



HISTORIC  
FRANKLIN  
TENNESSEE

ITEM #12  
WRKS 12/11/2012

## MEMORANDUM

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**To:** Board of Mayor and Alderman

**From:** Eric Stuckey, City Administrator *Eric*  
Vernon Gerth, ACA-Community & Economic Development  
Kathleen Sauseda, Interim Housing Development Coordinator

**Date:** December 11, 2012

**Subject:** Ordinance 2012-61 – Housing Commission Ordinance Amendments

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### **Purpose**

The purpose of this memorandum is to provide the Board of Mayor and Aldermen (BOMA) with information to consider Ordinance 2012-61 amending Section 21-102 (2) of the Municipal Code that outlines the Housing Commission membership and remove the requirement that four (4) of the nine (9) “at-large” Housing Commission members to have either benefited or participated in an affordable housing program to be eligible to serve on the Commission. The other amendment, Section 21-102 (7), removes language that specified the Commission have several standing sub-committees.

### **Background**

Ordinance 2010-64, which formally established the Housing Commission, requires four (4) of the nine (9) “at-large” members be reserved for citizens whose family either benefited or participated in an affordable housing program. This requirement was intended to establish a Housing Commission that represented a cross-section of citizens from our community. Unfortunately, after several years of unsuccessfully trying to identify citizens who full-filled this requirement and, whose schedules allowed them time to participate, the Housing Commission requests this requirement be removed and allow the vacant positions to be open to all citizens interested in Franklin’s affordable and workforce housing programs. It is understood as Commission member’s positions become available, we will continue to seek representation from families who have benefited from affordable housing programs.

The approval of Ordinance 2010-64 also established several sub-committees. These sub-committees were established to provide structure during the early stages of the Commission. The Commission has requested having the flexibility to establish “task forces”, comprised of both Commission members and interested citizens to research and examine various housing programs which may not fit into the existing sub-committee structure. The proposed change removes the committees and allows the Housing Commission to establish “task forces” as needed.

### **Financial Impact**

There is no financial impact of this proposal.

### **Recommendation**

The Housing Commission and staff recommend approval of the proposed amendments.

**ORDINANCE 2012-61**

**TO BE ENTITLED: "AN ORDINANCE TO AMEND SECTIONS 21-102(2) AND (7) OF THE FRANKLIN MUNICIPAL CODE RELATIVE TO COMMITTEE STRUCTURE AND MEMBERSHIP TERMS OF THE HOUSING COMMISSION OF THE CITY OF FRANKLIN"**

**WHEREAS**, for the purpose of promoting the public health, safety, comfort, convenience, and general welfare of the people of Franklin, Tennessee the Board of Mayor and Aldermen has found that ordinances that regulate land use, development, and building construction must be dynamic and modified from time to time to reflect changes in best practices, model codes, building materials, land and labor costs, and safety standards necessary to preserve and promote the private and public interest; and

**WHEREAS**, in 2008 the Board of Mayor and Aldermen established an Affordable/Workforce Housing Advisory Committee (now known as the Housing Commission) comprised of representatives from not-for-profit agencies, design professions, business leaders, and citizens to promote the production and maintenance of affordable and workforce housing throughout all geographic and economic segments of the community; and

**WHEREAS**, the Board of Mayor and Aldermen and the Housing Commission together have undertaken a variety of initiatives and strategies to create community awareness and keep affordable and workforce housing a priority within the City of Franklin; and

**WHEREAS**, the Housing Commission has requested these changes as it moves forward toward fulfilling their mission.

**NOW, THEREFORE:**

**SECTION I: BE IT ORDAINED** BY THE BOARD OF MAYOR AND ALDERMEN OF FRANKLIN, TENNESSEE that Title 21, Chapter 1, Section 21-102(2) of the Franklin Municipal Code is hereby modified by deleting the text in ~~strikethrough~~ and adding the text in **bold** so that it reads as follows:

Sec. 21-102. - Housing commission.

\* \* \*

(2) *Membership.* The commission shall consist of a maximum of 23 members. Eleven members shall represent each of the following affiliations, or their successors:

- Habitat for Humanity of Williamson County
- Hard Bargain Mount Hope Redevelopment
- Bridges Domestic Violence Center of Williamson County
- Franklin Housing Authority Board of Directors
- City of Franklin Board of Mayor and Aldermen
- Franklin Municipal Planning Commission
- GAP Community Development Resources, Inc.

- Community Housing Partnership
- Williamson County Association of Realtors
- Franklin Tomorrow
- Homebuilders Association of Middle Tennessee

Additionally, up to 12 members shall be designated "at-large". ~~with four of the 12 members shall be designated "at-large" having a family member who are eligible for subsidized affordable housing programs."~~

**SECTION II: BE IT ORDAINED** BY THE BOARD OF MAYOR AND ALDERMEN OF FRANKLIN, TENNESSEE that Title 21, Chapter 1, Section 21-102(7) of the Franklin Municipal Code is hereby modified by deleting the text in ~~strikethrough~~ and adding the text in **bold** so that it reads as follows:

Sec. 21-102. - Housing commission.

\* \* \*

- (7) *Committees.* The Commission shall ~~may~~ establish the following ~~three standing committees~~ **and/or ad hoc task forces as needed:** ~~Executive committee, education committee, and process committee. From time to time, the committee may designate special ad hoc task forces as needed. The authority of a committee~~ **or task force** shall never exceed the authority of the commission and action of such committees is to be approved by majority vote of the commission.
- (a) ~~Executive committee.~~ This committee shall be comprised of the chair and vice-chair of the housing commission, the chair and vice-chair of the education committee, and the chair and vice-chair of the process committee. This committee shall meet as necessary to conduct affairs related to the development and permanence of the housing commission, and is charged with:
- (i) ~~Drafting and enforcement of execution of the commission annual work plan;~~
  - (ii) ~~Drafting of progressive bylaws for the renewal of the commission;~~  
and
  - (iii) ~~Monitoring commission activity including member attendance, committee progress and working with local municipalities toward implementing affordable/workforce housing goals and policies.~~
- (b) *Education committee.* This committee shall be comprised of at minimum five members, and will meet at minimum quarterly to conduct affairs related to the education and advocacy of housing issues on behalf of the committee, and is charged with:

- ~~(i) Organizing such events that advance knowledge of housing issues among the general public and/or government entities and officials;~~
- ~~(ii) Producing and/or procuring literature to serve in educating the general public and/or government entities and officials; regarding affordable housing goals and policies; and~~
- ~~(iii) Preparing educational programming for meetings.~~
- (c) ~~Process committee.~~ The process committee will identify and explore the limitations and concerns of the community. The committee will engage in collaborative problem solving to identify and then narrow the solutions for use in recommending changes and support the implementation of the changes to the commission.
- ~~(d)~~(a) *Ad hoc task forces.* The commission may create one or more ad-hoc task forces and authorize it to accomplish a specific purpose. Each ad hoc task force shall act at the sole discretion of the commission via instruction of the chairman and shall report all actions and activities to the commission. A member of the commission shall chair all ad hoc task forces, but noncommission members may serve on the body.”

**SECTION III: BE IT FINALLY ORDAINED** by the Board of Mayor and Aldermen of the City of Franklin, Tennessee, that this Ordinance shall take effect from and after its passage on second and final reading, the health, safety, and welfare of the citizens requiring it.

**ATTEST:**

**CITY OF FRANKLIN, TENNESSEE:**

By: \_\_\_\_\_  
ERIC S. STUCKEY  
City Administrator/Recorder

By: \_\_\_\_\_  
DR. KEN MOORE  
Mayor

PASSED FIRST READING: \_\_\_\_\_

PASSED SECOND READING: \_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
Kristen L. Corn, Staff Attorney