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**MINUTES OF THE WORK SESSION  
BOARD OF MAYOR AND ALDERMEN  
FRANKLIN, TENNESSEE  
CITY HALL BOARDROOM  
TUESDAY, OCTOBER 10, 2017 – 5:00 P.M.**

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**Members**

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

**Department Directors/Staff**

Eric Stuckey, City Administrator	P	Jack Tucker, Interim SES Director	
Vernon Gerth, ACA Community/Economic Dev.	P	Lisa Clayton, Parks Director	P
Mark Hilty, ACA Public Works	P	Michelle Hatcher, Water Management Director	P
Kristine Tallent, ACA/CFO	P	Paul Holzen, Engineering Director	P
Shauna Billingsley, City Attorney	P	Emily Hunter, Planning & Sustainability Dir.	P
Deb Faulkner, Police Chief		Kevin Townsel, HR Director	P
Rocky Garzarek, Fire Chief		Joe York, Streets Director	P
Jordon Shaw, IT Director	P	Lanaii Benne, Assistant City Recorder	P
Chris Bridgewater, BNS Director	P	Linda Fulwider, Board Recording Secretary	P

**Call to Order**

Mayor Ken Moore called the Work Session to order at 5:10 p.m.

**Citizen Comments**

None

Mayor Moore reminded everyone to vote in the Municipal election of Ward Aldermen. Early voting ends October 19, 2017. Election Day is Tuesday, October 24, 2017. The Board of Mayor and Aldermen will not meet on October 24<sup>th</sup>.

**WORK SESSION DISCUSSION ITEMS**

1.      **17-0853      Overview of Quarterly Development Activity, Value of Construction, and Status Update on the City's Building Inspection Efficiency Analysis.**

**Eric Stuckey, City Administrator  
Vernon Gerth, ACA Community/Economic Development  
Lynn Osland, Development Services Operations Analyst**

Development Activity Report YTD 2017:

- Building permits YTD 2017 are very close in number to YTD 2016.
- Additional fees received numbers up: YTD 2017 @ \$10.2 million and YTD 2016 just over \$10 million
- Estimated valuation of building permits YTD 2017 @ \$546,570,406 vs. FY 2016 @ 546,420,000.

BNS Completed Inspections: There is a concerning trend in inspection pass rates over the last five years. Currently, the failure rate is at 30%. This causes an additional amount of reinspections and reduces the level of service. The department may not be able to continue with next day inspections because of this. Some are achieving a pass rate of over 90%; other contractors have a pass rate of 40%. BNS has been meeting with contractors over the past several months to pinpoint the problem and learn what can be done for improvement. Part of the cause is due to contractors having trouble hiring and retaining skilled workers.

Discussion:

- Alderman Skinner asked if there is a way to track the categories causing reinspections. Ms. Osland replied that they are looking at that.
- Vernon Gerth added that during the meetings contractors have expressed that they don't want to be responsible for the subcontractors they hire. In some communities the general contractor orders the inspection to assure the work has been done as it should.
- Alderman Skinner asked if the City is getting the same fee from contractors who are not requiring multiple inspections.
- Mr. Gerth responded that a reinspection fee is an option. The fail rates have an impact on Water Management, Streets, and Stormwater. The failure rate is higher in residential areas.
- Chris Bridgewater talked about when contractors anticipate inspections and schedule inspections too early. He noted that over 80% of the contractors are using the online services. There has been a tremendous amount of growth in permits in a year.
- Mr. Gerth mentioned tracking by contractor.
- Alderman Burger commented that if this continues, she would support a reinspection fee.

2. 17-0879 **Presentation of a New High Deductible Health Plan Option for Employees including a Health Savings Account for Fiscal Year 2019.**

**Kevin Townsel, HR Director**  
**Sara Sylvis, Risk Manager**

Kevin Townsel and consultant Jake Davis addressed this item.

Key Findings:

- The average monthly premium for single PPO coverage in 2016 was \$567 and the average monthly family PPO premium was \$1,584. The average month premium for HDHP coverage was \$480 and the average monthly family premium was \$1,395.
- Average PPO premiums are lowest in the South for both Single and Family coverage. That is not the case for HDHPs.
- The average family premium for PPO plans in small firms (3-199 workers) is \$1,511, and in large firms (200+ workers) is \$1,607.

Enrollment by Plan Type:

- 48% of covered workers are enrolled in PPO plans, followed by 29% in HDHPs, 14% in HMOs, 8% in POS plans, and <1% in Indemnity plans.
- Over the last two years, enrollment in PPOs has fallen 10% while enrollment in HDHPs has increased 8%.

**Average Monthly Health & Pharmacy Premium Costs:**

Plans		Individual	Family
500 + Employees	PPO	\$572	\$1,511
	HDHP	\$466	\$1,392
Government	PPO	\$604	\$1,702
	HDHP	\$552	\$1,498
South	PPO	\$540	\$1,474
	HDHP	\$490	\$1,410
COF Option 1		\$669	\$2,024
COF Option 2		\$549	\$1,656

**Average Monthly Employee Premium Contributions (in Dollars)**

Plans		Individual	Family
500+ Employees	PPO	\$133	\$477
	HDHP	\$ 91	\$349
Government	PPO	\$121	\$458
	HDHP	\$ 77	\$290
South	PPO	\$129	\$497
	HDHP	\$ 82	\$341
COF Option 1		\$100	\$405
COF Option 2		\$82	\$331

**Average Employer HSA Contributions:**

HDHP/HSA Plans	Individual	Family
500+ Employees	\$500	\$1,000
Government	\$750	\$1,500
South	\$500	\$1,000
COF	\$ 0	\$ 0

**Deductible by Plan Type:**

HDHP & PPO Plans		Deductible (In-network/Out-of-network)	
		Individual	Family
500+ Employees Median Deductible	PPO	\$750/\$1,300	\$1,500/\$3,000
	HDHP	\$2,000/\$3,000	\$4,000/\$6,000
Government Median Deductible	PPO	\$600/\$1,200	\$1,200/\$2,400
	HDHP	\$2,000/\$3,000	\$4,000/\$6,000
South Median Deductible	PPO	\$600/\$1,250	\$1,500/\$3,000
	HDHP	\$2,000/\$3,968	\$4,000/\$7,800
COF Option 1		\$500/\$1,000	\$1,000/\$2,000
COF Option 2		\$1,000/\$2,000	\$3,000/\$6,000

**Determine Type of HDHP to Offer:***HSA (Health Savings Account) –*

- Employer and employee money put into an account owned by the employee
- IRS sets limits each year – 2017 is \$3,400 for employee only coverage and \$6,750 for employee + coverage
- Example \$500 employee/\$1,000 employee +
- Only money in the account is available to spend
- Money always rolls over
- Money is the employees once it goes into the account

*HRA (Health Reimbursement Arrangement) –*

- Employer money put into an account owned by the employer
- Example \$500 employee/\$1,000 employee +
- Full amount available from day 1 to spend
- Money can rollover to a max
- Usually about 40% spent each year

**Choose a Vendor:***HSA –*

- Several banks and vendors to choose from
- BCBST has a relationship with Health Equity, allows for integration  
~ Review Health Equity

*HRA –*

- Many HRA vendors to choose from, tend to also do FSAs
- BCBST can do HRA administration in-house

**Choose an HDHP Plan Design**

- Currently plans are a \$500 deductible and \$1,000 deductible; we could have BCBST turn the \$1,000 deductible plan into an HDHP
- Sample Quote 1 – HSA qualified  
~ \$2,000 Individual deductible/\$4,000 Family deductible  
~ \$5,000 Individual OOP/\$10,000 Family OOP  
~ BCBST funding rates could be as much as ~15% below the current option 2
- Sample Quote 2 – HSA qualified  
~ \$3,000 Individual deductible/\$6,000 Family deductible  
~ \$5,000 Individual OOP/\$10,000 Family OOP  
~ BCBST funding rates could be as much as ~25% below the current option 2

**Determine the Amount of City Funding in Account:**

- Several different ways to structure the contribution
- Most common – estimate how many will enroll and budget that amount annually  
~ Example \$500 for employee (assume 30 enrolled) and \$1,000 for employee + (assume 10 enrolled)  
~ COF funding would be \$25,000 annually

**Determine Best Way to Communicate the HDHP:**

- Discuss before annual open enrollment
- BCBST to help with communication pieces
- Have a question and answer session
- Review HDHP Fact Sheet

The new plan option replaces the current option 2, and is a good choice for those who rarely see a doctor. Pretax dollars are deposited in the account each pay with the City contributing a portion as well. Healthcare items and doctor visits can be paid from the account. Any money left in the account rolls over year to year.

Enrollment begins this month with the effective date July 1, 2018. The current program continues to be a choice.

3.        17-0839        **Consideration of Liquor License Issuance for Franklin Wine & Spirits (Harry Gino Desalvatore, Managing Agent), 1400 Liberty Pike, Suite #300, Franklin, TN 37064**

**Lanaii Benne, Assistant City Recorder**

No questions or comments

4.        17-0695        **Consideration of RESOLUTION 2017-61, To Be Entitled: “A Resolution Approving a Development Plan for Jordan Road PUD Subdivision, with 1 Modification of Standards (for Cul-de-sac Length Greater than 500’), for the Property Located East of Mack Hatcher Parkway and North of Liberty Pike, 622 Jordan Road.” Establishing a Public Hearing for November 14, 2017**

**Alderman Ann Petersen, FMPC Representative**

**Brad Baumgartner, Senior Planner**

Brad Baumgartner explained this is for 10 single family homes with one MOS, Cul-de-Sac Length Greater than 500 ft.

- Greg Gamble, representative for the applicant showed where the cul-de-sac will be. Landscaping will be installed to shield the back yard for one of the neighbors.
- Alderman Petersen expressed concern about water going to some of the neighboring areas.
- Mr. Gamble explained a current flow of water is creating a swale that will be redirected back toward Jordan Road; that solves the problem.

5.        17-0814        **Consideration of RESOLUTION 2017-69, To Be Entitled: “A Resolution Approving a Revised Development Plan for Galleria Commercial Complex PUD Subdivision, Revision 2, with One (1) Modification of Standard (Parking Reduction) for the Property Located South of Moores Lane and East of Galleria Boulevard, 1704 Galleria Boulevard.” [McDonald’s Restaurant Site] Establishing a Public Hearing for November 14, 2017.**

**Emily Hunter, Planning/Sustainability Director**

**Amy Diaz-Barriga, Planning Supervisor**

**Brad Baumgartner, Senior Planner**

Mr. Baumgartner explained that McDonald’s is reducing its parking area.

6.        17-0795        **Consideration of Initiating the Annexation Process and Draft Plan of Services, RESOLUTION 2017-60, for the Annexation of 4107-4115 Clovercroft Road.**

**Emily Hunter, Planning/Sustainability Director**

**Amy Diaz-Barriga, Planning Supervisor**

**Brand Baumgartner, Senior Planner**

This property is contiguous to the City limits and is north of McKay’s Mill. For single family uses. Envision Franklin supports.

- Phil and Kathy Hutcheson and Greg Gamble joined discussion. Mr. Gamble related a maximum of 15 dwellings would be built.
- Alderman Burger asked that the City look at that section of roadway as part of the road belongs to the County and should be annexed as well. Otherwise, a short stretch from Oxford Glen to Market Street will be the only section of county road with City street on both sides.

7.        17-0823        **★Consideration of ORDINANCE 2017-49, To Be Entitled: “An Ordinance to Amend Chapter 3 of The Zoning Ordinance of the City of Franklin, Tennessee, to Add Clinic as a Permitted Use in the Light Industrial Zone.” Establishing a Public Hearing on November 14, 2017.**

**Franklin Municipal Planning Commission**

**Josh King, Principal Planner**

The recent advancement in medical technology necessitated the review of allowing clinic as a permitted use in the LI Zoning District. Clinic includes medical doctors, physical therapy, sports therapy, Lasik eye, “cool sculpting”, walk-in clinic, out-patient drug rehab.

8. 17-0884 ★Consideration of RESOLUTION 2017-77, “A Resolution to Authorize the City of Franklin to Submit an Application to the Tennessee Department of Transportation for the FY 2018 Transportation Alternatives Program.”

Paul Holzen, Engineering Director

This item has already been submitted as allowed by authority of the City Administrator. This connects Chestnut Bend HOA trail to Harlinsdale. Cost to the City will be around \$1 million. Mr. Stuckey said the City will continue to pursue grants and other partnerships and use some City property.

Alderman Burger commented we want to make sure this connects with Cheekwood Golf Club trail as well.

9. 17-0885 Status Update for Hunters Bend Elementary Safe Routes to School Project (TDOT PIN 118151.00).

Paul Holzen, Engineering Director

Safe Routes to School Projects are 100% federally funded. During the design review process, TDOT required additional sidewalk work to comply with the Americans with Disabilities Act. The main component involves reconstruction of the south ramp which leads from the tunnels to the school. This was incorporated into the final construction plans. Once the project was begun work was sporadic. In August crews began excavation for the reconstruction of the south ramp between the tunnels and the school. During an inspection the work was halted to discuss concerns about potential damage to the existing retaining wall adjacent to the day care. Pictures of the problem areas were displayed.

- Steep Slope between Hillsboro Road Tunnel and Pump Manhole  
*Mat and native vegetation and grasses would be less than ideal – maintenance problems*
- Recently completed Hillsboro Road Tunnel Surround and Small Retaining/Sitting Walls  
*Options: stone veneer to match aesthetics; take end wall and extend retaining wall here and on the other side*
- Steep Slope to North of Hillsboro Road Tunnel
- Recently completed Retaining/Sitting Walls and Hillsboro Road Tunnel Surround
- Base Stone for ADA-Compliant Ramp Connecting Tunnels and Hunters Bend Elementary School  
*Slow pave trail to finalize - \$40,000*
- Existing Private Property (Daycare) Retaining Wall Directly Adjacent to West Side of Proposed ADA-Compliant Ramp  
*Potential to undermine this retaining wall*
- Base of Existing Retaining Wall
- Proposed work and pricing:  
*Extend retaining wall with form liner wall - \$224,600. Would remove part of current wall and walls would not match.*  
*Extend walls with same façade - \$350,000 estimate*

Proposed work and pricing:

- Removal of trees and existing retaining walls that conflict with proposed walls: Lump Sum Price of \$14,600.
- Construction of approximately 2,041 square feet of new retaining walls at an increased height:  
Option A - (Natural Stone façade to match tunnel surround) - \$332,683.00 (\$163/SF)  
Option B - (Stone form liner) - \$210,223.00 (\$103/SF)

Current Projected Costs = \$493,154.96			
Proposed Work	Slope Stabilization	Form Liner Wall	Natural Stone Wall
Slope Stabilization	\$40,000.00		
Additional Retaining Walls		\$224,600.00	\$347,283.00
<b>Reimbursement</b>			
Total Project Cost	\$533,154.96	\$717,754.96	\$347,283.00
Available Federal Funds	\$395,650.67	\$395,650.67	\$395,650.67
<b>Total City Responsibilities</b>	<b>\$137,504.29</b>	<b>\$322,104.29</b>	<b>\$444,787.29</b>

Discussion:

- Alderman McLendon: If the trail isn't done correctly it will put a burden on surrounding property owners. Also, can big boulders similar to those that were at the side of the tunnel entrance be placed to stabilize the slope.
- Mr. Stuckey: Can look at tapping County Facility dollars for the extra funds since this is a path to a school.

- Alderman McLendon: We should do the existing wall correctly as the wall is at the playground for the kinder kids. It is unfortunate that the problem wasn't foreseen.
- Alderman Barnhill commented that since this is a bigger scope than first thought, it would have cost almost as much anyway.

**10. 17-0793 Consideration of RESOLUTION 2017-68, A Resolution Authorizing the City Administrator to Terminate the Off-Street Parking Lease Agreement, COF Contract 2013-0104 with Mr. John M. Green for the Parking Area located behind 118-4<sup>th</sup> Avenue N, Franklin, TN 37064.**

**Eric Stuckey, City Administrator**  
**Vernon Gerth, ACA Community/Economic Development**  
**Shauna Billingsley, City Attorney**

The Lease Agreement was for 21 parking spaces. Some property owners who have allowed public parking on their properties are now electing to make the lots private, using vendors for pay-to-park. The owners are exercising their right to do so.

Comments:

- Alderman Burger: Visitors and residents will still have parking and will choose to pay or park free elsewhere.
- Alderman Blanton: It is important to know the same company has pursued all these private owners.

**11. 17-0855 Consideration of RESOLUTION 2017-76, A Resolution Approving the Master Plan Summary Report for the Franklin Special School District (FSSD).**

**Lisa Clayton, Parks Director**

Lisa Clayton referred to the draft resolution and said there are text amendments to be done before November. The resolution will next go before the FSSD Board to decide which project to do first.

Mary Vavra, Barge Waggoner, reviewed the drawings with proposed improvements:

1. Freedom Intermediate/ Johnson Elementary Preliminary Concept Plan  
*Multi-purpose field improvements and arrangements. FSSD is already working on bleachers, tracks and the playground. Improvements include a restroom/concessions building.*
2. Freedom Middle School/Poplar Grove Middle School Concept Plan  
*Improvements include multi-purpose fields, sidewalks, baseball field, tennis court, restrooms.*

Discussion:

- Alderman Blanton: The Capital Investment Committee talked about putting a walking trail around the fields at Freedom Intermediate.
- The cost for each project is unknown at this time.
- Alderman McLendon: Suggested a joint meeting of BOMA and the FSSD Board
- The fields will be lighted, and technology allows adequate protection for the surrounding homes.

**Other Business**

None

**Adjournment**

Work Session adjourned @ 6:29 p.m.

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Dr. Ken Moore, Mayor

Minutes prepared by: Linda Fulwider, Board Recording Secretary, City Administrator's Office - updated 10/24/2017 11:24 AM