
**MINUTES OF THE WORK SESSION
BOARD OF MAYOR AND ALDERMEN
FRANKLIN, TENNESSEE
CITY HALL BOARDROOM
TUESDAY, JUNE 25 , 2013 – 5:00 P.M.**

Board Members

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

Department Directors/Staff

Eric Stuckey, City Administrator	P	Lisa Clayton, Parks Director	P
Vernon Gerth, ACA Community & Economic Dev.		Shirley Harmon, HR Director	P
Russell Truell, ACA Finance & Administration	P	Mark Hilty, Water Management Director	P
David Parker, CIP Executive/City Engineer	P	Paul Holzen, Engineering Director	P
Shauna Billingsley, City Attorney	P	Catherine Powers, Planning/Sustainability Director	P
Rocky Garzarek, Fire Chief	P	Joe York, Streets Director	P
David Rahinsky, Police Chief	P	Brad Wilson, Facilities Project Manager	P
Fred Banner, IT Director	P	Steve Sims, BPI Manager/City Court Clerk	P
Chris Bridgewater, BNS Director	P	Lanaii Benne, Assistant City Recorder	P
Becky Caldwell, Sanitation & Environmental Services Dir.	P	Linda Fulwider, Board Recording Secretary	P

1. Call to Order

Mayor Ken Moore called the Work Session to order at 5:00 p.m.

2. Citizen Comments

Road Closure

David Parker announced that Liberty Pike from Hillhaven Lane to Jordan Road at the Mack Hatcher intersection will be closed beginning 7:00 a.m. Saturday, June 29, 2013 until 7:00 p.m., Sunday, June 30, 2013. Mack Hatcher will be open, but with delays and lane switches. A map was displayed showing the site and detour routes. Vehicles on Liberty Pike cannot cross Mack Hatcher. Should weather prevent work at the intersection, it will be done July 13 and 14.

Bicycle Lane Parking

B. J. Speed addressed the Board regarding parking in bicycle lanes, saying she had spoken with Alderman Burger, Chief Rahinsky and Sgt. Prather about parking in front of the buildings in Park Run, McKay's Mill. There are bicycle lanes on both sides of the street. Many bikers have complained to the police that they must weave in and out between the cars parked in the bicycle lane. She read excerpts from the Code: "...that parking shall be allowed in bicycle lanes in McKay's Mill subdivision along the bicycle lanes on the following roads: Liberty Pike, Market Street, Oxford Glen Drive..." and excerpts from the Handicap Accessibility Code "...Parking spaces shall be located as close as possible to a building, but no more than 100-feet to...accessible entrance where access is provided to a single or multi-tenant building. This shall also apply to a multi-tenant building..." parking shall be made available directly in front of a building which lessens travel distance and allows a disabled individual to access a building without crossing traffic lanes." Six handicap permits issued for the six buildings.

Issues to be addressed:

- Future sections of McKay's Mill (e.g. Park Run)
 - Properly address vehicular parking and bike lanes
 - Both could be accommodated simultaneously
- Handicap Parking
 - Within 100 feet of every accessible entrance
 - Handicapped access without crossing traffic lanes
- Visitor parking
 - No ingress or egress from rear of building
- Enforce No Parking on SW side of Turning Wheel
 - Congested and dangerous
 - Obstructs lane that majority of bicyclists use

Allow bicycle lane parking on building (NE) side only of Turning Wheel Lane. There is plenty of parking available in front of the buildings.

Staff will review and most likely take the issue to the Capital Investment Committee for discussion.

WORK SESSION DISCUSSION ITEMS

3. Presentation on Classification and Compensation Study

Eric Stuckey, City Administrator

Shirley Harmon, Human Resources Director

Eric Stuckey introduced Steve Thompson of Burriss, Thompson & Associates. Mr. Thompson explained the methodology used in the study, saying it is a work in progress.

Key staff members were interviewed and employee focus groups were conducted to hear concerns and issues related to the current pay plan and City pay practices. Part of the process focused on articulating the City's pay philosophy and objectives. Overall, and over time the City wishes to offer salaries that are above average in order to attract top level talent and be able to provide the best possible level of service to citizens.

- Compiled comparative market salary data representing an above average market position from selected benchmark public sector employers and general business and industry.
- Overall, the City's employee salaries are currently at 92% of the above average market target.
- Based on market data Burriss, Thompson developed a recommended pay structure comprised of 16 pay grades, each with a pay range extending from 85% to 120% of a control point representing the nominal market target for jobs in the pay grade.
- Phase I implementation of the pay plan cost \$259,778, including FICA.
- Data from the supplementary high growth city comparison group suggested that targeting the 65th to 70th percentile of the data of the broader (23 benchmarks) comparison group would position Franklin more appropriately than targeting the average.
- The City decided to use the 70th percentile of the public sector data as its public sector market target (at the 70th percentile, 3 out of 10 employers pay more and 7 out of 10 pay less). The 70th percentile, though it varies from job to job, is typically about 7% above the average rate.
- The City determined that for most City jobs, targeting the 50th percentile (the middle of the market) of the general business and industry salary data would be appropriate. For technical jobs and high demand professional jobs, the City decided to target the 70th percentile to enable it to be competitive for the best talent with general business and industry employers.
- Target Market Index: the target market index is calculated by dividing the employee's current salary by the target market rate for his/her job. An index of 100% would indicate that the employee's current salary is at 100% of the target market for his/her job. Fifty percent of the City's employees have current target market indexes between 85.4% and 98.7%. Sixty-one employees have a market index below 80%.

Fifteen employees have salaries above 120% of the target market for their jobs.

- Comments from the employee focus groups were reviewed and the formula for firefighter positions explained.

Per Eric Stuckey:

- Phase I - A 2% adjustment will be effective in July 2013 for all employees hired before January 1, 2013. Following that, anyone still below the minimum of the pay grade will be increased to the minimum amount of the grade, and is incorporated in the Budget that will be voted on tonight. Overall cost for Phase I cost is \$241,317 (0.8% of payroll).
- Phase II will be implemented in 2014 and will consist of adjusting individual employee pay rates as necessary to eliminate or mitigate pay compression problems, address any pay inequities, and ensure that employee salaries are more consistent with time in position. It is anticipated that some, though not all, employees would receive such an additional equity pay adjustment.

Comments:

- Alderman Blanton commented that although appreciative of the work that has been done, there is a lot more to do, and the Board doesn't have to buy into everything the consultant proposes. Make sure the fix is not a band aid.
- Eric Stuckey noted that some jobs haven't been looked at for 20 years. This is a new pay plan that is about the position and not the person. It may not make everybody happy, but it is fair.
- Mr. Stuckey, Shirley Harmon, and Mr. Thompson when he can, will be talking to departments/employees about the plan.
- It is a working draft that will be discussed at the July 23, 2013 Work Session in more detail. The Board will vote in August.

4.* Consideration of Event Permit for Bluegrass Along the Harpeth Festival to be Held July 26-27, 2013 in Downtown Franklin

David Rahinsky, Police Chief

No questions or comments

5.* Consideration of Event Permit for Gray's on Main Grand Opening to be Held on Main Street in Downtown Franklin

Eric Stuckey, City Administrator

The event is to be held on a Sunday evening sometime in July or August. The applicants were present and stated they want to have a sign-lighting ceremony. An open house held outside will feature a retro environment, while inside will emphasize the present. The event will be held 7:00-10:00 p.m. with the lighting of the sign at dark. The square will not be closed for the event.

6.* Consideration of Event Permit for St. Paul's BBQ to be Held on Sixth Avenue in Downtown Franklin on July 27, 2013

David Rahinsky, Police Chief

No questions or comments

7. Consideration of Event Permit Application for Westhaven Race 4 the Cure on September 14, 2013

David Rahinsky, Police Chief

No questions or comments

8. Consideration of Event Permit for the Tennessee Hemophilia and Bleeding Disorders Foundation to be Held on November 9, 2013 at Harlinsdale Farm

Lisa Clayton, Parks Director

No questions or comments.

9. Discussion Regarding Park Land Dedication

Vernon Gerth, ACA Community & Economic Development

Lisa Clayton, Parks Director

Lisa Clayton explained the Dedication of Public Land for Parks and Greenways/Blueways is located within the Zoning Ordinance and was adopted by the Board in 2008. It has been discovered there are flaws in the process. The way it is written doesn't allow for flexibility.

City staff and the development community have expressed concern with the existing language within subsection 5.5.4. The calculation of the amount of parkland dedication requirement has developed some scrutiny regarding the payment in-lieu of dedication feature due to the vast difference of fair market land values tied to the location of a development within the City. Because a specific fee is not a set fee per dwelling unit but tied to land values, when there is an increase in density, the amount of dedicated parkland acreage increase which is a direct correlation to the inflated cost a development must pay to the City if they desire density over parkland dedication. The I-65 corridor is the most expensive in the state of Tennessee. Design professionals are supportive of the program, but cost is derailing a positive program into something that can be construed as a "deal breaker."

Staff recommendation is to engage a variety of parties to partner and provide a new version of what's existing in the Zoning Ordinance:

- Remove subsection 5.5.4 from the Zoning Ordinance and relocate it to a new chapter in the Municipal Code entitled "Parks". The new title will codify the various policies and procedures associated with the use of our park facilities.
- Identify and define the types of park development fee amounts within the City of Franklin: Neighborhood Park (pocket), Passive Park, and Active Community Park. This development fee will be based on formula that identifies the density (residents) generated by a particular development which correlates to a fee derived from the capital cost and usable capacity of the various types of parks. This model is used in other communities
- Time Limitations for Expending the Fees-in-Lieu
- Calculating the amount of a Park Dedication Requirement on either a per-unit or per-bedroom basis which can be adjusted periodically as the capital cost for park land and equipment changes.
- Timeline: Provide a draft ordinance to the Design Professional Work Group at their July 10 meeting and submit a draft ordinance to the Joint Workshop for BOMA & Planning Commission on July 25, 2013.

There have been no payments in five years until the recently received \$1 million. Propose to hold off on these funds until know what direction to take.

Discussion:

- Alderman Petersen had several questions regarding Facilities Tax and what the state of Tennessee will allow. She asked how many units produced the \$1 million and was told 252 units.
- With so much emphasis on youth getting 60 minutes of play a day, wouldn't that be better served by nearby parks rather than putting the emphasis on very large parks.
- Need to address pocket parks.
- There are many baseball and football programs but no more space for the programs to grow.
- Alderman Burger mentioned developers who give money for greenways offsite of their property and the issue of the developer doing the work when it is more the City's responsibility. She doesn't want them required to get the ROW, etc. Ms. Clayton responded they agree.
- Alderman Skinner said need to step back and think what is to be accomplished. A difference between children exercising and expanding ballparks. What is the most needed? Some developments do not have enough space for parks and that finds children out in the streets playing. Whole sports

complexes are a different issue. Many children don't get into organized sports. Doesn't like all the density with no room for parks.

- Alderman Barnhill not sure the pocket parks give the best value for the dollar. Pocket parks with the developer putting in the playground equipment are unrelated to the money they are putting in. There is a need now for another park.
- To be discussed further at the Joint BOMA/Planning Commission Workshop.

- 10.* **Acknowledge Report of Sole-Source Purchase from ACS Government Systems, Inc. of Urbandale, Iowa of Firehouse Mobile Response and Mapping Software Licenses and Support in the Total Amount of \$55,454.00 for the Fire Department**

Rocky Garzarek, Fire Chief

Firehouse is the leading software across the United States.

- 11.* **Consideration of Contract Award to Presidio Networked Solutions of Brentwood, TN in the Total Amount of \$38,958.25 for Supply, Delivery, Installation and Prescribed Service of Video Surveillance Equipment at the City's Police Department Headquarters (Contract No. 2013-0084)**

David Rahinsky, Chief of Police

Video surveillance equipment was not included when Police Headquarters was built and it is being added at this time.

12. **Consideration of Proposed ORDINANCE 2013-24, An Ordinance to Adopt the International Code Council (ICC) A117.1-2009 Accessible and Usable Buildings and Facilities, 2009 Edition**

Chris Bridgewater, Building & Neighborhood Services Director

Chris Bridgewater related this Code is the one they use for training and taking tests. Metro Nashville, the States of Tennessee and North Carolina adopted this Code. The design professionals are the most familiar with this as well.

13. **Consideration of an Agreement (COF Contract No. 2013-0092) with HB&TS Water Utility District for Billing Information**

Russ Truell, ACA Finance & Administration

Steve Sims, Business Process Improvement Manager & City Court Clerk

Steve Sims related this is similar to the arrangement the City has with Mallory Valley.

- 14.* **Consideration of ORDINANCE 2013-26, An Ordinance Amending the City of Franklin Municipal Code, Title 23 – Stormwater Management Ordinance, Chapter 1 –Stormwater Management Ordinance; Sec. 23-106 – Objectives and Policy for the Purpose of Revising the Effective Date for Green Infrastructure Runoff Reduction Requirements**

Paul Holzen, Engineering Director

Crystal Piper, Stormwater Management Coordinator

The effective date is being revised to January 1, 2014 instead of July 1, 2013, to allow time for input from design professionals and to fully vet.

- 15.* **Consideration of a Professional Services Agreement (COF Contract No. 2013-0090) with Garver, LLC for Surveying and Design Services for the Rehabilitation of the Fieldstone Farms Pump Station No. 1**

David Parker, City Engineer/CIP Executive

The pump is 25 years old.

- 16.* **Consideration of RESOLUTION 2013-36, A Resolution to Incorporate Street, Sidewalk and Storm Drainage Improvements into the 11th Avenue Water and Sanitary Sewer Rehabilitation Project**

David Parker, City Engineer/CIP Executive

Paul Holzen, Engineering Director

Two options for consideration:

- **Option 1: 10' lanes on 11th Avenue**

Water and Sanitary Sewer	\$663,000.00 – Paid from Water and Sanitary Sewer Fund
Stormwater	48,000.00 - Paid from Stormwater Fund
Streets and Sidewalk	318,000.00 – Paid from Capital Project Fund
<u>Right-of-way</u>	<u>21,000.00 – Paid from Capital Project Fund</u>
TOTAL	\$1,050,000.00

- **Option 2: *11'-11.5' lanes on 11th Avenue (Major impacts on trees, landscaping & overhead utilities)**

Water and Sanitary Sewer	\$663,000.00 – Pail from Water and Sanitary Sewer Fund
Stormwater	48,000.00 – Pail from Stormwater Fund
Streets and Sidewalk	392,000.00 – Paid from Capital Project Fund
<u>Right-of-way</u>	<u>21,000.00 – Paid from Capital Project Fund</u>
TOTAL	\$1,124,000.00

*This option will have major impacts on trees, landscaping and overhead utilities. It is estimated that an additional \$50,000 would be necessary to relocate the additional utilities.

Staff recommends Option 1. It was noted the sidewalks to be added are to fill in the gaps between existing sidewalks.

- ▶ Marion Beech, 11th Avenue South, related she and her husband support staff's recommendation of Option 1.
- ▶ Keith Griggs (?), 11th Avenue South, expressed his support of Option 1 as well.

Mr. Stuckey related there will be an informational meeting held with the residents affected by this project.

ADJOURN

Work Session adjourned 6:53 p.m.

Dr. Ken Moore, Mayor

Minutes prepared by: Linda Fulwider, Board Recording Secretary, City Administrator's Office - 7/24/2013 9:19 AM