



City of Franklin

109 3rd Ave S
Franklin, TN 37064
(615)791-3217

Meeting Minutes - Final

Work Session

Tuesday, November 24, 2015

5:00 PM

Board Room

Call to Order

- Present** 7 - Mayor Dr. Ken Moore, Ald. Ann Petersen, Vice Mayor. Brandy Blanton, Ald. Margaret Martin, Ald. Clyde Barnhill, Ald. Michael Skinner, and Ald. Beverly Burger
- Absent** 2 - Ald. Pearl Bransford, and Ald. Dana McLendon

Citizen Comments

WORKSESSION DISCUSSION ITEMS

1. [15-0969](#) *Consideration of Event Permit for Christmas Parade sponsored by the Kiwanis Club of Franklin on December 5, 2015 in Downtown Franklin (11/24/15 WS)

Sponsors: Deb Faulkner

Attachments: [Christmas Parade REVISED 2015 App.pdf](#)

This Event Permit was acknowledged. No questions or comments.
2. [15-0970](#) *Consideration of Event Permit for Dickens of a Christmas sponsored by the Heritage Foundation on December 12-13, 2015 in Downtown Franklin (11/24/15 WS)

Sponsors: Deb Faulkner

Attachments: [Dickens of a Christmas 2015 REVISED App.pdf](#)

This Event Permit was acknowledged. No questions or comments.

3. [15-0993](#) Review of Quarterly Development Investment Report and Demonstration of Interactive Building Permit Aldermanic Ward Map

Sponsors: Eric Stuckey and Vernon Gerth

Attachments: [Quarterly Development Investment Summary](#)
[Interactive Map - Building Permits Aldermanic Ward](#)

This Presentation was acknowledged. Lynn Osland, BNS and Amy Ward, GIS presented the Development Summary and Interactive Building Permit Aldermanic Ward Map. July – September 2015 = 161 Single Family and 11 Townhome unit permits. Building permits issued January 1, through September 30, 2015 were shown on the map.

4. [15-1047](#) Continued Discussion Regarding City of Franklin Citizen Survey (12-08-15 WS)

Sponsors: Eric Stuckey and Michael Walters Young

- Attachments:** [New Item - Survey Follow-Up Answers from NRC - 11252015](#)
[New Item - Survey Validity](#)
[New Item - List of Communities](#)
[New Item - Sample Custom Questions 2015](#)
[Sample NCS Timeline](#)

This Presentation was referred to the Work Session meeting on 12/8/2015.

Why do a Citizen Survey?

- Frequent surveying of our customers is a best practice of any industry – private, public, non-profit.
- The strategic plan, FranklinForward, has no less than 6 goals which require recurring feedback via a citizen survey.
- Citizen surveys provide scientifically validated feedback about how our citizens feel about their city – services, quality of life, values and safety.

Options Considered

Internal Contracted University/Hybrid

Pros:

More “hands-on” Ease of use Additional labor from students
Freedom of survey design Less staff time Potential for professional survey design/metrics

Professional survey design

Quicker

Cons:

Longer Defined cost over \$20,000 Longer
Drain on staff resources Complicated division of labor
No formal survey expertise on staff Increased staff oversight
Cost unknown Cost unknown

Staff has chosen the National Research Center as the vendor and the NCS as the survey tool. This survey is standardized except for a few customizable questions, uses professional survey tools and metrics to ensure accurate results and focuses on eight (8) areas of community livability:

- Community Engagement
- Education & Enrichment
- Engagement
- Recreation & Wellness
- Economy
- Built Environment
- Natural Environment
- Safety
- Mobility

Survey Methodology

- A Scientifically valid closed survey will be sent to 2,600 – 3,000 Franklin Households by mail. Households will be randomly selected ahead of survey distribution. Reminder postcards will be sent to those households and they will be given 1 month to return surveys.
- Web-survey will be available to all Franklin residents, but scientific methods cannot be guaranteed in an open survey.

Survey Sample

- Questions to be rated: 1(Excellent), 2 (Good), 3 (Fair), 4 (Poor), 5 (Don’t Know).
- Five page survey
- 3 customizable questions

- Opportunity for one open-ended question.
- Survey Estimated Costs
- | | | |
|-----------|---|---------------------|
| \$12, 510 | Base survey of 1,400 households by mail | |
| \$ 4,599 | Additional 1,200 households by mail | |
| \$ 428 | Follow-up web survey (open to all) | |
| \$ 1,665 | One open ended question | |
| \$ 3,060 | In-person presentation from NRC | |
| \$ 1,665 | Compare prior results (to 2012 survey) | |
| \$23,927 | Estimated Total Cost* (Budget \$50,000) | *Discount for being |

NLC/ICMA members

Survey Timeline

- November : Sign-up
- December: Payment, Data Transmission, Survey Design
- January: Survey Notification & Advertising. End of January – Surveys out.
- February: Surveying Active. Ends at end of month.
- March: Data analysis, report writing.
- April: Results delivered & integrated into budget.

Discussion:

- Goes to single family homes and apartments.
 - May respond by sending in card or online.
 - After closed group survey, all who wish may complete the survey online. The open and closed groups kept separate.
 - NCS believes 20% is a good return: City goal is 25% return. It was pointed out the City has always had a 30% return.
 - It was asked if the questions would be specific enough to get meaningful answers on the six goals.
 - Concerned about getting valuable feedback from a standardized survey.
 - Concern on basing decisions on a survey that captures such a small percentage of citizens that are usually connected to special interest groups.
 - Promote and advertise to get the survey to the masses and social media.
 - Staff will encourage a broad base of citizens to participate in the survey.
- Priorities should be set so everyone weighs in and not just special interests.
- Aldermen want to see the survey and provide feedback on the three customized questions.
 - Suggestions included notifying HOA presidents, reviewing comparisons with like-cities using the same questions.
 - Important to contact residents without access to or no expertise on computers

Mr. Stuckey related the cost of the survey is approximately \$24,000, which is within his administrative authority to authorize without a vote from the Board. However, he wants most of the Board comfortable with the choice. The survey will be sent to the Board to review and weigh in on the development of the three questions.

5. [15-1022](#) Consideration of City of Franklin/MTEMC Updated License Agreement for Pole Attachments (COF Contract 2015-0333) (11/24/15 WS).

Sponsors: Eric Stuckey and Vernon Gerth

Attachments: [MTEMC License Agreement 00028957 Pole IDs Exhibit 11-3-15.pdf](#)
[MTEMC License Agreement for Pole Attachments 00029678 FINAL 12-3-15.pdf](#)

This Contract/Agreement was referred to the Board of Mayor & Aldermen meeting on 12/8/2015.

Updates to current contract.

6. [15-1043](#) Project Status Update for the SR 96 East Sidewalk Project - Pinkerton Park to Mack Hatcher Parkway

Sponsors: Paul Holzen

Attachments: [11-10-2015 PUBLIC MEETING EXHIBITS](#)

This Presentation was acknowledged.

Jonathan Marston gave a progress report on the updated design. The project was changed from a 5' sidewalk to a 10' multiuse trail and has been designed as an open ditch section to help reduce the construction cost and avoid relocation cost associated with overhead utilities. The design is 95% complete and utility coordination should be completed in January. Originally, there was to be a public meeting in December. Due to the proliferation of holiday activities in December, the meeting will be scheduled in late January 2016. Construction will take about 6 months. Staff submitted an application to the Nashville Area MPO to obtain a TDOT Multimodal Access Grant. Should the City receive the grant, up to \$1,000,000 could be available for the project. Easement acquisition could begin in January as well. There are 30 easements to acquire.

7. [15-0945](#) PUBLIC HEARING: Consideration of Ordinance 2015-21, To Be Entitled, “An Ordinance To Amend Chapter 8, Section 8.3, And Chapter 4, Sections 4.1.4 And 4.1.6, Of The Franklin Zoning Ordinance, Which Regulate Accessory Uses And Structures, And Chapter 3, Section 3.5.6, Central Franklin Character Area Overlay District, To Permit Accessory Dwellings in Certain Special Areas.” (10/22/15 FMPC 9-0; 11-24-15 BOMA 1st Reading 6-0) SECOND OF THREE READINGS

Sponsors: Ald. Ann Petersen

Attachments: [Final.2015-21 Accessory Dwellings.law approved.pdf](#)

[MAP CFCO Special Areas to Allow Accessory Dwellings.pdf](#)

[MAP Residentially Zoned Properties within CFCO Accessory Dwelling Special Areas.pdf](#)

[CFAP Excerpt Accessory Dwelling Recommendations.pdf](#)

[Accessory Dwellings - 2015-12-28](#)

This Ordinance was acknowledged.

Kelly Dannenfelser and Bob Martin addressed this item. The City of Franklin Housing Needs Assessment recommends allowing accessory dwellings as a housing option for a healthy community. The Franklin Housing Commission recommended approval of this ordinance in August 2015. The concepts have been discussed at Joint Conceptual Workshops as well. The Central Franklin Area Plan recommends allowing accessory dwellings with criteria in appropriate locations. These include Special Areas 1, 2, 3, 7, and 8; however, only a portion of the properties (approximately 1,350 properties on 0.79 square miles) would potentially be impacted by this text amendment due to restrictions on residential zoning, minimum lot size, residential land use, etc. Accessory dwellings will provide a housing option for family members, supplement income via rent, or help aging residents meet their needs without moving.

Discussion:

- Addressing resolved by adding the letter “A” to the principal address.
- Having enough space for parking was debated for certain size lots. Planning will recalculate.
- Language used in the ordinance was pulled from the Nashville Code.

8. [15-1030](#) PUBLIC HEARING: Consideration of Initiating the De-annexation Process for the De-annexation of Certain Areas Adjacent to Murfreesboro Road, Specifically 4113 Murfreesboro Rd. (11/24/15 WS)

Sponsors: Vernon Gerth and Planning and Sustainability Dept

Attachments: [DeannexationRequest.pdf](#)
[DeannexationMizell](#)
[MapTimeline.pdf](#)
[1294 2006-89 POS Murfreesboro Road North Area 11-06.doc](#)
[Minutes.docx](#)
[MAP_06-101 N Murfreesboro Rd Annex.pdf](#)
[06-101 Annex Murfreesboro Road North Area.pdf](#)
[SR_1293 Annex Murfreesboro Road North.doc](#)

This Contract/Agreement was referred to the Board of Mayor & Aldermen meeting on 1/12/2016.

Troy Mizell, property owner, was present. He and his wife Jody own multiple properties in the same area, and all are in the County except this one. Staff offers no recommendation at this time, as they continue to review the request and de-annexation's impact on the delivery of City services to residents and those in the urban growth boundary.

The request is to de-annex two five-acre lots to allow him to re-plot his property so it can exist in a contiguous manner, to use his land without creating any more property line violations (unfinished garage is too close to property line), keep all seven connected properties as County land, eliminate the doughnut effect from his property (his County land sandwiches his two City lots), allow him to conduct agriculture operations on one contiguous piece of County land. There are three high pressure gas lines on that 10 acres and nothing can be built on it, it floods behind the creek as well. He plans to put the land in trust for 50 years. None of the land around him is in the City.

There will be a public hearing at the January 12, 2016 BOMA meeting.

9. [15-1028](#) *Consideration of Amendment No. 1 to Procurement Agreement with Truckers Lighthouse, Inc. of Nashville, Tennessee for after-market up-fitting of ten (10) new police vehicles for the Police Department (Purchasing Office Procurement Solicitation No. 2016-009; Contract No. 2015-0334) (11/24/15 WS)

Sponsors: Deb Faulkner

Attachments: [2015-0334 Procurement Agreement Amendment No. 1, signed for vendor, approved by Law 11.09.2015, with Sales Order attached](#)

This Contract/Agreement was acknowledged. No questions or comments.

10. [15-1027](#) Consideration of Contract 2015-0348 for the Receipt of Community Based Development Organization (CDBO) Program Funding with Hard Bargain Association in the Amount of \$120,000 (11/24/15 WS)

Sponsors: Chris Bridgewater and Building and Neighborhood Services (BNS)

Attachments: [00028949](#)
[CBDO Contract 2014-0154 2014-15](#)
[RESOLUTION 2015-24](#)

This Contract/Agreement was referred to the Board of Mayor & Aldermen meeting on 12/8/2015.

No questions or comments.

11. [15-1029](#) Consideration of Contract 2015-0324 for the Receipt of Community Based Development Organization (CDBO) Program Funding with Community Housing Partnership in the Amount of \$30,000 (11/24/15 WS)

Sponsors: Chris Bridgewater and Building and Neighborhood Services (BNS)

Attachments: [00028955](#)

This Contract/Agreement was referred to the Board of Mayor & Aldermen meeting on 12/8/2015.

No questions or comments.

12. [15-1031](#) Consideration of an Ordinance 2015-60 to Amend The City of Franklin Municipal Code, Appendix A - Comprehensive Fees and Penalties, Chapter 12 Relating To Use of a Standard Construction Valuation Table Published by the International Code Council to Calculate Non-Residential Building Permit Fees (11/24/15 WS; 1st Reading 12-08-18 BOMA 8-0) SECOND AND FINAL READING

Sponsors: Chris Bridgewater and Building and Neighborhood Services (BNS)

Attachments: [00029065](#)
[Charts - ICC Construction Costs - 11.2015](#)

This Ordinance was referred to the Board of Mayor & Aldermen meeting on 12/8/2015.

It was asked if pieces could be pulled out of standards once they are adopted, and how builders are informed of increases in cost. Mr. Bridgewater and Mr. Stuckey responded.

Changed text in Section I, Appendix A, Chapter 12: Total Valuation (Stated Valuation by applicant shall be compared to the most current International Code Council Standard Building Valuation Data and the Greater of the two shall be used for purposed of calculating the fee using the table below)

13. [15-1046](#) Consideration of bid award to Charlie Irwin Painting, LLC of Franklin, Tennessee, in the total lump-sum amount of \$78,836 for improvements to the shelter at the City's Bicentennial Park for the Parks Department (Purchasing Office Procurement Solicitation No. 2016-013; \$100,000 budgeted in 150-89230-47100 for fiscal year 2016; Contract No. 2015-0377) (11/24/15 WS)

Sponsors: Lisa Clayton and Kevin Lindsey

Attachments: [2016-013 Tabulation of bids](#)

This Contract/Agreement was referred to the Board of Mayor & Aldermen meeting on 12/8/2015.

Finalized documents will be ready in two weeks.

Other Business

Adjournment

Anyone requesting accommodations due to disabilities should contact ADA coordinator at 791-3277.