



Meeting Minutes
February 3, 2010 - 2:00 PM
Traffic Operations Conference Room, Franklin City Hall

Attendees:

David Parker, City of Franklin
Eric Stuckey, City of Franklin
Eric Gardner, City of Franklin
Mark Hilty, City of Franklin
Eugene LeBoeuf, Department of Civil and Environmental Engineering, Vanderbilt University
Bo Butler, SSR
Zack Daniel, CDM
Chris Provost, CDM
Milissa Reiersen, City of Franklin Communications Manager
Leeann Williams, CDM (by phone)
Kirk Westphal, CDM (by phone)
Jamie Lefkovitz, CDM (by phone)
Dan Rodrigo, CDM (by phone)

I. Regionalization definition

A component of the IWRP is regionalization; during the discussion at Workshop 1, two definitions of regionalization with respect to the IWRP emerged. As options and alternatives are developed to be analyzed, regionalization should be either:

1. Implemented where opportunities are recognized as viable, or
2. Included implicitly.

It was decided that, as an IWRP for Franklin, the alternatives would be developed to best meet the needs of Franklin for wastewater, reclaimed water, stormwater, and drinking water. In this sense, definition 1 is more appropriate, and therefore will be adopted. This was the definition that CDM felt the Steering Committee intended, but wanted to confirm it was correct.

II. Public forum, February 22nd

The format for the February 22nd Public Forum will consist of a 15-20 minute introductory presentation, followed by an open dialogue for questions and answers. Included in the presentation will be background on the IWRP process, identification of the Steering and Stakeholder Committees, a review of the progress to date and the current status, and a discussion on the role of the public. A large Stakeholder presence is desired at the Public Forum and all will be reminded of the event via email.



The Public Forum will be announced in the newspaper, and the website will be operating with relevant information to direct the public for further information. Mark Hilty will work on getting the website up and adding all pertinent data with the help of CDM staff. The Public Forum will be videoed and the video shown on the City information channel. CDM will develop the Public Forum press release and send it to David by close of business on Monday, Feb. 8, so it can be advertised in the paper.

The next Public Forum will follow the next Stakeholder Workshop, likely in May.

III. Forms and objectives sheet

The form for giving weight to the objectives was presented for discussion. The form is used by distributing 100 points among the 9 objectives—the column “what it considers” helps to define in more detail each objective. There was some discussion on whether to allow the objectives list to change or grow at this stage, particularly from Stakeholders not present at Workshop 1. The decision was made to allow further input, but to have a final deadline of March 5th for all submissions to be returned. The forms can then be analyzed and additional comments taken into consideration prior to the next Stakeholder Workshop. The form will be sent out the second week of February to all Stakeholder Committee members.

In addition, it was decided that it would be beneficial to have the Steering Committee members complete the objectives rating form as well. The rating form is included with these notes.

IV. Draft performance measures

Initial brainstorming of performance measures was held at Workshop 1. Following the workshop, these performance measures were categorized by objective. A draft of these was distributed to all Steering Committee members to be reviewed and will be discussed at the March Steering Committee meeting. The resulting revised performance measures will be discussed with the Steering Committee, revised based on the discussions at the meeting and finalized at the next Stakeholder Workshop on March 24th.

The next Steering Committee meeting will be March 3rd in the TOC from 2 – 3 p.m..