscoverDowntownFranklin.com

Memorandum

To: City of Franklin Board of Works
From: Tara Payne, Executive Director of Discover Downtown Franklin
CC:
Date: 5/14/14
Re: Downtown Planters – Proposed Sponsorship Program

The Redevelopment Commission purchased 14 large planters to be placed on the sidewalks in downtown Franklin as part of the streetscape project. There are currently 5 planters on display. Four of them are located on N. Main Street, and one is located in the parking lot at the corner of Jefferson and Jackson Street.

The flowers in the planters were changed out for all four seasons in 2013. The Redevelopment Commission covered the cost for the first year, with the understanding that a sponsor-a-planter program would be initiated by Discover Downtown Franklin in the coming years. Sunny Lawn Farms was hired to fill the planters and change them out for each season. The Park's Department was responsible for watering them.

This year, the Discover Downtown Franklin Design Committee has concluded that it's only necessary to change the flowers out three times per year. The cost for having this done, per planter, for the entire year, is \$320.

To help cover the cost of doing this each year, Discover Downtown Franklin has agreed to solicit sponsorships from the community. Recognition for the sponsor will be given in each planter.

Discover Downtown Franklin requests permission to continue to organize the downtown planters and solicit sponsors to cover the costs. The Park's Department is still needed for regular watering.