



**August 12, 2022**

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

**Franklin City Hall Training Room**

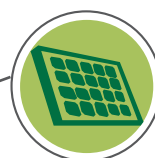
8:00 am	<b>Welcome and Introductions</b>	Todd Palmer
8:05 am	<b>*Approval of June Meeting Minutes</b>	Todd Palmer
8:05 am -- 8:10 am	<b>Announcements: -Member Updates and Term Limits -BOMA Update on 8/9/22</b>	Andrew Orr
8:10 am -- 8:30 am	<b>*Waste Reduction Policy Guide Discussion</b>	Andrew Orr
8:30 am -- 8:55 am	<b>*Transportation Policy Guide Discussion</b>	Eric Conner
8:55 am-- 9:00 am	<b>News/Updates/Adjourn -Next Meeting 9/9/22</b>	Todd Palmer

\*Item contains an attachment or link

**CITY OF FRANKLIN MISSION STATEMENT:** Franklin will continually strive to be a community of choice for individuals, families, and businesses to grow and prosper through an excellent quality of life supported by exceptional, responsive, and cost-effective City services.

Brenton Montgomery (12/14/2024)	Todd Palmer (8/27/2022)
Mike Cassity (11/10/2024)	Dana Kose (12/10/2022)
Beverly Burger (BOMA co-terminus)	John Brevard (12/14/2024)
Eric McElroy (Franklin Tomorrow co-terminus since 2/8/2022)	Chase Harper (12/14/2024)
R. Keith Gordon (3/23/2024)	

*The Sustainability Commission was created to continue the work Initiated by the Sustainability Task Force and to act as a policy advisory body to the Board of Mayor and Aldermen and City Administrator in the development and initiation of programs that will enhance and promote economic development, environmental health, and social equity within our community for present and future generations (Ord. 2009-41).*



# MINUTES OF THE MEETING OF THE FRANKLIN SUSTAINABILITY COMMISSION

June 10, 2022

8:00 am

**Members Present:** Alderman Beverly Burger, Kristine Christensen, Dana Kose, Eric McElroy, Mike Cassity, and Todd Palmer

**Members Absent:** Chase Harper, John Brevard, and Brenton Montgomery

**Staff Present:** Eric Conner, Andrew Orr, Cheryl Hebert, and Emily Wright

**Visitors:** Trevor Hannon, BNS; Ned Dannenberg, Bike/Walk Franklin

## WELCOME AND INTRODUCTIONS:

Chair Palmer welcomed everyone to the meeting. Everyone introduced themselves.

## ANNOUNCEMENTS:

**Enexor Visit:** Andrew sent out an invite for a site visit to Enexor that will happen on June 24<sup>th</sup> @ 10 am. Many members stated they did not receive the invite. Andrew will resend the invite to be sure everyone gets it.

**MTE electric vehicle data at a future meeting:** Brandon Wagner (head of Analytics) will be presenting in the future.

**August 9<sup>th</sup> BOMA Workshop:** Andrew reminded the Commission that Policy guides will be shared at the BOMA Work Session on August 9<sup>th</sup>.

## WASTE REDUCTION POLICY GUIDE DISCUSSION

Andrew reviewed the Waste Reduction Policy. He read the three policy statements and then reviewed each action item. The action items have been worked on over the past several months and this is the Commissions opportunity to adjust any of them before the Policy is presented to BOMA.

Andrew has been working with Sanitation to get the 2021 numbers and will update the table as soon as he has the numbers.

Action Item 1 is to increase the blue bin recycling participation to 75% by 2025. Andrew stated the current number is around the 55% to 60% range. Chair Palmer asked if we would be working with communications to get this information out to the public. Andrew stated that Sanitation has hired Angela Jackson that will help with the outreach.

Action Item 2 is to evaluate options to increase recycling of material not included in the Blue Bin Program such as glass and large cardboard.

SUSTAINABILITY COMMISSION



Action Item 3 is to promote the BOPAE program. Alderman Burger is concerned with the time frames (7 am to 2 pm) that this is open to the public. Many people work during those hours, which makes it impossible for them to go. These hours are very inconvenient for the public. She has received several complaints of the limited hours. She does not think this program is very effective. It is open one Saturday a month but only from 8 am to noon. Todd suggested adding in the communications about the one Saturday a month option. It was suggested to add Improve and Promote to the language. Kristen suggested being open one night a week. Maybe instead of 7 am to 2 pm, be open 2 pm to 7 pm. Andrew explained that Jack noted one of the key issues is staffing with just the standard operations.

Ms. Kose also said it is important to promote what types of paint can be brought rather than just saying paint (latex or non-latex).

Action Item 4 is to increase capacity for brown bag composting processing. Andrew explained there is not a lot of room and there has been a lot of changes in operations due to the increase of volume.

Action Item 5 is to evaluate options to encourage and process food waste composting. Andrew stated this is probably a big ambitious broader goal for the City to take on. Andrew explained this would require a lot of permitting from the State. It was also suggested that educating households about composting would need to be done as this is not an easy thing to do. How much are composting bins? Andrew thinks over \$100. Maybe an option would be to reach out to different corporations for donations of the bins. This could help lower the costs for residents. Andrew said there is a local company that will come to your house and pick up your compost, but he is unsure where it is taken once it is picked up. Alderman Burger asked Andrew to check with some companies that sell these bins. We could set up a day that different companies are set up throughout the City for residents to purchase them as well as be educated on how to compost. Is this worth pursuing at this point? Dana thinks this should still be on the policy in order to continue with the discussion.

Action Item 6 is to conduct an annual litter survey of roadsides throughout the City and coordinate litter pickups.

Action Item 7 is to conduct annual river and stream litter pickups.

Action Item 8 is to evaluate municipal procurement of supplies and materials made from recycled materials. Andrew said this is going above and beyond.

Action Item 9 is to evaluate waste reduction efforts and goods made from recycled materials for the new City Hall project.

Action Item 10 is to utilize social media and conventional media channels to inform residents and businesses about recycling opportunities.



Action Item 11 is to utilize social media, conventional media channels, and potentially signage to discourage roadside littering.

Mike Cassity had a conversation with Randy. Randy is looking for someone to meet him halfway to be the pilot program. Andrew said ultimately Randy is looking to do away with the curbside pickup within the City. This is a bigger conversation and doesn't see it happening any time soon. Andrew doesn't see a need to integrate that into this policy.

Andrew told the Commission that if they have anymore thoughts within the next couple of weeks regarding this policy to contact him.

### **TRANSPORTATION POLICY GUIDE DISCUSSION**

Eric reviewed the transportation policy. At the last meeting it was decided we do not want this policy to just focus on alternative transportation and walkability and bike ability. We wanted to keep it more of a holistic lens. In doing that the action items were shifted around some.

Eric stated that traffic consistently ranks as one of the top citizen complaints. One of the goals is to improve mobility by shortening the time it takes to complete trips, reducing vehicle miles traveled, and providing alternatives to single-occupancy vehicle trips. He also read the three policy statements.

Eric reviewed the action items.

Action Item 1 is to improve traffic flow on existing streets by adaptive signalization projects.

Action Item 2 is to participate in regional transportation efforts to increase mobility to/from Franklin. Eric stated we need to start looking further into our completed CIP projects to be sure they are accomplishing what we had hoped.

Action Item 3 is to establish evaluation processes for completed Capital Improvement Projects. A walk to school day happened a little bit ago and many students participated which is a great thing and what we want.

Action Item 4 is to increase youth engagement City-wide and encourage local schools to establish a Safe Routes to School program to ease peak pick-up and drop-off traffic.

Action Item 5 is to increase public knowledge of the available multi-use paths and trails through mapping and outreach.

Action Item 6 is to participate in National Bike/ Pedestrian annual counts. This could help us with future CIP projects or Grants.

Action Item 7 is to establish a Bike/Walk Franklin group.

Action Item 8 is to increase sidewalk and multi-use trail connectivity across Franklin.

Action Item 9 is to evaluate the effectiveness of an electric bike share program.

Eric stated our action items seem to be pretty on par compared to our other policy guides, but we are open to other ideas or suggestions.

Has anyone talked to Adam or Abby in the traffic department regarding the signal timing throughout the City? Andrew suggested it may be worth inviting them to a meeting so they can talk about the projects they have done or will be doing.

Is there a priority list of the next sidewalks for connectivity? Andrew said there is 10-year CIP list. Andrew said he and Annette have put together a walkability page that has a link to the CIP projects.

Alderman Burger stated that Steve Grubb has a list of sidewalks that need to be put in as well as a list of sidewalks in need of repair. If someone reports an issue with a sidewalk, it must be fixed immediately because of liability. There is also a list of alleys that are going to be resurfaced.

Andrew spoke of a few connectivity projects that should be finished soon.

It was asked if we have any goals for the action items. Increasing the walk score is constantly evolving. Increasing the score is manageable but putting a set score may not be a good idea.

Eric asked for comments/thoughts/ideas within the next couple of weeks before presenting the policy to BOMA.

### **Approval of May Meeting Minutes**

A motion was made to approve the May minutes with the addition of Kristine's name to the attendance, by Mike, seconded by Beverly. The motion passed with all in favor.

### **NEWS/UPDATES/ADJOURN**

Chair Palmer reminded the Commission that there will be no meeting in July.

The meeting adjourned at 9:00 am.

# City of Franklin Annual Report to the Board of Mayor and Aldermen

Sustainability Commission

August 9, 2022

Todd Palmer, Chair (MTE)

Mike Cassity, Vice Chair

Chase Harper

Dana Kose

Eric McElroy (Franklin Tomorrow)

John Brevard

Keith Gordon

Alderman Burger

## CURRENT MEMBERS

# MEETINGS

2<sup>nd</sup> Friday @ 8:00 AM

Typically, 8-9 meetings/year



# CURRENT

- Create and Present Waste Reduction and Transportation Policy Guides
- Conduct Annual Litter Survey
- Investigate Potential Improvements to City's Recycling Initiative
- Collect City Energy Usage Totals
- Learn about Sustainability Best Practices, and How They May be Translated to Franklin
- Trip to Enexor in June
  - On-site energy generation and waste diversion

# OUTLOOK

- Advocate for Continued LEED Initiatives with New City Hall Project
- Coordinate with City Staff and Volunteer Organizations for More Effective Litter Cleanup
  - Initiate New Anti-Litter Campaign with Potential for Signage and/or Outreach
- Investigate Potential Improvements to City's Recycling Initiatives
- Work Towards Goals Established in Policy Guides

- Energy Policy Guide (Completed and Endorsed in 2021)
- Waste Reduction Policy Guide
- Transportation Policy Guide

## Policy Guides



Questions?



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## \*DRAFT\* TRANSPORTATION & MOBILITY POLICY GUIDE

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Traffic consistently ranks as one of the top citizen concerns and complaints. The City 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.

### POLICY STATEMENTS

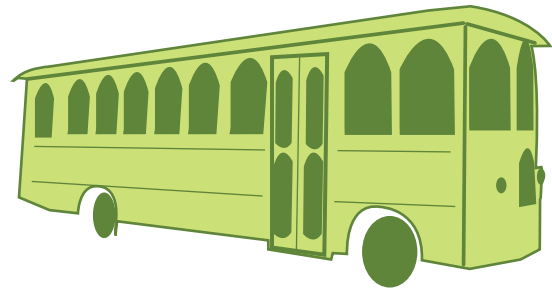
1. Reduce peak-hour travel times;
2. Provide safe and effective multimodal options for transportation;
3. Provide safe pedestrian and bicycle connections between residential areas and local destinations;

### ACTION ITEMS

1. Improve traffic flow on existing streets by adaptive signalization projects.
2. Participate in Regional Transportation efforts to increase mobility to/from Franklin.
3. Establish evaluation processes for completed Capital Improvement Projects.
4. Increase youth engagement City-wide and encourage local schools to establish a Safe Routes to School program to ease peak pick-up and drop-off traffic.
5. Increase public knowledge of the available multi-use paths and trails through mapping and outreach.
6. Participate in National Bike/ Pedestrian annual counts.
7. Coordinate with the Bike Walk Franklin group.
8. Increase sidewalk and multi-use trail connectivity across Franklin.
9. Evaluate the effectiveness of an electric bike share program.

### COMMUTING IN FRANKLIN

- Approximately 10,300 citizens live and work in Franklin and 80% commute by vehicle alone. (2019 Citizen Survey)
- Approximately 66,000 people work in Franklin but commute from outside City limits.
- Approximately 23,000 citizens live in Franklin but commute outside the City for work.
- Average commute time of approximately 25 minutes.



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### WALKABILITY IN FRANKLIN

- 385 miles of sidewalk and 26 miles of public multi-use trail throughout the city.
- Average walk score of 23/100 within the city, walk score of 67 at City Hall.
- 6.5 miles of sidewalks and trails in the City's CIP.





**\*DRAFT\* WASTE REDUCTION  
POLICY GUIDE**

The City of Franklin is committed to minimizing waste in its municipal operations and promoting waste reduction strategies to the community.



**POLICY STATEMENTS**

1. The City seeks to promote existing waste reduction programs.
2. New opportunities should be evaluated that would further waste reduction efforts.
3. Litter along streets and waterways should be monitored and collected promptly.

**ACTION ITEMS**

1. Increase blue bin recycling participation to 75% of eligible households by 2025.
2. Evaluate options to increase recycling of material not included in the Blue Bin Program such as glass and large cardboard.
3. Improve and promote the Batteries, Oil, Paint, Anti-freeze, and Electronics (BOPAE) recycling.
4. Evaluate options for increasing capacity for brown bag processing.
5. Research best practices for municipal food waste composting.
6. Conduct an annual litter survey of roadsides throughout the City and coordinate litter pickups.
7. Conduct annual river and stream litter pickups.
8. Evaluate municipal procurement of supplies and materials made from recycled materials.
9. Evaluate waste reduction efforts and goods



**TOTAL CITY OF FRANKLIN WASTE BREAKDOWN**

Year	Customers	Tons of Waste	Tons of Recyclables	Tons of BOPAE	Tons of Yard Waste
2021	23,989	23,634	2,790	325	3,159

Yard Waste includes brown bags and brush collection

**ACTION ITEMS (Continued)**

- made from recycled materials for the new City Hall project.
- 10. Utilize social media and conventional media channels to inform residents and businesses about recycling opportunities.
- 11. Utilize social media, conventional media channels, and potentially signage to discourage roadside littering.