

City Council of Peachtree City
REVISED AGENDA
October 2, 2014
7:00 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Announcements, Awards, Special Recognition
 - Proclamation – McIntosh High School Alumni Hall of Fame Day
 - Recognize Gene Fochtman for 26 years of service on Police Auxilliary
 - Citizens Fire Academy Graduate Recognition
 - Robert Pozo, Continental Event Management - Diva Half Marathon Recap
- IV. Public Comment
- V. Agenda Changes
- VI. Minutes
 - September 16, 2014, Workshop
 - September 18, 2014, Regular Meeting
- VII. Consent Agenda
 - 1. Consider Sole Source Vendor for Structural Pipe Lining, 119 Chadwick Dr
 - 2. Consider Sole Source Vendor for Structural Pipe Lining, 125 Chadwick Dr
 - 3. Consider Sole Source Vendor for Structural Pipe Lining, Braelinn Rd and Pleasance Grove
 - 4. Consider Sole Source Vendor for Structural Pipe Lining, Braelinn Rd and Morallion Hills
 - 5. Consider Sole Source Vendor for Structural Pipe Lining, Braelinn Rd and Shawville Ln
 - 6. Consider Brand Name/Sole Source Purchase of three LUCAS Compression Systems
 - 7. Consider Acceptance of Grant from Coweta Fayette EMC for CERT
- VIII. Old Agenda Items
- IX. New Agenda Items
 - 10-14-01 PUBLIC HEARING – Consider Variance Requests to Section 916.2 of the Transition Yard Buffer Ordinance, Section 1005A.4 (e) of the OI Office Institutional Zoning Ordinance and Section 723.1 of the Tree Save and Landscape Buffer Ordinance.
Applicant is seeking relief in order to redevelop former Fulton Realty tract on HWY 74 N.
 - 10-14-02 PUBLIC HEARING – Consider Step One Annexation Application, The Heritage of Peachtree City Assisted Living Community, HWY 54 E
Applicant desires to annex into the city limits of Peachtree City
 - 10-14-03 Consider Repeal and Adoption of Employee Position Classification and Pay Plan and Amendments to FY2015 Budget Resolution
- X. Council/Staff Topics
 - Hot Topics Update
- XI. Executive Session

This agenda is subject to change at any time up to 24-hours prior to the scheduled meeting

CITY OF PEACHTREE CITY

Interoffice Memorandum

TO: Mayor and City Council

VIA: Dr. James Pennington, City Manager
Paul Salvatore, Director of Finance 
Angela Egan, Purchasing Agent 
Joe O'Connor, Fire Chief 

FROM: Kevin Baggett, Assistant Chief of Operations

DATE: September 23, 2014

SUBJECT: Brand Name/Sole Source Purchase of three (3) LUCAS Compression Systems

Recommendation:

Staff requests the Mayor and City Council authorize the brand name purchase of three (3) LUCAS Chest Compression Systems from the sole-source vendor Physio-Control at a total cost of \$50,526.05.

Discussion:

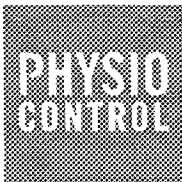
In fiscal year 2010 the fire department purchased one Physio-Control brand LUCAS CPR device. The LUCAS Chest Compression System has proven very effective in providing consistent chest compressions both on emergency scenes and while enroute to the hospital in a moving ambulance. Providing good manual CPR in a moving ambulance is a very difficult task that requires personnel to remain unbelted and susceptible to serious injury if a collision occurred. This is a proven asset that has helped our EMTs and Paramedics safely provide life-saving care to our citizens.

During the 2015 budget process, the department recommended and Council approved adding three (3) LUCAS Chest Compression Systems to allow each of our four (4) front line ambulances to be equipped with this life-saving tool. The LUCAS system has been upgraded for ease in use and reduced storage space. Currently the department has an exceptional working relationship with Physio-Control in terms of their ongoing maintenance of our existing LUCAS device as well as all of our Life-pak Cardiac Monitors and AED devices. Department personnel are well versed in the deployment and use of this device and as such would require little to no additional training.

Based on our strong experience with our existing LUCAS device and the limited need for additional training, the department recommends three (3) additional LUCAS devices be purchased directly from the manufacturer, Physio-Control as a sole source/brand name purchase.

Budget Impact:

The 2015 budget included \$50,526 for the purchase of three (3) LUCAS devices in the department's capital budget. This should have no impact on the department's operating budget for 2015. Future years will require the inclusion of an appropriate preventative maintenance program that will be addressed through the budgetary process.



Physio-Control, Inc.
11811 Willows Road NE
P.O. Box 97023
Redmond, WA 98073-9723 U.S.A
www.physio-control.com
tel 800.442.1142
fax 800.732.0956

To: Kevin Baggett
Peachtree City Fire Department
105 Peachtree Pkwy N
PEACHTREE CITY, GA 30269
Phone: (770) 631-2092
kbaggett@peachtree-city.org

Quote#: 1-270017603
Rev#: 5
Quote Date: 09/24/2014
Sales Consultant: Lee DuPree
800-442-1142 x 72091
FOB: Redmond, WA

Terms: All quotes subject to credit approval and
the following terms & conditions

Contract: None

Exp Date: 12/23/2014

Line	Catalog #/Description	Qty	Price	Unit Disc	Trade-In	Unit Price	Ext Total
1	99576-000024 - LUCAS 2, 2.1 Chest Compression System Includes LUCAS 2 unit with Back Plate, Carrying Bag, Two (2) Patient Straps, Stabilization Strap, 3 Suction Cups, 1 Rechargeable Battery and Instructions for Use. One year warranty.	3	\$14,495.00	\$0.00	\$0.00	\$14,495.00	\$43,485.00
2	11576-000055 - LUCAS 2 POWER SUPPLY WITH CORD, REDEL, US	3	\$339.00	\$50.85	\$0.00	\$288.15	\$864.45
3	11576-000039 - LUCAS 2 BATTERY	3	\$672.00	\$100.80	\$0.00	\$571.20	\$1,713.60
4	LUCAS-OSCOMP-1 - LUCAS Service Contract - 1 YEAR. On-site Comprehensive Coverage. Price per unit.	3	\$1,550.00	\$124.00	\$0.00	\$1,426.00	\$4,278.00
5	50999-000117 - ZONE TRAVEL CHARGE: ZONE 1	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

SUB TOTAL	\$50,341.05
ESTIMATED TAX	\$0.00
ESTIMATED SHIPPING & HANDLING	\$185.00
GRAND TOTAL	\$50,526.05

Pricing Summary Totals

List Price:	\$51,168.00
Cash Discounts:	- \$826.95
Tax + S&H:	+ \$185.00

GRAND TOTAL FOR THIS QUOTE	\$50,526.05
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**TO PLACE AN ORDER, PLEASE FAX A COPY OF THE QUOTE AND PURCHASE ORDER TO:
800-732-0956, ATTN: REP SUPPORT**

PHYSIO-CONTROL, INC. REQUIRES WRITTEN VERIFICATION OF THIS ORDER. A PURCHASE ORDER IS REQUIRED ON ALL ORDERS \$10,000 OR GREATER BEFORE APPLICABLE FREIGHT AND TAXES. THE UNDERSIGNED IS AUTHORIZED TO ACCEPT THIS ORDER IN ACCORDANCE WITH THE TERMS AND PRICES DENOTED HEREIN. SIGN TO THE RIGHT:

CUSTOMER APPROVAL (AUTHORIZED SIGNATURE)

NAME

TITLE

DATE

Ref. Code: SS/02649303/1-4GREWT

Notes:

Taxes, shipping and handling fees are estimates only and are subject to change at the time of order. Shipping and handling applies to ground transport only. Physio-Control will assess a \$10 handling fee on any order less than \$200.00.

Above pricing valid only if all items in quote are purchased (optional items not required).

To receive a trade-in credit, Buyer agrees to return the trade-in device(s) within 30 days of receipt of the replacement device(s) to Physio-Control's place of business or to an authorized Physio-Control representative. Physio-Control will provide instructions for returning the device(s) and will pay for the associated shipping cost.

In the event that trade-in device(s) are not received by Physio-Control within the 30-day window, Buyer acknowledges that this quote shall constitute a purchase order and agrees to be invoiced for the amount of the trade-in discount. Invoice shall be payable upon receipt.

Items listed above at no change are included as part of a package discount that involves the purchase of a bundle of items. Buyer is solely responsible for appropriately allocating the discount extended on the bundle when fulfilling any reporting obligations it might have.

If Buyer is ordering service, Buyer affirms reading and accepts the terms of the Physio-Control, Inc. Technical Service Support Agreement which is available from your sales representative or <http://www.physio-control.com/uploadedFiles/products/service-plans/TechnicalServiceAgreement.pdf>

TERMS OF SALE

General Terms

Physio-Control, Inc.'s acceptance of the Buyer's order is expressly conditioned on product availability and the Buyer's assent to the terms set forth in this document and its attachments. Physio-Control, Inc. agrees to furnish the goods and services ordered by the Buyer only on these terms, and the Buyer's acceptance of any portion of the goods and services covered by this document shall confirm their acceptance by the Buyer. These terms constitute the complete agreement between the parties and they shall govern any conflicting or ambiguous terms on the Buyer's purchase order or on other documents submitted to Physio-Control, Inc. by the Buyer. These terms may only be revised or amended by a written agreement signed by an authorized representative of both parties.

Pricing

Unless otherwise indicated in this document, prices of goods and services covered by this document shall be Physio-Control, Inc. standard prices in effect at the time of delivery. Prices do not include freight insurance, freight forwarding fees, taxes, duties, import or export permit fees, or any other similar charge of any kind applicable to the goods and services covered by this document. Sales or use taxes on domestic (USA) deliveries will be invoiced in addition to the price of the goods and services covered by this document unless Physio-Control, Inc. receives a copy of a valid exemption certificate prior to delivery. Please forward your tax exemption certificate to the Physio-Control, Inc. Tax Department P.O. Box 97006, Redmond, Washington 98073-9706.

Payment

Unless otherwise indicated in this document or otherwise confirmed by Physio-Control, Inc. in writing, payment for goods and services supplied by Physio-Control, Inc. shall be subject to the following terms:

- Domestic (USA) Sales - Upon approval of credit by Physio-Control, Inc., 100% of invoice due thirty (30) days after invoice date.
- International Sales - Sight draft or acceptable (confirmed) irrevocable letter of credit.

Physio-Control, Inc. may change the terms of payment at any time prior to delivery by providing written notice to the Buyer.

Delivery

Unless otherwise indicated in this document, delivery shall be FOB Physio-Control, Inc. point of shipment and title and risk of loss shall pass to the Buyer at that point. Partial deliveries may be made and partial invoices shall be permitted and shall become due in accordance with the payment terms. In the absence of shipping instructions from the Buyer, Physio-Control, Inc. will obtain transportation on the Buyer's behalf and for the Buyer's account.

Delays

Delivery dates are approximate. Physio-Control, Inc. will not be liable for any loss or damage of any kind due to delays in delivery or non-delivery resulting from any cause beyond its reasonable control, including but not limited to, acts of God, labor disputes, the requirements of any governmental authority, war, civil unrest, terrorist acts, delays in manufacture, obtaining any required license or permit, and Physio-Control, Inc. inability to obtain goods from its usual sources. Any such delay shall not be considered a breach of Physio-Control, Inc. and the Buyer's agreement and the delivery dates shall be extended for the length of such delay.

Inspections and Returns

Claims by the Buyer for damage to or shortages of goods delivered shall be made within thirty (30) days after shipment by providing Physio-Control, Inc. with written notice of any deficiency. Payment is not contingent upon immediate correction of any deficiencies and Physio-Control, Inc. prior approval is required before the return of any goods to Physio-Control, Inc. Physio-Control, Inc. reserves the right to charge a 15% restocking fee for returns. The Physio-Control Returned Product Policy is located at http://www.physio-control.com/uploadedFiles/support/ReturnPolicy_3308529_A.pdf.

Service Terms

All device service will be governed by the Physio-Control, Inc. Technical Services Support Agreement which is available from your sales representative or <http://www.physio-control.com/uploadedFiles/products/service-plans/TechnicalServiceAgreement.pdf>. All devices that are not under Physio-Control Limited Warranty or a current Technical Service Support Agreement must be inspected and repaired (if necessary) to meet original specifications at then-current list prices prior to being covered under a Technical Service Support Agreement. If Buyer is ordering service, Buyer affirms reading and accepts the terms of the Technical Service Support Agreement.

Warranty

Physio-Control, Inc. warrants its products in accordance with the terms of the standard Physio-Control, Inc. product warranty applicable to the product to be supplied. Physio-Control, Inc. warrants services and replacement parts provided in performing such services against defects in accordance with the terms of the Physio-Control, Inc. service warranty set forth in the Technical Service Support Agreement. The remedies provided under such warranties shall be the Buyer's sole and exclusive remedies. Physio-Control, Inc. makes no other warranties, express or implied, including, without limitation, NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND IN NO EVENT SHALL PHYSIO-CONTROL, INC. BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL OR OTHER DAMAGES.

Patent & Indemnity

Upon receipt of prompt notice from the Buyer and with the Buyer's authority and assistance, Physio-Control, Inc. agrees to defend, indemnify and hold the Buyer harmless against any claim that the Physio-Control, Inc. products covered by this document directly infringe any United States of America patent.

Miscellaneous

a) The Buyer agrees that products purchased hereunder will not be reshipped or resold to any persons or places prohibited by the laws of the United States of America. b) Through the purchase of Physio-Control, Inc. products, the Buyer does not acquire any interest in any tooling, drawings, design information, computer programming, patents or copyrighted or confidential information related to said products, and the Buyer expressly agrees not to reverse engineer or decompile such products or related software and information. c) The rights and obligations of Physio-Control, Inc. and the Buyer related to the purchase and sale of products and services described in this document shall be governed by the laws of the State of Washington, United States of America. All costs and expenses incurred by the prevailing party related to enforcement of its rights under this document, including reasonable attorneys fees, shall be reimbursed by the other party.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and Council Members

VIA: Jim Pennington, City Manager *JP*
Paul Salvatore, Financial Services Director *P.S. one*
Kelly Bush, Assistant Financial Director *KB one*
Angela Egan, Purchasing Agent *are*

FROM: William McCollom, Interim Chief of Police *WMC*

DATE: September 26, 2014

SUBJECT: Acceptance of a grant from Coweta Fayette EMC.
(City Council Meeting October 2, 2014)

Recommendation:

The Police Department is requesting to accept a donation from the Coweta-Fayette EMC Corporation in the amount of \$1,079.85.

Discussion:

These funds are a result of a community based grant offered from the Coweta-Fayette EMC "Operation Round-Up" based in the Fayette and Coweta County jurisdictions. The money is being donated to help fund the Peachtree City Community Emergency Response Team (CERT) for the upcoming budget year.

Under the guidelines for this donation, these funds are ear-marked for the purchase of new chainsaws and related equipment, including safety helmets and clothing. The Police Department has received previous grants from this organization in the past with very positive results. The Peachtree City C.E.R.T. program was established in 2005. As of the date of this request, we have trained over 980 adult and teens in disaster preparedness. If this grant is approved and received, we should be able to continue to provide this excellent level of training to over 1100 citizens by the end of 2015.

Budget Impact:

This grant will impact the Police Grants Fund by increasing both revenue and expenditures in the Grant Fund by \$1,079.85. There are no matching funds required on behalf of the City.

WM/slp

Pamela Dufresne

From: David Rast
Sent: Wednesday, October 01, 2014 10:37 AM
To: Pamela Dufresne
Cc: Betsy Tyler
Subject: FW: Council Agenda Item 10-14-01

I told Mary I would send this to you and ask you to forward to council or place it on the dais. Thanks.

David E. Rast, ASLA
Senior Planner

-----Original Message-----

From: Mary Giles [<mailto:egohoney@comcast.net>]
Sent: Wednesday, October 01, 2014 10:06 AM
To: David Rast
Subject: Council Agenda Item 10-14-01

Hi David,

I realize no public comment is offered on this item, so I will put my two cents in anyway. Thank you for working with Dr. Henahan on this project and for your positive recommendations. I agree with you and hope to see this happen.

Dr. H. has kept my eyesight up and running for years now. I am getting no freebies nor does he know I am sending this to you ahead of time! Only know him as patient to doctor, but I also know he lives here, too, and I know he cares deeply about this city from conversations we have had. And from seeing him at some meetings at city hall. He is a professional through and through and I cannot think of a better person than him for the city to work with so that he can keep his practice here in PTC.

An added bonus is the design of the building he is proposing. I liken it to the dentist office built by Dr. Ward and Dr. Cox at Braelinn. Kinda like office eye candy. I think it will add to the 74 corridor in so many ways. Please feel free to share my comments with Council and Dr. Henahan.

Thanks again,
Mary

City Council of Peachtree City

Agenda

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City Council of Peachtree City
Workshop Minutes
September 16, 2014
6:30 p.m.

The Mayor and Council of Peachtree City met in workshop session on Tuesday, September 16, 2014, 6:30 p.m., at City Hall. Attending: Mayor Vanessa Fleisch, Council Members Terry Ernst, Mike King, and Kim Learnard. Eric Imker was absent.

City Manager Jim Pennington said that, in December 2012, Council had given him three major items to address. The first was the Personnel Policy, which had been completely revised the following year. The second was an independent assessment of the Police and Fire Departments, which had also been performed in 2013. The third and final item had been a pay and classification study, which at the time had not been performed in 10 years. That final element would now be presented and discussed.

Human Resources and Risk Management Director Ellece Brown introduced the selection committee that had recommended Condrey and Associates, Inc., of Athens, Georgia, to perform the study: Purchasing Agent Angela Egan, Library Administrator Jill Prouty, Police Lieutenant Matt Myers, Fire Captain Ron Mundy, Public Works Superintendent Scott Hicks, Human Resources Analyst Janis Hooper, and Brown had worked with Dr. Condrey and his team.

Egan explained that \$35,000 had been budgeted in FY2013 for the study. An RFP was issued in late 2013 and was sent to 16 companies and placed on the City web site. Six proposals had been submitted, and the committee evaluated them on several factors, independently scoring each submission and then combining the team's scores. Condrey had the highest score, and they had compiled hundreds of studies for other governmental agencies.

Prouty then explained the committee called five references, including Cartersville, Georgia; Sheridan, Wyoming, and Suwanee, Georgia. Condrey's strengths included great resources and experience, as well as specific knowledge of local governments. Dr. Condrey and his staff interviewed seventy percent of employees to ensure that the comparisons were valid among jurisdictions for actual job duties, not just titles. There could also be appeals of the classifications three months after implementation.

Prouty concluded by saying that Dr. Pennington reviewed the committee's recommendation and signed off on the Condrey proposal. The committee members had tremendous faith in the study conducted by Dr. Condrey and his staff. Although they realized the plan would not fix everything, they hoped Council agreed that Condrey's balanced approach had resulted in a plan that would put the City in a competitive range again while addressing some of the inequities in the City's pay scale. The committee did not feel this was a "Cadillac" plan, but that it was a modest step to put the City back on even footing again. Prouty said they were asking for Council's mindful consideration of the information presented.

Brown then introduced Dr. Stephen Condrey, noting that he was president of Condrey and Associates, had over 25 years of experience in human resources management, and had consulted nationally and internationally on human resources management issues.

Condrey said it had been a long time since the City had taken a comprehensive look at the pay scale, and salaries had been stagnant for five years. His firm had been working on the study for five months with a goal of reviewing and upgrading the current classification and pay plan for all City Employees. They were bringing forward a pay plan based on job analysis, job

evaluation, and wage survey data that would put Peachtree City slightly above average in the labor market.

The steps of the study included meeting with department heads and the employee committee, distributing questionnaires for all current positions, interviewing employees, and conducting both internal and external analysis. The salary survey component used similar jurisdictions with whom Peachtree City was actually competing for employees. Those jurisdictions were Alpharetta, College Park, Douglasville, Duluth, Dunwoody, East Point, Gainesville, Griffin, Johns Creek, Kennesaw, LaGrange, Newnan, Peachtree Corners, Roswell, Sandy Springs, Smyrna, Stockbridge, Woodstock, and Fayette and Coweta Counties.

Condrey said the proposal included three possible Salary scales: proposal C would place the city in the 50th percentile; proposal B would place the City three percent above the 50th percentile; and proposal A would place the City six percent above the 50th percentile. The costs associated with implementing the pay scale would be ongoing.

There were also two versions of an equity adjustment proposed to address compression. The proposal provided for an increase of two percent for employees with one to three years of service; four percent for employees with four to six years of service; and six percent for employees with seven or more years of service as of September 30, 2014. A modified equity adjustment provided for a two percent increase for employees with one to three years of service and a four percent increase for employees with four or more years of service. The costs of implementing the equity adjustment would be one-time.

Total projected costs for the plans were:

- Plan A – \$587,440 in ongoing costs plus \$521,653 for the Equity Adjustment (\$387,736 for modified equity adjustment) for a total of \$1.1 million
- Plan B - \$435,449 in ongoing costs plus \$498,195 for the Equity Adjustment (\$375,730 for modified equity adjustment) for a total of \$933,644
- Plan C - \$301,304 in ongoing costs plus \$464,462 for the Equity Adjustment (\$352,223) for modified equity adjustment) for a total of \$765,766.

Condrey said he was recommending that Council adopt proposal A or B. While less expensive, proposal C would only bring the City up to the 50th percentile in the job market, and with improvements in the economy, several of the other jurisdictions were implementing raises or new salary plans, which would again place Peachtree City at a disadvantage in the first year. Condrey also recommended utilizing the Employment Cost Index, rather than the Cost of Living Index, for increases over the next four years, and then conduct a survey in the fifth year.

Condrey noted the proposals were modest based on information from the employee committee that Council had implemented the pay scale at the 75th percentile in 2000. Condrey's proposal would just bring the City to slightly above the average.

Fleisch asked Condrey to explain the issue of compression. Condrey said compression essentially took away any tenure from employees because new hires came in earning the same amount as an employee hired four to five years previously. That gave no credit for the existing employee's experience. The City had compression issues throughout the organization.

Learnard asked if the study included a review of benefits. Condrey said the benefits had been part of the comprehensive study and were included at the end of the report. They found the

City's benefits package to fall directly in the mean of benefits offered among the jurisdictions surveyed, with no anomalies or outliers. Brown added that, while Peachtree City might have a slight edge in some categories, those were offset by lower benefits in other categories.

Fleisch asked for additional discussion on the equity adjustments and how those were implemented. Condrey said the new pay scale and the equity adjustment were to be implemented at the same time. The pay scale started new hires at a higher rate, in many cases. The equity adjustment put employees already on staff out into the pay ranges.

At Pennington's request, Condrey noted that the compression issues extended through all the departments and through all levels of management. In some cases, there were even pay inversions. He expressed concern that, if no action was taken, the City's problems would only get worse as the labor market expanded.

Brown added that, at some point in the previous pay plan, it was determined that employees who were promoted either received the minimum new starting salary or a five percent salary increase. The Condrey proposal was recommending that be increased to the more-standard 10% to avoid compounding compression issues. However, the City had a long history of the five percent increase, meaning that supervisors might be making very little above those they supervised, despite the added responsibilities.

King said it was incumbent on the City Council to make sure City employees were compensated so the City did not lose them. Staff was an investment they had to protect. He asked about the retirement plans (defined benefit and employee contribution) and asked if Condrey had a recommendation on those. Condrey said he would leave the retirement plans as they currently existed. King asked about combining them, noting that he had preferred to directly manage his own retirement funds. Condrey said it was common to have both types or, among governments, not to have an employee contribution portion. The City could check with its actuary, but the proposal did not increase salaries to the point that it would offset reduced benefits.

King said he had preferred controlling his own retirement and it had worked for him very well. He thought City employees were intelligent enough to make those choices as well, even if employees were just given a choice between types of plans. Pennington noted the retirement benefits were really a separate major discussion.

Mundy addressed Council noting that making changes to the retirement plan might make sense if the salary scale was being implemented at a higher percentile. However, since the proposal only brought Peachtree City in at the 50th percentile, any decreases in the retirement plan reduced the City's ability to compete with jurisdictions with average retirement plans in attracting and retaining employees.

King said he agreed that Council needed to go along with what Condrey was recommending, but he had hoped to look at adjusting the retirement plan at the same time.

Ernst noted he had earned retirement from both the military and the Police Department, and both had an employer funded component and an employee funded component. He felt they had worked very well in combination, so he did not necessarily agree with lumping the City's pension and the employee 457 into one plan. King said he had a similar military-funded pension, but had really appreciated having the control over his own funds, and thought some employees would like to have the same option.

Condrey reiterated that the survey results indicated Peachtree City's benefits were on par with what other agencies were offering, so any reduction could jeopardize the City's ability to attract and retain employees. Condrey said the City did not want to be an "employer of last resort" for people in the job market. The proposal before council provided modest steps to address the current problems and prevent that from happening. It was a critical time for the City to make that decision.

King said being "on par" meant "average," and noted that no one in the room wanted Peachtree City's employees to be considered "average." He asked how the proposal compared with non-governmental wages. Condrey said that there were some jobs that were comparable, but the private sector paid significantly more for management. The proposal had lower level positions on a similar scale as the public sector.

Learnard asked Condrey if there was a table of current salaries to compare to the A, B, and C proposals. Condrey noted that Proposal C represented an average (the 50th percentile) of the 17 jurisdictions surveyed. Scale B was three percent above Scale C, and Scale A was six percent above Scale C. Brown reiterated that, if the City adopted Scale C, it would soon be behind average again due to pay increases being proposed in the other jurisdictions. Condrey said he had not showed any plans at the third quartile (75th percentile) due to the expense. He had worked to provide proposals that would be affordable.

Learnard asked where the City fell, and Condrey said the City was probably currently at the 30th or 35th percentile, falling 15% below the average. Condrey said he did not start with the current pay scale and make adjustments; he had created a new plan based on the jobs being performed. Pennington noted that the City's current pay scale could not really be compared due to the changes in job duties over time that were not even reflected in job descriptions. Part of Condrey's work included providing new job descriptions. Brown noted that even job titles and grades had changed, meaning a comparison would not be consistent. Pennington noted that the current pay scale had more than thirty steps, which was a very outdated approach.

Learnard summarized that they were saying it was an archaic system and asked if there would be fewer steps in the scale. Pennington said there were no steps; there would be a minimum, a mid-point, and maximum. Condrey noted that every position might have moved, but they did not all move the same amount, which added to the complexity.

Pennington said a lot of organizations utilized the mid-point as the place every employee should be. Once the schedule was in place, if adopted, the City needed to implement a revamped performance evaluation system.

Brown shared that it had taken the City 18 months to fill all the positions that had been open in the Building and Grounds department. The City had high expectations of employees because every employee was around citizens. While the expectations had not been lowered, it meant that it took a long time to fill positions.

King asked when staff would bring forward the proposal for Council to vote on. Brown said it would be presented for a vote as quickly as possible and would include an effective date so that payroll software could be updated.

Learnard thanked the City Manager, saying the three goals he mentioned at the beginning of the meeting were huge accomplishments that she appreciated.

Chris Campbell commented on the discussion about retirement plans, expressing concern about making any major changes. Employees considered the salary and retirement as two pockets of money, both of which were important. The City had a lot of longevity among employees up to five years ago, but that had changed and there had been a lot of flight. As a supervisor, he was trying to keep employees from leaving, but that was getting harder every year, as was getting new employees. The country was creeping out of the bad economy, but the City had not kept pace in the pay scale leading up to the bad economy. He asked if the equity proposal stopped at six years of service. Condrey noted it was six percent for seven or more years of service in the regular plan, or four percent for four or more years of service in the modified plan. He recommended the full equity implementation.

Fleisch said there had been a proposal during the budget approval to implement a two percent inverted salary increase. Condrey said he was aware of the proposal but did not really understand it. Fleisch said the proposal gave the higher raises to the lowest paid employees, and asked how that would impact the pay scale. Condrey said from what he understood, it would make compression issues much worse.

Fleisch asked how Condrey had selected the jurisdictions for comparison. Condrey said he had looked at the geographic region and had learned from the department heads where they were losing employees and applicants. The idea was to cast a wide net, with some larger and some smaller, some nearby, and some who were helping to set the labor market in the region. Brown noted that accurate comparisons had also been important, such as making sure they were not comparing with fire departments that did not also offer emergency medical services.

Prouty said when she interviewed for full-time positions at the library, they were competing with libraries like Coweta that offered TRS (teachers' retirement system), which was better than the City's retirement plan. The City could go with that program but it was very expensive. At Learnard's request, Prouty explained that independent libraries that wanted state funding had to participate in TRS. However, Peachtree City was part of the Flint River system, which did participate. The City could participate by having Flint River take over payroll for the librarians, but the City would still have to fund the payroll and the TRS retirement system. The independent libraries in Flint River had an option.

Fleisch thanked the employees who attended, the committee, and Condrey for the work. Ernst noted that he had counted 54 employees in attendance and said the study was important to them and was important to Council.

The workshop ended at 7:39 p.m.

Betsy Tyler, City Clerk

Vanessa Fleisch, Mayor

**City Council of Peachtree City
Meeting Minutes
September 18, 2014
7:00 p.m.**

The Mayor and Council of Peachtree City met on Thursday, September 18, 2014, at City Hall. Mayor Vanessa Fleisch called the meeting to order at 7:00 p.m. Other Council Members attending: Terry Ernst, Mike King, and Kim Learnard. Eric Imker was absent.

Public Comment

Mike Muller, 417 Baneberry Bend, said his 17-year-old son and three friends had been cited for curfew violation, even though the City's informational brochure and web site had provided the wrong information about the ages subject to the curfew. He asked the City to write a "Friend of the Court" brief to the Juvenile Courts stating that the issue was the City's error and dismiss the case against the four boys.

10-minute Talk

Normer Adams, Vice President of Bloom

Adams said Bloom had just changed its name from the Fayette Youth Protection Home. The organization cared for children in Fayette County that were victims of child abuse, neglect, and abandonment. They provided foster care and a group home setting, and also had the Bloom Closet that supported the foster and group home parents. He said Bloom also assisted low-income grandparents caring for grandchildren in Fayette, and the organization had served 695 children last year. They had 10 foster families and dozens of volunteers. He asked Council to consider supporting Bloom in the City's budget.

Minutes

August 21, 2014, Regular Meeting Minutes

September 2, 2014, Workshop Minutes

September 4, 2014, Regular Meeting Minutes

Ernst moved to approve the August 21, 2014, Regular Meeting minutes, the September 2, 2014, Workshop minutes, and the September 4, 2014, Regular Meeting minutes as written. King seconded. Motion carried unanimously.

Consent Agenda

- 1. Consider Acceptance of Grant for CERT from Clothes Less Traveled**
- 2. Consider Appointments to WASA (Wes Saunders through 2016; Paul Gagliano through 2018; and Glen Adams as alternate)**
- 3. Consider Right-of-entry Agreement with Georgia Power**
- 4. Consider Approval of Non-profit Funding for Promise Place**
- 5. Consider Approval of Non-profit Funding for Fayette Senior Services**

King moved to approve Consent Agenda items 1, 2, 3, 4, and 5. Ernst seconded. Motion carried unanimously.

Old Agenda Items

07-14-03 Consider Amendment to Article VIII. Requirements for Streets and Other Rights-of-Way

Senior Planner David Rast addressed Council, saying the ordinance before them was the culmination of discussions at the recent workshop and the July 17 meeting, and staff had incorporated Council's comments from both sessions. The ordinance did not require sidewalks in new subdivisions, but established design, construction, and bonding requirements for neighborhoods that wanted them.

King moved to approve the amendment to Article VIII. Requirements for Streets and Other Rights-of-Way. Learnard seconded. Motion carried unanimously.

07-14-04 Consider Amendment to Land Development Ordinance, Sec. 406 Final Plat Approval Process paragraph (j) - Maintenance Bond Requirements

City Engineer Dave Borkowski said this ordinance also followed discussion at the recent workshop and a prior meeting, and changed the maintenance bond requirement from 110% to 50% of construction costs. King asked if that was for two years. Borkowski confirmed this, saying it was for two years following the date of Final Plat.

Learnard moved to approve the amendment to the Land Development Ordinance, Sec. 406 Final Plat Approval Process paragraph (j) - Maintenance Bond Requirements. Ernst seconded. Motion carried unanimously.

New Agenda Items

09-14-07 Public Hearing – Consider Variance to Street Design Standards Ordinance to Permit Residential Driveways on a Collector Street, 424 Robinson Road

Rast noted this was the second variance request for this project, a 4.326-acre tract on Robinson Road that was zoned R-43. The parcel currently had one home with a driveway and a second access drive leading to two homes and one additional lot behind the parcel (the Talley/Griffin Tracts). The parcel could be subdivided under the existing zoning, and Council had approved a variance for individual stormwater control measures on each lot.

Rast continued that one provision of the City's Land Development Ordinance required that any new curb cuts on a community collector, such as Robinson Road, required Council approval. The ordinance also placed a limit of two residential lots sharing a driveway, although there was already a single drive serving three lots behind the parcel.

The applicant needed variances for a new curb cut to access lot 1 and for that driveway to also serve the Talley/Griffin tracts. The existing curb cut for those tracts would then serve lot 2, with the curb cut to the existing home serving lots 3 and 4.

Missy Alonso of Avalon Park expressed concern about the volume of traffic on Robinson Road, possible on-street parking, and danger to children living in the homes that would be very close to the roadway.

Pam Kemp of Avalon Park agreed that Robinson was busy and asked if a single drive could serve the whole property, connecting across from Avalon Park, with the addition of a four-way stop sign.

Darby Ricker of Avalon Park asked if the subdivision of parcels would continue down Robinson Road.

Lori Murphy of Avalon Park said that current homes with driveways directly onto Robinson were set much further back with plenty of room to turn around. She asked if these lots would have enough room so that cars were not trying to back onto Robinson.

King asked if there was a restriction on driveways connecting to Robinson. Rast said that originally, staff had thought there was not and had misinformed the applicant on that matter. However, further research revealed that, although there was no prohibition against having a

driveway onto Robinson, adding curb cuts required a variance. King asked if the former owner had an agreement for the Talley/Griffin Tracts. Rast said there did not appear to be a recorded easement.

Trina Talley, owner of the Talley Tract, said she did have a recorded easement from her purchase of the land 14 years previously when she purchased her home. She also noted that her water line paralleled the existing drive and would also require relocation when the driveway was moved.

Learnard asked Rast how deep the lots would be, noting that cars backing onto Robinson Road would not be good. Rast said the lots were 120 feet deep and would provide plenty of room for the driveways. The developer, Toney Martin, said each home would also have large turn-arounds to prevent backing and would have plenty of parking.

Rast noted that one of the conditions staff was proposing if the variance were to be granted was for the developer to provide a path easement for the existing path that was parallel to Robinson Road.

There being no further comment, Fleisch closed the Public Hearing

Rast responded to the resident who had asked about the potential subdivision of tracts on Robinson, saying there were several larger tracts to the north, but all were zoned ER, so if they were redeveloped, they would require 3-acre lots or would have to go through the rezoning process. Southward, the majority of tracts were already developed. The Huddleston tract between Avalon Park and Camp Creek was zoned ER, and the rest of the undeveloped pieces were already zoned lots in Camp Creek or Bradford Estates or were zoned ER. This parcel, Avalon Park, and another subdivision farther south had been the only parcels zoned R-43.

King asked about the suggested four-way intersection. Rast said staff had looked at several options with the developer, including adding a city street. However, the right-of-way for a residential street was 50 feet, which would significantly cut into the lots that were to be 120 feet deep. Even a cul-de-sac would not really work with the depth of the parcel. King said he was interested in a means of slowing traffic.

Learnard moved to approve the variance to Section 803(a)(6) of the street design ordinance and to the definition of driveway as identified in Section 201(t) of the Land Development Ordinance, subject to the conditions recommended by staff. King seconded. Motion carried unanimously.

09-14-08 Consider Adoption of Bond Resolution & Intergovernmental Agreement with Public Facilities Authority

Financial Services Director Paul Salvatore said staff was recommending approval of the authorizing resolution and intergovernmental agreement for the Series 2014 Public Facility Authority Revenue Bonds. The bonds would fund city-wide capital improvements that had been discussed extensively over the past two years. The list of projects had been approved at the June 19 City Council Meeting.

The bank that had won the bid was PNC Bank at 2.1%. The validation hearing would be the week of October 6, with the validation hearing on October 9.

Ernst moved to approve the adoption of the Bond Resolution and Intergovernmental Agreement with the Public Facilities Authority. King seconded. Motion carried unanimously.

09-14-09 Consider Memorandum of Understanding – SR 74 Gateway Coalition

Pennington said he and Mayor Fleisch, along with representatives from Fayette County, Tyrone, and Fairburn, had been meeting about Highway 74 between Fairburn and Peachtree City, with questions on how to control development in the corridor. Peachtree City was already developed, but the remainder of the corridor had available space. The Atlanta Regional Commission had become involved. Based on these meetings, the group determined the appropriate course of action was to form a coalition to demonstrate that the entities were collaborating on the corridor. The Memorandum of Understanding did not commit the City to any funding.

Learnard moved to approve the Memorandum of Understanding on the SR 74 Gateway Coalition Ernst seconded. Motion carried unanimously.

Council/Staff Topics

Pennington noted that the City had put out a bid for repaving 18 streets. Three bids had been submitted at a total of \$2.4 million. The projects would have to be rebid in the spring with fewer streets to reduce the cost.

Learnard commended the City and the Convention and Visitors Bureau on how wonderfully the Diva Half Marathon and 5K had been for the participants.

City Clerk Betsy Tyler noted that the POW/MIA Remembrance Ceremony would be held the following morning at the City Hall Veteran's Memorial.

Executive Session

Learnard moved to convene in executive session for pending or threatened litigation and personnel at 8:02 p.m. Ernst seconded. Motion carried unanimously.

Learnard moved to reconvene in regular session at 8:25 p.m. King seconded. Motion carried unanimously.

There being no further business, King moved to adjourn the meeting. Learnard seconded. Motion carried unanimously. The meeting adjourned at 8:26 p.m.

Betsy Tyler, City Clerk

Vanessa Fleisch, Mayor

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: City Manager
Financial Services Director *P.S.*
Purchasing Agent
Public Services Director

FROM: Stormwater Manager

DATE: September 19, 2014

SUBJECT: Structural Pipe Lining – 119 Chadwick Drive

Recommendation:

Staff recommends sole source approval of the attached quote from Utility Asset Management, Inc. (UAM) to assist the City in structurally repairing 414 lineal feet of 30 x 42 inch diameter storm drainage pipe located between 117 and 119 Chadwick Drive. UAM will perform the structural repairs for the not to exceed amount of \$80,730.00.

Discussion:

During a visual inspection of the above mentioned storm drainage system, staff observed that significant sections of the pipe invert along the entire length of the 30 x 42 inch diameter pipe contained holes due to severe corrosion. In addition, eroded void spaces have developed below several of the observed holes. The services provided by UAM (Centrifugally Cast Concrete Pipe) is the best option for the observed failures in that it can be quickly installed and provides a structural component without having a significant expense that would result from open excavation and replacement. Comparatively, open cut replacement of the pipe system between 117 and 119 Chadwick Drive was estimated to cost \$145,193.00.

Currently, UAM is the only local vendor that can provide this service. As such, it is recommended that this project be sole sourced to UAM as no other vendor is available. The City has used UAM in the past and has been satisfied with their work.

Budget Impact:

Staff recommends that \$80,730.00 be funded from Stormwater Utility Fund account 521-4250-541947 Project Code SW-047-CONSTR.

Attachments

cc: City Engineer's File



August 27, 2014

To: Peachtree City
Attn: Michael Maddison

Re: Chadwick Dr. 30" x 42" Culvert Repair

Scope of Work:

Furnish all materials, equipment, labor and supervision to restore the structural integrity of approximately 414 linear feet of existing 30" x 42" Corrugated Metal Pipe. Our proposed method of repair is by application of 8,000 psi Centrifugally Cast Concrete Pipe. We have included in our proposal minimal cleaning <25% debris removal. The minimum finished thickness is based on current site conditions is 1 inch.

Cost of Work:

- 30" x 42" CCCP Installed 1" thick \$195.00 / LF

Notes:

- Includes only incidental bypass pumping (3" max. pump size).
- Mobilization, traffic control, and other pay items that may be required to complete the project or work order will be negotiated onsite.
- The owner to provide access to a potable water source and all permits and rights of entry.
- We will submit progress billing for completed line segments as applicable.

Please feel free to call if you have any questions or need additional information.

Sincerely,

Anita Clyne
Utility Asset Management, Inc.

CERTIFIED FEMALE BUSINESS ENTERPRISE

Corporate Office:
86 Peaches Drive
Reynolds, GA 31076
478-847-2301

Atlanta Area Office:
75 Mendel Drive
Suite C
Atlanta, GA 30336
404-691-4836

E-Fax : 678-623-0282

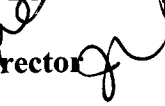
119 Chadwick Drive Open Cut Replacement Cost Estimate

Item	Description	Unit	Units	Unit Rate	Cost
General					
1	Payment & Performance Bonds	LS	1	\$2,846.92	\$2,846.92
2	General Conditions	LS	1	\$13,526.10	\$13,526.10
3	Surveying	LS	1	\$2,000.00	\$2,000.00
Demolition					
4	Clearing	LS	1	\$3,000.00	\$3,000.00
5	Removal of Existing Roadway (incl curb)	SY	44	\$25.00	\$1,100.00
6	Removal of Existing Pipe and Structures	LS	1	\$5,500.00	\$5,500.00
Site Work					
7	Grading Complete	LS	1	\$15,000.00	\$15,000.00
8	Pavement Section (incl curb)	SY	44	\$80.00	\$3,520.00
9	30" x 42" RCP	LF	414	\$150.00	\$62,100.00
10	Temporary Roadway Complete	EA	2	\$5,700.00	\$11,400.00
11	Double Wing Catch Basin	EA	2	\$2,500.00	\$5,000.00
Miscellaneous					
12	Erosion Control	LS	1	\$3,000.00	\$3,000.00
13	Utility Conflicts	LS	1	\$10,000.00	\$10,000.00
14	Traffic Control	LS	1	\$4,200.00	\$4,200.00
15	Misc Landscaping	LS	1	\$3,000.00	\$3,000.00
Estimated Cost =					\$145,193.02

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: City Manager 
Financial Services Director P.S.
Purchasing Agent 
Public Services Director 

FROM: Stormwater Manager 

DATE: September 19, 2014

SUBJECT: Structural Pipe Lining – 125 Chadwick Drive

Recommendation:

Staff recommends sole source approval of the attached quote from Utility Asset Management, Inc. (UAM) to assist the City in structurally repairing 320 lineal feet of 36 inch diameter storm drainage pipe located behind 125 Chadwick Drive. UAM will perform the structural repairs for the not to exceed amount of \$66,880.00.

Discussion:

During a visual inspection of the above mentioned storm drainage system, staff observed that significant sections of the pipe invert along the entire length of the 36 inch diameter pipe contained holes due to severe corrosion. The services provided by UAM (Centrifugally Cast Concrete Pipe) is the best option for the observed failures in that it can be quickly installed and provides a structural component without having a significant expense that would result from open excavation and replacement. Comparatively, open cut replacement of the pipe system behind 125 Chadwick was estimated to cost \$96,592.47.

Currently, UAM is the only local vendor that can provide this service. As such, it is recommended that this project be sole sourced to UAM as no other vendor is available. The City has used UAM in the past and has been satisfied with their work.

Budget Impact:

Staff recommends that \$66,880.00 be funded from Stormwater Utility Fund account 521-4250-541947 Project Code SW-047-CONSTR.

Attachments

cc: City Engineer's File



August 27, 2014

To: Peachtree City
Attn: Michael Maddison

Re: Chadwick Dr. 36" Culvert Repair

Scope of Work:

Furnish all materials, equipment, labor and supervision to restore the structural integrity of approximately 320 linear feet of existing 36" Corrugated Metal Pipe. Our proposed method of repair is by application of 8,000 psi Centrifugally Cast Concrete Pipe. We have included in our proposal minimal cleaning <25% debris removal. The minimum finished thickness is based on current site conditions is 1 inch.

Cost of Work:

- 36" CCCP Installed 1" thick \$209.00 / LF

Notes:

- Includes only incidental bypass pumping (3" max. pump size).
- Mobilization, traffic control, and other pay items that may be required to complete the project or work order will be negotiated onsite.
- The owner to provide access to a potable water source and all permits and rights of entry.
- We will submit progress billing for completed line segments as applicable.

Please feel free to call if you have any questions or need additional information.

Sincerely,

Anita Clyne
Utility Asset Management, Inc.

CERTIFIED FEMALE BUSINESS ENTERPRISE

Corporate Office:
86 Peaches Drive
Reynolds, GA 31076
478-847-2301

Atlanta Area Office:
75 Mendel Drive
Suite C
Atlanta, GA 30336
404-691-4836

E-Fax : 678-623-0282

125 Chadwick Drive Open Cut Replacement Cost Estimate

Item	Description	Unit	Units	Unit Rate	Cost
General					
1	Payment & Performance Bonds	LS	1	\$1,893.97	\$1,893.97
2	General Conditions	LS	1	\$8,998.50	\$8,998.50
3	Surveying	LS	1	\$2,000.00	\$2,000.00
Demolition					
4	Clearing	LS	1	\$5,500.00	\$5,500.00
5	Removal of Existing Pipe and Structures	LS	1	\$4,500.00	\$4,500.00
Site Work					
6	Grading Complete	LS	1	\$25,000.00	\$25,000.00
7	36" RCP	LF	320	\$100.00	\$32,000.00
8	36" Conc Headwall	EA	1	\$1,200.00	\$1,200.00
9	Junction Box	EA	1	\$9,500.00	\$9,500.00
Miscellaneous					
10	Erosion Control	LS	1	\$2,500.00	\$2,500.00
11	Misc Landscaping	LS	1	\$3,500.00	\$3,500.00
Estimated Cost =					\$96,592.47

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: City Manager *[Signature]*
Financial Services Director *P.S.*
Purchasing Agent *[Signature]*
Public Services Director *[Signature]*

FROM: Stormwater Manager *[Signature]*

DATE: September 19, 2014

SUBJECT: Structural Pipe Lining – Braelinn Road and Pleasance Grove

Recommendation:

Staff recommends sole source approval of the attached quote from Utility Asset Management, Inc. (UAM) to assist the City in structurally repairing 126 lineal feet of 48 inch diameter storm drainage pipe and two catch basins located near the Braelinn Road and Pleasance Grove intersection. UAM will perform the structural repairs for the not to exceed amount of \$41,652.00.

Discussion:

During a visual inspection of the above mentioned storm drainage system, staff observed that significant sections of the pipe invert along the entire length of the 48 inch diameter pipe was severely corroded and holes were starting to develop. The services provided by UAM (Centrifugally Cast Concrete Pipe) is the best option for the observed failures in that it can be quickly installed and provides a structural component without having a significant expense that would result from open excavation and replacement. Comparatively, open cut replacement of the pipe system between was estimated to cost \$116,249.00 and would require the closure of Braelinn Road for the duration of construction.

Currently, UAM is the only local vendor that can provide this service. As such, it is recommended that this project be sole sourced to UAM as no other vendor is available. The City has used UAM in the past and has been satisfied with their work.

Budget Impact:

Staff recommends that \$41,652.00 be funded from Stormwater Utility Fund account 521-4250-541947 Project Code SW-047-CONSTR.

Attachments

cc: City Engineer's File



August 27, 2014

To: Peachtree City
Attn: Michael Maddison

Re: Braelinn Road 66" Culvert Repair

Scope of Work:

Furnish all materials, equipment, labor and supervision to restore the structural integrity of approximately 148 linear feet of existing 66" Corrugated Metal Pipe, 271 linear feet of existing 48" Corrugated Metal Pipe, and (6) Corrugated Metal Risers. Our proposed method of repair is by application of 8,000 psi Centrifugally Cast Concrete Pipe. We have included in our proposal minimal cleaning <25% debris removal. The minimum finished thickness is based on current site conditions is 1 inch.

Cost of Work:

- | | |
|-------------------------------|---------------|
| • 66" CCCP Installed 1" thick | \$416.00 / LF |
| • 48" CCCP Installed 1" thick | \$312.00/ LF |
| • 30" CMP Risers with CCCP | \$130.00 / VF |

Notes:

- Includes only incidental bypass pumping (3" max. pump size).
- Mobilization, traffic control, and other pay items that may be required to complete the project or work order will be negotiated onsite.
- The owner to provide access to a potable water source and all permits and rights of entry.
- We will submit progress billing for completed line segments as applicable.

Please feel free to call if you have any questions or need additional information.

Sincerely,

Anita Clyne
Utility Asset Management, Inc.

CERTIFIED FEMALE BUSINESS ENTERPRISE

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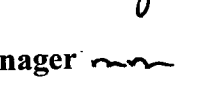
Braelinn and Pleasance Grove Open Cut Replacement Cost Estimate

Item	Description	Unit	Units	Unit Rate	Cost
General					
1	Payment & Performance Bonds	LS	1	\$2,279.39	\$2,279.39
2	General Conditions	LS	1	\$10,829.70	\$10,829.70
3	Surveying	LS	1	\$2,500.00	\$2,500.00
Demolition					
4	Clearing	LS	1	\$4,000.00	\$4,000.00
5	Removal of Existing Roadway (incl curb)	SY	60	\$35.00	\$2,100.00
6	Removal of Existing Pipe and Structures	LS	1	\$4,500.00	\$4,500.00
Site Work					
7	Grading Complete	LS	1	\$21,000.00	\$21,000.00
8	Pavement Section (incl curb)	SY	60	\$125.00	\$7,500.00
9	48" RCP	LF	126	\$140.00	\$17,640.00
10	48" Conc Headwall	EA	2	\$3,700.00	\$7,400.00
11	Double Wing Catch Basin	EA	2	\$3,500.00	\$7,000.00
Miscellaneous					
12	Erosion Control	LS	1	\$3,500.00	\$3,500.00
13	Cart Path Restoration (incl walls)	LS	1	\$8,500.00	\$8,500.00
14	Utility Conflicts	LS	1	\$10,000.00	\$10,000.00
15	Traffic Control	LS	1	\$5,500.00	\$5,500.00
16	Misc Landscaping	LS	1	\$2,000.00	\$2,000.00
Estimated Cost =					\$116,249.09

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: City Manager 
Financial Services Director 
Purchasing Agent 
Public Services Director  P.S.

FROM: Stormwater Manager 

DATE: September 19, 2014

SUBJECT: Structural Pipe Lining – Braelinn Road and Morallion Hills

Recommendation:

Staff recommends sole source approval of the attached quote from Utility Asset Management, Inc. (UAM) to assist the City in structurally repairing 144 lineal feet of 48 inch diameter storm drainage pipe and two catch basins located near the Braelinn Road and Morallion Hills intersection. UAM will perform the structural repairs for the not to exceed amount of \$47,268.00.

Discussion:

During a visual inspection of the above mentioned storm drainage system, staff observed that significant sections of the pipe invert along the entire length of the 48 inch diameter pipe contained holes due to severe corrosion. The services provided by UAM (Centrifugally Cast Concrete Pipe) is the best option for the observed failures in that it can be quickly installed and provides a structural component without having a significant expense that would result from open excavation and replacement. Comparatively, open cut replacement of the pipe system between was estimated to cost \$107,818.00 and would require the closure of Braelinn Road for the duration of construction.

Currently, UAM is the only local vendor that can provide this service. As such, it is recommended that this project be sole sourced to UAM as no other vendor is available. The City has used UAM in the past and has been satisfied with their work.

Budget Impact:

Staff recommends that \$47,268.00 be funded from Stormwater Utility Fund account 521-4250-541947 Project Code SW-047-CONSTR.

Attachments

cc: City Engineer's File



August 27, 2014

To: Peachtree City
Attn: Michael Maddison

Re: Braelinn Road 66" Culvert Repair

Scope of Work:

Furnish all materials, equipment, labor and supervision to restore the structural integrity of approximately 148 linear feet of existing 66" Corrugated Metal Pipe, 271 linear feet of existing 48" Corrugated Metal Pipe, and (6) Corrugated Metal Risers. Our proposed method of repair is by application of 8,000 psi Centrifugally Cast Concrete Pipe. We have included in our proposal minimal cleaning <25% debris removal. The minimum finished thickness is based on current site conditions is 1 inch.

Cost of Work:

- | | |
|-------------------------------|---------------|
| • 66" CCCP Installed 1" thick | \$416.00 / LF |
| • 48" CCCP Installed 1" thick | \$312.00/ LF |
| • 30" CMP Risers with CCCP | \$130.00 / VF |

Notes:

- Includes only incidental bypass pumping (3" max. pump size).
- Mobilization, traffic control, and other pay items that may be required to complete the project or work order will be negotiated onsite.
- The owner to provide access to a potable water source and all permits and rights of entry.
- We will submit progress billing for completed line segments as applicable.

Please feel free to call if you have any questions or need additional information.

Sincerely,

Anita Clyne
Utility Asset Management, Inc.

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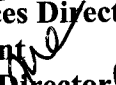
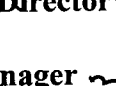
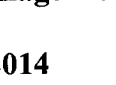
Braelinn and Morallion Open Cut Replacement Cost Estimate

Item	Description	Unit	Units	Unit Rate	Cost
General					
1	Payment & Performance Bonds	LS	1	\$2,114.09	\$2,114.09
2	General Conditions	LS	1	\$10,044.30	\$10,044.30
3	Surveying	LS	1	\$2,500.00	\$2,500.00
Demolition					
4	Clearing	LS	1	\$2,500.00	\$2,500.00
5	Removal of Existing Roadway (incl curb)	SY	60	\$35.00	\$2,100.00
6	Removal of Existing Pipe and Structures	LS	1	\$4,500.00	\$4,500.00
Site Work					
7	Grading Complete	LS	1	\$21,000.00	\$21,000.00
8	Pavement Section (incl curb)	SY	60	\$125.00	\$7,500.00
9	48" RCP	LF	144	\$140.00	\$20,160.00
10	48" Conc Headwall	EA	2	\$3,700.00	\$7,400.00
11	Double Wing Catch Basin	EA	2	\$3,500.00	\$7,000.00
Miscellaneous					
12	Erosion Control	LS	1	\$3,500.00	\$3,500.00
13	Utility Conflicts	LS	1	\$10,000.00	\$10,000.00
14	Traffic Control	LS	1	\$5,500.00	\$5,500.00
15	Misc Landscaping	LS	1	\$2,000.00	\$2,000.00
Estimated Cost =					\$107,818.39

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: City Manager 
Financial Services Director  P.S.
Purchasing Agent 
Public Services Director 

FROM: Stormwater Manager 

DATE: September 19, 2014

SUBJECT: Structural Pipe Lining – Braelinn Road and Shawville Lane

Recommendation:

Staff recommends sole source approval of the attached quote from Utility Asset Management, Inc. (UAM) to assist the City in structurally repairing 148 lineal feet of 66 inch diameter storm drainage pipe and two catch basins located near the Braelinn Road and Shawville Lane intersection. UAM will perform the structural repairs for the not to exceed amount of \$63,388.00.

Discussion:

During a visual inspection of the above mentioned storm drainage system, staff observed that significant sections of the pipe invert along the entire length of the 66 inch diameter pipe contained holes due to severe corrosion. In addition, eroded void spaces have developed below several of the observed holes. The services provided by UAM (Centrifugally Cast Concrete Pipe) is the best option for the observed failures in that it can be quickly installed and provides a structural component without having a significant expense that would result from open excavation and replacement. Comparatively, open cut replacement of the pipe system between was estimated to cost \$128,759.00 and would require the closure of Braelinn Road for the duration of construction.

Currently, UAM is the only local vendor that can provide this service. As such, it is recommended that this project be sole sourced to UAM as no other vendor is available. The City has used UAM in the past and has been satisfied with their work.

Budget Impact:

Staff recommends that \$63,388.00 be funded from Stormwater Utility Fund account 521-4250-541947 Project Code SW-047-CONSTR.

Attachments

cc: City Engineer's File



August 27, 2014

To: Peachtree City
Attn: Michael Maddison

Re: Braelinn Road 66" Culvert Repair

Scope of Work:

Furnish all materials, equipment, labor and supervision to restore the structural integrity of approximately 148 linear feet of existing 66" Corrugated Metal Pipe, 271 linear feet of existing 48" Corrugated Metal Pipe, and (6) Corrugated Metal Risers. Our proposed method of repair is by application of 8,000 psi Centrifugally Cast Concrete Pipe. We have included in our proposal minimal cleaning <25% debris removal. The minimum finished thickness is based on current site conditions is 1 inch.

Cost of Work:

- | | |
|-------------------------------|---------------|
| • 66" CCCP Installed 1" thick | \$416.00 / LF |
| • 48" CCCP Installed 1" thick | \$312.00/ LF |
| • 30" CMP Risers with CCCP | \$130.00 / VF |

Notes:

- Includes only incidental bypass pumping (3" max. pump size).
- Mobilization, traffic control, and other pay items that may be required to complete the project or work order will be negotiated onsite.
- The owner to provide access to a potable water source and all permits and rights of entry.
- We will submit progress billing for completed line segments as applicable.

Please feel free to call if you have any questions or need additional information.

Sincerely,

Anita Clyne
Utility Asset Management, Inc.

CERTIFIED FEMALE BUSINESS ENTERPRISE

Corporate Office:
86 Peaches Drive
Reynolds, GA 31076
478-847-2301

Atlanta Area Office:
75 Mendel Drive
Suite C
Atlanta, GA 30336
404-691-4836

E-Fax : 678-623-0282

Braelinn and Shawville Open Cut Replacement Cost Estimate

Item	Description	Unit	Units	Unit Rate	Cost
General					
1	Payment & Performance Bonds	LS	1	\$2,524.70	\$2,524.70
2	General Conditions	LS	1	\$11,995.20	\$11,995.20
3	Surveying	LS	1	\$2,500.00	\$2,500.00
Demolition					
4	Clearing	LS	1	\$2,000.00	\$2,000.00
5	Removal of Existing Roadway (incl curb)	SY	64	\$35.00	\$2,240.00
6	Removal of Existing Pipe and Structures	LS	1	\$4,500.00	\$4,500.00
Site Work					
7	Grading Complete	LS	1	\$21,000.00	\$21,000.00
8	Pavement Section (incl curb)	SY	64	\$125.00	\$8,000.00
9	66" RCP	LF	148	\$250.00	\$37,000.00
10	66" Conc Headwall	EA	2	\$4,500.00	\$9,000.00
11	Double Wing Catch Basin	EA	2	\$3,500.00	\$7,000.00
Miscellaneous					
12	Erosion Control	LS	1	\$3,500.00	\$3,500.00
13	Utility Conflicts	LS	1	\$10,000.00	\$10,000.00
14	Traffic Control	LS	1	\$5,500.00	\$5,500.00
15	Misc Landscaping	LS	1	\$2,000.00	\$2,000.00
Estimated Cost =					\$128,759.90

POSITION PAPER

TO: Mayor and Council Members

VIA: City Manager
Community Services Director
City Engineer

FROM: Senior Planner *David*

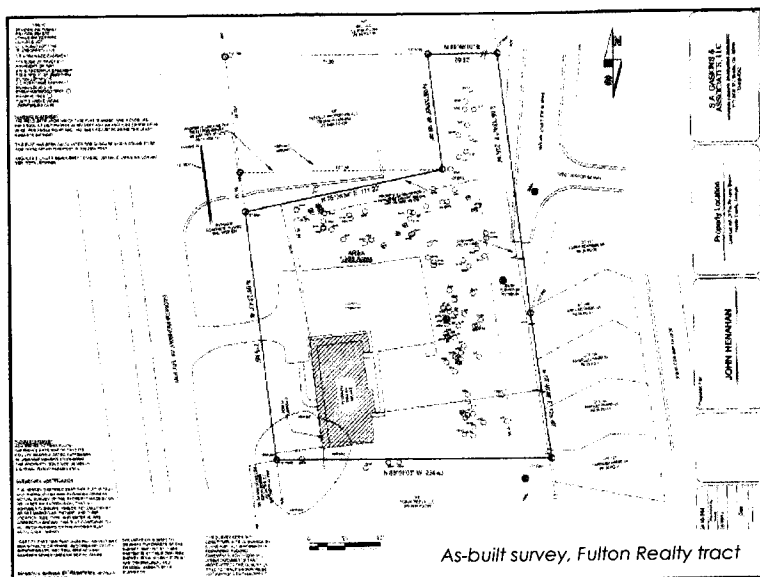
DATE: September 26, 2014

REQUEST: Consider Variance Requests to Section 916.2 of the Transition Yard Buffer Ordinance, Section 1005A.4 (e) of the OI Office Institutional Zoning Ordinance and Section 723.1 of the Tree Save and Landscape Buffer Ordinance.

October 2, 2014 City Council Agenda

Situation:

The property located at 308 Highway 74 North is known to us as the Fulton Realty tract. The property is 1.4 acres in size and is zoned OI Office Institutional. The existing building and site infrastructure were constructed in 1987 and complied with the applicable Zoning and Land Development Ordinance requirements at that time.



The property abuts the Pediatrics Village and the Gannon building tracts to the north (OI Office Institutional), the Peachtree 74 retail building to the south (LUC-18 Limited Use Commercial) and the Fairfield subdivision to the east (GR-12 General Residential). The rear property line also abuts Park Place and West Manor Drive.

A single drive provides access to the property from HWY 74. A 20' sanitary sewer easement and a 20' overhead power line easement parallel the rear

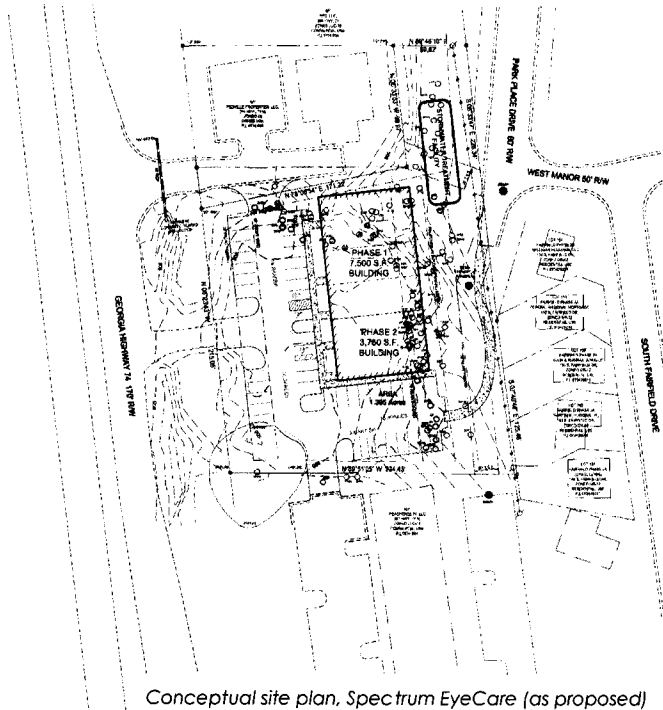
property line. The subject tract is currently served by a septic system.

Proposed Variance: Fulton Realty tract

September 26, 2014

Page 2

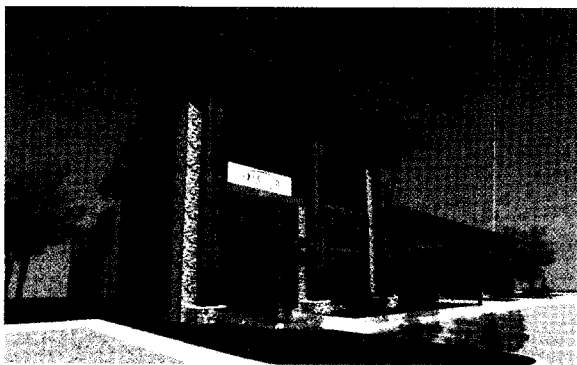
A specimen oak tree is located at the southwest corner of the property. Other than what was initially cleared and graded to accommodate the building and parking area, the site is heavily wooded. The building has been vacant for a number of years. Dr. John Henahan ("Applicant") has purchased the property and desires to demolish the existing building and parking area and redevelop the property with a freestanding office/ retail building and associated parking.



Conceptual site plan, Spectrum EyeCare (as proposed)

The conceptual site plan identifies an 11,250 SF building and 46 parking spaces, which complies with our Parking Ordinance. The existing access drive would provide access to the property from Highway 74. Interparcel access would be provided via connections to the Pediatrics Village tract to the north and the Peachtree 74 retail building to the south. A multi-use path would be located within the sanitary sewer easement and would connect the parking area to Park Place and West Manor Drive. The specimen oak would be protected.

The site plan indicates the proposed building and parking area would align with the existing office building and parking area to the north, and would be consistent with the retail building and parking area to the south. There is no service drive proposed along the rear of the building. Other than the required fire exits at the rear of each tenant space, there would be no deliveries to the rear of the building.



Schematic building elevations, Spectrum EyeCare (as proposed)

The schematic building elevation indicates the exterior building materials would consist of EIFS, stone, corrugated metal panels along with heavy timber accents. Each storefront would include a significant amount of glass. The Applicant has indicated the building would be designed and constructed in accordance with LEED standards.

Proposed Variance: Fulton Realty tract

September 26, 2014

Page 3

The existing building and parking were constructed prior to the adoption of several ordinances, which means the existing site is considered a legally non-conforming site and would be grandfathered to current ordinance requirements. Because the Applicant desires to demolish the existing building and parking areas, the grandfathering provision goes away and any new development on the property must comply with our current ordinances.

In order to develop the property as proposed, the Applicant is seeking variances as follows:

- Section 916.2 of the Transition Yard Buffer Ordinance requires a 75' transition yard buffer between all property zoned GC, LUC, OI, LI and GI that adjoins residentially zoned property. The subject tract abuts the Fairfield subdivision, which is zoned GR-12. The Applicant is requesting that the transition yard buffer be reduced to no less than 30' as measured from the property line.
- Section 1005A.4 (e) of the OI Office Institutional Zoning Ordinance requires a 75' rear building setback when a tract of land zoned OI abuts a residentially zoned tract of land. The rear property line abuts the Fairfield subdivision, which is zoned GR-12. The Applicant is requesting that the rear building setback be reduced to no less than 30' as measured from the property line.
- Section 723.1 of the Tree Save and Landscape Buffer Ordinance requires no less than a 40' tree save and landscape buffer for all non-residential development abutting an arterial highway. The front property line abuts HWY 74 North, which is classified as an arterial highway. The Applicant is requesting that this buffer be reduced to no less than 20' as measured from the property line.

The Applicant is requesting variances from Section 916.2 of the Transition Yard Buffer Ordinance, Section 1005A.4 (e) of the OI Office Institutional Zoning Ordinance and Section 723.1 of the Tree Save and Landscape Buffer Ordinance to allow the redevelopment of the subject tract as proposed.

A copy of the variance application and supporting documentation is included as Attachment "A".

Facts:

1. The subject tract was rezoned from LC Limited Commercial and AR Agricultural Reserve to OI Office Institutional in 1987 to accommodate the construction of the existing office building.
2. The existing building is located 40' from the right-of-way of HWY 74. The existing parking area is located 20' from the right-of-way of HWY 74.

Proposed Variance: Fulton Realty tract

September 26, 2014

Page 4

3. The rear of the building is located 143' from the rear property line.
4. An area approximately 30' in width must be maintained along the rear property line of the subject tract to accommodate an overhead power line easement and a sanitary sewer easement. This area is located within the required 75' Transition Yard Buffer.
5. The adjoining Fairfield subdivision was platted within a 25' buffer along the rear property line separating the residential lots from the adjoining office and commercial tracts. The intent was to preserve existing vegetation to provide a natural buffer between these developments.

Discussion

The Fulton Realty tract was developed prior to the adoption of many of our existing ordinances, which were written in an attempt to preserve and enhance natural areas along our major thoroughfares and to buffer residential developments from adjoining retail, office and industrial developments.

The subject tract is also within a section of the city that contained small homesteads, farms and family plots of land, most of which were in existence prior to the incorporation of the city. Many of these tracts of land, including homes, barns and other structures, were significantly impacted in the mid-1980's by the Highway 74 widening project.

As these tracts have been sold and/ or redeveloped, the city has worked proactively with the prospective owners to encourage development that will enhance and maintain the aesthetics of the corridor.

Review criteria:

Based on the review criteria established within Section 1207 of the city's Zoning Ordinance, City Council shall not grant the request unless all of the following findings can be made:

- (a) **There are special circumstances applicable to the property, including location, shape, size, surroundings, or topography so that the strict application of this ordinance denies the property of privileges enjoyed by other property in the vicinity and under identical zoning district classification;**

Staff findings:

The subject tract was developed prior to the adoption of many of our ordinances. As such, any redevelopment of the property, other than retrofitting or reusing the existing building, would be difficult, if not impossible, without granting variances.

Proposed Variance: Fulton Realty tract

September 26, 2014

Page 5

It should be noted that each parcel within the portion of Highway 74 extending from the Oak Manor Office Park north to Kedron Drive has been rezoned to accommodate the development of office and/ or retail developments. Specific conditions were placed on each tract to maintain the aesthetics of the highway and to preserve the character of the area.

The variances being requested by the Applicant would allow the redevelopment of this tract of land such that the new development would be consistent with what has occurred to the north and south in recent years.

- (b) The strict or literal interpretation and application of this ordinance would result in practical difficulties or unnecessary hardships inconsistent with the general purpose and intent of the Zoning Ordinance, or would deprive the Applicant of privileges granted to others in similar circumstances;**

Staff findings:

The strict or literal interpretation of these ordinances would establish a developable area of approximately 0.46 acres on the overall 1.4-acre tract of land.

The parking encroachment towards Highway 74 and the building encroachment towards Fairfield are consistent with the developments to the north and south, both of which were allowed these encroachments through the rezoning process.

- (c) There are exceptional or extraordinary circumstances or conditions applicable to the property involved or the intended development of the property which preclude the applicant from complying with this ordinance and that do not apply generally to other property in the same zoning district and which prevent the applicant from complying with existing regulations;**

Staff findings:

The extraordinary circumstances related to this tract include the fact that both the Transition Yard Buffer Ordinance and the Tree Save and Landscape Buffer Ordinance were adopted after this site was developed. Approximately 30' of the required transition yard buffer area, specifically the area immediately parallel and adjacent to the rear property line, is already void of vegetation due to the fact it is within a utility easement.

In addition, other than the specimen oak tree, there is no vegetation within the 60' tree save and landscape buffer adjacent to Highway 74. The parking proposed within this area encroaches no further than what is already existing in the area, and would align with what has been approved on the adjoining property.

Proposed Variance: Fulton Realty tract

September 26, 2014

Page 6

- (d) The granting of such variance will not constitute the granting of special privileges inconsistent with the limitations on other property in the same zoning district; and**

Staff findings:

The variance process requires that each situation be analyzed on its merits and in accordance with the review criteria established by City Council. In this particular case, the Applicant is requesting variances in order to redevelop a tract of land in a manner consistent with existing developments to the north and south.

- (e) The granting of such variance will not be materially detrimental to the public health, safety, or general welfare nor injurious to property or improvements in the zone or neighborhood in which the property is located.**

Staff findings

Granting the variances as requested would not be detrimental to the public health, safety or general welfare. The variances would allow the redevelopment of a building that has sat vacant for a number of years and is no longer consistent with the architectural design or aesthetics that have developed within the Highway 74 North corridor.

The redevelopment as proposed would be consistent with the development on the adjoining tracts.

- (f) The granting of such variance will not create inconsistencies with any objective of the Comprehensive Plan.**

Staff findings:

The Comprehensive Plan encourages the enhancement and revitalization of existing retail, commercial and industrial sites within the city while preserving the aesthetics of the buffers adjacent to the major arterials.

Options:

In accordance with Section 1202 of the Zoning Ordinance, variances shall only be granted upon showing that:

- a) Relief, if granted, would be in harmony with, or could be made to be in harmony with, the general purpose and intent of the zoning ordinance; or
- b) The application of the particular provision of the zoning ordinance to a particular piece of property, due to extraordinary and exceptional conditions pertaining to that property because of its size, shape, or topography, would create an unnecessary hardship for the owner while causing no detriment to the public.

Proposed Variance: Fulton Realty tract

September 26, 2014

Page 7

Recommendation:

Based on the analysis and findings presented herein, and without the benefit of considering additional evidence that may be presented at the Public Hearing, Staff recommends that City Council grant variances from Section 916.2 of the Transition Yard Buffer Ordinance, Section 1005A.4 (e) of the OI Office Institutional Zoning Ordinance and Section 723.1 of the Tree Save and Landscape Buffer Ordinance for the property located at 308 Highway 74 North subject to the following understandings and conditions:

1. *In lieu of a transition yard buffer, no less than a 50' landscape buffer shall be provided along the rear property line and identified on all site and landscape plans submitted for this development. It is understood the proposed stormwater detention pond and multi-use path connection will be located within this buffer.*
2. *The landscape plan shall identify replanting within the remaining landscape buffer separating the building and parking area from the Fairfield subdivision. It is understood that plant material will not be installed within the utility easement.*
3. *The landscape plan shall identify evergreen plant material planted in staggered rows to screen the perimeter of the stormwater pond.*
4. *The tree save and landscape buffer shall be reduced to no less than 20'. The landscape plan shall include additional landscaping within this area that equates to no less than 20 percent of the total caliper inches of trees required for the entire site by the Landscape Ordinance.*
5. *The rear building setback shall be established at no less than 50' as measured from the rear property line.*



Please use blue or black ink to fill out this form.

VARIANCE APPLICATION

153 Willowbend Rd, Peachtree City, GA 30269
P: 770-487-5731 F: 770-631-2552
WWW.PEACHTREE-CITY.ORG

Admin. Variance Fee: \$25.00
Variance Fee: \$250.00

Receipt # 305647

Date Filed 8/29/14

Case # _____
Office Use Only

VARIANCE LOCATION	Street Address <u>308 Hwy 74N</u> <u>Peachtree City, GA 30269</u>	PROPERTY OWNER	Name <u>Bank of N. Georgia a Division of Synovus Bank</u>
	Zoning District: ☐ Residential ☐ Multi-Family ☒ Commercial/Industrial/Office		Phone <u>404-922-7715</u>
VARIANCE TYPE: ☐ Administrative ☐ Special Exception ☒ Variance (check one below)	Variance from which ordinance: ☐ Sign ☐ Fence ☐ Land Development ☒ Zoning	PROPERTY INFO	Subdivision: <u>N/A</u>
			Phase: <u>N/A</u> Lot # <u>N/A</u>
APPLICANT	Name <u>John L. Henanhan, OD</u>	SUPPORTING DOCUMENTS	Please submit the following evidentiary items in support of this application and the requested variances. (Please check off the items that are attached to this application): ☒ Site plan (with property lines and proposed work) ☒ A detailed report justifying the requested variance ☐ Letters of support from adjacent property owners ☐ Digital Photographs \ Renderings (CD or Email) ☒ Other Items Demonstrating Need (topo, Survey, etc)
	Address <u>2791 Hwy 54</u>		
City, State, Zip <u>Peachtree City, GA 30269</u>			
Phone # <u>404-964-7356</u>			
	Email <u>jhenanhan@speceye.com</u>		

ADMINISTRATIVE VARIANCE	1.) Is a current survey included with the application?	☐ Yes ☐ No	Briefly describe why this variance is being requested: (A separate detailed report is still required to be attached to this application): <u>N/A</u>
	2.) Does the application pertain to a zoning setback?	☐ Yes ☐ No	
	3.) Is the violation an existing setback violation?	☐ Yes ☐ No	
	4.) How long has the violation existed?	_____ Years	
	5.) What is the required setback?	_____ Feet	
	6.) How much of a variance is being requested?	_____ Feet	
	7.) Were you the owner of the property when the violation occurred? (If not, who was?)	☐ Yes ☐ No	

SPECIAL EXCEPTION	1.) Is a current survey included with the application?	☐ Yes ☐ No	Briefly describe why this variance is being requested: (A separate detailed report is still required to be attached to this application): <u>N/A</u>
	2.) Has property been rezoned or deed restrictions?	☐ Yes ☐ No	
	3.) Is the violation an existing setback violation?	☐ Yes ☐ No	
	4.) Application for a bldg setback, fence, or parking?	(Circle One)	
	5.) What is the required setback, height, or spaces?	_____ Feet	
	6.) How much of a variance is being requested?	_____ Feet	

VARIANCE	Please review the ordinances and instructions on the back of this page.		Briefly describe why this variance is being requested: (A separate detailed report is still required to be attached to this application): <u>TO ALLOW MAINTENANCE OF UTILITY ESMT</u> <u>TO ALLOW INTERPARCELA ACCESS</u> <u>TO ALLOW PROPOSED FUTURE BLDGS. CONSTRUCTION</u>
	1.) Is a current survey included with the application?	☒ Yes ☐ No	
	2.) How much of a variance is being requested?	_____ Feet	
	3.) Were you the owner of the property when the violation occurred? (If not, who was?)	☐ Yes ☒ No	

I hereby certify that I am the owner of the property on which a variance is being requested and that all information provided as a part of this application is true and correct.

Signature of Owner/Agent: Rebecca Eggborn MANAGED ASSETS OFFICE Date 8-29-14

OFFICE ONLY

ADMINISTRATIVE VARIANCE	Signature: _____	☐ Approved ☐ Denied
Date of Acceptance: _____	Date of Hearing: _____	☐ Approved with Conditions
SPECIAL EXCEPTIONS & VARIANCE FROM ORDINANCES	This application, along with the required fee and all necessary supplemental documents, has been properly submitted and is hereby accepted for consideration by the City Council at a public hearing in the City Council Chambers at 7:00 PM on the date shown below:	
	Signature: _____	Date of Public Hearing: _____

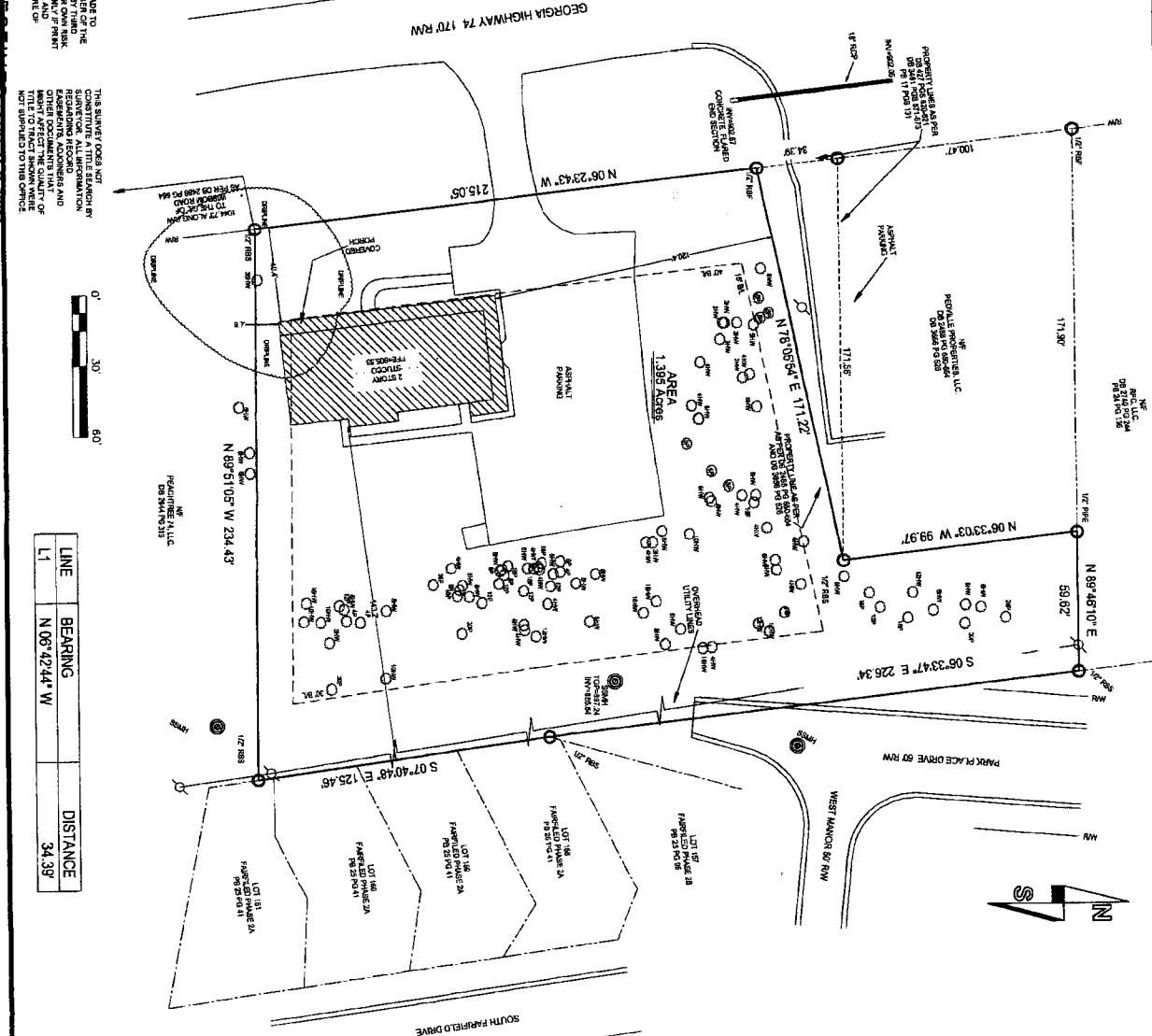
www.peachtree-city.org

LEGEND
 SPECIFIC PIN POINT
 CITY-CLIMATE TOP PIPE
 L-1, LAND LOT LINE
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THIS PLAT IS BASED ON A CLOSURE
 PRECISION OF 2.14 FEET AND AN ANGLE ERROR OF 0.07
 SECONDS. THE CLOSURE HAS BEEN ADJUSTED USING THE
 LEAST SQUARES METHOD.
 THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE
 ACCURATE WITHIN ONE FOOT IN 10,000 FEET.
 ANGLES & LINEAR MEASUREMENTS WERE OBTAINED USING A LEICA 400
 TOTAL STATION.

FLOOD EVIDENCE
 FLOOD EVIDENCE WAS OBTAINED FROM A 2000
 AIRPHOTOGRAPHIC MAP OF THE
 COUNTY. THE MAP SHOWS THE
 PROPERTY DOES NOT LIE WITHIN
 A SPECIAL FLOOD HAZARD AREA.

STATE'S CERTIFICATION
 I, THE SURVEYOR, HEREBY CERTIFY THAT THIS PLAT IS TRUE
 AND CORRECT AND WAS PREPARED FROM AN
 ACCURATE AND SUFFICIENT SURVEY OF THE
 LANDS SHOWN HEREON. THAT ALL
 MEASUREMENTS SHOWN HEREON ACTUALLY EXIST
 ON THE GROUND, AND THAT THE PLAT
 CORRECTLY SHOWS THE PLAT COMPARED TO
 THE ORIGINAL RECORD OF THE SURVEY.
 (NOTICE: THIS PLAT DOES NOT CREATE ANY
 NEW RIGHTS OR INTERESTS IN THE
 LANDS SHOWN HEREON, NOR DOES IT
 AFFECT THE RIGHTS OR INTERESTS
 OF ANY PERSONS WHOSE RIGHTS OR
 INTERESTS ARE SHOWN ON THIS PLAT.
 SURVEYOR'S OATHS BY REGISTERED GEORGIA
 LAND SURVEYOR NO. 100



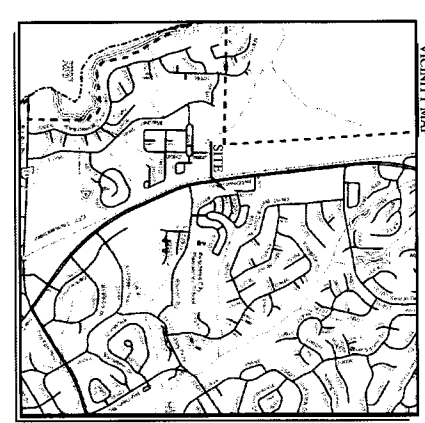
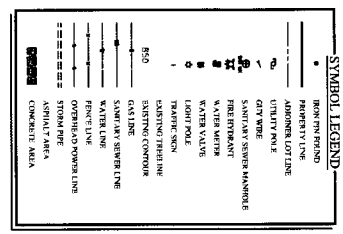
Job No. SA14-144
 Drawn By: R.H.G.
 Issue Date: 08/18/14
 Revisions: _____
 Date: _____

Prepared For:
JOHN HENAHAN

Property Location
 Land Lot 158 Of The 7th Land District
 Fayette County, Georgia

S.A. GASKINS & ASSOCIATES, LLC
 surveyors, planners, development consultants
 P.O. BOX 321 Brooks, Ga. 30205
 770-456-5042

RECEIVED AUG 22 2014

[illegible][illegible][illegible]

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor & Council Members

VIA: City Manager
Community Services Director 

FROM: Senior Planner *David*

DATE: September 25, 2014

SUBJECT: Consider Step One annexation application from Peachtree, LLC/ Heritage of Peachtree for a 3.52-acre tract of land (1967 HWY 54)
October 2, 2014 City Council Agenda

Recommendation:

Based on the requirements identified within the city's Annexation Review Process, Staff is providing information provided by the Applicant to City Council for consideration. After careful review of this information and discussion with the applicant, Council must then decide if the application should move forward to Step Two of the annexation process.

Background information:

In 2004, the city repealed its moratorium on annexations and initiated a two-step process for review and consideration of annexation requests. The first step was written to provide a general overview of the proposed annexation and to identify how the annexation and proposed development may or may not be compatible with the established goals within the city's Comprehensive Plan.

Following the review of this information, City Staff and the Applicant present this information to City Council, who then decides if the application moves to Step Two of the application process, which requires the submittal of additional and detailed information pertaining to the annexation request and the proposed development.

Allowing a developer to move forward to Step Two in no way implies that City Council will ultimately approve the property for annexation. Rather, it provides Staff the opportunity to work with the Applicant to develop a detailed analysis of the proposed annexation, a schematic master plan of the proposed development, and a more informed recommendation that will ultimately be considered by other governmental agencies, the Planning Commission and City Council.

Consider Step One annexation - Peachtree, LLC/ Heritage of Peachtree

September 25, 2014

Page 2

Overview:

Peachtree, LLC/ Heritage of Peachtree desires to annex a 3.52-acre tract of land located at 1967 HWY 54 into the city limits of Peachtree City. The property is located within unincorporated Fayette County and is zoned C-C Community Commercial and designated as COM Commercial on the Fayette County Land Use Map.

The subject tract contains a single building which houses 49 personal care apartments and associated parking. Access is provided by a single driveway from HWY 54, which also provides access to the adjoining veterinary clinic tract.

The property is currently served by an on-site septic system, which is failing and has had capacity issues for a number of years. The Applicant desires to annex the property into the city limits and then connect to the sanitary sewer line and pump station proposed adjacent to Sumner Road. The Applicant has indicated there are no expansion or redevelopment plans for the property. There are also no plans to request a secondary entrance into the property from Sumner Road.

The information submitted by the Applicant complies with the requirements identified within the Step One submittal guidelines and is attached for consideration. The Applicant will be present at the City Council meeting to present and to answer questions related to this proposal.

Budget impact:

Budget impacts associated with the proposed annexation would be analyzed as a part of the Step Two annexation application.



303 E. Wacker Drive, Suite 2400
Chicago, Illinois 60601
www.seniorlifestyle.com
Main: 312.673.4333
FAX: 312.673.4430

September 9, 2014

Mayor Vanessa Fleisch and City Council
Peachtree City
151 Willowbend Road
Peachtree City, GA 30269

Re: Annexation Review Process for
1967 Highway West, Peachtree, GA 30066

Dear Hon. Fleisch and Council Members:

On behalf of the Owner of Record, HCRIX Royal, LLC, a Delaware limited liability company, please accept this application for annexation to the City of Peachtree.

As the long-term tenant-manager of the property, I certify that I am a duly authorized agent of the owner of the above captioned property and that I have submitted all information and documents required to properly evaluate this request.

Very truly yours,

Stephen J. Levy,
Manager
SL Peachtree, LLC

CC: David Rast, City Planner at Peachtree City

Step One: Initial Annexation Information

I. Contact information:

Owner(s) of property: Peachtree LLC/Heritage of Peachtree
Mailing address: 1967 Highway 54 West
City, State, Zip: Peachtree City, GA 30269
Telephone: 770.631.3461 or 312.399.3442
Fax: 312.673.4522
E-mail address: mfeaheny@seniorlifestyle.com

Agent(s) for owner: Senior Lifestyle Corporation
Mailing address: 303 E. Wacker Drive, Suite 2400
City, State, Zip: Chicago, IL 60601
Telephone: 312.673.4387
Fax: 312.673.4487
E-mail address: slevy@seniorlifestyle.com

(Note: A certified letter must be submitted by all Owners of Record of the subject property indicating they are aware of this request and that they acknowledge this application is being submitted by their agent, if applicable.)

II. Project information

Gross acreage: 3.5213 Acres
Acreage of lakes, floodplain, wetland, streams & associated buffers, etc.: N/A
Net developable acreage: 3.5213 Acres

Current zoning classification (include copy of appropriate zoning ordinance and current Zoning Map of general vicinity):

C-C Community Commercial

Zoning Map to be provided by David Rast, City Planner

Current Land Use designation (include copy of appropriate land use description and current Land Use Map of general vicinity): *Personal Care Facility/Senior Housing*

Location of property:

*Located at 1967 Highway 54 West, Peachtree City, GA
That tract or parcel of land lying and being In Land Lot 69 of the 7* District of Fayette County, Georgia and being more particularly described as follows:
BEGINNING at a 5/8 inch rebar found on the northwesterly right of way line of Georgia State Route No. 54 (having a varying right of way) located 1634.3 feet northeasterly as measured along the northwesterly right of way line from the intersection formed by the northwesterly right of way line of last said road with the east line of Land Lot 92; thence leaving the northwesterly right-of-way line of last said road and running North 87 degrees, 53 minutes and 42 seconds West for a distance of 527.09 feet to a 1 Inch hollow pipe found; thence North 00 degree, 56 minutes and 22 seconds East for a distance of 273.86 feet to a 1 inch hollow pipe found; thence South 86 degrees, 12 minutes and 51 seconds East for a distance of 629.53 feet to a 1/2 Inch rebar set located on the northwesterly right of way line of said Georgia state Route 54 (having a varying right-of-way); thence running along the northwesterly right-of-way line of last said road South 22 degrees, 49 minutes and 41 seconds West for a distance of 273.00 feet to the 5/8 Inch rebar found located at the POINT OF BEGINNING, containing 3.5213 acres (153,388 square feet) of land and being Improved property known as #1967 Georgia state Route 54 according to the present system of numbering in Fayette County, Georgia.*

Brief description of proposed project:

Existing Building has 49 Personal Care Apartments housed in a shared community. There are no expansion plans; however, our intent is to connect to the currently underway Lift Station – to be located at the Peachtree Professional Tracts, located south of Heritage of Peachtree

We employ 32 people on our site, at one time the maximum we employ 13 employees.

Total existing building area is 34,050 square feet.

Total parking spaces – 34

Total handicapped spaces – 7

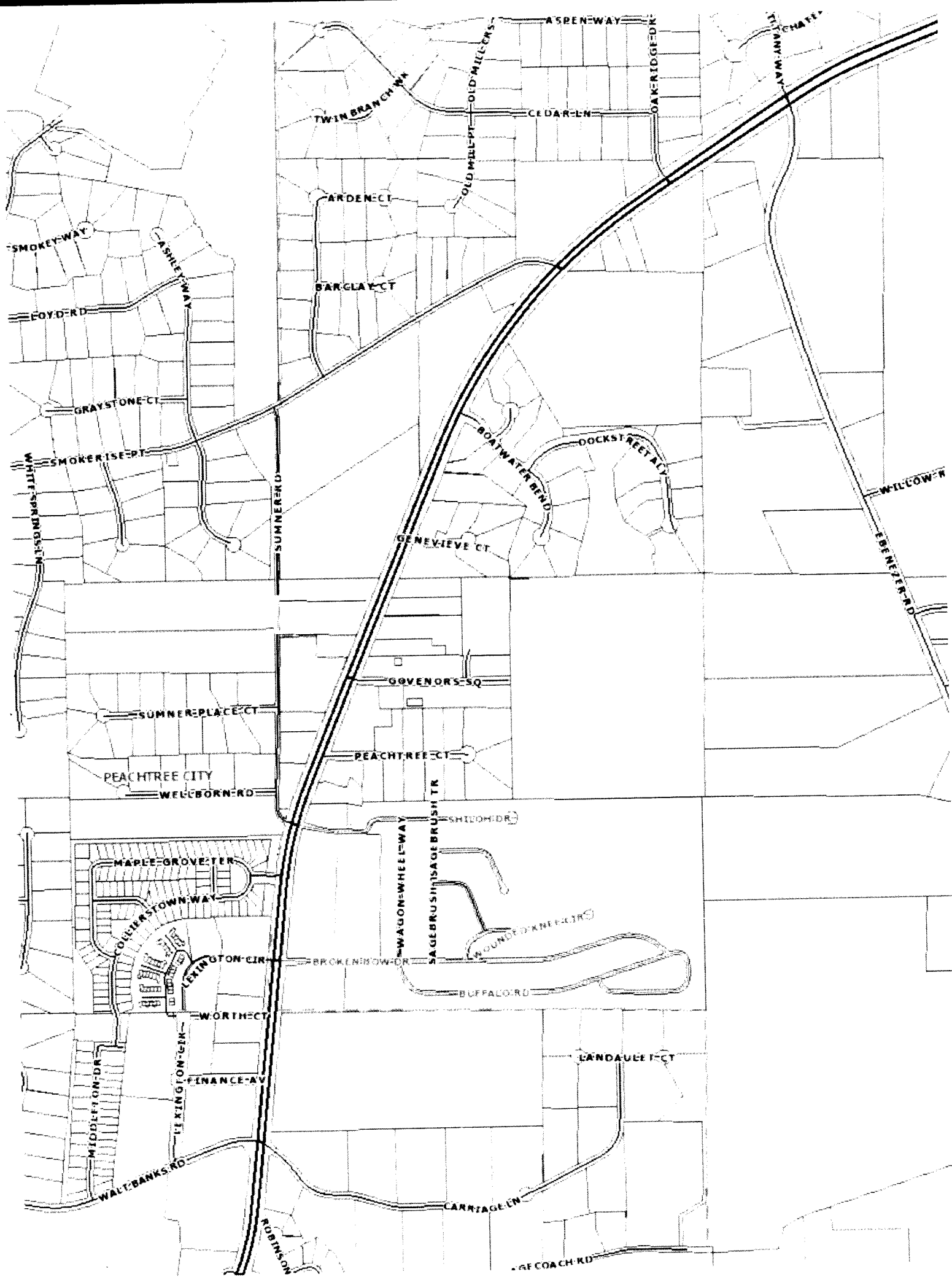
Private “Bus” parking space - 1

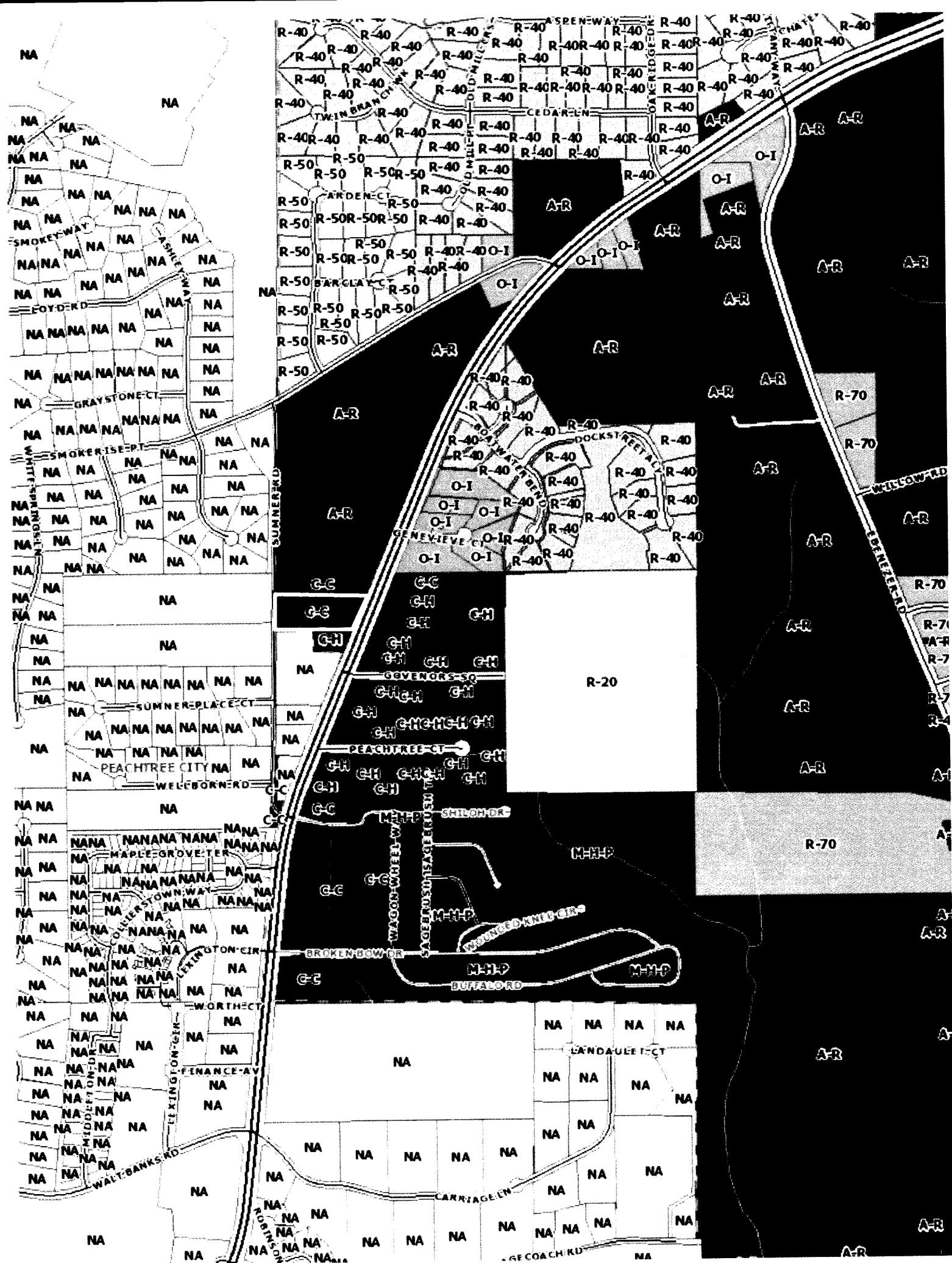
III. Relationship to Comprehensive Plan

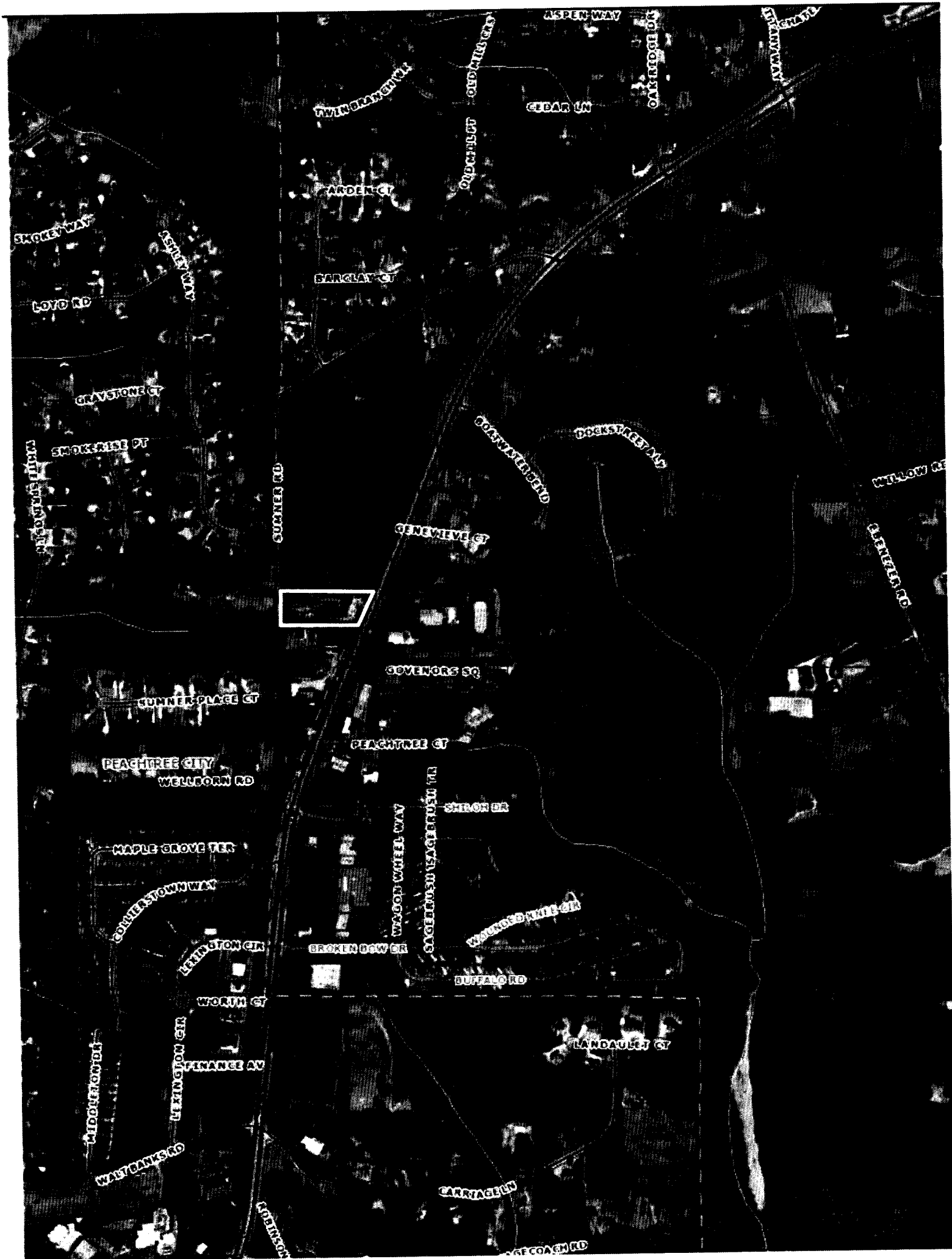
Provide a brief overview as to how the annexation request and proposed development may or may not be compatible with the established goals within the City's Comprehensive Plan:

- **Housing** - *No new development proposed. N/A*
- **Commercial** – *The City will gain a taxpayer and user of the already planned public sewer system being expanded upon by adjacent development – Peachtree Professional.*
- **Economic Development** - *We currently employ 32 employees and provide on-site services & housing for 49 seniors in need of care and safe housing.*
- **Transportation** – *The proposed annexation would not require any additional transportation, nor would we put a load on the City's existing transportation systems.*
- **Recreation** – *The proposed annexation is an existing senior housing development with its own self-supporting and on-site recreational programs, with no changes proposed as part of this application. As-is- such this will have no impact on the recreation programs of the City.*
- **Land Use** - *This proposed annexation is consistent with the long-range land use of the City.*
- **Natural Resources** – *There is no change from the existing construction planned. We maintain natural vegetation and landscaping consistent with the area.*
- **Community Service and Facilities** – *The proposed Annexation is for health and safety reasons due to a failing on-site Septic system, for which the engineer's report is attached. We have had preliminary discussions with Peachtree Professional (where Lift Station is being installed for access) and WASA for integration with Peachtree City water and sewer – and both will be available to us as soon as January 2015. We will need cooperation from property owner directly adjacent to us, to the south (Deed Book 1409 and 2059) – roughly 8 ‘-0” wide tract of land for easement reasons.*
- **Community Aesthetics** – *Will preserve and continue to enhance Peachtree City and Highway 54 West corridor.*

- **Planning** – *We understand concern not to allow access to Sumner Road and the continued interest of continuation of the cart path system accessibility. We do not believe we are affected by the cart path program, but will be considerate of suggestions as applicable.*









ATUR, GEORGIA 30032

LOT 69
FAYETTE COUNTY, GEORGIA
7TH DISTRICT

PACES
PACES
PACES

5335 OLD NATIONAL PARTNERSH
(DEED BOOK 1409, PAGE 509)
ZONED C-C

[illegible]

LEGAL DESCRIPTION

LEGAL DESCRIPTION

LOCATION MAP

4L PIPE

AL PIPE

SUMNER ROAD (40' R/W)

HOME LINE
SKING SPACE

HOME LINE
SKING SPACE

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

TO: Mayor and City Council

VIA: Dr. James Pennington, City Manager 

FROM: Ellece Brown, Director, Human Resources & Risk Management 
Paul Salvatore, Financial Services Director 

DATE: September 24, 2014

SUBJECT: **Consider Repeal and Adoption of Employee Job Classification and Compensation Plan and Consider Approval of Amendment to the FY 2015 Budget Resolution**
October 2, 2014, City Council Meeting

Recommendation

Staff recommends that:

1. Council repeal the 2000 Employee Job Classification and Compensation Plan and adopt the 2014 Employee Job Classification and Compensation Plan, Option B (unmodified), as presented by Condrey & Associates for implementation on Monday, October 20, 2014, with a pay date of November 6, 2014; and
2. Council approve an amendment to the FY 2015 budget resolution to provide the additional funding needed for implementation of the Plan B compensation plan.

Discussion

As Council is aware, the last City-wide job classification and compensation study was conducted in 2000. Since that time a number of positions have been reclassified, and the starting salaries and salary ranges for positions have been increased from time to time as directed by Council. However, there has been a recent period of four years when no increases or adjustments were made to the plan, and it has been five years since a merit increase based on performance was given to employees. Therefore, the compensation plan has not kept up with the market and inflation. Staff realized that there were problems with the current plan, both internally and externally, and that a new study was needed. The cost for a new study was included in the 2014 Budget, and in April 2014 per the City Manager's direction, the City awarded a contract to Condrey & Associates, Inc., to provide this study for the City. Since that time representatives from Condrey & Associates have completed the following:

1. Distributed a position questionnaire for completion to all City employees. The questionnaire covered major aspects of the employee's position, as well as the physical demands and work environment of the position.
2. Reviewed the information contained in the position questionnaires.
3. Interviewed approximately 70% of position incumbents individually (or in groups) and developed a classification recommendation for each position.
4. Evaluated each classification for grade assignment. In order to provide a reliable set of ratings, all positions were rated utilizing the Factor Evaluation System (FES).
5. Consulted published salary data for private and public sector jobs from the United States Department of Labor database and conducted a salary survey of selected organizations (total of 20) specifically for this study. In addition, Condrey & Associates also consulted published public safety salary data for Cherokee, Cobb, Douglas, and Gwinnett Counties.
6. Based on all collected data, developed three options (Plans A, B, and C) of a compensation plan for the City which are based on percentile of the market study.
7. Conducted a benefits survey of the same organizations specifically selected for this study.
8. Presented the results of the job classification and compensation study in a Council Workshop on September 16, 2014.
9. Prepared new job descriptions for City positions based on the Factor Evaluation System.

A report of the results of the Job Classification and Compensation Plan for the City of Peachtree City is attached for your review. The report contains the methodology, findings, recommendations, and implementation cost projections for Plans A, B, and C. The cost of implementation of each plan includes a cost for classification changes and a cost for equity adjustments based on years of service which will help in alleviating the compression that exists in the pay structure today. Staff recommends that Plan B (unmodified) be implemented at this time. Plan B is based on the 50th percentile of the study and is slightly above the average of the market. When the last pay study was conducted in 2000, staff recommended that Council consider approving the classification and compensation plan based on the 75th percentile. Given today's economy, staff is conservatively recommending Plan B. While this Plan does not resolve all of the problems that exist in the pay structure today, it does provide a new pay scale that is competitive in the relevant labor market, and it further professionalizes and strengthens the administrative infrastructure of the City.

In order to maintain this new compensation plan, Condrey & Associates recommends that the City budget for the following annual personnel cost adjustments:

- An increase linked to the Employment Cost Index which would raise every employee's salary and every pay range equally; and
- Step increases linked to employee performance.

In addition, Condrey & Associates recommends that when an employee is promoted to a new position, the employee should receive a minimum of 10% which will also address compression problems that exist between supervisors/managers and the staff they supervise.

Meetings have been conducted with each Division Director/Chief to discuss the results of the Condrey classification and compensation plan. The Directors/Chiefs have had the opportunity to review the classifications of all positions in their divisions. All Directors/Chiefs have expressed support of the plan and believe that Plan B will enable the City to recruit and retain the quality of employees needed to provide the high level of service expected by our residents.

Budget Impact

Since the General Fund budget already includes \$270,071 of funding towards the compensation plan, the FY 2015 budget impact of the new Employee Job Classification and Compensation Plan, Option B (unmodified), will be an additional estimated \$640,354 based on an implementation date of October 20, 2014. Additional funding needed for the compensation plan would be appropriated from cash reserves.

There would also be a combined impact of approximately \$25K, or less, for the Stormwater and Amphitheater enterprise funds. Funding would come from reserves and/or other contingencies within these two additional funds.

A JOB CLASSIFICATION AND
COMPENSATION PLAN
FOR THE CITY OF
PEACHTREE CITY, GEORGIA

September 2014

Condrey and Associates, Inc.
PO Box 7907
Athens, Georgia 30604-7907
www.condrey-consulting.com

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Introduction

At the request of the City of Peachtree City, Condrey and Associates, Inc. entered into a contract with the city for the development of a job classification and compensation plan.

The objectives of the study included:

1. Reviewing and revising the current classification system and pay plan for all city employees;
2. Collecting salary and benefits data; and
3. Producing a recommended pay plan based on job analysis, job evaluation, and wage survey data.

The process used to collect the necessary data and develop the classification and compensation plan consisted of several steps or phases. The first step involved the distribution of a position questionnaire to all city employees. The questionnaire covered major aspects of the employee's position as well as the physical demands and work environment of the position. After reviewing the information contained in the position questionnaires, Condrey and Associates interviewed employees individually and developed a classification recommendation for each position. Approximately 60% of full-time position incumbents were personally interviewed for the study. Our experience in interviewing the city's employees was a positive one. The city should take pride in its competent and professional workforce.

The next phase in the workplan involved evaluating each classification for grade assignment. In order to provide a reliable set of ratings, all positions were rated by Condrey and Associates utilizing the Factor Evaluation System (FES). An explanation of FES follows in another section of the report.

The project also involved consulting published salary data for private and public sector jobs from the United States Department of Labor database. Additionally, Condrey and Associates conducted a salary survey of selected organizations specifically for this study. The survey respondents are listed in Table I. In addition to the respondents listed in Table I, Condrey and Associates also consulted published public safety salary data for Cherokee, Cobb, Douglas and Gwinnett Counties. Appendix C displays the Salary Survey Summary. The Benefits Summary is presented in Appendix D.

Even after completion of these phases, it will be necessary to reevaluate positions based on a change in duties or on a refocused job description. It is the intention of Condrey and Associates to provide technical assistance in this process.

Table I
Salary Survey Respondents
City of Peachtree City Personnel Project

City of Alpharetta
City of College Park
City of Douglasville
City of Duluth
City of Dunwoody
City of East Point
City of Gainesville
City of Griffin
City of Johns Creek
City of Kennesaw
City of LaGrange
City of Newnan
City of Peachtree Corners
City of Roswell
City of Sandy Springs
City of Smyrna
City of Stockbridge
City of Woodstock
Coweta County
Fayette County

The Classification Plan

The system used to classify the jobs in the City of Peachtree City is an adapted version of the Factor Evaluation System (FES). FES is considered to be a state-of-the-art system in public human resource management.

FES is a point-factor-comparison evaluation system that uses nine factors for the evaluation of jobs: Knowledge Required by the Position, Supervisory Controls, Guidelines, Complexity, Scope and Effect, Personal Contacts, Purpose of Contacts, Physical Demands, and Work Environment. In order to adapt it to this setting, a tenth factor covering supervisory responsibility was added by Condrey and Associates. The factors are weighted (i.e., Knowledge Required by the Position "counts more" than Physical Demands). Each factor has several levels, and each level is assigned a specified number of points. The combined score on all the factors determines the total number of points for each position and its assignment to a grade in the classification plan. Appendix A depicts the grade level assigned all city positions. The assigned grade levels reflect a combination of data generated by FES, the salary surveys, and a review of organizational relationships within the government.

The Compensation Plan

The compensation plan developed for the city is based on an internal value system reflected in the classification plan and on a salary survey of comparable organizations to help assure an externally equitable and competitive pay system.

The pay plan consists of twenty-five grades. Tables II – A, B and C display the proposed salary scales. The salary range for each grade is approximately fifty percent. The range is deliberately broad so that problems associated with employees reaching the top of their pay range will be minimized.

In order to keep the proposed salary tables current, an annual market adjustment should be considered. This adjustment should be applied as an increase to the salary schedule and as a general percentage salary increase for all employees when market conditions dictate. This market adjustment should be made in addition to employee performance increases. Thus, the city may budget for two annual personnel cost adjustments: 1) an across-the-board increase which would raise every employee salary and every pay range equally when market conditions dictate, and 2) increases linked to employee performance.

Table II – A
Proposed Salary Scale
City of Peachtree City Personnel Project

Grade	Minimum	1 st Quartile	Mid-Point	3 rd Quartile	Maximum
1	20,749.21	23,342.86	25,936.52	28,530.17	31,123.82
2	21,799.64	24,524.60	27,249.55	29,974.51	32,699.46
3	22,903.25	25,766.15	28,629.06	31,491.97	34,354.87
4	24,062.72	27,070.57	30,078.41	33,086.25	36,094.09
5	25,280.90	28,441.01	31,601.13	34,761.24	37,921.35
6	26,560.75	29,880.84	33,200.93	36,521.03	39,841.12
7	27,905.38	31,393.56	34,881.73	38,369.90	41,858.08
8	29,318.09	32,982.86	36,647.62	40,312.38	43,977.14
9	30,802.32	34,652.61	38,502.90	42,353.19	46,203.48
10	32,361.69	36,406.90	40,452.11	44,497.32	48,542.53
11	34,000.00	38,250.00	42,500.00	46,750.00	51,000.00
12	35,721.25	40,186.41	44,651.56	49,116.72	53,581.88
13	37,529.64	42,220.84	46,912.05	51,603.25	56,294.46
14	39,429.58	44,358.27	49,286.97	54,215.67	59,144.36
15	41,425.70	46,603.91	51,782.12	56,960.34	62,138.55
16	43,522.87	48,963.23	54,403.59	59,843.95	65,284.31
17	45,726.22	51,442.00	57,157.78	62,873.55	68,589.33
18	48,041.11	54,046.25	60,051.39	66,056.53	72,061.66
19	50,473.19	56,782.34	63,091.49	69,400.64	75,709.79
20	53,028.40	59,656.95	66,285.50	72,914.05	79,542.59
21	58,533.43	65,850.11	73,166.78	80,483.46	87,800.14
22	64,609.95	72,686.20	80,762.44	88,838.68	96,914.93
23	71,317.30	80,231.96	89,146.62	98,061.28	106,975.95
24	78,720.95	88,561.07	98,401.19	108,241.31	118,081.43
25	86,893.20	97,754.85	108,616.50	119,478.15	130,339.80

Table II – B
Proposed Salary Scale
City of Peachtree City Personnel Project

Grade	Minimum	1 st Quartile	Mid-Point	3 rd Quartile	Maximum
1	20,138.94	22,656.31	25,173.68	27,691.04	30,208.41
2	21,158.48	23,803.28	26,448.09	29,092.90	31,737.71
3	22,229.62	25,008.33	27,787.03	30,565.73	33,344.43
4	23,355.00	26,274.37	29,193.75	32,113.12	35,032.50
5	24,537.34	27,604.51	30,671.68	33,738.85	36,806.02
6	25,779.55	29,001.99	32,224.43	35,446.88	38,669.32
7	27,084.64	30,470.22	33,855.80	37,241.38	40,626.96
8	28,455.80	32,012.77	35,569.75	39,126.72	42,683.69
9	29,896.37	33,633.42	37,370.46	41,107.51	44,844.56
10	31,409.88	35,336.11	39,262.34	43,188.58	47,114.81
11	33,000.00	37,125.00	41,250.00	45,375.00	49,500.00
12	34,670.63	39,004.45	43,338.28	47,672.11	52,005.94
13	36,425.83	40,979.05	45,532.28	50,085.51	54,638.74
14	38,269.88	43,053.62	47,837.35	52,621.09	57,404.82
15	40,207.30	45,233.21	50,259.12	55,285.03	60,310.94
16	42,242.79	47,523.14	52,803.49	58,083.84	63,364.18
17	44,381.33	49,929.00	55,476.66	61,024.33	66,572.00
18	46,628.14	52,456.65	58,285.17	64,113.69	69,942.20
19	48,988.69	55,112.27	61,235.86	67,359.44	73,483.03
20	51,468.74	57,902.33	64,335.92	70,769.51	77,203.11
21	56,811.86	63,913.34	71,014.82	78,116.30	85,217.78
22	62,709.66	70,548.37	78,387.07	86,225.78	94,064.49
23	69,219.73	77,872.20	86,524.66	95,177.13	103,829.59
24	76,405.63	85,956.33	95,507.04	105,057.74	114,608.45
25	84,337.52	94,879.71	105,421.90	115,964.09	126,506.28

Table II – C
Proposed Salary Scale
City of Peachtree City Personnel Project

Grade	Minimum	1 st Quartile	Mid-Point	3 rd Quartile	Maximum
1	19,528.67	21,969.75	24,410.84	26,851.92	29,293.01
2	20,517.31	23,081.97	25,646.64	28,211.30	30,775.96
3	21,556.00	24,250.50	26,945.00	29,639.50	32,334.00
4	22,647.27	25,478.18	28,309.09	31,140.00	33,970.91
5	23,793.79	26,768.01	29,742.24	32,716.46	35,690.68
6	24,998.35	28,123.14	31,247.94	34,372.73	37,497.52
7	26,263.89	29,546.88	32,829.86	36,112.85	39,395.84
8	27,593.50	31,042.69	34,491.87	37,941.06	41,390.25
9	28,990.42	32,614.22	36,238.03	39,861.83	43,485.63
10	30,458.06	34,265.32	38,072.58	41,879.83	45,687.09
11	32,000.00	36,000.00	40,000.00	44,000.00	48,000.00
12	33,620.00	37,822.50	42,025.00	46,227.50	50,430.00
13	35,322.01	39,737.26	44,152.52	48,567.77	52,983.02
14	37,110.19	41,748.96	46,387.74	51,026.51	55,665.28
15	38,988.89	43,862.50	48,736.12	53,609.73	58,483.34
16	40,962.71	46,083.04	51,203.38	56,323.72	61,444.06
17	43,036.44	48,416.00	53,795.55	59,175.11	64,554.66
18	45,215.16	50,867.06	56,518.95	62,170.85	67,822.74
19	47,504.18	53,442.20	59,380.22	65,318.25	71,256.27
20	49,909.08	56,147.71	62,386.35	68,624.98	74,863.62
21	55,090.28	61,976.57	68,862.86	75,749.14	82,635.43
22	60,809.37	68,410.54	76,011.71	83,612.88	91,214.05
23	67,122.16	75,512.43	83,902.70	92,292.97	100,683.24
24	74,090.31	83,351.60	92,612.89	101,874.17	111,135.46
25	81,781.84	92,004.57	102,227.30	112,450.03	122,672.76

Cost of Implementation

The following paragraph presents implementation plans for the city's consideration. The cost figures do not include benefit costs. Thus, the following cost figures do not represent the city's total personnel costs for these positions.

Table III depicts the cost to implement the new compensation plans. The annualized cost to implement classification changes necessitated by Plan A is \$587,440, or 4.88% of current payroll cost (approximately 106% of the relevant labor market for comparable organizations). The new plan places the city's pay scale slightly above the approximate mean of the labor market when compared to other similar organizations and should prove to be effective in attracting and retaining a quality workforce. Plan B's cost to implement is \$435,449, or 3.62% of payroll (approximately 103% of the relevant labor market for comparable organizations). Plan C's cost to implement is \$301,304, or 2.50% of payroll (approximately 100% of the relevant labor market for comparable organizations).

Condrey and Associates will be available to assist the City of Peachtree City in implementing any of the plans. Implementing the new plan will result in further pay compression (position salaries grouped closely together regardless of length or quality of service to the organization). To help ameliorate this problem, Condrey and Associates recommends that a one-time equity adjustment be applied to employee salaries as outlined in Table III. The cost of the equity adjustment is approximately 3.96% of adjusted payroll cost. An alternative equity adjustment is also presented; its cost is approximately 2.98% of adjusted payroll.

Table III
Cost of Implementation
City of Peachtree City Personnel Project

	Classification Changes¹	Equity Adjustment²	Total Implementation Cost
Plan A	\$587,440 (4.88%)	\$521,635 (4.13%)	\$1,109,075
Plan B	\$435,449 (3.62%)	\$498,195 (3.99%)	\$933,644
Plan C	\$301,304 (2.50%)	\$464,462 (3.76%)	\$765,766
Plan A Modified	\$587,440 (4.88%)	\$387,736 (3.07%)	\$975,176
Plan B Modified	\$435,449 (3.62%)	\$375,730 (3.01%)	\$811,179
Plan C Modified	\$301,304 (2.50%)	\$352,223 (2.85%)	\$653,527

¹ Increases are projected based on current payroll total of \$12,036,308. Excluded from this figure are salaries for elected officials and contract employees. The figures presented are exclusive of benefit costs.

² Figures presented are the estimated cost for equity adjustment increases. The calculations for Plans A, B and C are based on a maximum 2% increase for employees with 1-3 year(s) of service, a 4% increase for employees with 4-6 years of service and a 6% increase for employees with 7 or more years of service as of September 30, 2014. The calculations for Plans A, B and C Modified are based on a maximum 2% increase for employees with 1-3 year(s) of service and a 4% increase for employees with 4 or more years of service as of September 30, 2014.

Appendix A
Position/Grade Analysis by Department
City of Peachtree City Personnel Project

DEPT	POSITION	GRADE
AMP/1	CVB Director/Amphitheater Manager	23
AMP/2	Business Manager	18
AMP/3	Sales and Marketing Coordinator	14
CM/1	City Manager	UNCL
CM/2	Executive Assistant	16
CRT/1	Court Solicitor	22
CRT/2	Court Administrator	18
CRT/3	Senior Deputy Clerk	12
CRT/4	Deputy Clerk	10
FD/1	Fire Chief	25
FD/2	Assistant Fire Chief - Operations	23
FD/3	Assistant Fire Chief - Training	23
FD/4	Fire Marshal	23
FD/5	Operations Officer	21
FD/6	Training Officer	21
FD/7	Battalion Chief	21
FD/8	Assistant Fire Marshal	21
FD/9	Fire Lieutenant	18
FD/10	Firefighter - Paramedic	16
FD/11	Firefighter - Emergency Medical Technician	14
FD/12	Fire Administrative Coordinator	14
FD/13	Logistics Specialist	12
FD/14	Administrative Secretary	10
FIN/1	Financial Services Director	25
FIN/2	Assistant Finance Director	23
FIN/3	Accounting Manager	21
FIN/4	Accountant	17 ¹
FIN/5	Senior Accounting Specialist	14
FIN/6	Accounting Specialist	12

¹ May be designated "Senior Accountant" and placed at grade 19.

DEPT	POSITION	GRADE
HR/1	Director of Human Resources and Risk Manager	24
HR/2	Human Resources Analyst	17 ²
HR/3	Human Resources Coordinator	14
IT/1	IT Specialist	19
LIB/1	Library Administrator	24
LIB/2	Reference Librarian	19
LIB/3	Youth Services Librarian	19
LIB/4	Adult Services Librarian	19
LIB/5	Reference Specialist	12
LIB/6	Children's Specialist	12
LIB/7	Circulation Specialist	12
LIB/8	Library Assistant	9
PD/1	Chief of Police	25
PD/2	Assistant Police Chief	23
PD/3	Captain - Operations	21
PD/4	Police Lieutenant	20
PD/5	Police Sergeant	18
PD/6	Detective	16
PD/7	Police Corporal	16
PD/8	Police Officer	14
PD/9	Police Administrative Coordinator	14
PD/10	Code Enforcement Officer	12
PD/11	Evidence Technician	12
PD/12	Administrative Assistant	12
PD/13	Records Technician	10
PIO/1	Public Information Officer/City Clerk	19
PIO/2	Deputy City Clerk	14
PIO/3	Customer Service Representative	9
PL/1	Planning and Development Director	24
PL/2	Senior Planner	19
PL/3	Permit Specialist	14
PL/4	Administrative Assistant	12
PS/1	Public Services Director	25
PS/2	City Engineer	23
PS/3	Public Works Superintendent	21

² May be designated Senior and placed at grade 19.

DEPT	POSITION	GRADE
PS/4	Building and Grounds Manager	20
PS/5	Stormwater Manager	20
PS/6	Fleet Manager	20
PS/7	Civil Engineer	20
PS/8	Support Services Manager	18
PS/9	Building Maintenance Supervisor	17
PS/10	Stormwater System Inspector	17
PS/11	Shop Supervisor	17
PS/12	Cart Path Supervisor	17
PS/13	Street Supervisor	17
PS/14	Grounds Maintenance Supervisor	17
PS/15	Crew Leader - Streets	14
PS/16	Crew Leader - Cart Path	14
PS/17	Crew Leader - Stormwater	14
PS/18	Crew Leader - Building and Grounds	14
PS/19	Mechanic	14
PS/20	Heavy Equipment Operator	12
PS/21	Heavy Truck Driver	12
PS/22	Administrative Assistant	12
PS/23	Maintenance Technician III	12
PS/24	Maintenance Technician II	10
PS/25	Lead Sign Technician	10
PS/26	Staff Assistant - Engineering / Stormwater	10
PS/27	Maintenance Technician I	9
PS/28	Sign Technician	9
PUR/1	Purchasing Agent	21
PUR/2	Accounting Technician	12
REC/1	Recreation Administrator	23
REC/2	Recreation Programs Manager	21
REC/3	Facilities Coordinator	16
REC/4	Athletic Coordinator	16
REC/5	General Programs Coordinator	16
REC/6	Special Events and Marketing Coordinator	16
REC/7	Recreation Specialist	14
REC/8	Recreation Leader	13
REC/9	Customer Service Representative	10

Appendix B
Position/Grade Analysis by Grade
City of Peachtree City Personnel Project

DEPT	POSITION	GRADE
CM/1	City Manager	UNCL
PD/1	Chief of Police	25
FD/1	Fire Chief	25
PS/1	Public Services Director	25
FIN/1	Financial Services Director	25
HR/1	Director of Human Resources and Risk Manager	24
PL/1	Planning and Development Director	24
LIB/1	Library Administrator	24
FIN/2	Assistant Finance Director	23
FD/2	Assistant Fire Chief - Operations	23
FD/3	Assistant Fire Chief - Training	23
PD/2	Assistant Police Chief	23
PS/2	City Engineer	23
AMP/1	CVB Director/Amphitheater Manager	23
FD/4	Fire Marshal	23
REC/1	Recreation Administrator	23
CRT/1	Court Solicitor	22
FIN/3	Accounting Manager	21
FD/8	Assistant Fire Marshal	21
FD/7	Battalion Chief	21
PD/3	Captain - Operations	21
FD/5	Operations Officer	21
PS/3	Public Works Superintendent	21
PUR/1	Purchasing Agent	21
REC/2	Recreation Programs Manager	21
FD/6	Training Officer	21
PS/4	Building and Grounds Manager	20
PS/7	Civil Engineer	20
PS/6	Fleet Manager	20
PD/4	Police Lieutenant	20
PS/5	Stormwater Manager	20

DEPT	POSITION	GRADE
LIB/4	Adult Services Librarian	19
IT/1	IT Specialist	19
PIO/1	Public Information Officer/City Clerk	19
LIB/2	Reference Librarian	19
PL/2	Senior Planner	19
LIB/3	Youth Services Librarian	19
AMP/2	Business Manager	18
CRT/2	Court Administrator	18
FD/9	Fire Lieutenant	18
PD/5	Police Sergeant	18
PS/8	Support Services Manager	18
FIN/4	Accountant	17 ¹
PS/9	Building Maintenance Supervisor	17
PS/12	Cart Path Supervisor	17
PS/14	Grounds Maintenance Supervisor	17
HR/2	Human Resources Analyst	17 ²
PS/11	Shop Supervisor	17
PS/10	Stormwater System Inspector	17
PS/13	Street Supervisor	17
REC/4	Athletic Coordinator	16
PD/6	Detective	16
CM/2	Executive Assistant	16
REC/3	Facilities Coordinator	16
FD/10	Firefighter - Paramedic	16
REC/5	General Programs Coordinator	16
PD/7	Police Corporal	16
REC/6	Special Events and Marketing Coordinator	16
PS/18	Crew Leader - Building and Grounds	14
PS/16	Crew Leader - Cart Path	14
PS/17	Crew Leader - Stormwater	14
PS/15	Crew Leader - Streets	14
PIO/2	Deputy City Clerk	14
FD/12	Fire Administrative Coordinator	14
FD/11	Firefighter - Emergency Medical Technician	14
HR/3	Human Resources Coordinator	14

¹ May be designated "Senior Accountant" and placed at grade 19.

² May be designated Senior and placed at grade 19.

DEPT	POSITION	GRADE
PS/19	Mechanic	14
FIN/5	Senior Accounting Specialist	14
PL/3	Permit Specialist	14
PD/9	Police Administrative Coordinator	14
PD/8	Police Officer	14
REC/7	Recreation Specialist	14
AMP/3	Sales and Marketing Coordinator	14
REC/8	Recreation Leader	13
PUR/2	Accounting Technician	12
PD/12	Administrative Assistant	12
PL/4	Administrative Assistant	12
PS/22	Administrative Assistant	12
LIB/6	Children's Specialist	12
LIB/7	Circulation Specialist	12
PD/10	Code Enforcement Officer	12
PD/11	Evidence Technician	12
PS/20	Heavy Equipment Operator	12
PS/21	Heavy Truck Driver	12
FD/13	Logistics Specialist	12
PS/23	Maintenance Technician III	12
LIB/5	Reference Specialist	12
CRT/3	Senior Deputy Clerk	12
FIN/6	Accounting Specialist	12
FD/14	Administrative Secretary	10
REC/9	Customer Service Representative	10
CRT/4	Deputy Clerk	10
PS/25	Lead Sign Technician	10
PS/24	Maintenance Technician II	10
PD/13	Records Technician	10
PS/26	Staff Assistant - Engineering /Stormwater	10
PS/27	Maintenance Technician I	9
PIO/3	Customer Service Representative	9
LIB/8	Library Assistant	9
PS/28	Sign Technician	9

Appendix C						
Salary Survey Summary						
City of Peachtree City						
Position Title	Minimum Annual Rate Mean	Minimum Annual Rate Median	Maximum Annual Rate Mean	Maximum Annual Rate Median	Average Annual Rate Mean	Average Annual Rate Median
Accounting Manager	\$56,030	\$54,657	\$82,794	\$75,647	\$77,758	\$72,198
Administrative Assistant-Human Resources	\$33,337	\$32,240	\$46,913	\$46,345	\$36,618	\$35,230
Battalion Chief	\$56,460	\$54,409	\$82,131	\$81,614	\$74,406	\$68,869
Budget Analyst	\$42,938	\$44,534	\$67,473	\$67,336	\$50,536	\$49,196
Building and Grounds Maintenance Technician I	\$27,262	\$26,439	\$42,830	\$42,000	\$30,989	\$28,724
Building and Grounds Maintenance Technician III	\$32,232	\$30,893	\$50,486	\$49,162	\$38,952	\$35,017
Buildings Maintenance Supervisor	\$43,178	\$45,215	\$64,651	\$68,800	\$54,008	\$53,112
Chief Clerk, Municipal Court	\$52,737	\$45,748	\$69,595	\$71,133	\$59,696	\$55,371
City Engineer	\$61,218	\$62,057	\$90,669	\$94,426	\$76,949	\$77,903
City Manager	\$124,323	\$119,977	\$156,905	\$141,883	\$141,073	\$131,888
Code Enforcement Officer	\$33,500	\$33,620	\$51,733	\$51,156	\$40,752	\$39,595
Community Services Director	\$72,147	\$70,379	\$98,467	\$107,090	\$84,697	\$72,876
Crew Leader	\$30,868	\$30,975	\$48,186	\$47,485	\$37,587	\$38,107
Director-Human Resources and Risk Management	\$68,489	\$64,209	\$97,143	\$93,921	\$82,364	\$78,907
Financial Services Director	\$85,802	\$74,144	\$114,691	\$107,796	\$105,592	\$95,740
Fire Chief	\$77,897	\$70,941	\$117,743	\$113,292	\$101,227	\$100,000
Fire Lieutenant/Paramedic	\$45,103	\$46,547	\$65,189	\$66,903	\$57,057	\$59,193
Firefighter/EMT	\$35,035	\$35,809	\$51,263	\$50,580	\$38,622	\$39,614
Firefighter/Paramedic	\$38,942	\$40,583	\$56,356	\$56,305	\$46,481	\$46,695
Heavy Equipment Operator	\$28,775	\$29,149	\$44,908	\$43,430	\$33,637	\$34,116
Human Resources Analyst	\$44,124	\$47,504	\$63,785	\$62,827	\$52,404	\$49,819
Library Administrator	\$61,738	\$64,861	\$90,682	\$93,791	\$68,299	\$74,022
Mechanic	\$30,773	\$29,850	\$46,821	\$45,877	\$38,475	\$37,795
Payroll & Accounts Payable Specialist	\$36,000	\$34,180	\$56,760	\$50,917	\$44,202	\$43,036
Planning and Development Director	\$71,253	\$66,822	\$106,615	\$103,671	\$92,861	\$85,228
Police Captain	\$57,854	\$56,027	\$87,416	\$87,753	\$74,251	\$69,280
Police Chief	\$84,119	\$82,769	\$119,770	\$113,292	\$103,505	\$98,030
Police Corporal	\$40,059	\$40,445	\$60,314	\$60,668	\$49,195	\$48,095
Police Lieutenant	\$49,284	\$47,250	\$75,279	\$72,600	\$62,314	\$58,655
Police Officer (Certified)	\$37,249	\$37,875	\$56,805	\$56,701	\$43,331	\$44,377

Position Title	Minimum Annual Rate Mean	Minimum Annual Rate Median	Maximum Annual Rate Mean	Maximum Annual Rate Median	Average Annual Mean	Average Annual Median
Police Officer (Uncertified)	\$33,702	\$32,738	\$45,671	\$48,171	\$34,860	\$35,000
Police Sergeant	\$45,386	\$43,419	\$67,226	\$65,482	\$54,610	\$52,645
Police Staff Assistant	\$31,518	\$30,607	\$44,931	\$43,000	\$37,072	\$33,153
Public Services Director (Public Works Director)	\$79,131	\$77,449	\$115,017	\$116,174	\$100,860	\$94,768
Reference Librarian	\$39,169	\$37,653	\$59,084	\$56,479	\$46,359	\$46,359
Senior Deputy Court Clerk, Municipal Court	\$33,070	\$31,500	\$48,249	\$48,000	\$39,129	\$37,986
Senior Planner	\$46,488	\$46,235	\$73,328	\$73,481	\$55,542	\$54,371
Streets Supervisor	\$43,270	\$44,103	\$64,243	\$60,133	\$52,684	\$55,494
Technology Specialist	\$41,321	\$40,102	\$64,057	\$61,297	\$48,303	\$44,581
Youth Services Librarian	\$42,875	\$42,875	\$64,299	\$64,299	\$49,291	\$49,291

Appendix D Benefits Summary

Organization Size and Budget Questions

1. Total number of employees in your organization: Mean = 423; Median = 412 238 F/T= 67 P/T= 47 Seasonal
2. Do part-time employees receive health insurance benefits? Yes = 3 No = 14 No
 - A. If so, how many hours per week do they work to receive this benefit? 2 respondents report 30 hrs. N/A

Health Insurance Benefit Questions

3. Health Insurance Employee-Only base plan deductible: Mean = \$1,067; Median = \$750 \$200
 - A. Maximum out of pocket per year: Mean = \$1,946; Median = \$1,375 \$750 in network, \$1,500 out of network
 - B. Health Insurance Full-Family base plan deductible: Mean = \$2,533; Median = \$2250 \$600 maximum
 - C. Maximum out of pocket per year: Mean = \$4,350; Median = \$3,250 \$2,250 In network; \$4,500 out of network
 - D. Health Insurance base plans: co-pay for Primary Care doctor's visit: Mean = \$25; Median = \$25 \$10 in network; 30% co-ins after deductible out of network
 - E. Co-pay for specialist visit: Mean = \$35; Median = \$35 \$10 in network; 30% co-ins after deductible out of network
 - F. Co-pay for Urgent Care visit: Mean = \$77; Median = \$60 \$50 in network; 30% co-ins after deductible out of network
 - G. Co-pay for hospital visit: Mean = \$150; Median = \$150 15% co-ins after deductible in network; 30% co-ins after deductible out of network
 - H. Co-insurance for in-network services: Mean = \$29; Median = \$0 generally 15%
 - I. Co-insurance for out-of-network services: Mean = \$30; Median = \$0 generally 30%
4. Monthly **employee** only cost: Mean = \$53; Median = \$44 \$40
 - A. Employee and children cost: Mean = \$191; Median = \$150 \$100
 - B. Employee and spouse cost: Mean = \$190; Median = \$205 \$100
 - C. Full-family cost: Mean = \$284; Median = \$281 \$100
 - D. Monthly **employer** cost for employee only: Mean = \$394; Median = \$400 self-insured to first \$90,000 of claims in plan year for each covered person; billed \$208.19/month (admin and stop loss fee) for each covered employee (blended rate – same rate regardless of single or family coverage) – monthly equivalent employer cost for employee only = \$667.21
 - E. Employee and children cost: Mean = \$746; Median = \$724 \$1,267.70/month
 - F. Employee and spouse cost: Mean = \$702; Median = \$767 \$1,401.14/month
 - G. Full-family cost: Mean = \$1025; Median = \$1072 \$2,001.62/month

5. What is the co-pay for prescription drugs?
 - A. Generic: **Mean = \$12; Median = \$10** \$10
 - B. Preferred: **Mean = \$33; Median = \$35** \$30
 - C. Non-preferred: **Mean = \$52; Median = \$60** \$50

6. What is the co-pay for mail-order prescription drugs (90 day supply)?
 - A. Generic: **Mean = \$23; Median = \$25** \$10
 - B. Preferred: **Mean = \$70; Median = \$70** \$30
 - C. Non-preferred: **Mean = \$117; Median = \$120** \$50

7. Are your retirees covered by your health insurance plan? **Yes 7 No 10** Public Safety retirees have option to continue health insurance
 - A. If yes, what is the retiree cost per month? **Mean = \$105; Median = \$110** Based on COBRA rates, and sliding scale determined by length of service of public safety retiree

Dental Insurance Benefits Questions

8. Monthly employee only cost for dental: **Mean = \$17; Median = \$12** \$8.26
 - A. Monthly Family cost: **Mean = \$63; Median = \$48** \$73.34
 - B. Employee only plan deductible: **Mean = \$46; Median = \$50** \$100 lifetime deductible
 - C. Full-family plan deductible: **Mean = \$132; Median = \$150** \$300 lifetime deductible
 - D. Does your plan pay 100% for 6-month checkup/cleaning? **Yes 17 No 0** Yes

Vision Insurance Benefits Questions

9. Monthly employee only cost for vision: **Mean = \$5; Median = \$6** \$7.46
 - A. Monthly Family cost: **Mean = \$14; Median = \$16** \$19.59

Retirement Benefit Questions for Public Safety Employees (Fire & Police)

10. How many years continuous service to be vested in your retirement plan: **Mean = 7; Median = 10** 5

11. At what age is early retirement offered? **Mean = 55; Median = 55** 55 with 10 years credited service
as Police Officer or Firefighter with city of PTC, or upon attaining 25 years' service as Police Officer or Firefighter with city of PTC
 - A. What age is normal retirement? **Mean = 60; Median = 65** 65

12. For Public Safety employees, is there a reduction in benefits for early retirement? **Yes 14 No 3** No
 - A. If so, how much? **No Information provided**

13. Is your retirement calculated on the last 5 years of final salary? **Yes 7 No 10** Yes
 - A. If not, how is it calculated? **Varies; modal response is last 3 years of final salary**
 - B. Do employees contribute to the pension plan? **Yes 6 No 11** No
 - C. If so, how much per month? **Varies**

14. What is your formula for calculating retirement? **Varies** Final average earnings X 2% X credited service divided by 12 for monthly retirement amount
15. If your plan is a defined contribution plan, what is the employer's contribution? **Varies** N/A – plan is defined by benefit plan.
****In addition to defined benefit plan, PTC offers a defined contribution plan (457 plan) which employees may contribute to. PTC matches up to 2% of the employee's contributions.**

Retirement Benefit Questions for General Employees

16. How many years continuous service to be vested in your retirement plan: **Mean = 7; Median = 10** 5
17. At what age is early retirement offered? **Mean = 56; Median = 55** 55, with 10 years credited service
 A. What age is normal retirement? **Mean = 63; Median = 65** 65
18. Is your retirement calculated on the last 5 years of final salary? **Yes 7; No 10** Yes
 A. If not, how is it calculated? **Modal response is last 3 years of service**
 B. Do employees contribute to the pension plan? **Yes 8; No 9** No
 C. If so, how much per month? **Varies**
19. What is your formula for calculating retirement? [text] **Varies; factors from 1.5% to 3%** Final average earnings X 2% X credited service divided by 12 for monthly retirement amount
20. If your plan is a defined contribution plan, what is the employer's contribution? **Varies** N/A – plan is defined benefit plan
**** In addition to defined benefit plan, PTC offers a defined contribution plan (457 plan) which employees may contribute to. PTC matches up to 2% of the employee's contributions.**

Short-Term Disability

21. Do you provide short-term disability to your employees? **Yes 15; No 2** Yes
 A. If so, is it provided free to the employee? **Yes 13; No 4** No
 B. If it is not free to the employee, what is the employee's monthly charge? **Varies** Weekly earnings X 60% X .039
 C. If provided, what is the elimination period? **Mean = 16; Median = 7** 20 days

Long-Term Disability

22. Do you provide long-term disability to your employees? **Yes 15; No 2** Yes
 A. If so, is it provided free to the employee? **Yes 9; No 8** Yes
 B. If it is not free to the employee, what is the employee's monthly charge? **Varies** N/A
 C. If provided, what is the elimination period? **Varies. Range is from 90 days to 1 year** 180 days

Life Insurance

23. Do you provide life insurance to your employees? **Yes 17; No 0** Yes
 A. If so, is it provided free to the employee? **Yes 17; No 0** Yes

- B. How much life insurance do you provide for the employee? Range from \$10,000 to \$50,000;
Mean = \$31,250; Median = \$32,500 1 X annual salary to max of \$150,000

Flexible Spending Account (FSA)

24. Do you provide flexible spending accounts to your employees? Yes 14; No 3 Yes

Vacation Leave Time

25. How much vacation leave time do your employees accrue per year?

(Example: 1-5 years of service=10 days accrued per year; 160 hours maximum accrued/carryover

(1) years of service = (12) days accrued per year (163) maximum hours accrued/carryover

(5) years of service = (15) days accrued per year (181) maximum hours accrued/carryover

(15) years of service = (18) days accrued per year (197) maximum hours accrued/carryover

(20) years of service = (21) days accrued per year (212) maximum hours accrued/carryover

(0-1) year of service = (5) days accrued per year (40) maximum hours accrued/carryover

(1-4) years of service = (10) days accrued per year (100) maximum hours accrued/carryover

(4-9) years of service = (15) days accrued per year (150) maximum hours accrued/carryover

(9+) years of service = (20) days accrued per year (200) maximum hours accrued/carryover

26. Do your fire shift employees accrue different amounts of vacation leave time? Yes 14; No 2

A. Please explain: Varies

(0-1) year of service = (2) days accrued per year (48) maximum hours accrued/carryover

(1-4) years of service = (5) days accrued per year (150) maximum hours accrued/carryover

(4-9) years of service = (7) days accrued per year (210) maximum hours accrued/carryover

(9+) years of service = (10) days accrued per year (300) maximum hours accrued/carryover

Personal Days

27. Do your employees earn personal leave days per year? Yes 3; No 14 No

A. If so, how many days per year? Range is 1 to 4; Mean = 2 N/A

Sick Leave Time

28. How many sick leave hours do your employees accrue per year? Mean = 113; Median = 96 96

A. What is the maximum amount of sick leave hours they can accrue? Mean = 600; Median = 480
480 (hired before 7/1/12), 240 (hired after 7/1/12)

29. Do your fire shift employees accrue different amounts of sick leave hours? Yes 11; No 6 Yes

A. Please explain: Varies 130 hours per year, max: 720 (hired before 7-1-12); 360 (hired after 7/1/12)

30. Do you have a sick leave payout plan for your employees? Yes 9; No 8 Yes

A. If so, please explain (example: can pay out 75% over X number of hours accrued; will only pay out at retirement; will buy back 1 week per year; etc.) Varies Paid out upon death or retirement up to a maximum level as shown:

Up to 10 years of service: 240 hours (reg. f/t employees); 360 hours (fire shift employees)

15+ years of service: 360 hours (reg. f/t employees); 720 hours (fire shift employees)

Tuition Reimbursement Plan

31. Do you provide your employees with a tuition reimbursement plan? Yes 8; No 9 Yes

A. If so, please explain how it works: Varies Reimbursable expenses include tuition, registration and application fees, book, and other fees. Must be regular full-time employee with at least 6 months service and enrolled in degree program at accredited college/university, diploma program at certified technical school, or approved GED program. Also covers tuition to obtain commercial drivers license. Coursework must be job-related or relevant to position with city. Must successfully complete class with minimum grade of "C" (undergraduate) or "B" (graduate level) to receive reimbursement.

B. What is the maximum reimbursement per year? Mean = \$2,821; Median = \$3,000 \$1,500

C. Does it also include payment of books? Yes 6; No 11 Yes

Holidays

32. Total number of paid holidays your organization recognizes each year: Mean = 10; Median = 10 11

33. How many, if any, of these paid holidays are "floating holidays?" range is from 1-2; modal response is 0 2

Service Awards

34. Do you provide service awards to your employees? Yes 12; No 5 Yes

A. If so, please explain your program: Varies

2 years = service pin

5 years = service pin or \$50

10 years = service pin or \$75

15 years = service pin or \$100

20 years = service pin or \$150

25 years = engraved watch

30 years = \$300

35 years = \$350

40 years = \$400

Retirement Award/Gift

35. Do you provide a retirement gift to retiring employees? Yes 9; No 8 Yes

A. If so, please explain your program: Varies

Less than 14 years of service: \$100

15 – 19 years: \$200

20 – 24 years: \$300

25+ years: \$400

(Amounts shown are for value of gift – no cash or gift cards)