



SUSTAINABILITY COMMISSION

June 11, 2021

8:00 a.m. to 9:00 a.m.

Franklin City Hall Boardroom

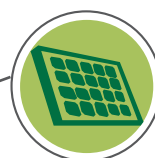
8:00 am	Welcome and Introductions	Dana Kose
8:05 am	*Approval of April Meeting Minutes	Dana Kose
8:05 am -- 8:10 am	Announcements	Andrew Orr
8:10 am -- 8:15 am	*Consideration of Resolution 2021-81 (Recommendation to BOMA)	Dana Kose
8:15 am -- 8:30 am	Walk Friendly Results and Discussion	Eric Conner
8:30 am -- 9:00 am	Discussion of Transportation Policy Guide	Dana Kose/Andrew Orr
9:00 am	News/Updates/Adjourn	Dana Kose

*Item contains an attachment or link

MISSION STATEMENT: The Sustainability Commission provides guidance to the Board of Mayor and Aldermen and the Planning Commission and leadership for the entire Franklin Community.

Brenton Montgomery (12/11/2021)	Todd Palmer (8/27/2022)
Mike Cassity (11/10/2024)	Dana Kose (12/10/2022)
Beverly Burger (BOMA co-terminus)	Fred Daniell (10/23/2021)
Patrick Baggett (Franklin Tomorrow co-terminus)	Micah Wood (10/23/2021)
R. Keith Gordon (3/23/2024)	

The City of Franklin has committed itself to developing an ongoing strategy of sustainability for the community. This initiative will be designed to achieve viable, fulfilling, and rewarding lifestyles for our residents and business partners through responsible and innovative stewardship of the environment.



MINUTES OF THE MEETING OF THE FRANKLIN SUSTAINABILITY COMMISSION

April 9, 2021

Members Present: **Chair Dana Kose, Alderman Beverly Burger, Micah Wood, Todd Palmer, Patrick Baggett, Mike Cassity, Keith Gordon and Fred Daniell**

Members Absent: **Brenton Montgomery**

Staff Present: **Andrew Orr, Eric Conner, Kelly Dannenfeler**

The Franklin Sustainability Commission held a regular meeting on Friday, April 9, 2021, at 8:00 a.m. The meeting was held virtually through Zoom due to the COVID-19 outbreak.

Chair Kose read Resolution 2021-69. This Resolution is a Resolution Declaring That The Sustainability Commission Shall Meet On April 9, 2021, And Conduct Its Essential Business By Electronic Means Rather Than Being Required To Gather A Quorum Of The Members Physically Present In The Same Location Because It Is Necessary To Protect The Health, Safety, And Welfare of Tennesseans In Light Of The COVID-19 Outbreak.

Chair Kose asked for a motion to approve the Resolution 2021-69.

Mr. Wood moved, seconded by **Mr. Palmer**, to approve Resolution 2021-69.

Chair Kose asked for a roll call vote.

The following voted in favor of: **Mike Cassity, Todd Palmer, Micah Wood, Chair Dana Kose, Keith Gordon, and Fred Daniell**

The motion carried unanimously. **Brenton Montgomery, Patrick Baggett and Alderman Burger** were absent from the vote.

Chair Kose read the following Announcement For Limited Public Access:

“Due to the COVID-19 outbreak, this meeting will be a virtual meeting. The public may call in to listen to the meeting and make comments during any public comment period. The meeting video will be available for public viewing following the meeting on the City of Franklin Facebook and YouTube accounts, and the City of Franklin website.”

Approval of the Minutes

Chair Kose asked for a motion to approve the March 2021 minutes.

Mr. Cassity moved, seconded by **Mr. Palmer**, to approve the March 2021 minutes.

The following voted in favor of: **Patrick Baggett, Alderman Burger, Mike Cassity, Todd**

SUSTAINABILITY COMMISSION



Palmer, Micah Wood, Chair Dana Kose, Keith Gordon, and Fred Daniell.

The motion carried unanimously. **Brenton Montgomery** and **Alderman Burger** were absent from the vote.

Welcome and Introductions

Chair Kose welcomed everyone to the meeting.

Glass Recycling Update

Mr. Cassity discussed Honeybee glass recycling. Mr. Cassity stated that the company was owned by Mr. Neil Whitney. Mr. Whitney is from San Francisco and worked with Apple. Mr. Whitney created his business after helping neighbors in Westhaven take their recycling to the Williamson County convenience centers. He stated that the company has over 100 customers. He stated that they provide black and yellow bins. They only collect glass containers, which is the only glass suitable for recycling. Mr. Cassity provided collection statistics for the company. Mr. Whitney is looking to expand, but there are issues to be overcome. Honeybee is in talks with Florim, a company in Clarksville which makes tile from recycled glass. The company has agreed to take all of the glass that he can provide. The expansion plans for the company include concentrated residential developments, such as Berry Farms and Ladd Park. **Mr. Cassity** recommended creating a subcommittee with 2 or 3 members to further discuss structuring a pilot program in a local neighborhood.

Mr. Baggett stated that he would like to see the Commission discuss what options are available and to educate the public about those options.

Walk/Bike Franklin Exploratory Committee

Mr. Orr stated that Paige Vinson had reached out to him to see if there were any bike/walk advocacy groups in Franklin. He stated that she would like to create a chapter of Bike/Walk Tennessee. Her mission is to create an environment where biking and walking are safe for recreation and transportation. She is looking for anyone who may want to help advance the mission and has a passion for this topic. **Mr. Orr** stated that he would be glad to put people in touch with her.

Mr. Baggett stated that Friends of Franklin Parks has a connectivity committee.

Chair Kose stated this is a topic that may tie in with the transportation policy. She stated that she would love to be part of this committee. **Mr. Orr** stated he would put her in touch with Ms. Vinson.

2021 Sustainability Commission Outlook and Work Plan

Chair Kose stated that the New City Hall Design Committee would continue to reach out to the Sustainability Commission as the plans progress. She stated that there would be a follow up presentation for Dark Sky Lighting. Walk Friendly Communities results should be released soon, and they would be able to tie the information to a Parks update. The Litter Survey will become an annual practice, but moved to an earlier month such as January. Energy Reporting information will be provided each September. The Energy Policy Guide was presented to the Board of Mayor and Aldermen (BOMA) in February and a resolution will be brought later in the year. The Peer Exchange would include setting up a virtual training or meeting with a peer city



to learn about a specific topic or project. The peer cities have not been chosen at this time. The final topic is to create a second policy guide which would include transportation or waste reduction. **Chair Kose** asked for commissioners who would be interested in helping create the policies. She stated that social media and public outreach should also be included. Other options included inviting Urban Green Lab to discuss specific topics and TDEC programs.

Mr. Gordon stated he would like to follow up with **Chair Kose** and **Mr. Orr** to learn more about the policy guide creation process.

Chair Kose explained the policy guide creation process.

Mr. Orr stated that the Commission decided to start with the Energy topic first. He stated that he, along with **Chair Kose**, are still updating on the policy guide.

Mr. Gordon and Mr. Palmer stated that they are available to work on either committee: Waste Reduction or Transportation. **Mr. Wood** asked to work with the Transportation policy. **Mr. Cassity** asked to work with Waste Reduction.

Mr. Baggett stated that these should be subcommittees since they are limited on time during the monthly Commission meeting.

Chair Kose stated that is the direction where they are going, and the groups can work offline. She asked if there was any other topic that needed a separate working group. She stated that they would welcome help with the Energy group.

Mr. Gordon stated that he would like to review the Energy policy, but will be glad to work with the Waste Reduction or Transportation group.

Alderman Burger and **Mr. Daniell** stated that they were available for either group.

Chair Kose will put together a suggestion list for who will be each group.

Alderman Burger stated that her interest was in waste reduction or transportation, especially in connectivity for the east and west sides of Cool Springs. She stated that Ms. Lisa Clayton, Parks Director, was working on this.

Mr. Cassity stated that a form was submitted by Commissioners last year where each listed their preferences.

Mr. Wood asked if a subcommittee was needed for the updates for the New City Hall Design.

Mr. Orr stated that he would keep everyone updated. He stated that as information concerning the LEED components moves forward, the Commission will need to be involved.

Ms. Dannenfelser stated that she hoped the Commissioners would participate in the upcoming survey and public meetings for the New City Hall. Also, she would talk with them about the preliminary Master Plan in August.



By-Laws Overview

Mr. Orr discussed the “Powers and Duties” section for the Sustainability Commission in Ordinance 2009-41. There are six duties listed. He stated that the Commission had excelled at #3 (Provide forums for addressing public concerns related to sustainable policies and practices). He stated that the City Administrator, **Mr. Eric Stuckey**, would like to see more interaction between the commissions and BOMA. He stated that they are putting together a more uniform plan for presentations to the BOMA. He will have more updates in the next few months.

Announcements/Other News

Mr. Orr stated that they will have an update for the status of the May meeting format (virtual or in-person) by the end of April. They did not know if the Governor’s Executive Order for virtual meetings would be extended.

Chair Kose announced that **Mr. Baggett** is running for the Board of Mayor and Aldermen.

Mr. Conner stated that there should be an update for Walk Friendly Communities by the May meeting.

Chair Kose stated that the next meeting will be May 14, 2021 at 8 am.

The meeting adjourned at 8:50 am.





Community Report Card **Franklin, TN**

On behalf of our reviewers and program staff, we want to thank you for taking the time to prepare and submit your application to be considered for a Walk Friendly Communities designation. We know you invested a great deal of time in this application, and we appreciate your hard work.

Based on our review, we are unable to designate Franklin as a Walk Friendly Community at this time. Our designation of Walk Friendly Communities is based on qualitative scores (outlined below and [on our website](#)) given to each of the major sections of the application.

Despite that fact, we did identify a few impressive programs and initiatives that you are working on, including:

- We are impressed with your existing network of greenways and those trails you call for in your planning documents.
- You have done a great job leveraging new development to construct sidewalk in your community.
- Your approach to ensuring accessibility and making ADA improvements shows a commitment to transportation needs of individuals of all abilities.

This report card summarizes some of the comments and feedback from our reviewers within each section of your application. We would encourage you to contact us if you would like to talk more specifically about your initiatives, our findings, and what we see as opportunities to expand your programs. This remainder of this report card will provide feedback and suggestions for each section in the community assessment tool. Each section received an overall score as defined below:

Walk Friendly

The responses in this section indicate that your community is particularly strong in this area with great efforts being made towards improving walkability. Even so, there are always areas within this section where improvements and growth could be made.

On the Right Track

This score indicates that your community does not exhibit the characteristics to be truly walk friendly in this section, but that there are still good existing programs or new programs that could be expanded. Please review our suggestions on how you could improve the walkability in this area.

Needs Attention

This score indicates that your community does not yet demonstrate strong programs, policies, and results, characteristic of a Walk Friendly Community based on the responses in this section. Consider prioritizing these programs.

Status of Walking

Needs Attention

A community of your size would really benefit from having a person devoting at least half of their time to walkability and pedestrian safety. Pedestrian coordinators keep programs on track and provide valuable energy behind walking-focused initiatives. We realize that COVID-19 held up the hiring of a new transportation planner, who may have filled this role. Our feedback to the City is to prioritize a position that can devote at least half of its time to pedestrian issues.

Though Census data is certainly limited, there appear to be relatively low rates of walking for commute purposes and high rates of single-occupant vehicle commute trips. There is likely more walking happening, but one metric we look for in Walk Friendly Communities is a higher percentage of commute trips being taken by walking, bicycling and public transportation. This is not an easy metric to change, but continued investment in pedestrian infrastructure and incentives to use alternate modes (or disincentives to drive) can be one way to get there. We do appreciate your points about the potential for increases in foot traffic given the recent surge in high-density and mixed-use development.

As a positive, your rates of pedestrian deaths and injuries are relatively low. While this is good, we didn't see any numbers for crashes involving pedestrians, which is another useful metric. We recommend working with your law enforcement agencies to get a handle on these numbers and use them (along with deaths and injuries) as a metric you can use to track the impact of your projects.

Planning

On the Right Track

One big recommendation we have is to tie your various planning documents together in a dedicated pedestrian plan. That will allow you to identify some performance targets and metrics to guide your activities related to improving walkability and pedestrian safety. Such a plan would go beyond the comprehensive nature of your other plans and tie in behavioral programs, policy changes, and other initiatives to help support a walkable community. A plan could also lay out prioritization criteria for your capital project investments. Great examples from other Walk Friendly Communities include: [Fayetteville, AR](#), [Arcata, CA](#); and [Columbia, SC](#).

It's good to see that you have a Complete Streets policy. When you develop your plan, consider whether you can create project development guidance to ensure that the policy is incorporated into every project.

We see an opportunity to move the needle on reducing vehicle trips by tightening up some of your parking policies to ensure that the city isn't promoting an oversupply of parking and that parking is designed in a way that enhances, not hinders, the pedestrian realm. Look to the Victoria Transport Policy Institute for inspiration and ideas for the sorts of parking standards (like parking maximums or absence of minimums) you can couple with [parking policies and strategies](#) to encourage more walking. For examples from Walk Friendly Communities, check out [Asheville, NC](#), and [Bend, OR](#).

Education/Encouragement

Needs Attention

We recommend looking into youth engagement through Safe Routes to School programs. You should consider kicking these activities off with participation in [International Walk to School Day](#) and see where that momentum can take you. Here are some helpful examples: In Gold-level Evanston, IL, the first week of school is designated Evanston Walk Week by the city's health department and the city traffic engineer and police department worked with the school district to develop [suggested walk/bike route maps](#) for all schools. Silver-level Austin's Public Works Department has a [Child Safety Program](#) that provides pedestrian safety education to children and adults. They also sponsor a Walk, Bike, & Roll program. Fort Collins produces an [annual summary of](#) SRTS activities and has a goal to provide in-depth SRTS programming to every K-12 school once every three years.

Ongoing education for professional staff underscores the priority a community places upon the importance of walking, walkability, and pedestrian safety. You should take some extra steps to educate not only planning and engineering staff, but law enforcement, health professionals, and others with regard to pedestrian accommodation and safety. By educating public officials, communities can help ensure that ordinances and policies that support walking are actually implemented. The PBIC offers some [training courses and free webinars](#). A pedestrian coordinator could help track these opportunities and make sure all staff are able to take advantage of them.

A pedestrian wayfinding system would reinforce the culture of walking while helping residents and visitors create a walking route to nearby destinations. To experiment with wayfinding and gain support, check out how you can design and print temporary (and affordable) signs through [Walk \[Your City\]](#). You may also want to consider partnering with a downtown business association or the university.

In addition to encouragement and awareness efforts described above, we think Franklin could develop a safety campaign that aims to increase understanding of road safety laws and foster respect among all roadway users. Relevant examples include [Be a PAL/Share our Streets](#) in Arlington, VA, and the [Travel With Care NWA](#) in Fayetteville, AR. Be aware of differences in the walking abilities, behavioral patterns, and learning capacities of different groups of pedestrians and other road users.

Engineering

On the Right Track

We were glad to see that you have a good number of trails on the ground and more in your planning documents. That combined with the developer-initiated sidewalk construction will help you build a more complete pedestrian network. We also enjoyed reading about your approaches to accessibility and ADA, which has clearly been an area of emphasis. Great work!

We're glad to see you are utilizing the FHWA Guide for Improving Safety at Uncontrolled Crossing Locations. Some agencies have worked to incorporate those selection criteria into their own design guidelines, and this may be a good step for Franklin, as well. The development of a new pedestrian plan could include something like this.

We recommend that you expand your toolbox to guide traffic signal decisions. Leading pedestrian

Engineering (cont.)

We recommend that you expand your toolbox to guide traffic signal decisions. Leading pedestrian intervals (LPIs), right-turn restrictions, and other related strategies can greatly improve pedestrian safety and comfort at intersections. NACTO's page on [signalization principles and strategies](#) has some useful tips and recommendations for ensuring your traffic signal practices are in line with the latest best practices.

Enforcement

n/a

As we review the appropriate role of law enforcement programs in pedestrian safety programs, we decided to de-emphasize this section of the application in our overall review/scoring process. We encourage all communities to consider how they are deploying law enforcement as part of their road safety programs and work with their communities to understand alternatives to law enforcement action.

That said, you seem to have the right pieces in place to ensure that law enforcement agencies are involved with pedestrian safety and walkability initiatives. There are many ways for law enforcement personnel to be involved with these programs beyond actively performing enforcement activities and writing tickets. Check out this [guide from NHTSA/PBIC](#) to learn more about opportunities to engage law enforcement in transportation projects.

Evaluation

Needs Attention

We have lots of recommendations for how to enhance your activities in the area of evaluation:

- Our primary recommendation develop a count program by investing in a few permanent count locations, setting up a few short-duration counters that can be moved around, and combining all of this with manual counts to make sure you're getting the full picture. This will really help you add context to your crash data and understand where investments are needed.
- For more than five years, Gold-level Somerville, Massachusetts, has been using volunteers to [collect bicycle and pedestrian counts](#) at 36 different locations. This is a good option for expanding your reach, but you also need to get some permanent and short duration counters. The latest edition of FHWA's [Traffic Monitoring Guide](#) (TMG) includes a review of existing techniques and guidance for implementing traffic monitoring programs for non-motorized transportation (Chapter 4).
- You could also check out the recently published [Guidebook on Pedestrian and Bicycle Volume Data Collection](#). In addition to explaining different counting methods, this guide shows how count data can be used for measuring facility usage, evaluating before-and-after volumes, monitoring travel patterns, safety analysis, and project prioritization.

As you begin to ramp up safety projects and more sidewalk installation, it would be a missed opportunity not to perform regular pre/post safety evaluations of those. These don't have to be full-blown research projects, but even a simple evaluation can give you some metrics to report and showcase success stories. We really like San Francisco's [Safe Streets Evaluation Handbook](#), if you're looking for some inspiration about how to build evaluation into each project.

Transportation and Mobility

Goal:

Traffic consistently ranks as one of the top citizen complaints. The Sustainability Commission seeks to improve mobility by shortening the time it takes to complete trips, reducing vehicle miles traveled, and providing alternatives to single occupancy vehicle trips through improvements to the transportation network and innovative solutions.

Policy Objectives

- Increase the mode-share of trips made by walking, biking, transit, and carpooling;
- Reduce travel times;

Action Items

- Regional transportation?
- Coordinate with employers on the creation of flexible start and end times and work from home policies.
- Create work from home allowances for City Hall employees
- Evaluate the effectiveness of a bike share or electric bike share program. Micromobility?
- Youth engagement/safe routes to school/public outreach
 - Create a Bike/Walk Franklin group
- Improve traffic flow on existing streets by adaptive signalization projects
- Participate in National Bike/Pedestrian annual counts
- Hire a transportation planner

Stats

- (as of 2016) City maintained about 30 miles of bike lanes, 60 miles of paved and unpaved trails, and 350 mi of sidewalks.
- Walk score of 23/100
- Bike score of 30/100
- According to 2017 ACS: 79.5% of residents commuted to work in car alone. 1.6% walked, 0.0% biked, 0.2% public transportation.
- 17% work from home- 2019 Citizen Survey
- 2017 Daily VMT 1,974,975
- 2017 Daily VHT 56,537
- Average commute time of 24 minutes