

**MINUTES OF THE WORK SESSION
BOARD OF MAYOR AND ALDERMEN
FRANKLIN, TENNESSEE
CITY HALL BOARDROOM
TUESDAY, MAY 28, 2019 – 5:00 P.M.**

Board Members

Mayor Ken Moore	P		
Vice Mayor Clyde Barnhill	P	Alderman Dana McLendon	P
Alderman Brandy Blanton	P	Alderman Margaret Martin	P
Alderman Pearl Bransford	P	Alderman Ann Petersen	P
Alderman Beverly Burger	A	Alderman Scott Speedy	P

Department Directors/Staff

Eric Stuckey, City Administrator	P	Lisa Clayton, Parks Director	P
Vernon Gerth, Assistant City Administrator	P	Michelle Hatcher, Water Management Director	P
Mark Hilty, Assistant City Administrator	P	Paul Holzen, Engineering Director	
Kristine Brock, Assistant City Administrator	P	Emily Hunter, Planning & Sustainability Director	P
Shauna Billingsley, City Attorney	P	Kevin Townsel, HR Director	P
Deb Faulkner, Police Chief		Joe York, Streets Director	P
Rocky Garzarek, Fire Chief	P	Michael Walters Young, Budget/Analytics Manager	P
Jordon Shaw, IT Director		Lanaii Benne, Assistant City Recorder	P
Tom Marsh, BNS Interim Director	P	Linda Fulwider, Board Recording Secretary	P
Jack Tucker, SES Director			

Call to Order

Mayor Ken Moore called the Work Session to order at 5:00 p.m.

Citizen Comments

- Mark King, Assistant Director EMS Department, Williamson Medical Center, EMS Blood Project, along with Julie Miller, Chief Operating Officer and Dr. Andy Russell, Chief Medical Officer, are pleased to announce a yearlong pilot program with EMS and the hospital: Trial Blood Products Field Delivery. O- and O+ packed red blood cells and liquid plasma will be carried on one of the two EMS Supervisor vehicles to deliver blood products to patients in the field. They are the 4th EMS department in the U.S. and the 1st in the State of Tennessee to do this. (Detailed information included with the minutes)

WORK SESSION DISCUSSION ITEMS

1. 19-0575 **Consideration of Event Permit for Franklin on the Fourth sponsored by the Franklin Lions Club in Downtown Franklin on July 4, 2019.**
Deb Faulkner, Police Chief
2. 19-0576 **Consideration of Event Permit for Turkey Trot sponsored by Graceworks Ministries on November 28, 2019 in Cool Springs.**
Deb Faulkner, Police Chief
3. 19-0577 **Consideration of Event Permit for Franklin Classic 5K/10K benefitting Mercy Community Healthcare in Downtown on September 2, 2019.**
Deb Faulkner, Police Chief
No question or comments on Items 1, 2, and 3
4. 19-0567 **Presentation of Results of the 2019 Franklin Citizens Survey.**
Eric Stuckey, City Administrator
Michael Walters Young, Budget & Analytics Manager

This is the third or fourth Citizen Survey. All reports and this presentation are available on the City website:

<https://www.franklintn.gov/government/departments-a-i/finance-administration/the-national-citizen-survey/-fsiteid-1>

2019 Citizen Survey: All results shown herein are based on the formal, scientifically valid survey.

- ♦ Methodology – The survey was conducted in two ways - a scientifically valid survey of selected residents and an open web-based survey.
- ♦ The scientifically valid survey consisted of 2,800 selected households that received three mailings, one week apart, beginning on February 5, 2019. Completed surveys were collected over eight weeks. 4% of 2,800 surveys were returned undeliverable. Of the remaining 2,702 households, 792 completed the survey (overall response rate of 29% - national average 26%), and 135 were completed online.
- ♦ The survey was then open to individuals City-wide and 1,598 surveys were received.
- ♦ There are eight facets of community livability: Safety, Mobility, Natural Environment, Built Environment, Economy, Recreation and Wellness, Education and Enrichment and Community Engagement.
- ♦ Individual items that act as indicators of community quality within each of the facets, split in a different way form three “pillars” of community quality: Community Characteristics, Governance and Participation.
- ♦ Overall Quality of Life: Excellent or good – 97% combined (2016 = 68%) Franklin ranks 3rd in the nation.
- ♦ In the eight facets of community, the City performed similar or above national benchmarks in every one of them with most rated higher or much higher.
- ♦ Residents identified Economy, Mobility and Safety as priorities for Franklin in the coming two years.
- ♦ Community Characteristics, first pillar, indicates 99% of residents rate Franklin as Excellent/Good as a Place to Live (higher % than 2016 and other communities) Compared to National benchmarks, Franklin ranks 6th in nation for a place to live and 1st in the nation for overall image and reputation.
- ♦ Participation – 83% of citizens feel the Sense of Community is either Excellent/Good.
- ♦ 80% rated their satisfaction of the City’s management of growth as either Very or Somewhat Satisfied. (Lower than 2016 – 84%). The open-ended responses should be read for a full understanding.
- ♦ Making progress on affordable, workforce and growth housing.

5. 19-0381 Presentation of Attainable Housing Update

Tom Marsh, Interim BNS Director

Kathleen Sauseda, Housing Development Coordinator

New Attainable Housing Units Created FY 2014-FY2019: (Units completed and occupied since 7/1/2018)

Agency	Project	Owner Occupied	Rental	Incentives Used
CHP	Village at West Main	30	0	Permit fee waiver
CHP	Natchez Street	1	0	CBDO; permit fee waiver; tap fee credit
Hard Bargain Assoc.	Bungalow Court	2	0	CBDO; permit fee waiver
Pre FY19 Units		8	64	
Total Units		41	64	

Projects in Progress:

- ♦ Chickasaw (FHA) 48 multifamily rental (Senior Housing)
- ♦ 502 11th Ave N (Hard Bargain) 1 single family
- ♦ 109 Rucker Ave (CHP) 1 single family

CDBG Status and Expenditures

Program Area	Remain Previous Years	FY 2019 Allocation	Expended since 7-1-18	Total Remain
CBDO	\$0	\$127,344	\$137,344 ¹	\$0
Public Facilities	\$0	\$95,508	\$95,502 ²	\$0
Emergency Repair	\$94,177	\$31,836	\$650 ³	\$125,363
Admin	\$0	\$56,598	\$56,598	\$0
Outreach	\$19,485	\$0	\$0	\$19,485

1) Contracts with CHP and Hard Bargain each for \$63,672

2) Contract with FHA for Chickasaw utility construction

3) Reimburse CHP for home repairs

6. 19-0369 **Consideration of CONTRACT 2019-0109, Contract with The Hard Bargain Association for Receipt of Community Development Block Grant Funds from the City of Franklin as Reimbursement for Costs Associated with Construction of Single-Family Homes that Benefit Low to Moderate Income Residents.**

Tom Marsh, Interim BNS Director

Kathleen Sauseda, Housing Development Coordinator

House referred to in Item 5.

7. 19-0558 **★Consideration of RESOLUTION 2019-51, A Resolution of the City of Franklin, Tennessee Relating to the Establishment of a Self-Insured Workers Compensation Program with Claims Administered by a Third-Party Administrator.**

Kevin Townsel, HR Director

Sara Sylvis, Risk/Benefits Manager

Laura Youngmichael, Insurance Broker

Due to a higher attachment point, the City has assumed greater risk since the growth of the employee population. Projections indicate the opportunity to save costs, and time spent processing paperwork by being self-insured with a third-party administrator. Pharmacy and physician networks remain the same. Staff recommends approval.

8. 19-0518 **★Consideration of RESOLUTION 2019-55, A Resolution to Award the Third-Party Administrator Contract for the City’s Workers Compensation Program to PMA Companies in the Amount of \$73,978, Beginning with the Policy Year Beginning July 1, 2019 and for a Term of Award, for the Risk Management Division of the Human Resources Department (Purchasing Office Procurement Solicitation No. 2019-011; Contract No. 2019-0160).**

Kevin Townsel, HR Director

Sara Sylvis, Risk/Benefits Manager

Resolution 2019-55 to award third-party administrator contract for Workers Compensation to PMA Companies.

9. 19-0578 **Consideration of 2019-54 Establishing the City’s Contribution to Health Care Coverage for Retirees Electing Option II Coverage.**

Eric Stuckey, City Administrator

Kristine Brock, ACA/CFO

Kevin Townsel, HR Director

This healthcare coverage is for retirees not yet eligible for Medicare. The City contribution of \$200 toward the monthly premium for single coverage and \$500 to the monthly premium for all other plan tiers in Option II. The City contribution rate has remained unchanged while total premiums for retiree health care have increased. Staff proposes a change in calculating the City’s contribution to retiree health care by which the City would contribute 40% of the premium for both single and other plan tiers that include dependent coverage.

10. 19-0465 **Consideration of ORDINANCE 2019-14, “An Ordinance to create Title 9, Chapter 11 of the Franklin Municipal Code Establishing Regulations for Operating a Mobile Food Vending Business Within the City of Franklin, Tennessee.**

Eric Stuckey, City Administrator

Vernon Gerth, ACA, Community/Economic Development

11. 19-0468 **Consideration of ORDINANCE 2019-15, “An Ordinance Amending the City of Franklin Municipal Code, Appendix A – Comprehensive Fees and Penalties, Chapter 9, Business, Peddlers, Solicitors, Taxicabs, Pool Rooms, Licensing, Pedicabs, Etc. to Establish a Mobile Food Vending Permit Fee.”**

Eric Stuckey, City Administrator

Vernon Gerth, ACA, Community/Economic Development

As a follow-up to previous discussion, additional input was received from stakeholders and from the City of Brentwood and Williamson County as well. Mr. Gerth thanked representatives from Parks, Law, Sustainability and Revenue Management for their help in putting this together.

City of Brentwood

- ♦ Does not allow fixed location MFVs (no Overnight Stays)
- ♦ Vending allowed in Commercial Office, Commercial Retail, Commercial Service-Warehouse, Commercial Town Center
- ♦ Allows occasional vending for institutional, educational, and assisted care land uses (once per week, up to four hours)

Williamson County

- ♦ Does not allow fixed location MFVs (no overnight stays)
- ♦ Allows MFVs for up to six months at locations in the following zoning districts:
 - MGA-H – Municipal Growth Area – Hamlet District
 - GVC 4 – Grassland Village Character 4 District
- ♦ Temporary use permit and minor site plan
- ♦ Only one MFV per property at any given time
- ♦ Limit operation from 8:00 a.m. to 8:00 p.m.

Highlights

1. Mobile Food Vehicles would be allowed to operate in Office, Commercial, Industrial, Mixed-Use and Civic and Institutional zoning districts.
2. Caterers are not impacted by the Mobile Food Vending Ordinance, including Mobile Food Vehicles that are serving private parties, and are not making public sales.
3. Mobile Food Vehicles “In Operation” will be permitted annually and expected to leave a site when not setting up, in operation, or leaving except for properties with a valid Location-Specific Mobile Food Permit.
4. A Location-Specific Mobile Food Vending Permit allows for one (1) Mobile Food Vehicle to remain on a property overnight, even when not open for business.
5. Location-Specific Mobile Food Vending Permits are limited to properties that are not located in the floodway or floodplain.

Mobile Food Vehicles “In-Operation”

- ♦ Allowed in Office, Commercial, Industrial, Mixed-Use and Civic and Institutional zoning districts
- ♦ Must move off property when not setting up, open, or closing
- ♦ May operate in floodway and floodplain but must move off property when not open. Signs/chairs/tables/umbrellas, temporary steps, etc.) must be removed and stored out of sight when not open.

Location-Specific Mobile Food Permit – Tied to a location (property), not the vehicle

- ♦ Site Plan
- ♦ Fire inspection/Structure clearance
- ♦ Restroom availability for Mobile Food Vehicle employees
- ♦ No permanent utility connections allowed

- ♦ No permits allowed for property located within the floodway or floodplain
- ♦ Signs/chairs/tables/umbrella, temporary steps, etc.) must be removed and stored out of sight when not open.

Discussion:

- Mark Mogul, 328 5th Avenue N, Franklin: Mr. Mogul said he made application last year and has a permit for a location in the floodplain. Why was that restriction placed on the floodplain? They have a lot of money invested. No logic as to why he can't be in that area. He got an opinion from Washington, DC. The 180 days is not an issue. Mr. Rains is now his partner and they are looking at a second location.
- Jake Rains, 113 Poplar Street, Franklin: Said "Ditto"
- ♦ Alderman Martin: Asked about grandfathering this business.
- ♦ Mr. Gerth: Explained Mr. Mogul had been issued an itinerate license, not a permit. That means they have to be out of the floodplain.
- ♦ Molly Pike said FEMA has standards in the floodway; however, COF standards are higher, and staff feel the vendors should not stay through the night.
- ♦ Alderman McLendon: If it were site specific, would that be in violation with FEMA. His inclination is to say any of those mobiles be in and remain highway ready, so they can exit right away with everything stowed away. Why prohibit a permit because of the possibility of a flood?
- ♦ Alderman Speedy: The City doesn't want to be liable, but the owners have a vested interest in being ready. He would like to see what Cincinnati has done.
- ♦ Vice Mayor Barnhill: If the business is not in the floodway, it is not a problem. If it is going to sit there for a year, it isn't mobile, it's permanent.

12. 19-0376 **Consideration of Amendment No. 1 in an Amount of \$40,000.00 to Professional Services Agreement for Architectural Services (COF Contract 2017-0256) with The Renaissance Group for Additional Engineering Services Required for Development of the Site for City of Franklin Fire Station 7 Located at 900 Brunacini Way (in Partnership with Williamson County Government, RESOLUTION 2017-78).**

Brad Wilson, Facilities Project Manager

Staff recommends approval of the contract amendment for additional engineering design and services.

Other Business

None

Adjournment

Work Session adjourned @ 6:43 p.m.

Dr. Ken Moore, Mayor

Minutes prepared by: Linda Fulwider, Board Recording Secretary, City Administrator's Office - 7/2/2019