

RESOLUTION 2013-78

A RESOLUTION TO BE ENTITLED: "A RESOLUTION TO AMEND THE 2013-2014 BUDGET RELATIVE TO THE RECLASSIFICATION OF ONE (1) FULL-TIME SANITATION AND ENVIRONMENTAL SERVICES (SES) DRIVER/OPERATOR TO ONE (1) FULL-TIME TECHNICAL SUPPORT ANALYST WITHIN THE SES DEPARTMENTAL ORGANIZATION."

WHEREAS, the Board of Mayor and Aldermen established the annual budget for the City of Franklin for the Fiscal Year 2013-2014, by Ordinance 2013-22, effective July 1, 2013; and

WHEREAS, on August 27, 2013 the Board of Mayor and Aldermen adopted a revised Position Classification Plan and Pay Plan through Resolution 2013-45; and

WHEREAS, on November 26, 2013 the Board of Mayor and Aldermen amended the FY 2013-14 Budget to reflect the Position Classification Plan and Pay Plan through Resolution 2013-72; and

WHEREAS, the City of Franklin Department of Sanitation and Environmental Services ("SES") utilizes many software programs in its daily operations; and

WHEREAS, the City of Franklin SES will need additional technical support as the Department utilizes these software programs; and

WHEREAS, the Organizational and Personnel Chart for the City of Franklin Special Fund for Department of Sanitation and Environmental Services-Collection currently provides for one (1) full-time SES Driver/Operator position; and

WHEREAS, the City has found that the reclassification of the one (1) full-time SES Driver/Operator position to one (1) full-time Technical Support Analyst position within the Organizational and Personnel Chart for the City of Franklin Special Fund Department of Sanitation and Environmental Services-Administration would promote more efficient operations within the Department of SES; and

WHEREAS, the Board of Mayor and Aldermen desires to adopt the amended FY 2013-14 Organizational and Personnel Charts for the City of Franklin General Fund Department of Sanitation and Environmental Services-Collection and City of Franklin General Fund Department of Sanitation and Environmental Services-Administration; and

WHEREAS, the Board of Mayor and Aldermen believes it is in the best interest of the City of Franklin to adopt such change.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Mayor and Aldermen for the City of Franklin as follows:

Section 1. The City of Franklin hereby adopts the amended Organizational and Personnel Charts for the City of Franklin Special Fund Department of Sanitation and Environmental Services-Collection and City of Franklin Special Fund Department of Sanitation and Environmental Services-Administration, to be incorporated within the FY 2013-14 Budget, as shown in Exhibit A, attached.

Section 2. That this Resolution shall be effective upon adoption.

IT IS SO RESOLVED AND DONE on this ____ day of December, 2013.

ATTEST:

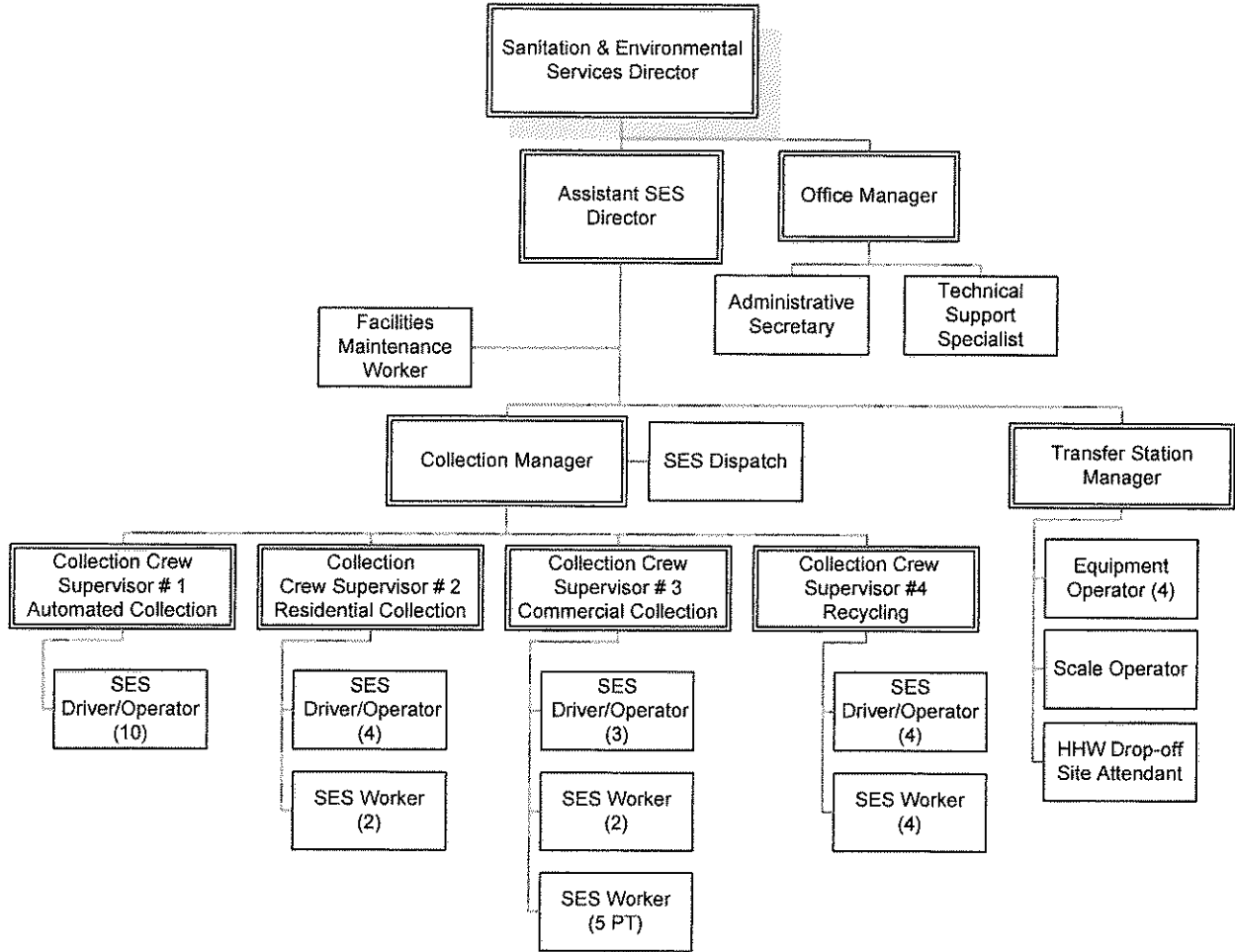
CITY OF FRANKLIN, TENNESSEE

BY:

ERIC S. STUCKEY
City Administrator

BY:

DR. KEN MOORE
Mayor





HISTORIC
FRANKLIN
TENNESSEE

05 12-04-13
Budget & Finance

MEMORANDUM

December 4, 2013

TO: Board of Mayor and Aldermen

FROM: Eric S. Stuckey, City Administrator
Russ Truell, Assistant City Administrator
Becky Caldwell, Director of Sanitation and Environmental Services

SUBJECT: Re-classification of one (1) full-time Sanitation and Environmental Services (SES) Driver/Operator to one (1) full-time SES Technical Support Analyst

Purpose

The purpose of this agenda item is to consider re-classifying one (1) full-time SES Driver/Operator to a full-time Technical Support Analyst to the existing Department of Sanitation and Environmental Services organization.

Background

During the past several months, we have started to recognize the need for a team member designated to train, manage, troubleshoot and collaborate with our IT Department to provide departmental support for specific software. Currently, we use Paradigm scale software for transfer station daily operations, monthly billing and state reporting (Tennessee Department of Environment and Conservation), DataQuest for auditing and monthly collection service billing, Empower for payroll, Enterprise Spend Platform for processing purchasing transactions, web-based Comet Tracker automated vehicle locator (AVL), departmental website management and Infor customer service and asset management modules. We are beginning to use OnBase for document storage, SharePoint for consolidated document creation and we have recently completed our initial training for our RouteSmart routing software. In the near future, we expect to be an active part of the upcoming Infor Utility Billing implementation and other Infor modules that will assist us in improving our efficiency.

Financial Impact

The financial impact of re-classifying one (1) full-time SES Driver/Operator position to one (1) full-time SES Technical Support Analyst position to our existing organization in the Department of SES is approximately \$8,260; the difference in the minimum annual salary of a pay grade C, SES Driver/Operator position, and the minimum annual salary of a pay grade E, Technical Support Specialist position. It is expected that this amount will be absorbed within the existing SES budget.

Recommendation

Staff recommends approval of re-classifying one (1) full-time SES Driver/Operator to one (1) full-time Technical Support Analyst to the Department of SES organization.

Sanitation & Environmental Services-Collection

Position	Pay	FY 2014		UPDATED FY 2014		Not Funded	
		Full-Time	Part-Time	Full-Time	Part-Time	Funded	Funded
		Grade					
Collection Manager	G	1	0	1	0	0	0
Sanitation & Env Services Crew Supervisor	E	4	0	4	0	0	0
Sanitation & Env Services Driver/Operator	C	21	0	20	0	0	1
HHW Drop Off Site Attendant	C	1	0	1	0	0	0
Sanitation & Env Services Dispatcher	B	1	0	1	0	0	0
Sanitation & Env Services Worker	B	6	4	6	4	0	0
Totals		34	4	34	4	0	0

Sanitation & Environmental Services-Administration

Position	Pay	FY 2014		UPDATED FY 2014		Not Funded	
		Full-Time	Part-Time	Full-Time	Part-Time	Funded	Funded
		Grade					
Sanitation & Environmental Services Director	K	1	0	1	0	0	0
Assistant Sanitation & Env Services Director	I	1	0	1	0	0	0
Office Manager	F	1	0	1	0	0	0
Technical Support Specialist	E	0	0	1	0	0	0
Facilities Maintenance Worker	C	1	0	1	0	0	0
Administrative Secretary	B	1	0	1	0	0	0
Totals		5	0	5	0	0	0