City of Franklin

109 3rd Ave S
Franklin, TN 37064
(615) 791-3217

Meeting Agenda

Budget & Finance Committee

Thursday, January 20, 2022	**3:00 PM**	**Board Room**

CALL TO ORDER

APPROVAL OF MINUTES

1. Consideration Of Approval Of Minutes Of The December 2, 2021 Budget & Finance Committee Meeting.

NEW BUSINESS

2. Consideration Of Resolution 2022-01, A Resolution Certifying Account Authorization For Fifth Third Bank For Ending Custody Services For Non-Pension Investments.

   Sponsors: Kristine Brock

3. Consideration Of Resolution 2022-02, A Resolution Certifying Account Authorization For US Bank For Starting Custody Services For Non-Pension Investments.

   Sponsors: Kristine Brock

4. Introduction To The City Of Franklin Budget Process.

   Sponsors: Kristine Brock, Michael Walters Young

5. Consideration Of Resolution 2021-188, A Resolution To Adopt Budget Goals For FY 2022-2023.

   Sponsors: Eric Stuckey, Michael Walters Young

6. Presentation Of The FY 2023 Revenue Model

   Sponsors: Kristine Brock, Michael Walters Young, Katherine Harelson

7. Monthly Reports For January 2022

   Sponsors: Margaret Wilson

8. Financial Report For 1st Quarter Of FY 2022

   Sponsors: Mike Lowe, Margaret Wilson

OTHER BUSINESS

ADJOURN

Anyone needing accommodations due to disabilities please contact the ADA Coordinator at 615-791-3277 at least 24 hours prior to the meeting.

HISTORIC
FRANKLIN
TENNESSEE

City of Franklin

109 3rd Ave S.
Franklin, TN 37064
(615) 791-3217

File #: 21-02261

DATE: January 3, 2022

TO: Budget & Finance Committee

FROM: Kristine Brock, Asst. City Administrator/CFO

SUBJECT:

Consideration Of Resolution 2022-01, A Resolution Certifying Account Authorization For Fifth Third Bank For Ending Custody Services For Non-Pension Investments.

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning concerning authorized signers for investment accounts and loans.

BACKGROUND/STAFF COMMENTS:

From time to time, financial institutions doing business with the City of Franklin request a formal certification that details which officials can conduct transactions on behalf of the City. Fifth Third, the City's current custodial bank, has requested an updated certification to transfer custodial assets in kind to US Bank, who will be the custodial bank until a new request for proposals. may be issued within the next two years.

The resolution updates Kristine R. Tallent to Kristine T. Brock, who is one of the 3 authorized officials.

FINANCIAL IMPACT:

There is no financial impact resulting from the Resolution.

RECOMMENDATION:

Staff recommends that Resolution 2020-01 be recommended for approval by the Board of Mayor and Aldermen

RESOLUTION 2022-01

A RESOLUTION CERTIFYING ACCOUNT AUTHORIZATION FOR FIFTH THIRD BANK

WHEREAS, the following officers were duly appointed to serve for their term of office or until their respective successor shall be elected or appointed and duly qualified:

Ken Moore, Mayor	615 791-3217
Eric S. Stuckey, City Administrator/Recorder	615 791-3217
Kristine T. Brock, Chief Financial Officer	615 791-3217

WHEREAS, the Board of Mayor and Aldermen believes it is in the best interest of the City of Franklin to certify account authorization for Fifth Third Bank.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF FRANKLIN, TENNESSEE, AS FOLLOWS:

The following resolutions were adopted and are now in full force and effect:

RESOLVED that Fifth Third Bank (the Bank) is hereby designated as a depository of the corporation and that an account for and on behalf of this corporation be revised or opened and operated in said Bank in the name of:

City of Franklin
Investments Account

RESOLVED that delivery to the Bank of funds, checks, drafts, or other property, with or without endorsement, and if endorsed in whatever manner effected, unless specifically restricted, shall be authority to said Bank to place the same to the credit of the corporation under terms set forth in the Bank's Depository Agreement and such credits may be withdrawn by check, draft, debit card or other order of withdrawal executed for the corporation by any two of the following persons:

AUTHORIZED SIGNERS FOR DEPOSIT ACCOUNT

Ken Moore, Mayor	615 791-3217
Eric S. Stuckey, City Administrator/Recorder	615 791-3217
Kristine T. Brock, Chief Financial Officer	615 791-3217

And the Bank shall be under no obligation to see or make inquiry as to the application of other funds so withdrawn, even though such withdrawal order may be payable to the agent to the corporation executing same and funds be withdrawn for unspecified use.

RESOLVED that the Bank is authorized to release account information to the following persons upon request or inquiry:

Michael Lowe, Comptroller	615-791-1457
Michael Walters Young, Budget/Innovation Manager	615-791-1457
Margaret Wilson, Financial Manager	615-791-1457

RESOLVED that the Bank is authorized to honor checks drafts, and other instruments on said account which bear or purport to bear the facsimile signature(s) appearing below and Bank is entitled to charge said account regardless of by whom or by what means to facsimile signature may be affixed if such signature resembles the following facsimile specimen hereby certified to the Bank

Ken Moore, Mayor	615 791-3217
Eric S. Stuckey, City Administrator/Recorder	615 791-3217
Kristine T. Brock, Chief Financial Officer	615 791-3217

RESOLVED that any two of the following officers of the corporation are jointly authorized at any time, until this authority shall be revoked by proper action of the corporation and officer notice thereof given in writing to the Bank, to rediscount with said Bank bills receivable of the corporation and to effect on behalf of the corporation a loan or loans from said Bank, and the signature so authorized on any note or notes, or renewal or extensions there of shall fully bind the corporation and the Bank shall be under no obligation to see or make inquiry as to the application of the proceeds, and such person or person so designated shall have authority to pledge or hypothecate any assets of the corporation as collateral to secure any such loans or extension or renewals thereof and the execute assignments or instruments proper to the transfer thereof.

Ken Moore, Mayor	615 791-3217
Eric S. Stuckey, City Administrator/Recorder	615 791-3217
Kristine T. Brock, Chief Financial Officer	615 791-3217

IT IS SO RESOLVED AND DONE on this ____ day of _______________, 20__.

ATTEST:

By:______________________________
Eric S. Stuckey
City Administrator

CITY OF FRANKLIN, TENNESSEE:

By:____________________________
Dr. Ken Moore
Mayor

Approved as to Form:

By: ______________________________
Shauna R. Billingsley
City Attorney

HISTORIC FRANKLIN TENNESSEE

City of Franklin

109 3rd Ave S.
Franklin, TN 37064
(615) 791-3217

File #: 21-02262

DATE: January 3, 2022

TO: Budget & Finance Committee

FROM: Kristine Brock, Asst. City Administrator/CFO

SUBJECT:

Consideration Of Resolution 2022-02, A Resolution Certifying Account Authorization For US Bank For Starting Custody Services For Non-Pension Investments.

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning authorized signers for investment accounts and loans.

BACKGROUND/STAFF COMMENTS:

From time to time, financial institutions doing business with the City of Franklin request a formal certification that details which officials can conduct transactions on behalf of the City. This resolution provides to US Bank the City's authorized officials as it becomes the City's custodial bank for non-pension assets until a new request for proposals is issued within the next two years.

FINANCIAL IMPACT:

There is no financial impact resulting from the Resolution.

RECOMMENDATION:

Staff recommends that Resolution 2020-02 be recommended for approval by the Board of Mayor and Aldermen

RESOLUTION 2022-02

A RESOLUTION CERTIFYING ACCOUNT AUTHORIZATION FOR US BANK

WHEREAS, the following officers were duly appointed to serve for their term of office or until their respective successor shall be elected or appointed and duly qualified:

Ken Moore, Mayor	615 791-3217
Eric S. Stuckey, City Administrator/Recorder	615 791-3217
Kristine T. Brock, Chief Financial Officer	615 791-3217

WHEREAS, the Board of Mayor and Aldermen believes it is in the best interest of the City of Franklin to certify account authorization for US Bank.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF FRANKLIN, TENNESSEE, AS FOLLOWS:

The following resolutions were adopted and are now in full force and effect:

RESOLVED that US Bank (the Bank) is hereby designated as a depository of the corporation and that an account for and on behalf of this corporation be revised or opened and operated in said Bank in the name of:

City of Franklin
Investments Account

RESOLVED that delivery to the Bank of funds, checks, drafts, or other property, with or without endorsement, and if endorsed in whatever manner effected, unless specifically restricted, shall be authority to said Bank to place the same to the credit of the corporation under terms set forth in the Bank's Depository Agreement and such credits may be withdrawn by check, draft, debit card or other order of withdrawal executed for the corporation by any two of the following persons:

AUTHORIZED SIGNERS FOR DEPOSIT ACCOUNT

Ken Moore, Mayor	615 791-3217
Eric S. Stuckey, City Administrator/Recorder	615 791-3217
Kristine T. Brock, Chief Financial Officer	615 791-3217

And the Bank shall be under no obligation to see or make inquiry as to the application of other funds so withdrawn, even though such withdrawal order may be payable to the agent to the corporation executing same and funds be withdrawn for unspecified use.

RESOLVED that the Bank is authorized to release account information to the following persons upon request or inquiry:

Michael Lowe, Comptroller	615-791-1457
Michael Walters Young, Budget/Innovation Manager	615-791-1457
Margaret Wilson, Financial Manager	615-791-1457

RESOLVED that the Bank is authorized to honor checks drafts, and other instruments on said account which bear or purport to bear the facsimile signature(s) appearing below and Bank is entitled to charge said account regardless of by whom or by what means to facsimile signature may be affixed if such signature resembles the following facsimile specimen hereby certified to the Bank

Ken Moore, Mayor	615 791-3217
Eric S. Stuckey, City Administrator/Recorder	615 791-3217
Kristine T. Brock, Chief Financial Officer	615 791-3217

RESOLVED that any two of the following officers of the corporation are jointly authorized at any time, until this authority shall be revoked by proper action of the corporation and officer notice thereof given in writing to the Bank, to rediscount with said Bank bills receivable of the corporation and to effect on behalf of the corporation a loan or loans from said Bank, and the signature so authorized on any note or notes, or renewal or extensions there of shall fully bind the corporation and the Bank shall be under no obligation to see or make inquiry as to the application of the proceeds, and such person or person so designated shall have authority to pledge or hypothecate any assets of the corporation as collateral to secure any such loans or extension or renewals thereof and the execute assignments or instruments proper to the transfer thereof.

Ken Moore, Mayor	615 791-3217
Eric S. Stuckey, City Administrator/Recorder	615 791-3217
Kristine T. Brock, Chief Financial Officer	615 791-3217

IT IS SO RESOLVED AND DONE on this ____ day of _______________, 20__.

ATTEST:

By:_______________________________
Eric S. Stuckey
City Administrator

CITY OF FRANKLIN, TENNESSEE:

By:_____________________________
Dr. Ken Moore
Mayor

Approved as to Form:

By: _______________________________
Shauna R. Billingsley
City Attorney

HISTORIC FRANKLIN TENNESSEE

City of Franklin

109 3rd Ave S.
Franklin, TN 37064
(615) 791-3217

File #: 21-02775

DATE: December 30, 2021

TO: Budget & Finance Committee

FROM: Kristine Brock, Asst. City Administrator/CFO
Michael Walters Young, Budget and Analytics Manager

SUBJECT:

Introduction To The City Of Franklin Budget Process.

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning how the budget process works in the City of Franklin.

BACKGROUND/STAFF COMMENTS:

The act and construction of an annual budget is one of the most important actions any decision-maiking body makes. For governments in particular, policymakers and elected officials who review and vote on an annual budget not only provide the resources necessary to fund services, but they express the values of the community which they serve by approving a budget. This presentation is designed to introduce - or re-introduce - how budgeting is done in Franklin and the responsibilities of both staff and Budget & Finance Committee members in ensuring the best possible product is produced for the citizens of Franklin.

FINANCIAL IMPACT:

There is no financial impact from this presentation, but obviously one from the subject matter of the presentation.

RECOMMENDATION:

Staff recommends that this presentation be acknowledged.

Introduction to Franklin's Budget Process

January 20, 2022
Budget and Finance Committee

Outline

- Budget – the Basics
- Focus of Franklin's Management
- Timeline
- Responsibilities of Staff
- Responsibilities of the Committee
- Summary

Budget - Basics

What is a budget?

Budget - Basics

A budget is a reflection of the values of an organization

***Single most important public policy document any level of government creates annually**

Budget - Basics

The Government Finance Officers Association defines that a budget should have four characteristics:

- **Policy Document**
- **Financial Plan**
- **Operations Guide**
- **Communications Device**

The Focus

Management	Community Development	Strong Financial Base
• Policy development and implementation • Budget process • High quality service levels • Department level key performance measurers • Benchmarking program • Capital Investment project oversight and delivery • Telling "Franklin's story" locally and beyond	• Desired location • High Development Standards • Educated workforce • Sites ready for development • Aggressive State incentives • Work with partners at State and Williamson County • Play "offense"	• Long-Term financial planning (revenue diversification) • Capital Investment plan process • Multi-year financial planning • Healthy reserve levels • Triple-A Bond rating from both Moody's and S&P. • Support changing service needs

FY 2023 Budget Calendar

Timeline

Date	Internal	External
October & November		
	Budget Materials Developed by Finance Staff	
December		
Thursday, December 2, 2021	Introduce Budget to Leadership Team	FY 2021 Audit presented to Budget & Finance
Week of December 6, 2021	Distribute materials to Departments	
January		
Friday, January 14, 2022	Department Requests Due	
Thursday, January 20, 2022		Budget Calendar, Budget Process 101, Budget Goals and Revenue Model presented to Budget &
Late January	Review of submissions with City Administrator	
February		
		Departmental Review @ Budget & Finance:
Thursday, February 10, 2022		Parks & Sanitation
Thursday, February 17, 2022		Police - Drug Fund - Fire
Late February	Review of submissions with City Administrator	
March		
		Departmental Review @ Budget & Finance:
Wednesday, March 9, 2022		Planning & Sustainability - Building & Neighborhood Services - CDBG
Thursday, March 10, 2022		Streets/Traffic/Fleet/Street Aid Fund - Stormwater Fund - Engineering/TOC
Late March	Review of submissions with City Administrator	

Timeline

FY 2023 Budget Calendar

Date	Internal	External
April		
		Departmental Review @ Budget & Finance:
Thursday, April 14, 2022		Elected Officials - Administration - Human Resources - Law - Communications - Finance - Purchasing - Project & Facilities Management - Revenue Management - IT - Court - Misc. General Fund Budgets
Thursday, April 21, 2022		Appropriations to Outside Agencies - Transit - Conference Center - Water Management Fund - Tourism & Development Funds - Capital Budget
Late April	Review of PER's by City Administrator, Senior Leadership Team; budget is brought into balance	
May		
Friday, May 6, 2022		Proposed Budget Distributed to Board of Mayor and Aldermen
Thursday, May 12, 2022		Proposed Budget presented to Budget & Finance Committee
Tuesday, May 24, 2022		First Reading of Budget & Tax Rate Ordinances (*Sanitation, Stormwater + Water Rates Ordinances, if necessary*)
No later than May 27, 2022		Budget Notice in Paper of Record
June		
Tuesday, June 14, 2022		Second Reading (Public Hearing)
Tuesday, June 28, 2022		Third & Final Reading
Friday, July 1, 2022		**New Fiscal Year**

Responsibilities of Staff

- Departments produce 2 budgets:
  - The first, a base or **'level-service'** budget demonstrated how much it will cost the City to provide the same level of service in FY 2023 that it does in FY 2022.
  - The second, identifies program enhancements – any new or additional staff, major expenses or small capital equipment, or new programs. All program enhancements are presented to the committee during the departmental hearings and summarized in an Appendix in the City Administrator's Recommended Budget in May.

Responsibilities of Staff

- A good departmental budget includes:

  - Mission Statement

  - Goals (Short-term objectives – next year) & Long-term Strategic initiatives

  - Narrative of accomplishments

  - Performance Measures

  - Staffing History

  - Departmental Organization Chart

  - Financial Numbers

Responsibilities of Staff

- Departmental Budgets also maintain full integration of ***Franklin****Forward* - the City's Strategic Plan and Performance Measures. These measures are organized in either Workload, Efficiency or Outcome Measures and are marked (where applicable) to the four themes of the strategic plan:

A Safe, Clean, and Livable City

Effective and Fiscally Sound City Government Providing High-quality Services

Quality Life Experiences

Sustainable Growth and Economic Prosperity

Responsibilities of Staff

- Departments present to Budget & Finance Committee in either February, March or April. This is their "moment in the sun" – a chance to directly tell the committee the needs and wants for their respective departments and/or operations.
- Budget staff and senior administration take all requests, all base budget needs and compare against available resources in late April and build a balanced, uniform budget recommendation which the City Administrator then submits to the Budget & Finance Committee and then the full Board of Mayor and Aldermen for approval prior to June 30th.
- Budgets will be monitored throughout and amended as necessary once the fiscal year begins. The process…never actually ends.

Responsibilities of Committee

- Receive monthly presentations from staff January-May on various aspects of the budget:
  - January: Goals, Overview, Revenue Estimates
  - February-April: Individual Departmental Request Hearings
  - May: Formal Budget Submission from City Administrator
- Review Base Budget, Program Enhancement and any supplemental presentation materials prior to the meetings.
- Be critical and ask questions! We pride ourselves on producing a good product, but we fundamentally also believe public resources should not be asked for unless a compelling, data-driven case has been made to do so.

Summary

- The budget process is the most important public process elected and appointed officials participate in annually.
- The City of Franklin believes in and practices an open and transparent process which empowers departments to ask for needed resources and innovative new solutions.
- Decisions are driven by data, but made for the benefit of our citizens and taxpayers.
- It takes all of us!

Questions?

City of Franklin Tennessee

HISTORIC
FRANKLIN
TENNESSEE

Fiscal Year 2023

Operating Budget Manual

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Table of Contents

City Administrator's Budget Direction

Excellence, Innovation, Teamwork, Integrity, Action-Oriented

City Team,

The past couple years have presented unique challenges to which our team has responded with resilience, resourcefulness, and dedication. As the year 2021 draws to a close, we begin our annual preparation of another kind of year – our fiscal year. Specifically, this manual provides direction for budget preparations for the upcoming Fiscal Year 2023. Overall, we have worked hard to create and maintain a City which provides the very best services in the most efficient manner possible. We have survived and even thrived during challenging times and we have built a culture where excellence, innovation, teamwork, integrity, and being action-oriented are more than just words; it is who we are. For this, I am thankful to the great people who serve the community and how we work together as a team to achieve great things every day for our citizens. The past two years have challenged us all in ways we could not have anticipated. As we respond, more elements of our work "return to normal" (or something close to it). Other aspects of our work will be forever changed. The FY2023 budget will play a vital role in charting our way forward. We will address challenges but will also be able to seize opportunities to build an even stronger community and City.

As you work your way through constructing your budget submissions, I encourage you to remember the four key elements we have highlighted in the "Stronger Franklin" discussion that helped shape the current budget:

- **Pandemic.** Identify the operational needs caused by the COVID-19 pandemic with a focus on continuing needs and evolving issues. Describe aspects that may need to be "restored in the budget" along with changes that may be necessary beyond the current situation.
- **People**. Identify the needs of our citizens and City team. Describe how we better meet the evolving needs of citizens and how do we support our City team in meeting these needs. Describe how we meet the needs of our City Team in this new environment. Also, identify ways our City team can better address issues related to diversity, equity, and inclusion.
- **Projects**. Identify how we continue to improve our delivery of priority projects that address both the desire to build and maintain a high quality of life and addresses the needs driven by growth in the community.
- **Possibilities**. Identify opportunities to build or strengthen our City's financial capacity. We need your assistance in updating our three to five-year financial outlook. As we build this

budget we also must look to the future by assessing the sustainability of current operations and the demands that we can project into the future.

I look forward to working with you all as we develop a FY2023 budget that will serve Franklin and its residents, businesses, and visitors well.

Thanks for all you do!

Eric S. Stuckey

Eric

Section I: Introduction

Priorities & Contacts for FY 2023

Fiscal Year 2023 will present similar challenges and opportunities for the City as we endeavor to do our best to provide our citizens and taxpayers the best municipal services possible in the most cost-efficient manner. In order to tackle the challenges of the next fiscal year and beyond, we will continue to use the basic structure and components from previous years. This includes items such as the overall calendar of budget events, the January review of a Revenue Model, the creation of Base Budgets and Program Enhancement Requests, and the integration of Franklin Forward (our Strategic Plan - http://performance.franklintn.gov). Please remember that **NO** Program Enhancements Requests will be accepted again without a theme assigned to each of them.

Although we have developed some degree of forecasting (asking you all to submit two years of forecasts in addition to your base budget requests and program enhancement requests), Finance staff has developed a long-range financial model capable of reviewing and forecasting out five-years into the future. This model is robust enough that projections can be made which demonstrate the medium and long-term impact of budget decisions made today.

How does this impact departments? Requests for new programs and positions will receive more scrutiny than ever before with this new model. We would ask you to once again consider submitting three to five year's worth of requests when submitting enhancements. Although resources may exist for budget modifications today, the advent of possible economic downturns may make that proposal less likely to be funded. This is why it will be more important than ever before that departments truly work to propose program enhancements which fit within the strategic initiatives and plans of the City as a whole.

Who to Call

Michael Walters Young will be budget team lead for this budget cycle. Angelique Franzoni and Katherine Harelson will be available to provide current year budget information as needed from Finance. Please feel free to call, write, text any questions you may have at anytime to:

Michael Walters Young
Budget & Strategic Innovation Manager
E-mail: michael.waltersyoung@franklintn.gov
Phone: 615.550.6687
Cell: 615.840.4448

Angelique Franzoni
Financial Analyst
E-mail: angelique.franzoni@franklintn.gov
Phone: 615.550.6714

Katherine Harelson
Management Fellow
E-mail: katherine.harelson@franklintn.gov
Phone: 615.550.6995

Remember, building a budget is a lot like building a dam – it takes a lot of time, hard work, determination, the right materials and planning. Yet it all comes down to a lot of faith and hope when the water is released for the first time. In this climate of fiscal improvement but global uncertainty, we all have to take care in preparing a budget because we want our product to be right the first time – both externally and internally. This process will be, as all are, fraught with success and troubles. Our hope is that together we can work through it and continue to refine a good system that makes this budget one which adequately serves the needs of staff and the citizens of Franklin.

Budget Preparation & Philosophy

In December & January, City staff outlines budget goals and a schedule for the upcoming fiscal year. During February, March and April, departments will meet and be interviewed by the Budget and Finance Committee. Normally budget goals are discussed with the Board's Budget and Finance Committee and department staff.

Budget officers recognize the need to maintain a strong financial position overall, consistent objectives with budget goals, a balance of revenue to expenditures, and long-term cost implications. We recognize that adoption of an annual budget establishes a short term (i.e., one year) fiscal plan. Short term fiscal decisions can have long term fiscal impacts. Each year in the Capital Investment Program (CIP) we seek to discuss and evaluate long term fiscal trends and then utilize that for short term spending and service level decisions during the annual budget process, recognizing the demands anticipated with continued growth projections. Decisions on new programs or services require the same consideration.

The City of Franklin is committed to efficient operations and ethical standards in all services provided to our citizens and visitors. In conjunction with the beginning of the budget preparation process, Department Directors are encouraged to emphasize our continuing commitment to operational excellence. While most focus and debate within the community centers on growth and development issues, the operations of City government have largely not been contentious. This is a tribute to the professionalism and commitment to excellence of our City staff.

The City has been able to maintain an outstanding level and quality of services delivered to the residents and businesses of this City. Results from benchmarking intitatives and studies show that Franklin residents receive an above average level of service. (Please note: these benchmarking results are included in the discussions of the participating departments). Just like in previous years, departments will update their integrated performance measurements within their annual operating budgets, all related to their service delivery efforts and sustainability initiatives.

Departments within the City participate in peer group studies and continue to review and adopt "best practices" that are recommended by the International City Managers Association, Government Finance Officers Association, American Public Works Association, American Planning Association, and other national and international organizations.

City of Franklin departments and staff have received annual awards and recognition. For example, here are only a few of the extremely positive recognitions to the City of Franklin in the past year:

- All-American City – 2020 by National League of Cities
- AAA Bond Rating by Moody's Investors Services and AAA by Standard & Poor's
- GFOA Award for Excellence and Financial Reporting (29th year)
- GFOA Distinguished Budget Presentation Award (12th year)
- Tennessee 3-Star Award for Community Economic Preparedness (15th year)
- Tree City USA (16th year)
- Hold Fire ISO Rating of 1 (Highest rating in the state)
- Platinum Certification in the TVA Sustainable Communities' Program (Highest)
- LEED Certified Silver Community (First in the Southeast)

Many facets of the community's daily life are impacted by municipal government. Whether it is maintaining the roads or drainage system, responding to an emergency, enforcing building and zoning codes, or providing a park for children to play in, the City of Franklin is directly involved in the quality of life for local citizens. The annual budget reflects the quality of life, development policies and service level priorities of the Board and the citizens of Franklin. It is important that we, the budget creators, do the same. Reflect on what we do, review our operations for efficiencies, and keep in mind who we serve and why.

Budgets will be finalized in late April, and the City Administrator will present a comprehensive Operating and Capital Budget request for submission in early May. The budget will be approved in accordance with T.C.A. in three successive meetings at the end of May and throughout June. The new fiscal year will start on July 1st.

FY 2023 Budget Calendar

Date	Internal	External
December		
Thursday, December 2, 2021	Introduce Budget to Leadership Team	
Week of December 6, 2021	Distribute materials to Departments	
January		
Friday, January 14, 2022	Department Requests Due	
Thursday, January 20, 2022		Budget Calendar, Budget Process 101, Budget Goals and Revenue Model presented to Budget & Finance
Late January	Review of submissions with City Administrator	
February		
Thursday, February 10, 2022		Departmental Review @ Budget & Finance: Police - Drug Fund - Fire - Sanitation Fund - Parks
Late February	Review of submissions with City Administrator	
March		
Thursday, March 10, 2022		Departmental Review @ Budget & Finance: Streets/Traffic/Fleet/Street Aid Fund - Engineering/TOC - Stormwater Fund - Water/ Wastewater/Reclaimed Funds - Planning & Sustainability - Building & Neighborhood Services - CDBG
Late March	Review of submissions with City Administrator	

Date	Internal	External
April		
Thursday, April 14, 2022		Departmental Review @ Budget & Finance: Elected Officials - Administration - Human Resources - Law - Communications - Finance - Purchasing - Project & Facilities Management - Revenue Management - Info. Tech. - Court - General Expenses - Transfers - Appropriations - Conference Center - Transit - Econ. Development - Hotel / Motel Tax Fund - City Facilities Tax Fund - County Facilities Tax Fund - Road Impact Fund - Debt Service Fund Capital Budget for FY 2023
Late April	Review of PER's by City Administrator, Senior Leadership Team; budget is brought into balance.	
May		
Friday, May 6, 2022		Proposed Budget Distributed to Board of Mayor and Aldermen
Thursday, May 12, 2022		Proposed Budget presented to Budget & Finance Committee
Tuesday, May 24, 2022		First Reading of Budget & Tax Rate Ordinances (Solid Waste + Water Rates Ordinances, if necessary)
No later than May 27, 2022		Budget Notice
June		
Tuesday, June 14, 2022		Second Reading (Public Hearing)
Tuesday, June 28, 2022		Third & Final Reading
Friday, July 1, 2022	**New Fiscal Year**	

Budget Goals

Setting target goals is vital to accomplishment of any plan. For a financial plan to succeed, targeted goals are vital in guiding policymakers and civil servants in ensuring city services are provided in the most effective manner possible. The FY 2023 Budget goals are provided herein showing both the type of goal but where (and if) the proposed goal ties into **Franklin*Forward***, the City of Franklin's Strategic Plan.

Financial Goals

	• Maintain and enhance the positive fiscal position of the City by adherence to financial management principles for public funds.
	• Continue to pursue options for revenue diversification among property taxes, sales taxes, fees, interest earnings, other income, and state shared revenues with expenditure growth reviewed annually in terms of population increases and desired public service levels.
	• Produce a structurally balanced budget with ongoing revenues meeting ongoing expenses.
	• Pursue additional revenue sources when and where appropriate.
	• Maintain reserve funds in compliance with the Board of Mayor and Aldermen’s adopted policy.
	• Maintain compliance with the City’s adopted debt policy and capital funding program.
	• Leverage local funds through the pursuit of grant opportunities.

Non-Financial Goals

	• Maintain and enhance services to citizens. Focus on the delivery of high-quality services to residents, businesses, and visitors.
	• Focus on the delivery of projects approved through the 10-year Capital Investment Program and supported by the Invest Franklin initiative
	• Focus on continued maintenance and improvement to the water and wastewater infrastructure by advancing rate-funded capital projects.

Non-Financial Goals

	• Develop, adopt, and implement programs and policies, which create and sustain a positive economic environment within the City of Franklin supporting job growth and private investment.
	• Promote the City as a preferred economic development location in cooperation with the State of Tennessee, Williamson County and other partners. Promote economic prosperity and enhance Franklin's competitive position.
	• Continue an emphasis on maintenance of facilities and equipment with replacement of the City’s fixed assets as necessary, which include equipment, infrastructure, and facilities.
	• Continue and further enhance our commitment to employee training and professional development, and thereby providing a positive work environment for teamwork, individual and department initiatives, productivity, and individual development.
	• Maintain and continue to enhance the compensation and benefit plan for employees within our financial capabilities; to retain and attract qualified and motivated employees in a highly competitive market.
	• Continue commitment to the vitality of the downtown area, historical areas, and neighborhoods throughout the city.
	• Support the sustainability efforts identified by staff and the City’s Sustainability Commission.

Specific Fiscal Year 2023 Initiatives

	• Work towards the development of incentives and strategies for affordable and workforce housing in the City of Franklin.
	• Support and connect the City’s operational efforts to long-term planning initiatives. These key planning efforts include the Board-adopted strategic plan Franklin*Forward* , the Integrated Water Resource Plan (IWRP), the Comprehensive Transportation Plan, the Park’s Master Plan, the Greenway/Open Space Plan, and the Envision Franklin land use plan.
	• Continue work on the City's growth management strategies focusing on targeted infrastructure enhancements. Support dialog with key stakeholders including Williamson County on growth patterns, infrastructure planning, and long term land use strategies. Actively engage in the update of the Countywide Growth Plan working with Williamson County and the other municipalities within the county.
	· Continue efforts to recruit qualified employees including efforts to diversify the workforce. Review the City's compensation plan to maintain the City's position as a highly competitive employer in the region. Complete and implement a comprehensive update of the City's compensation plan.
	• Continue to respond to community needs that arise from the evolving COVID-19 pandemic. Enact City policy and practices consistent with the best medical and scientific guidance related to the COVID-19.

Specific Fiscal Year 2023 Initiatives	
	• Continue to identify opportunities to expand and enhance the City's engagement with the public through various strategies and mediums.
	• Promote/market the City as a preferred economic development location in cooperation with the State of Tennessee, Williamson County and other partners.
	• Continue the City's participation and leadership in the statewide benchmarking program, the city-wide performance measurement program connecting measures to the Board's strategic plan, **Franklin*Forward***, and further development and build out of the City's Open Performance website - http://performance.franklintn.gov. Work with the Board to update the strategic plan.
	• Continue work toward additional long-term funding strategies for multi-modal and vehicular transportation needs in Franklin, Williamson County, and throughout the Middle Tennessee region.

Budget Components: *(a.k.a. What do I have to submit?)*

Each department will be asked to update and submit the following components:

1) Departmental Budget (in Excel – template provided) consisting of:
   - Budget Summary (to be created once you have entered information into Forecaster)
   - Mission Statement
   - COVID-19 Response & Impact
   - Narrative
   - Goals for upcoming year
   - Performance Measures
   - Organization Chart
   - Staffing by Position
   - Financial Summary (to be created once you have entered information into Forecaster)
   - Financial Line-item Explanations
2) In Forecaster,
   - Estimated EOY Budget for FY 2022 – EXPENSES ONLY (this will be blank)
   - Proposed Base Budget for FY 2023 (this will be filled in with last year's estimate for your convience. ***Please revise***.)
3) Estimated Budgets for FY 2024 & 2025 (2024 will be filed in with last years estimates again for your convience. ***Please revise.*** 2025 will be blank, as it has not been forecast before).
4) PowerPoint (template provided) summarizing your budget request(s)
5) Program Enhancement Requests (if you have any) for any item which is above and beyond your current level of service. (These will be input in Forecaster by Finance once submitted to us).

To the fullest extent possible, please review all columns and categories contained in all spreadsheets and update them as necessary.

These separate components are designed to provide an organized structure to your departmental budget requests. When put together, you will prepare **one budget** with a set of add-ons:

1) A **Level-Service budget*****: A FY 2023 budget where you provide the same level of service and positions as in FY 2021, accounting for fixed cost increases (i.e. contractual services, consumable increases, etc.)

****Please note: when preparing your level-service budget, keep in mind the following:*

- *Remove one-time expense items from your budget proposal – only include recurring costs. For example, if you had money appropriated for a one-time project, (boiler replacement, server replacement, and chaise lounge) take it out of your level-service budget. Recurring costs, (including maintenance) should be kept in.*

- *DO NOT INCLUDE restorations in your level-services budget! Please utilize the Program Enhancement Requests (detailed in Section 4) to state the case for limited restorations in your narrative. ONLY include what you are currently providing.*

2) **Program Enhancement Requests**: What you need to achieve the job you believe you should be performing. Detailed in Section 4, Program Enhancement Request Forms are for those programs, personnel, supplies, equipment or capital requests which are currently not appropriated in FY 2022. Our goal for FY 2023 is to delineate the level of resources you need to do what you currently do vs. what you need/desire in the ensuing fiscal year.

All budget materials & components will be tabulated and provided publicly to the Budget & Finance Committee, just like in years past. Departments will be able to present their desired budget requests, the major difference is how they are presented – level-service (or base) and enhancement.

Amendments to the proposed budget may be made during the budget hearings and included in the approved budget at the second or third reading. Once the budget is approved, any budget amendments between funds are required according to Charter to have two (2) readings (the second being a public hearing) before the Board of Mayor and Aldermen. Any department, that exceeds its legally adopted budgetary amount over $25,000 will be required to have budget amendments or approved by the Board to cover the actual expenditures. If under $25,000, the City Administrator has administrative authority to amend.

Budgeted Funds

The City adheres to the requirements of state law in its annual budgeting by adopting an annual appropriated budget for its general and special revenue funds. (Detailed description of those laws can be found in Section 5 of this manual). In Tennessee, it is a requirement that the budget approved by the Board of Mayor and Aldermen be balanced. This means planned expenditures equal anticipated revenues. Fund revenues and expenditures are budgeted using modified accrual where expenditures are recognized when incurred and payment is due, and revenues are recognized when they are measurable and available (generally collected within 60 days). This is the same basis as used in the City's audited financial statements.

In addition to the General Fund (the City's primary operating fund), the City has various separate special revenue funds and a capital projects fund that are restricted as to how the revenues can be used. These special funds are detailed below. It should be emphasized that these funds, except for the Sanitation & Environmental Services and Stormwater funds, do not include any personnel costs.

Street Aid Fund - Special Revenue fund for the accounting of the portion of State gasoline tax that is shared with cities, based on population. State law requires that these funds be used for the maintenance of streets.

Sanitation & Environmental Services Fund – Special Revenue fund for the accounting of fees collected in the collection and disposal of residential and commercial garbage.

Stormwater Fund – Special Revenue fund for the accounting of fees collected for the purpose of preventive maintenance of drainage areas, as well as remediation of circumstances that cause flooding and pollution.

Road Impact Fee Fund – Special Revenue fund for the accounting of expenditures in accordance with City Ordinance 88-13 on the proceeds of road impact fees from new development.

City Facilities Tax Fund – Special Revenue fund for the accounting of fees collected for the expenditures specified in City Ordinance 88-12, which assesses a privilege tax on the business of development.

County Facilities Tax Fund – Special Revenue fund for the accounting of fees collected as the City's share of the County's Adequate School Facilities Tax. 30% of the proceeds are distributed to incorporated cities within the county, and another 30% is divided pro rata among the incorporated cities based on population in the last decennial census. The City began collecting a share of the County Facilities Tax in FY 2012. Prior to now monies collected had been deposited within the Capital Projects Fund. Funds are to be used for the purpose of providing public facilities.

Drug Fund – Special Revenue fund for the accounting of drug fines collected for the purpose of furthering drug investigations.

Hotel/Motel Tax Fund – Special Revenue fund for the accounting of hotel/motel taxes collected for the purpose of retiring the City debt on the City /County Conference Center and for purchase and development of park property intended to promote tourism.

Transit System Fund – Special Revenue fund for the accounting of activities of the City's mass transit system.

Community Development Block Grant (CDBG) Fund – Special Revenue fund for the accounting of federal CDBG grant monies and their expenditures.

Debt Service Fund – Used to account for resources set aside to fund debt service and the actual principal and interest payments made.

Water and Wastewater Fund – Proprietary Fund for the accounting of user charges and fees and expenses of the operations of the City's Water, Wastewater, and Reclaimed Water system. This fund also is included in the City's audited financial statements.

In Lieu of Parkland Fund – Special Revenue Fund for the accounting of contributions made by developments for the future development of park space.

The City has one (1) additional funds that are not included in this budget document:

Capital Projects Fund – Capital Projects Fund (also called Multi-Purpose Capital Projects Fund) for the accounting of bond proceeds and expenditures in conjunction with long range capital projects. Although not required to be budgeted by state law, this fund is included in the City's audited financial statements.

Section 2: Budget Guidance

Section 2: Budget Guidance

The purpose of this summary and the following sections on personnel, operations, and capital is to describe significant items that will effect the development of the Fiscal Year 2023 budget.

Overall Guidance

Economic Indicators & Rate Information

Please utilize the following factors for your forecasts.

Inflation FY 2023 (current rate - Bureau of Labor Statistics – SE Region):	5.5%
Inflation in outyears (FY 2024-2025)	2.5%
Overall revenue growth factor:	TBD
Local Sales Tax Growth rate:	TBD
City population growth:	2.0-3.0%

Re-appropriations

Technically…there is *no such thing as a "re-appropriation."*

If you intend on carrying any purchase orders or contracts into fiscal year 2023, please estimate the amount of services or purchases that may not be delivered by June 30, 2022 in the 2023 budget under the appropriate budget code. Remember that carryovers are not expressly allowed currently in the City of Franklin. If you have a contract which has funding requirements that overlap fiscal years, you must ensure there is sufficient budget allocated to meet that need.

Personnel Guidance

Departments receive detailed master staffing sheets from Budget (via Angelique monthly). We ask as part of the budget process you refer to this list if you have any personnel questions. Unlike previous years, there is no request from budget to review your detailed personnel staffing sheets as this process is now done at least quarterly.

What is asked is that you look at your organizational chart and staffing by position tables for accuracy. And if you have a position in **GRAY** – authorized but unfunded positions in FY 2022 as a result of necessary pandemic reductions – you need to review the position with your team and notify Michael via your return submission e-mail of materials if you wish a position(s) to be restored. Eric will take under advisement any requests for restorations of authorized positions in the 2023 budget during departmental budget review meetings – *but ONLY if you have requested the position to be restored.*

If a request has the potential of a pay grade change, *the position must be submitted to HR for evaluation*.

All NEW requests for personnel must be completed by filling out a Program Enhancement Request form (See Section 4 of the manual)

Personnel Costs: Personnel salaries and benefits will be calculated by Finance based on the proposed positions in each department**. You do not need to do anything.**

Salary Increases: An estimate for pay increases in 2023 has not yet been determined.

Benefit Changes: Anticipated changes in the medical and dental rates have not yet been determined for 2022, but a place holder of a 10% increase is being reserved at this time.

Reclassifications: ***ALL requests for reclassifications should occur through the filling out of a Program Enhancement Request form.*** Human Resources will then review the potential reclassifications and provide guidance as to how the request should proceed.

DO NOT WORRY ABOUT: Personnel costs, other than verifying your existing staffing. The “81000” (81110-81999) series of accounts will be calculated by Finance & Human Resources.

Operations Guidance

Most operations amounts for Estimated Actual (or EOY) 2022 and Base Budget 2023 can be entered directly by departments into Forecaster. As a general rule, however, Est. 2022 is 4 times YTD 2022, and Base Budget 2023 is the 2022 Budget times the various adjustments and inflationary factors provided on the ensuing pages.

DO NOT WORRY ABOUT: Insurance costs. The “85000” (85110-85129) series of accounts will be calculated by Finance & Human Resources.

Postage:

Item Description	FY 2022 Budget Projection
Rate per piece for outgoing first class letter up to 1 ounce, charged by The UPS Store Cool Springs (rate includes postage, metering and courier services; contact Purchasing Office for other rates for outbound mail processed by The UPS Store Cool Springs)	$0.85 per piece

Mileage:

Business mileage using a personal vehicle will be 58 cents, (the 2019 IRS rate. Please note this is a placeholder – actual IRS mileage rates have not been set yet.) Wherever possible, a pool vehicle should be used in lieu of personal vehicles.

Rental Cars/Trucks:

Remember, an arrangement has been made between the State and all municipalities allowing Cities to rent cars at a favorable rate from Enterprise Rental Car. Contact Brian Wilcox (x 6614) if you have questions. Budget under code 85260.

Software:

Please contact Information Technology for software replacement needs and pricing. Please remember, ***NO software*** *should be purchased or implemented without the review of the Information Technology department first.*

Fuel:

Item Description		FY 2023 Budget Estimate
Fleet fuel* (estimated from average pricing paid supplier during twelve months ending November 11, 2021 and price at the pump) (for recent quantities purchased by month by department, contact the Purchasing Office)	**Unleaded regular (E-10)**	**$1.9315 per gallon**
	Diesel	**$2.0512 per gallon**

Utility Estimates:

Water Purchased for Resale:	Average 1.5% increase
Water:	3%.
Wastewater	3.5%.
Reclaimed	0%.
Natural Gas	5%.
Electric	5%.
Solid Waste	7.5%
Stormwater	5%.

Equipment Guidance

The budget estimates for equipment are based on features that are typically purchased by the City of Franklin. Adjustments and allowances should be made for additional features desired.

Purchasing Guidelines for FY 2023

November 12, 2021

TO: Department Heads

FROM: Purchasing Office

SUBJECT: Budget projections for FY 2023

For your use in preparing budgets for fiscal year 2023, the Purchasing Office is providing the attached budget projections of unit pricing for certain purchases. Purchasing acknowledges and appreciates the assistance of the IT Department for most of the technology-related projections.

Please note that, except as otherwise noted, the budget projections for equipment are based on features that are typically purchased by the City of Franklin. Adjustments and allowances should be made for additional features desired.

Please recall that the City's Purchasing Policy (which applies other than for design or construction of new infrastructure and facilities) requires:

- Departments are to use pricing established pursuant to City procurement awards or Tennessee statewide contracts if and as available.

- Purchasing learns from time to time of suppliers, especially of vehicles and equipment, that have already processed orders by the City even before Purchasing has an approved requisition. It is certainly possible the vendor is doing so at its own initiative in which case it is at their own risk but, consider this: if the order is being processed by the vendor at the request of a department before Purchasing has an approved requisition, then it could become confusing if they later receive a City purchase order, and potentially ugly if the requisition is ultimately not approved. So, best practice is for departments not to place an order for any non-emergency purchase valued at or greater than $10,000 until after the requisition for that purchase has been approved. (For orders for emergency purchases valued at or greater than $10,000, the requisition may be completed within ten (10) calendar days after placing the order.)

- Only the mayor and the city administrator are authorized to execute contracts on behalf of the City.

Please let Purchasing know if you have any questions or need any additional information. Thank you.

<table>
<tr><th colspan="3">Item Description</th><th>FY 2023 Budget Projection</th></tr>
<tr><td rowspan="2">Cisco IP Telephone</td><td colspan="2">4-line desktop phone</td><td>$410 per unit</td></tr>
<tr><td colspan="2">Sidecar
(adds multiple lines)</td><td>$312.10 per unit</td></tr>
<tr><td rowspan="3">Commercial-grade desktop computer</td><td colspan="2">Dell Micro w/ Solid State Hard Drive</td><td>$940 per unit</td></tr>
<tr><td colspan="2">External DVD Drive (optional)</td><td>$30 per unit</td></tr>
<tr><td colspan="2">22-inch monitor</td><td>$215 per unit</td></tr>
<tr><td rowspan="9">Commercial-grade laptop computer
(for those who are due for replacement of their desktop and also have need for a laptop, IT recommends replacing their desktop with a laptop/docking station combo)</td><td colspan="2">Dell Standard Laptop (14-inch non-touchscreen)</td><td>$1,300 per unit</td></tr>
<tr><td colspan="2">Microsoft Surface Tablet</td><td>$1,100 per unit</td></tr>
<tr><td colspan="2">Microsoft Surface Tablet with Verizon Internet</td><td>$1,250 per unit</td></tr>
<tr><td colspan="2">docking station (for either of the above laptop / tablet models)</td><td>$250 per unit</td></tr>
<tr><td rowspan="4">Laptop / Tablet Accessories</td><td>Wireless keyboard</td><td>$50 per unit</td></tr>
<tr><td>Wireless Mouse</td><td>$50 per unit</td></tr>
<tr><td>Surface Tablet Keyboard</td><td>$100 per unit</td></tr>
<tr><td>Surface Tablet Pen</td><td>$100 per unit</td></tr>
<tr><td colspan="2">Ruggedized Laptop
(for in-the-field mobile use)</td><td>$4,500 per unit</td></tr>
<tr><td colspan="3">Fax machine</td><td>Do not buy; do not replace.
Inbound faxes may be routed to one or more network printers and/or Microsoft Outlook Inboxes. Outbound faxes may be sent via Microsoft Outlook. Contact IT for more information.</td></tr>
<tr><td colspan="3">Printer</td><td>Please contact IT. Although inkjet tabletop printers and commercial-grade laser printers are relatively inexpensive to purchase, they are extremely expensive per page to use. They should be purchased only if absolutely necessary, such as (in the case of laser printers) for print jobs that require a dedicated printer, and then they should be used only for the print jobs for which they were purchased, or for small print jobs of a very few pages or less. Other print jobs should be sent to a commercial-grade multi-function copier / scanner / printer that is connected to the network.</td></tr>
</table>

<table>
<tr><th colspan="2">Item Description</th><th colspan="5">FY 2023 Budget Projection</th></tr>
<tr><td rowspan="16">Commercial-grade multi-function copier / scanner / printer
(PPM = pages per minute)
(+$PP = additional cost per page for toner and service)</td><td></td><td>Speed (PPM)</td><td>Monthly Volume</td><td>Budget Price</td><td>+$PP B&W</td><td>+$PP Color</td></tr>
<tr><td rowspan="7">color / black & white</td><td>35ppm A4 (No 11 x 17)</td><td>250-500</td><td>$2,500</td><td>$0.0110</td><td>$0.0590</td></tr>
<tr><td>30</td><td>4-5K</td><td>$6,500</td><td>$0.0100</td><td>$0.0570</td></tr>
<tr><td>35</td><td>5-7K</td><td>$8,000</td><td>$0.0097</td><td>$0.0550</td></tr>
<tr><td>45</td><td>5-10K</td><td>$10,000</td><td>$0.0077</td><td>$0.0490</td></tr>
<tr><td>55</td><td>10-15K</td><td>$13,000</td><td>$0.0075</td><td>$0.0470</td></tr>
<tr><td>65</td><td>10-20K</td><td>$15,000</td><td>$0.0069</td><td>$0.0440</td></tr>
<tr><td>70+</td><td>30-100K</td><td>$25-$50K</td><td>$0.0061</td><td>$0.0414</td></tr>
<tr><td rowspan="8">black & white only</td><td>40ppm A4 (No 11 x 17)</td><td>250-1000</td><td>$2,000</td><td>$0.019</td><td>n/a</td></tr>
<tr><td>30</td><td>2-5K</td><td>$4,000</td><td>$0.0110</td><td>n/a</td></tr>
<tr><td>35</td><td>5-7K</td><td>$5,000</td><td>$0.0086</td><td>n/a</td></tr>
<tr><td>45</td><td>7-9K</td><td>$7,000</td><td>$0.0083</td><td>n/a</td></tr>
<tr><td>55</td><td>9-11K</td><td>$10,000</td><td>$0.0081</td><td>n/a</td></tr>
<tr><td>65</td><td>11-15K</td><td>$12,000</td><td>$0.0068</td><td>n/a</td></tr>
<tr><td>80</td><td>15-25K</td><td>$15,000</td><td>$0.0064</td><td>n/a</td></tr>
<tr><td>95+</td><td>30-100K</td><td>$20-$35K</td><td>$0.0046</td><td>n/a</td></tr>
<tr><td rowspan="6">Motorola 800 MHz radio and accessories</td><td rowspan="3">portable radios
(to be carried by personnel)</td><td colspan="3">APX 4000
(for public works departments)</td><td colspan="2">$3,974 per unit</td></tr>
<tr><td colspan="3">APX 6000</td><td colspan="2">$4,605 per unit</td></tr>
<tr><td colspan="3">APX 6000XE
(for Fire Department)</td><td colspan="2">$5,265 per unit</td></tr>
<tr><td rowspan="3">mobile radios
(to be mounted in vehicles)</td><td colspan="3">APX 4500
(for public works departments)</td><td colspan="2">$4,097 per unit</td></tr>
<tr><td colspan="3">APX 6500
(for public works departments)</td><td colspan="2">$4,190 per unit</td></tr>
<tr><td colspan="3">APX 6500
(for public safety departments)</td><td colspan="2">$4,330 per unit</td></tr>
</table>

Consumer Vehicles[1]

Current statewide contract[2] no. 209 (vehicles) offers from awarded dealers most or all models of consumer vehicles made by the following manufacturers: Chevrolet, Chrysler/Dodge/Ram/Jeep, Ford and Nissan. Recommended procedures to establish a budget estimate for a consumer vehicle:

- Discuss with City of Franklin Fleet Maintenance how the consumer vehicle would be used and ask Fleet to advise you on which consumer vehicle make(s) and model(s), including any desired manufacturer up-grades and after-market up-fitting, would best meet your department's foreseeable needs. Ask Fleet Maintenance to assist you with completing the vehicle checklist (available on Inside the City at > Purchasing > Shared Documents > Consolidated purchases > Consumer Vehicles on Statewide Contract).

- Ask City of Franklin Purchasing to obtain a dealer quote for you for the consumer vehicle make(s) and model(s) of your choice, including any desired manufacturer up-grades and after-market up-fitting. If you like, request to be informed of any available no-cost or low-cost options.

- Once you have a dealer's quote that is acceptable to your department, then add 5% and round up to the next round thousand dollars. This mark-up is to anticipate model year price increases.

- Do not try to budget what the payments would be if the City decides to finance the purchase – instead, simply list it as a budgeted purchase either in function code 83520 ("Vehicles <$25,000") or 89520 ("Vehicles >$25,000") for your department and then the Finance Department will take it from there in the course of the budgeting process.

Please let Purchasing know if you have any questions or need any additional information. Thank you.

Capital Guidance

For all Capital requests, a Program Enhancement Request form should be the only method in which to request a new or replacement piece of equipment. ***Even if you have a replacement piece of capital equipment which is considered a base budget item, a Program Enhancement Request form should still be filled out and it should NOT be entered directly into Forecaster.*** If you have any questions, check with Michael to be sure what to do.

Be sure to itemize. For example, no $100,000 requests for "Vehicles". Make sure to itemize at least each vehicle.

Handling of Specific Items:

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[1] The City of Franklin Purchasing Office uses the term "consumer vehicle" to include sedans, SUVs, vans and pickup trucks up to and including ¾-ton.

[2] Established by the Central Procurement Office of the Tennessee Department of General Services and extended to Tennessee local governments.

Leases: The City of Franklin ***generally does not*** acquire materials or equipment through leasing. Check with either Michael (x 6687) or Brian (x 6614) if you have any questions.

Grants: Grants may or may not have a specific line item. Either way, the entire expenditure must be added to the expenditure line(s). The offsetting grant will be shown as grant revenue. Check with Michael (x 6687) if you have any questions.

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Section 3: Microsoft Forecaster

Section 3: Microsoft Forecaster

Like in years past, the City uses Microsoft Forecaster for its primary budget monitoring program. Each user has been assigned their own user ID and password to the budget program.

Please Note: if you need additional access or log-in, please contact **Michael Walters Young** (michael.waltersyoung@franklintn.gov or ext.6687) and he will facilitate your request.

The objectives during the 2023 budget process include:

1. **Continue a simpler budget entry process. The goal is that actual budget entry by a department can be accomplished in a couple hour's time or less (dependent, of course, on the size of your department / division budget).**

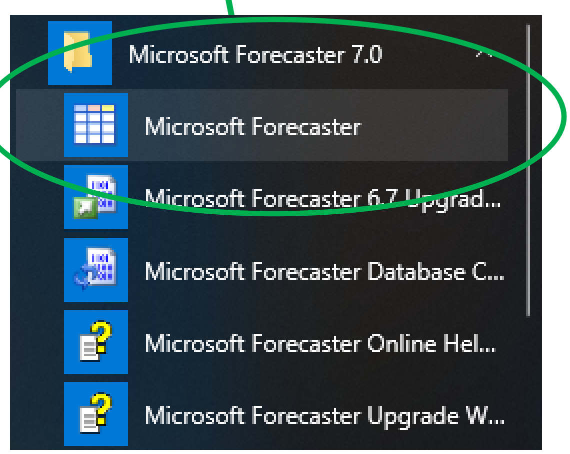
2. **Provide preliminary budget estimates continually through the process. Once saved, all changes to the program update immediately.**

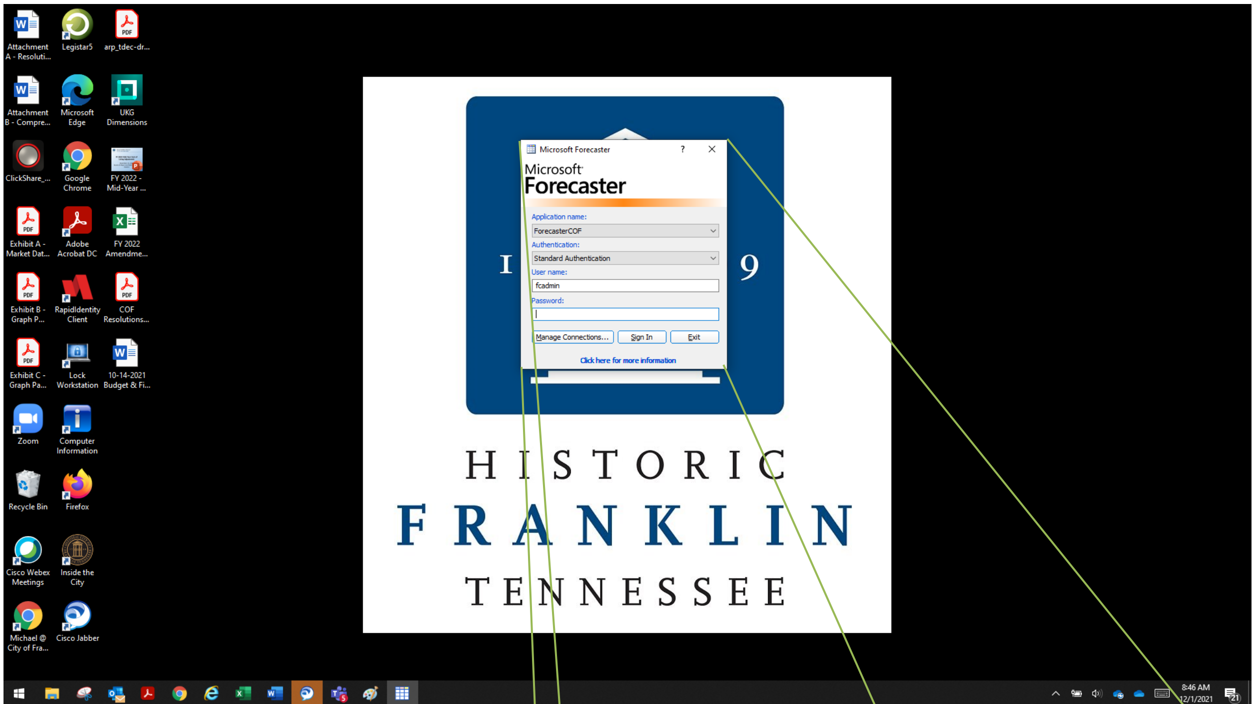
3. **Provide the ability to lock down budgets. Once in place, you will have ability to electronically notify the next party that the budget is ready for review or approval.**

Forecaster will remain as the one-stop shop of sorts for where your numeric budget data can be found. But is only one of several pieces of your budget. Remember, a budget, at its heart, is the reflection of the values of an organization. It is important to enter and retain your appropriations, but work on all of your budget materials.

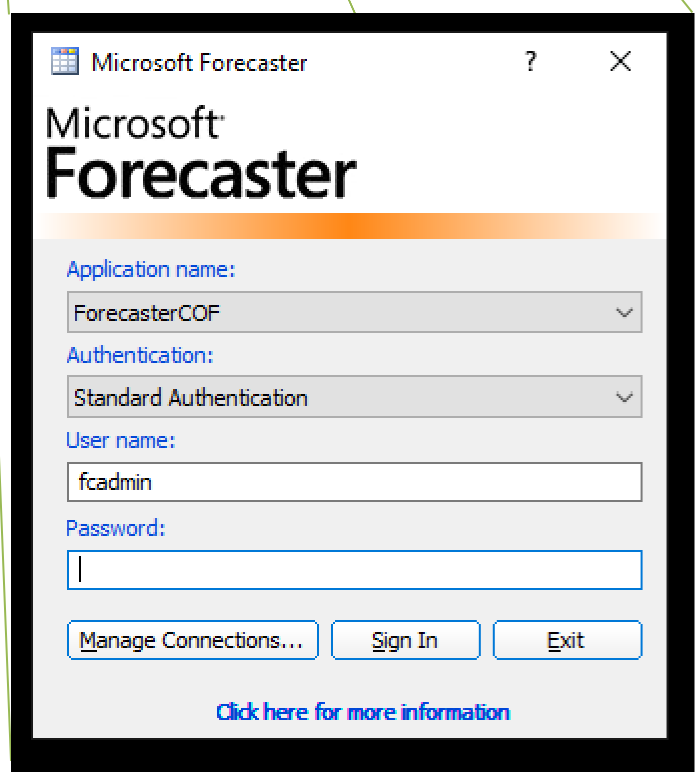
To Login:

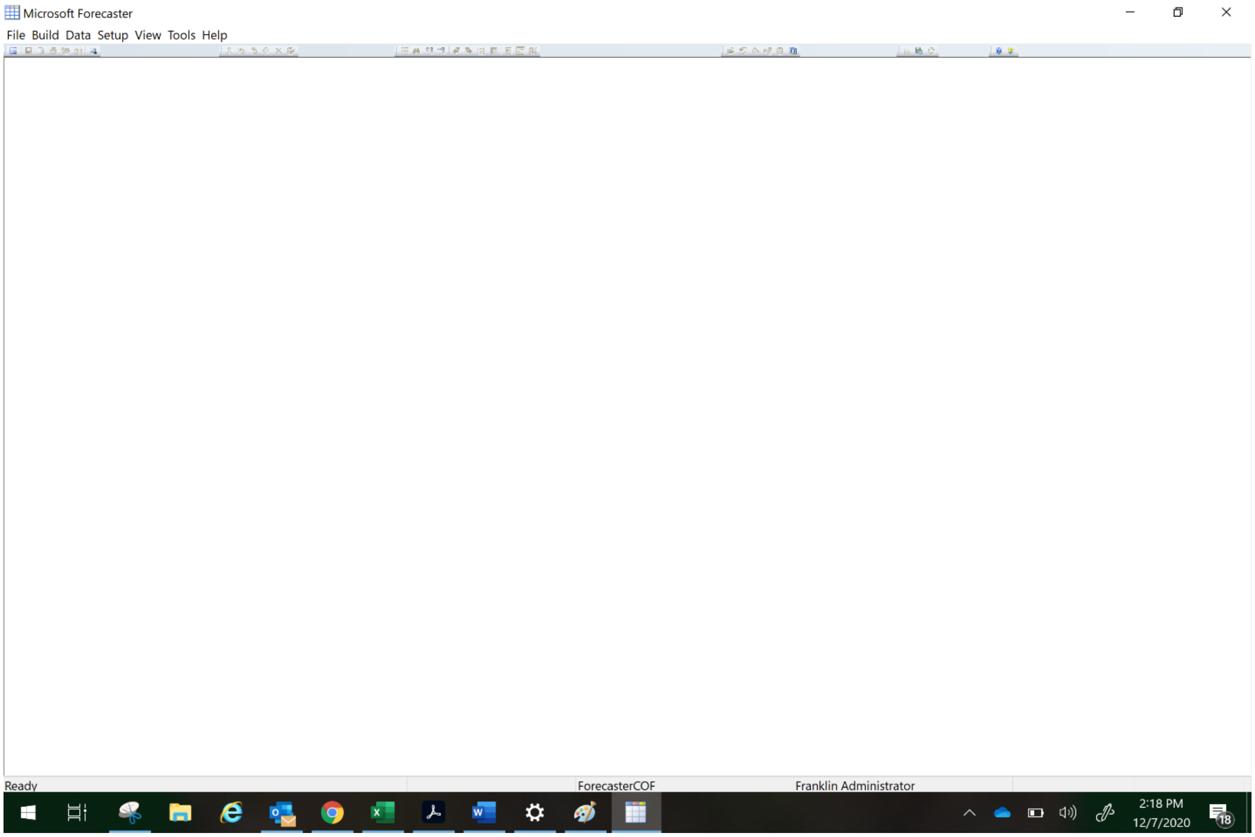
1. Go to your desktop.
2. Click the Windows Icon.
3. Find Microsoft Forecaster.
4. Click on it to open.





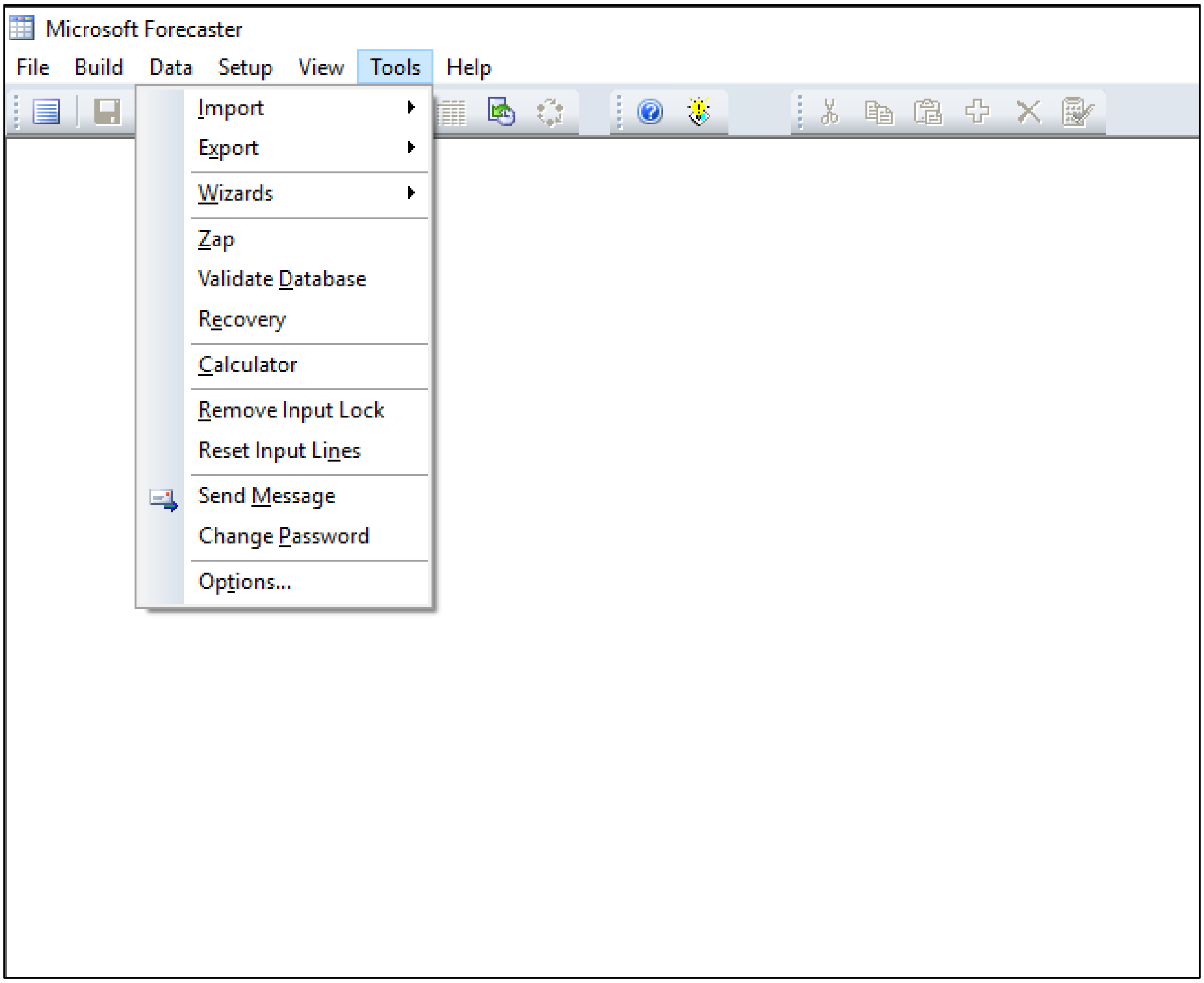
5. The log in screen will appear.
6. Your user name should default in. If not, enter your user id.
7. Enter your password.
8. Click Sign In.



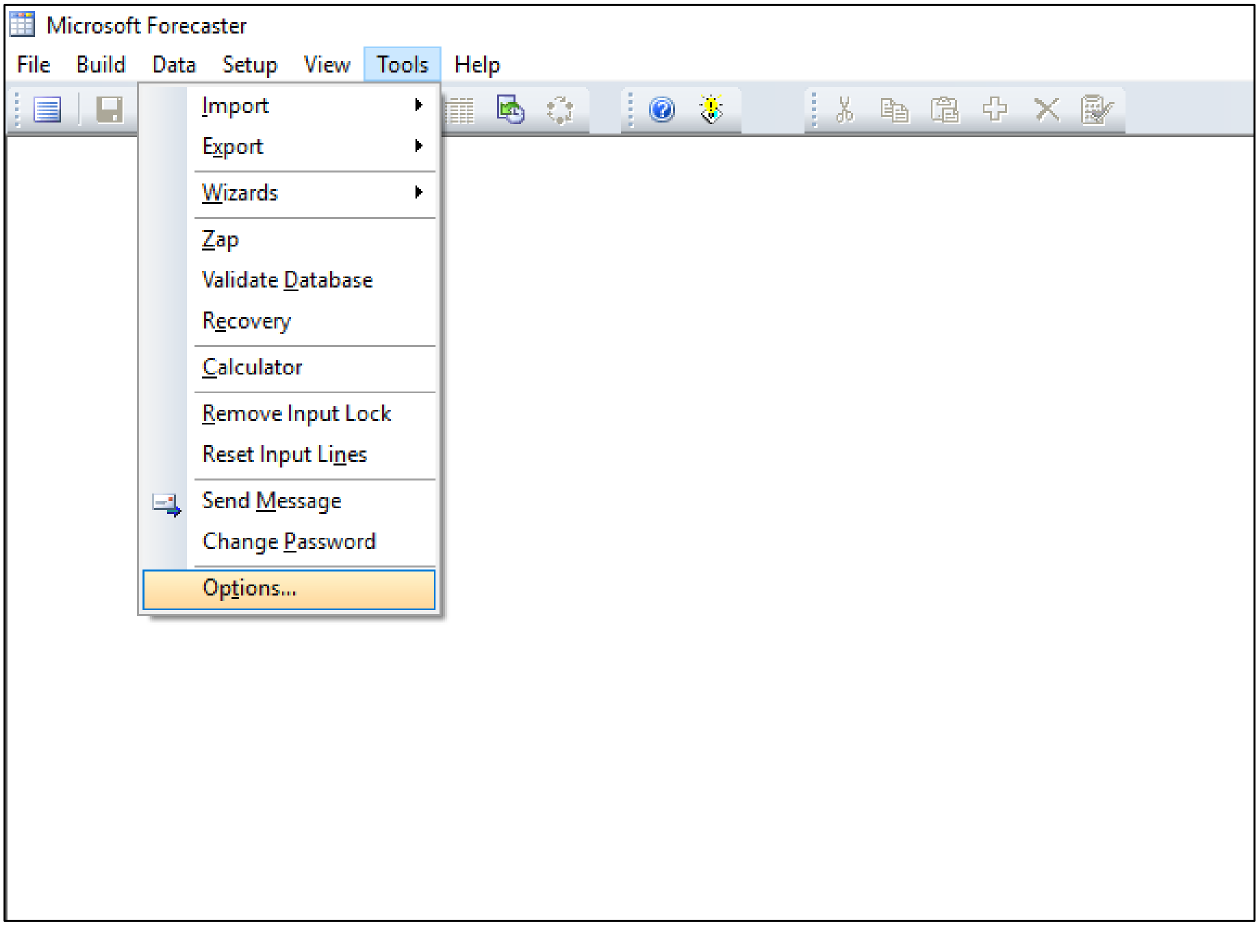


9. You should see a blank screen like above.

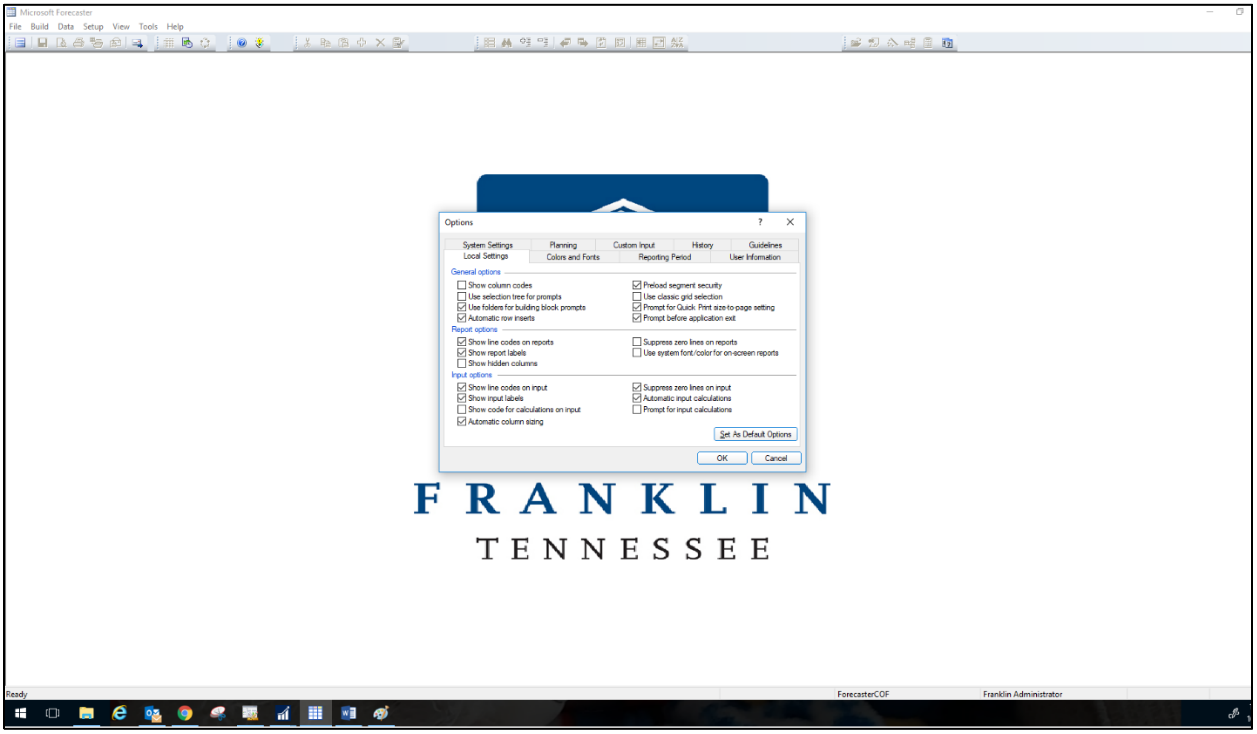
Useful Options Before Entering Budget Data



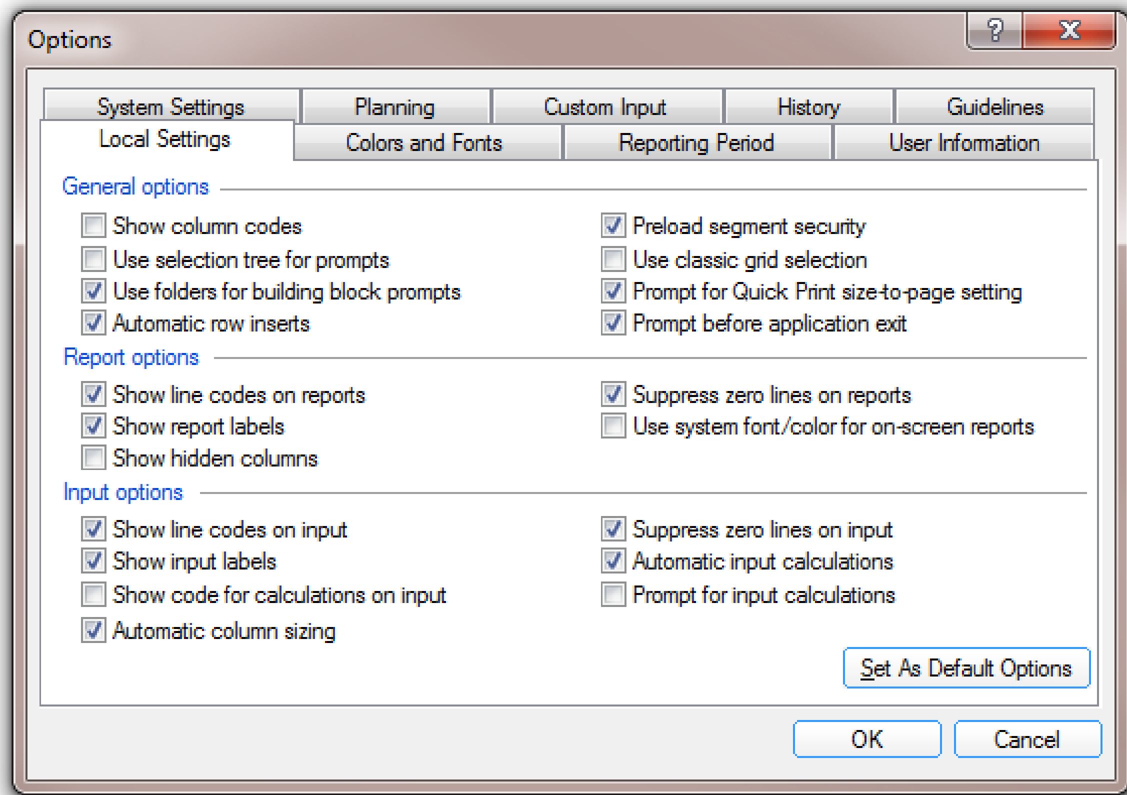
10. Click on Tools.



11. Click on Options.



12. There are various tabs on this screen. We are looking for Local Settings. (These are the settings for your own computer).



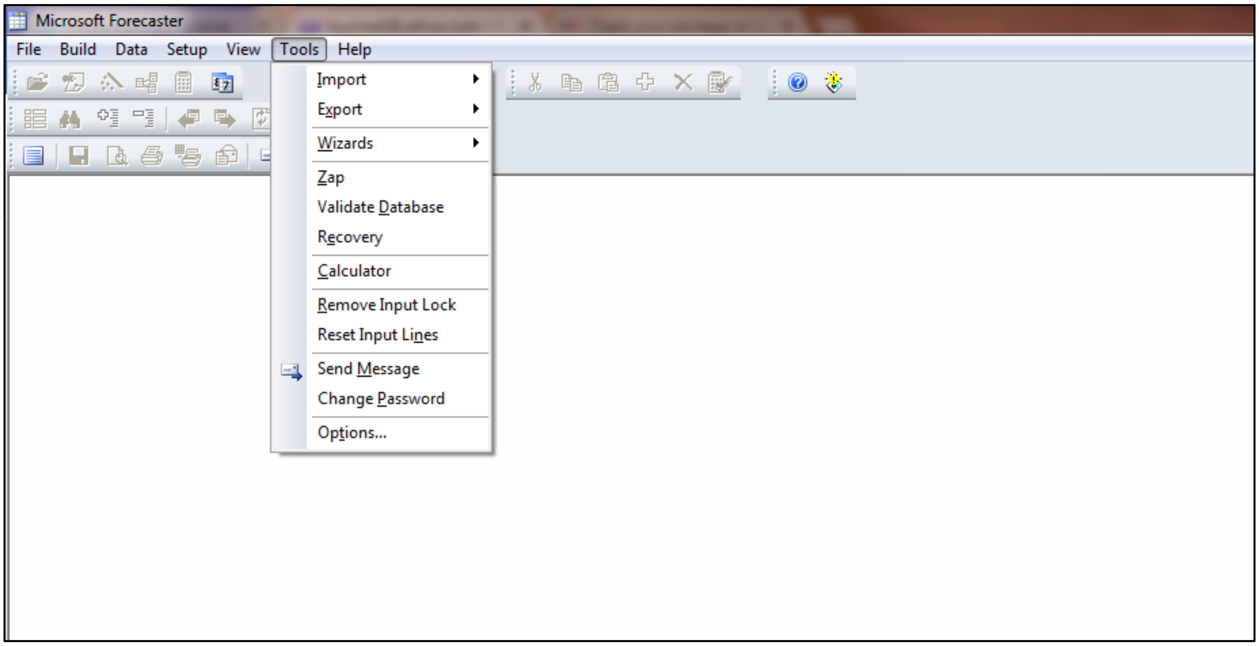
13. We have found it useful if the bottom section under Input options has the following two (2) boxes checked:

    Suppress zero lines on input. This will let you see only the budget lines your department has used . If you uncheck (which you may), you will see all the budget lines used by the entire City. This may be useful if you are needing to use a budget line that you have not used before.

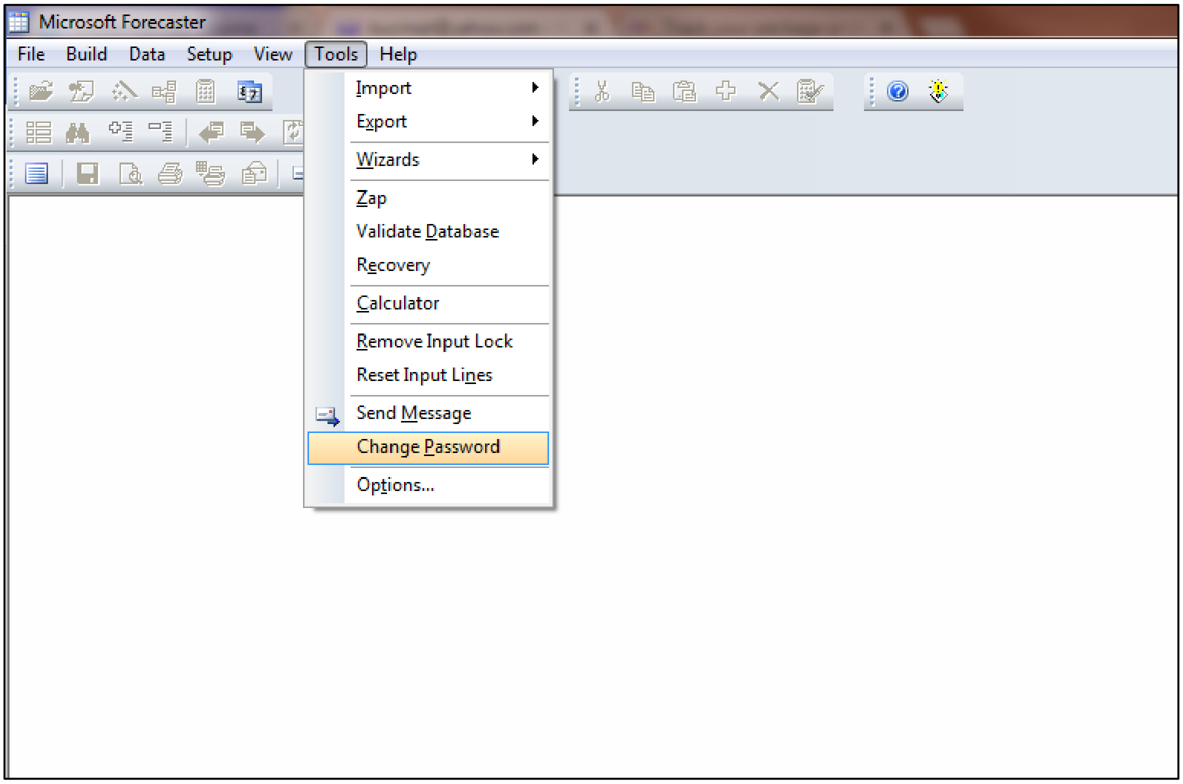
    Automatic Input Calculations. This will make sure your totals in your budget update automatically. If you uncheck, you will have select Calculate each time you want to see your updated budget totals.

    Click OK once you have made sure these two (2) boxes are checked.

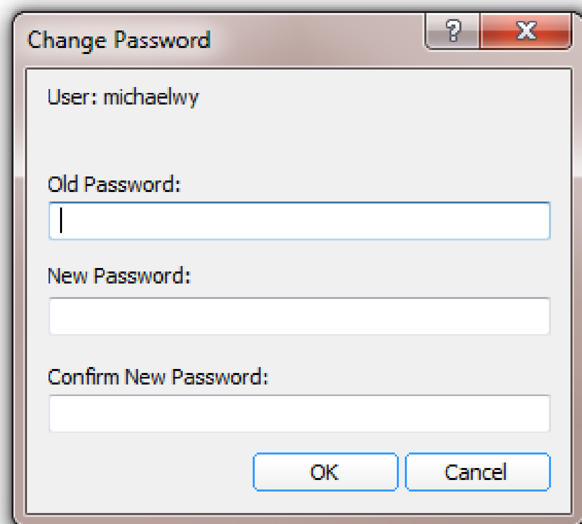
Changing Password



14. Click on Tools.



15. Click on Change Password.



16. Enter old password in 1st box. Enter new password in 2nd box. Enter new password in 3rd box to confirm. Click OK.

Budget Entry Basics

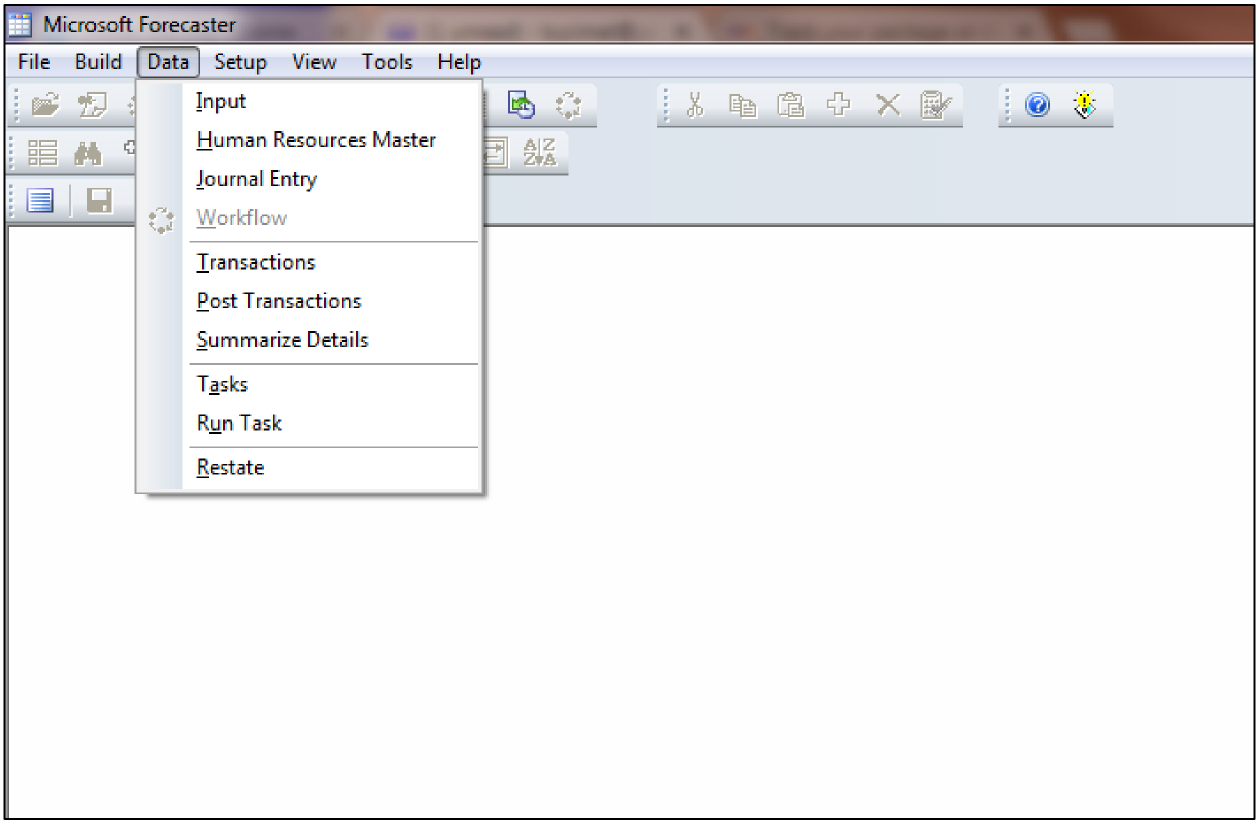
Departments are requested to make entries in four (4) columns:

1. Estimated 2022
2. Base Budget 2023
3. Forecast 2024 & Forecast 2025

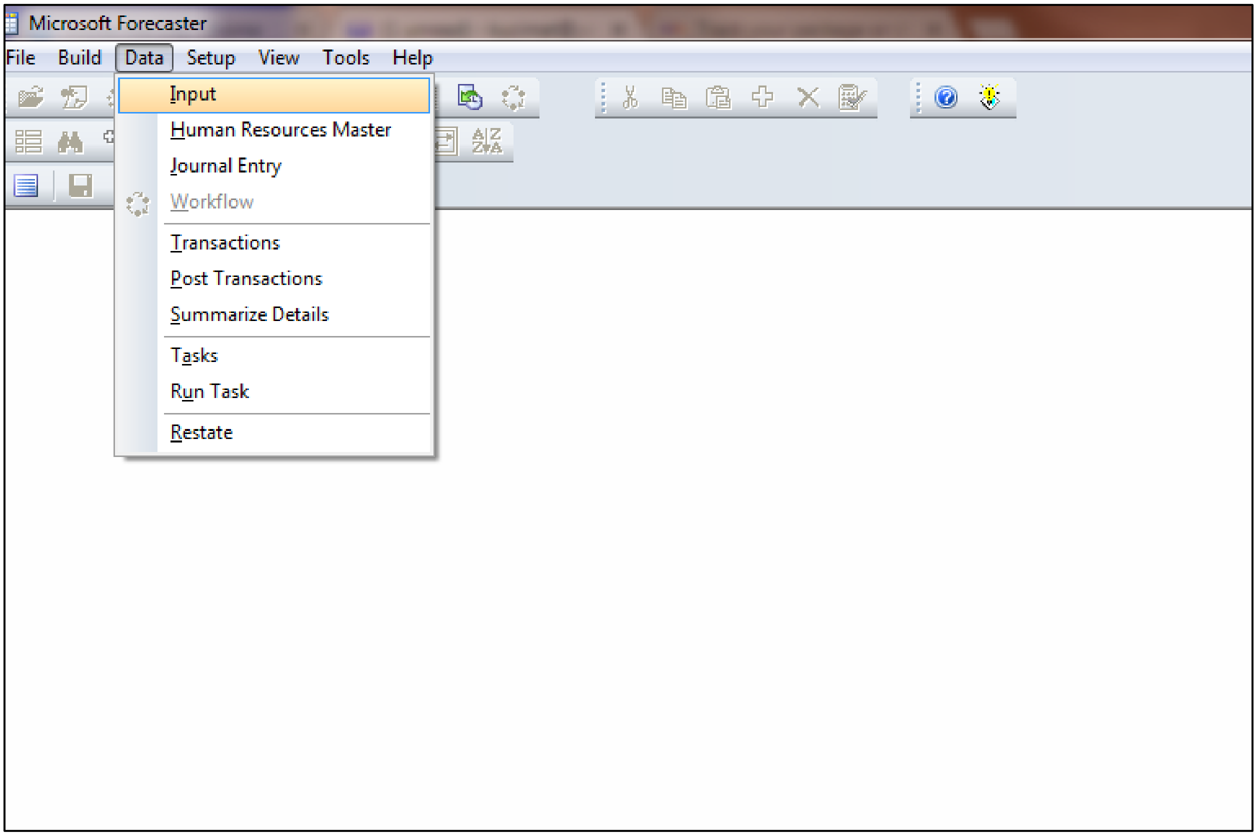
Data is needed for all major categories, but please insert budget estimates for Operations and Capital sections ONLY. Again remember that Base Budget information should be input in Forecaster.

There are two (2) methods of input. The following provides the budget entry basics for these two (2) methods: Direct Entry (with option to insert a note), or Itemized Entry (which has detail lines that comprise the budget line total).

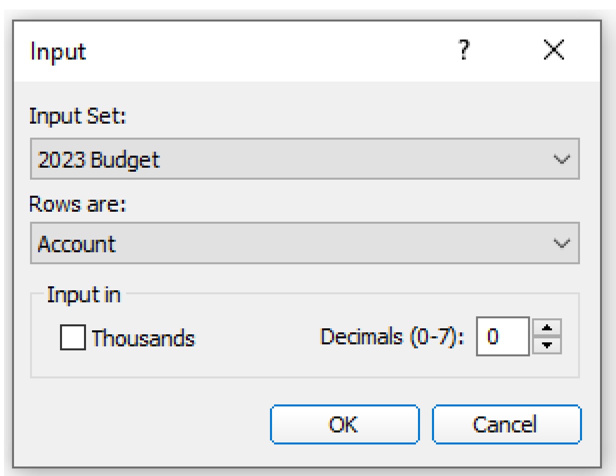
Both methods of entry begin the same way.



1. Click on **Data** at top left.



2. Click on Input.



3. Select 2023 Budget. Click on OK.

Microsoft Forecaster - [2023 Budget - 11041500 FINANCE]

File Edit Build Data Setup View Tools Window Help

Multi Row | Human Resources

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
		Personnel										
!=	81110	REGULAR PAY	703,472	733,793	775,976	728,440	823,315	281,225		819,622	860,603	903,633
=	81120	OVERTIME PAY	2,920	1,087	3,000	1,985	3,060	591		3,213	3,374	3,542
	81199	VACANCY ADJUSTMENT			(26,787)		(26,901)			(28,687)	(30,121)	(31,627)
=	XWAGE	TOTAL WAGES			752,189	730,425	799,474	281,816		794,148	833,856	875,548
=	81410	FICA (EMPLOYER'S SHARE)	50,117	52,050	59,592	52,346	60,010	20,340		62,947	66,094	69,399
=	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	175,064	160,710	160,343	153,173	162,993	27,445		181,186	199,305	219,235
	81422	NEAR-SITE CLINIC				4,795	4,255	928		4,140	4,554	5,009
=	81425	VISION PREMIUMS	1,073	896	998	953	998	162		1,141	1,255	1,381
=	81430	DENTAL INSURANCE PREMIUMS	10,427	10,178	11,489	5,913	7,039	1,129		7,301	7,666	8,049
	81431	FSA ADMINISTRATION				125	134	48		134	134	134
=	81433	GROUP INSURANCE PREMIUMS				3,762	3,996	1,288		3,979	4,178	4,387
=	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(35,394)	(35,015)	(35,138)	(27,618)	(30,112)	(9,596)		(30,570)	(33,321)	(36,320)
	81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	2,400	2,000	2,000		2,000	2,000		2,000	2,000	2,000
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS				(4,011)	(4,553)	(1,301)		(3,902)	(4,097)	(4,302)
=	81444	EE VISION INSURANCE CONTRIBUTIONS				(186)	(200)	(68)		(222)	(233)	(245)
!	81450	RETIREMENT CONTRIBUTIONS	29,443	30,126	33,218	39,155	35,589	17,982		39,148	43,063	47,369
	81455	DEFERRED COMP MATCH	19,049	10,584	12,027	12,464	13,465	5,134		14,138	14,845	15,587
	81456	TCRS CONTRIBUTIONS (CITY)		9,690	15,746	11,112	14,691	4,982		16,160	17,776	19,554
	81470	WORKERS COMPENSATION PREMIUMS	227	207	364	1,425	1,861	2,040		401	421	442
	81475	WORKERS COMPENSATION CLAIMS				481						
=	XBEN	TOTAL BENEFITS			260,639	253,889	272,166	72,513		297,980	323,640	351,679
=	XPER	**TOTAL PERSONNEL**			**1,012,828**	**984,314**	**1,071,640**	**354,329**		**1,092,128**	**1,157,496**	**1,227,227**
		Operations										

4. You will see the budget master screen for your department. (Forecaster calls it Multi Row as shown).

NOTE: Although Forecaster starts with Personnel, we are asking you to bypass this section and scroll immediately down to Operations. Finance, with consultation of Human Resources will update all records as the budget process continues concerning personnel costs – wages, benefits and insurance. All that is required from you is to update the Operations and Capital sections.

Microsoft Forecaster - [2023 Budget - 11041500 FINANCE]

File Edit Build Data Setup View Tools Window Help

Multi Row | Human Resources

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
		Operations										
!	82110	MAILING & OUTBOUND SHIPPING SERVICES	812	1,013	2,000	943	2,000	329		1,500	1,500	1,500
=	XTRC	TOTAL TRANSPORTATION CHARGES			2,000	943	2,000	329		1,500	1,500	1,500
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	106	62	600	1,871	1,000	912		600	600	600
	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES	1,597									
	82250	TESTING & PHYSICALS	172	202	500	128	500	173		500	450	450
	82299	OTHER OPERATING SERVICES	226	76	250	1,299		26		250	250	250
=	XOPSV	TOTAL OPERATING SERVICES			1,350	3,298	1,500	1,111		1,350	1,300	1,300
	82310	LEGAL NOTICES	20	29	300	38	300			300	400	400
	82350	DUES FOR MEMBERSHIPS	1,818	2,762	4,220	2,516	4,220	365		4,220	4,220	4,220
	82355	PROFESSIONAL STANDARDS / ACCREDITATION	1,725	1,185	1,225	610	1,225			1,225	1,225	1,225
	82371	EMERGENCY RELIEF		24,902								
	82390	PUBLICATIONS, NON-TRAINING	492	129	900	471	900			900	1,100	1,100
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY			6,645	3,635	6,645	365		6,645	6,945	6,945
	82450	TELEPHONE SERVICE	1,437	1,427	1,500	1,439	1,500	376		1,500	1,500	1,500
	82455	CELLULAR TELEPHONE SERVICE	625	765	1,000	1,388	1,100	387		1,000	1,000	1,000
	82470	INTERNET & RELATED SERVICES	2,460	3,353	3,200	3,978	4,000	1,017		3,200	1,800	1,800
=	XUTIL	TOTAL UTILITIES			5,700	6,805	6,600	1,780		5,700	4,300	4,300
	82510	COMPUTER SERVICES	4,407	9,331	10,000	12,227	15,000	2,708		15,000	15,000	15,000
	82560	CONSULTANT SERVICES		11,820								
	82599	OTHER CONTRACTUAL SERVICES	54		55		55			55		
=	XCTS	TOTAL CONTRACTUAL SERVICES			10,055	12,227	15,055	2,708		15,055	15,000	15,000
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	2,927	3,332	3,000	214	3,000			3,000	3,000	3,000
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES			3,000	214	3,000			3,000	3,000	3,000

5. You now may enter data for Estimated 2022, Budget 2023 and Forecast 2024 & 2025 using a combination of both methods described below. Data from last year has been imported where applicable to get you started. You will have to enter or validate all estimates for end-of-year 2022 & Budget 2023 as well Forecasts for 2024 and 2025.

   If an amount is less than $25,000, it is recommended to use direct entry and enter a notes as needed.

   If an amount is $25,000-$100,000, either direct entry with a note or itemized entry is acceptable.

   On amounts over $100,000, itemized entry should be used.

Method 1: Direct Entry (of Amounts) with Notes Option

1. Scroll down to Mailing & Outbound Shipping.

Microsoft Forecaster - [2023 Budget - 11041500 FINANCE]

File Edit Build Data Setup View Tools Window Help

Multi Row | Human Resources

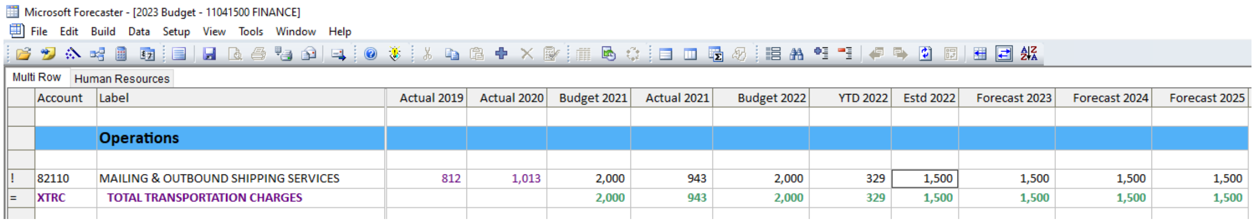
	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
		Operations										
!	82110	MAILING & OUTBOUND SHIPPING SERVICES	812	1,013	2,000	943	2,000	329		1,500	1,500	1,500
=	XTRC	TOTAL TRANSPORTATION CHARGES			2,000	943	2,000	329		1,500	1,500	1,500
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	106	62	600	1,871	1,000	912		600	600	600
	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES	1,597									
	82250	TESTING & PHYSICALS	172	202	500	128	500	173		500	450	450
	82299	OTHER OPERATING SERVICES	226	76	250	1,299		26		250	250	250
=	XOPSV	TOTAL OPERATING SERVICES			1,350	3,298	1,500	1,111		1,350	1,300	1,300
	82310	LEGAL NOTICES	20	29	300	38	300			300	400	400
	82350	DUES FOR MEMBERSHIPS	1,818	2,762	4,220	2,516	4,220	365		4,220	4,220	4,220
	82355	PROFESSIONAL STANDARDS / ACCREDITATION	1,725	1,185	1,225	610	1,225			1,225	1,225	1,225
	82371	EMERGENCY RELIEF		24,902								
	82390	PUBLICATIONS, NON-TRAINING	492	129	900	471	900			900	1,100	1,100
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY			6,645	3,635	6,645	365		6,645	6,945	6,945
	82450	TELEPHONE SERVICE	1,437	1,427	1,500	1,439	1,500	376		1,500	1,500	1,500
	82455	CELLULAR TELEPHONE SERVICE	625	765	1,000	1,388	1,100	387		1,000	1,000	1,000
	82470	INTERNET & RELATED SERVICES	2,460	3,353	3,200	3,978	4,000	1,017		3,200	1,800	1,800
=	XUTIL	TOTAL UTILITIES			5,700	6,805	6,600	1,780		5,700	4,300	4,300
	82510	COMPUTER SERVICES	4,407	9,331	10,000	12,227	15,000	2,708		15,000	15,000	15,000
	82560	CONSULTANT SERVICES		11,820								
	82599	OTHER CONTRACTUAL SERVICES	54		55		55			55		
=	XCTS	TOTAL CONTRACTUAL SERVICES			10,055	12,227	15,055	2,708		15,055	15,000	15,000
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	2,927	3,332	3,000	214	3,000			3,000	3,000	3,000
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES			3,000	214	3,000			3,000	3,000	3,000
	82780	TRAINING, OUTSIDE	2,477	1,270	3,207	2,714	2,300	1,639				
	82790	TRAINING, IN-HOUSE		217		270						
=	XEPG	TOTAL EMPLOYEE PROGRAMS			3,207	2,984	2,300	1,639				
	82810	REGISTRATIONS	5,437	8,094	7,500	4,818	8,000	1,400		7,500	5,100	5,100
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON	1,493	977	2,000	2,000	2,000	432		2,000	2,000	2,000
	82830	AIR TRAVEL	2,202	1,044	2,000	2,000	2,000	1,193		2,000	2,000	2,000
	82840	LODGING	4,685	3,736	5,000	5,000	5,000	357		5,000	5,000	5,000
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	473	585	1,000	1,000	1,000	218		1,000	500	500

Costs for shipping & mailing for the Finance Department.

Ready ForecasterCOF

2. Based on amounts from Actual 2019, 2020, and 2021 and Budget 2022, it looks like Mailing & Outbound Shipping should be around $1,500.

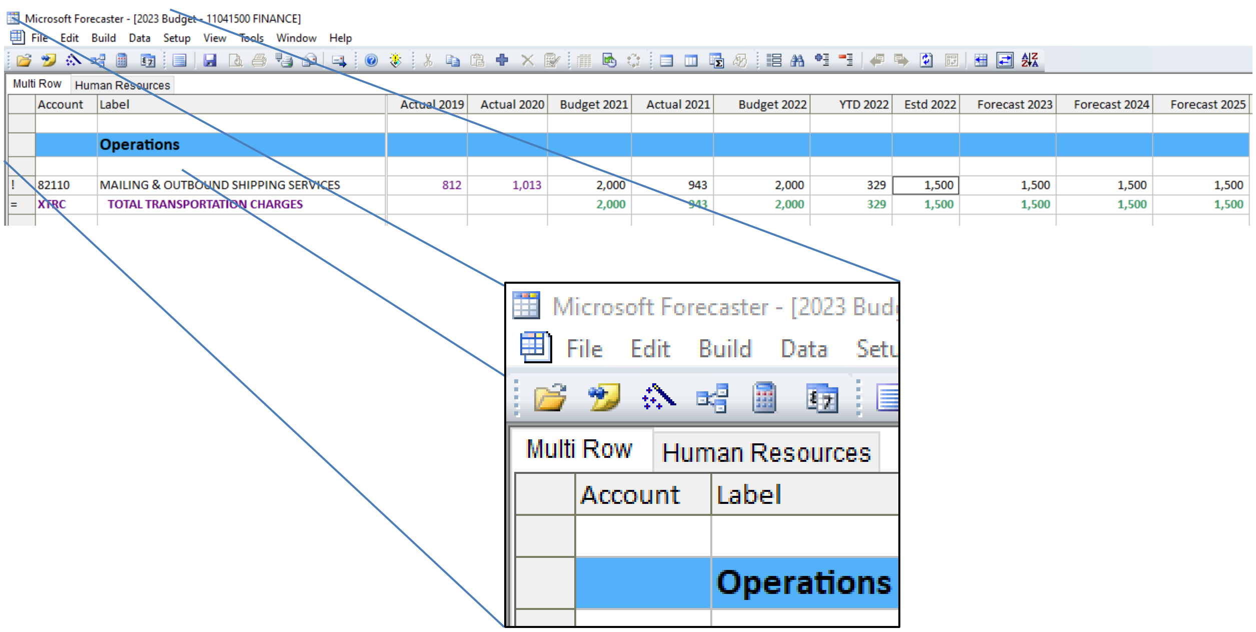
3. Let's enter $1,500 in Estd 2022 and for Budget 2023, Forecast 2024 and Forecast 2025



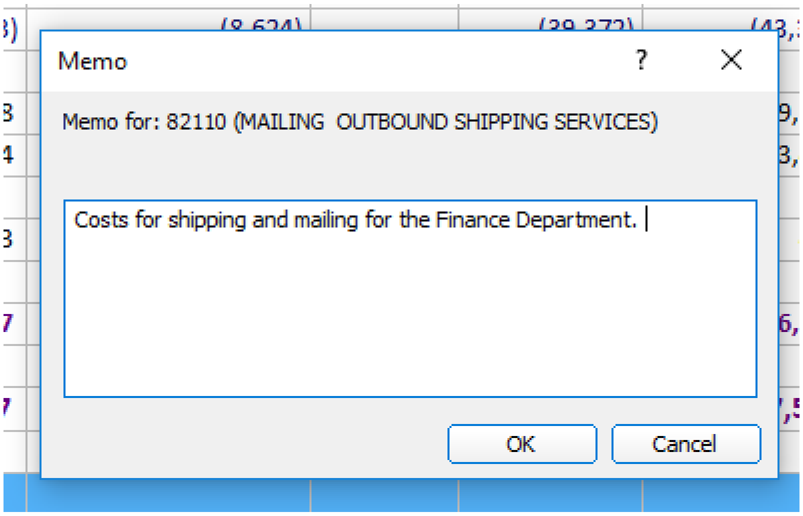
4. Notice Total Transportation Charges changes to include the $1,500.

5. After clicking on the $1,500 entry in the 2023 budget, click on the Memo button.

(This is the note  button).



6. Type out a note to explain what is included in the $1,500.



7. Click OK.

Microsoft Forecaster - [2023 Budget - 11041500 FINANCE]

File Edit Build Data Setup View Tools Window Help

Multi Row | Human Resources

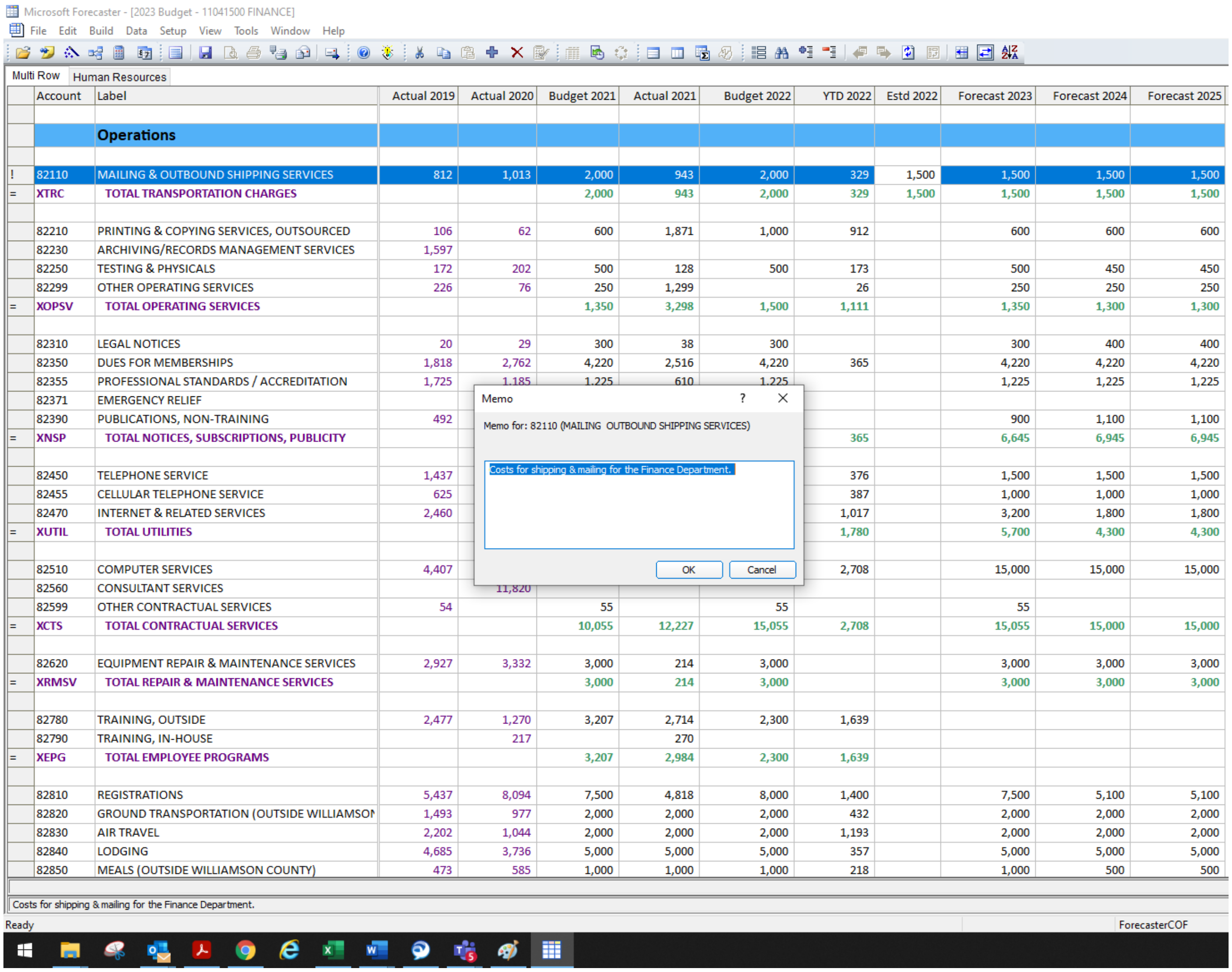
	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
		Operations										
!	82110	MAILING & OUTBOUND SHIPPING SERVICES	812	1,013	2,000	943	2,000	329	1,500	1,500	1,500	1,500
=	XTRC	TOTAL TRANSPORTATION CHARGES			2,000	943	2,000	329	1,500	1,500	1,500	1,500
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	106	62	600	1,871	1,000	912		600	600	600
	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES	1,597									
	82250	TESTING & PHYSICALS	172	202	500	128	500	173		500	450	450
	82299	OTHER OPERATING SERVICES	226	76	250	1,299		26		250	250	250
=	XOPSV	TOTAL OPERATING SERVICES			1,350	3,298	1,500	1,111		1,350	1,300	1,300
	82310	LEGAL NOTICES	20	29	300	38	300			300	400	400
	82350	DUES FOR MEMBERSHIPS	1,818	2,762	4,220	2,516	4,220	365		4,220	4,220	4,220
	82355	PROFESSIONAL STANDARDS / ACCREDITATION	1,725	1,185	1,225	610	1,225			1,225	1,225	1,225
	82371	EMERGENCY RELIEF		24,902								
	82390	PUBLICATIONS, NON-TRAINING	492	129	900	471	900			900	1,100	1,100
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY			6,645	3,635	6,645	365		6,645	6,945	6,945
	82450	TELEPHONE SERVICE	1,437	1,427	1,500	1,439	1,500	376		1,500	1,500	1,500
	82455	CELLULAR TELEPHONE SERVICE	625	765	1,000	1,388	1,100	387		1,000	1,000	1,000
	82470	INTERNET & RELATED SERVICES	2,460	3,353	3,200	3,978	4,000	1,017		3,200	1,800	1,800
=	XUTIL	TOTAL UTILITIES			5,700	6,805	6,600	1,780		5,700	4,300	4,300
	82510	COMPUTER SERVICES	4,407	9,331	10,000	12,227	15,000	2,708		15,000	15,000	15,000
	82560	CONSULTANT SERVICES		11,820								
	82599	OTHER CONTRACTUAL SERVICES	54		55		55			55		
=	XCTS	TOTAL CONTRACTUAL SERVICES			10,055	12,227	15,055	2,708		15,055	15,000	15,000
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	2,927	3,332	3,000	214	3,000			3,000	3,000	3,000
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES			3,000	214	3,000			3,000	3,000	3,000
	82780	TRAINING, OUTSIDE	2,477	1,270	3,207	2,714	2,300	1,639				
	82790	TRAINING, IN-HOUSE		217		270						
=	XEPG	TOTAL EMPLOYEE PROGRAMS			3,207	2,984	2,300	1,639				
	82810	REGISTRATIONS	5,437	8,094	7,500	4,818	8,000	1,400		7,500	5,100	5,100
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON	1,493	977	2,000	2,000	2,000	432		2,000	2,000	2,000
	82830	AIR TRAVEL	2,202	1,044	2,000	2,000	2,000	1,193		2,000	2,000	2,000
	82840	LODGING	4,685	3,736	5,000	5,000	5,000	357		5,000	5,000	5,000
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	473	585	1,000	1,000	1,000	218		1,000	500	500

Costs for shipping & mailing for the Finance Department.

Ready ForecasterCOF

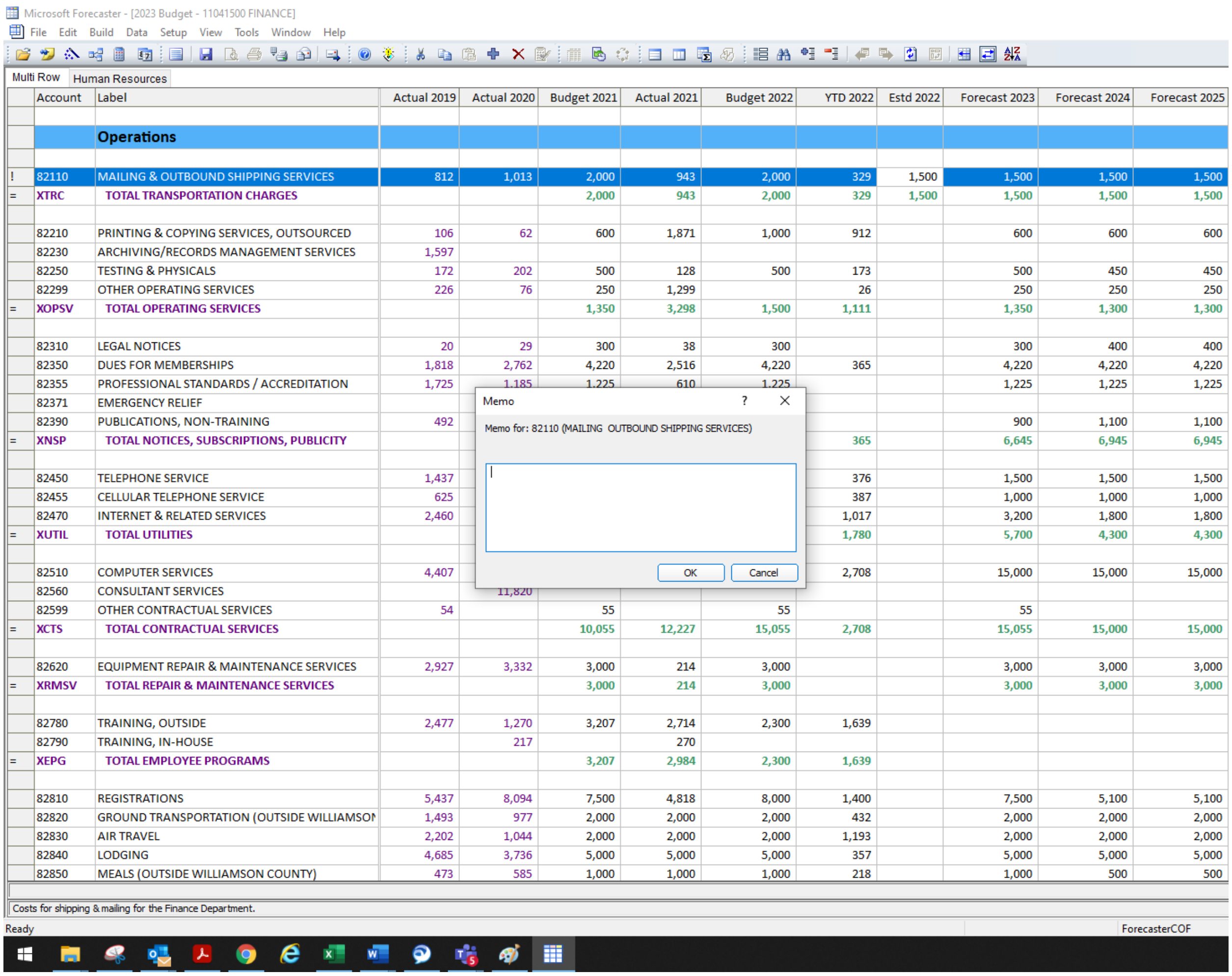
8. Notice the note now shows at the bottom left of the screen. This memo option allows you to enter useful information without having to itemize detail lines.

9. To remove the note, click back on the $1,500 entry. Then, click on the Memo button.



	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
		Operations										
!	82110	MAILING & OUTBOUND SHIPPING SERVICES	812	1,013	2,000	943	2,000	329	1,500	1,500	1,500	1,500
=	XTRC	TOTAL TRANSPORTATION CHARGES			2,000	943	2,000	329	1,500	1,500	1,500	1,500
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	106	62	600	1,871	1,000	912		600	600	600
	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES	1,597									
	82250	TESTING & PHYSICALS	172	202	500	128	500	173		500	450	450
	82299	OTHER OPERATING SERVICES	226	76	250	1,299		26		250	250	250
=	XOPSV	TOTAL OPERATING SERVICES			1,350	3,298	1,500	1,111		1,350	1,300	1,300
	82310	LEGAL NOTICES	20	29	300	38	300			300	400	400
	82350	DUES FOR MEMBERSHIPS	1,818	2,762	4,220	2,516	4,220	365		4,220	4,220	4,220
	82355	PROFESSIONAL STANDARDS / ACCREDITATION	1,725	1,185	1,225	610	1,225			1,225	1,225	1,225
	82371	EMERGENCY RELIEF										
	82390	PUBLICATIONS, NON-TRAINING	492							900	1,100	1,100
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY						365		6,645	6,945	6,945
	82450	TELEPHONE SERVICE	1,437					376		1,500	1,500	1,500
	82455	CELLULAR TELEPHONE SERVICE	625					387		1,000	1,000	1,000
	82470	INTERNET & RELATED SERVICES	2,460					1,017		3,200	1,800	1,800
=	XUTIL	TOTAL UTILITIES						1,780		5,700	4,300	4,300
	82510	COMPUTER SERVICES	4,407					2,708		15,000	15,000	15,000
	82560	CONSULTANT SERVICES		11,820								
	82599	OTHER CONTRACTUAL SERVICES	54		55		55			55		
=	XCTS	TOTAL CONTRACTUAL SERVICES			10,055	12,227	15,055	2,708		15,055	15,000	15,000
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	2,927	3,332	3,000	214	3,000			3,000	3,000	3,000
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES			3,000	214	3,000			3,000	3,000	3,000
	82780	TRAINING, OUTSIDE	2,477	1,270	3,207	2,714	2,300	1,639				
	82790	TRAINING, IN-HOUSE		217		270						
=	XEPG	TOTAL EMPLOYEE PROGRAMS			3,207	2,984	2,300	1,639				
	82810	REGISTRATIONS	5,437	8,094	7,500	4,818	8,000	1,400		7,500	5,100	5,100
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSOI	1,493	977	2,000	2,000	2,000	432		2,000	2,000	2,000
	82830	AIR TRAVEL	2,202	1,044	2,000	2,000	2,000	1,193		2,000	2,000	2,000
	82840	LODGING	4,685	3,736	5,000	5,000	5,000	357		5,000	5,000	5,000
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	473	585	1,000	1,000	1,000	218		1,000	500	500

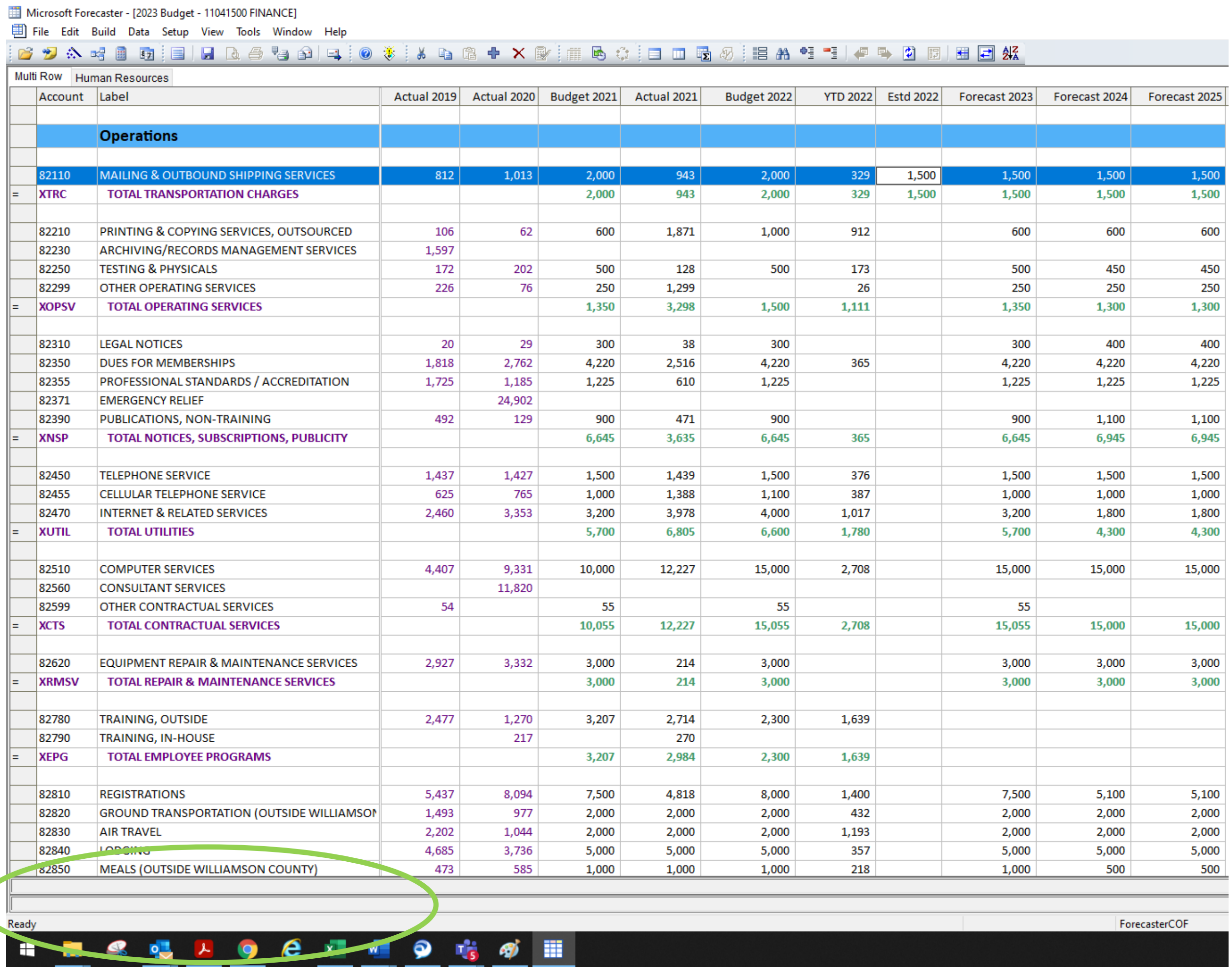
10. Remove the note. Click OK.



	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
		Operations										
!	82110	MAILING & OUTBOUND SHIPPING SERVICES	812	1,013	2,000	943	2,000	329	1,500	1,500	1,500	1,500
=	XTRC	TOTAL TRANSPORTATION CHARGES			2,000	943	2,000	329	1,500	1,500	1,500	1,500
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	106	62	600	1,871	1,000	912		600	600	600
	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES	1,597									
	82250	TESTING & PHYSICALS	172	202	500	128	500	173		500	450	450
	82299	OTHER OPERATING SERVICES	226	76	250	1,299		26		250	250	250
=	XOPSV	TOTAL OPERATING SERVICES			1,350	3,298	1,500	1,111		1,350	1,300	1,300
	82310	LEGAL NOTICES	20	29	300	38	300			300	400	400
	82350	DUES FOR MEMBERSHIPS	1,818	2,762	4,220	2,516	4,220	365		4,220	4,220	4,220
	82355	PROFESSIONAL STANDARDS / ACCREDITATION	1,725	1,185	1,225	610	1,225			1,225	1,225	1,225
	82371	EMERGENCY RELIEF										
	82390	PUBLICATIONS, NON-TRAINING	492							900	1,100	1,100
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY						365		6,645	6,945	6,945
	82450	TELEPHONE SERVICE	1,437					376		1,500	1,500	1,500
	82455	CELLULAR TELEPHONE SERVICE	625					387		1,000	1,000	1,000
	82470	INTERNET & RELATED SERVICES	2,460					1,017		3,200	1,800	1,800
=	XUTIL	TOTAL UTILITIES						1,780		5,700	4,300	4,300
	82510	COMPUTER SERVICES	4,407					2,708		15,000	15,000	15,000
	82560	CONSULTANT SERVICES		11,820								
	82599	OTHER CONTRACTUAL SERVICES	54		55		55			55		
=	XCTS	TOTAL CONTRACTUAL SERVICES			10,055	12,227	15,055	2,708		15,055	15,000	15,000
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	2,927	3,332	3,000	214	3,000			3,000	3,000	3,000
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES			3,000	214	3,000			3,000	3,000	3,000
	82780	TRAINING, OUTSIDE	2,477	1,270	3,207	2,714	2,300	1,639				
	82790	TRAINING, IN-HOUSE		217		270						
=	XEPG	TOTAL EMPLOYEE PROGRAMS			3,207	2,984	2,300	1,639				
	82810	REGISTRATIONS	5,437	8,094	7,500	4,818	8,000	1,400		7,500	5,100	5,100
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON	1,493	977	2,000	2,000	2,000	432		2,000	2,000	2,000
	82830	AIR TRAVEL	2,202	1,044	2,000	2,000	2,000	1,193		2,000	2,000	2,000
	82840	LODGING	4,685	3,736	5,000	5,000	5,000	357		5,000	5,000	5,000
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	473	585	1,000	1,000	1,000	218		1,000	500	500

Note: If you simply want to edit the note, change the note and click OK. The revised note will appear at the bottom left.

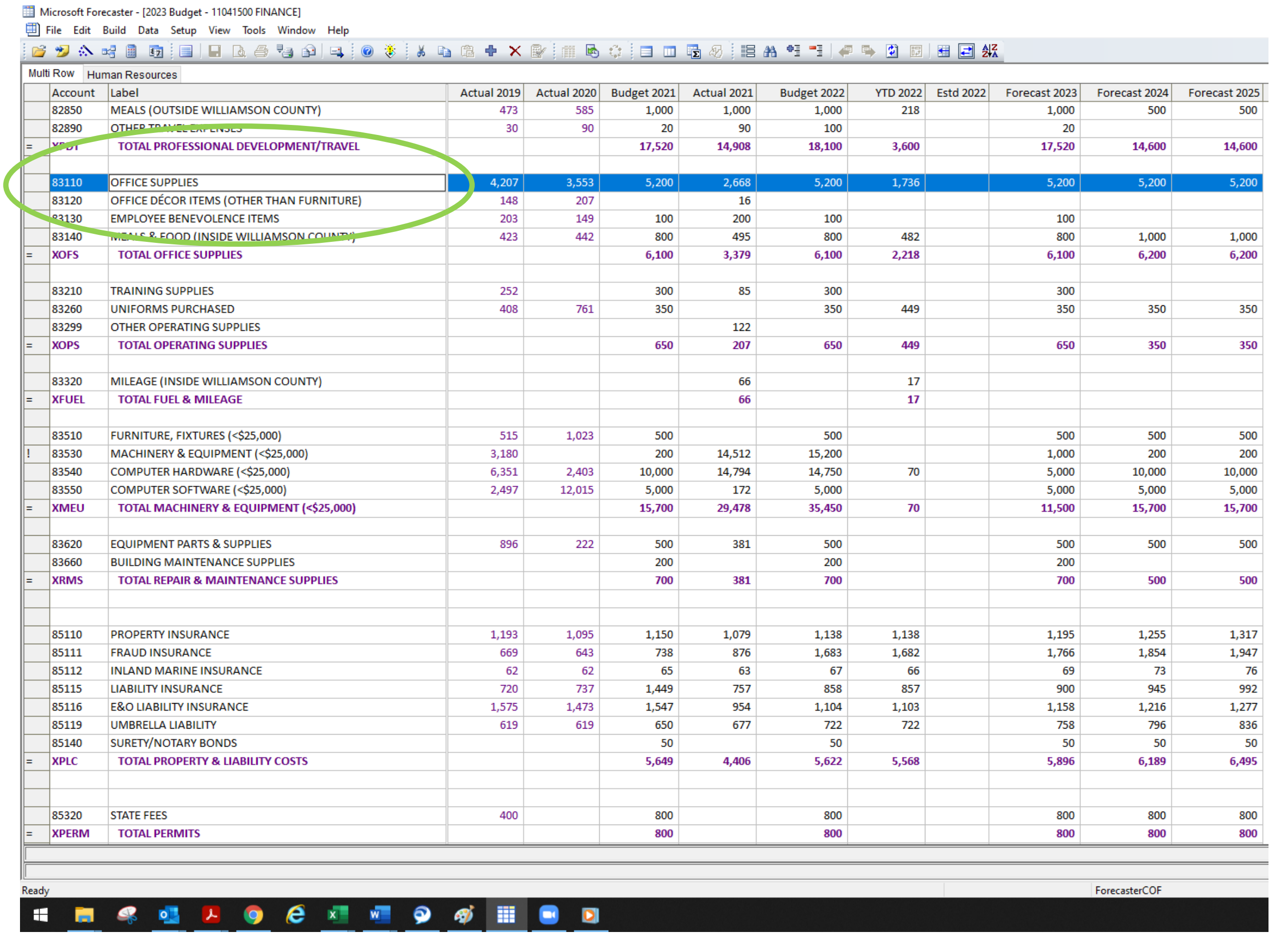
11. Notice the note has been removed. (If you had edited the note, the revised note would now appear at the bottom left).



	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
		Operations										
	82110	MAILING & OUTBOUND SHIPPING SERVICES	812	1,013	2,000	943	2,000	329	1,500	1,500	1,500	1,500
=	XTRC	TOTAL TRANSPORTATION CHARGES			2,000	943	2,000	329	1,500	1,500	1,500	1,500
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	106	62	600	1,871	1,000	912		600	600	600
	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES	1,597									
	82250	TESTING & PHYSICALS	172	202	500	128	500	173		500	450	450
	82299	OTHER OPERATING SERVICES	226	76	250	1,299		26		250	250	250
=	XOPSV	TOTAL OPERATING SERVICES			1,350	3,298	1,500	1,111		1,350	1,300	1,300
	82310	LEGAL NOTICES	20	29	300	38	300			300	400	400
	82350	DUES FOR MEMBERSHIPS	1,818	2,762	4,220	2,516	4,220	365		4,220	4,220	4,220
	82355	PROFESSIONAL STANDARDS / ACCREDITATION	1,725	1,185	1,225	610	1,225			1,225	1,225	1,225
	82371	EMERGENCY RELIEF		24,902								
	82390	PUBLICATIONS, NON-TRAINING	492	129	900	471	900			900	1,100	1,100
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY			6,645	3,635	6,645	365		6,645	6,945	6,945
	82450	TELEPHONE SERVICE	1,437	1,427	1,500	1,439	1,500	376		1,500	1,500	1,500
	82455	CELLULAR TELEPHONE SERVICE	625	765	1,000	1,388	1,100	387		1,000	1,000	1,000
	82470	INTERNET & RELATED SERVICES	2,460	3,353	3,200	3,978	4,000	1,017		3,200	1,800	1,800
=	XUTIL	TOTAL UTILITIES			5,700	6,805	6,600	1,780		5,700	4,300	4,300
	82510	COMPUTER SERVICES	4,407	9,331	10,000	12,227	15,000	2,708		15,000	15,000	15,000
	82560	CONSULTANT SERVICES		11,820								
	82599	OTHER CONTRACTUAL SERVICES	54		55		55			55		
=	XCTS	TOTAL CONTRACTUAL SERVICES			10,055	12,227	15,055	2,708		15,055	15,000	15,000
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	2,927	3,332	3,000	214	3,000			3,000	3,000	3,000
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES			3,000	214	3,000			3,000	3,000	3,000
	82780	TRAINING, OUTSIDE	2,477	1,270	3,207	2,714	2,300	1,639				
	82790	TRAINING, IN-HOUSE		217		270						
=	XEPG	TOTAL EMPLOYEE PROGRAMS			3,207	2,984	2,300	1,639				
	82810	REGISTRATIONS	5,437	8,094	7,500	4,818	8,000	1,400		7,500	5,100	5,100
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON	1,493	977	2,000	2,000	2,000	432		2,000	2,000	2,000
	82830	AIR TRAVEL	2,202	1,044	2,000	2,000	2,000	1,193		2,000	2,000	2,000
	82840	LODGING	4,685	3,736	5,000	5,000	5,000	357		5,000	5,000	5,000
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	473	585	1,000	1,000	1,000	218		1,000	500	500

Method 2: Itemized Input (of Amounts)

1. For another method of input, lets pick another category. Scroll down to Office Supplies.



Microsoft Forecaster - [2023 Budget - 11041500 FINANCE]

File Edit Build Data Setup View Tools Window Help

Multi Row | Human Resources

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	473	585	1,000	1,000	1,000	218		1,000	500	500
	82890	OTHER TRAVEL EXPENSES	30	90	20	90	100			20		
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL			17,520	14,908	18,100	3,600		17,520	14,600	14,600
	83110	OFFICE SUPPLIES	4,207	3,553	5,200	2,668	5,200	1,736		5,200	5,200	5,200
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	148	207		16						
	83130	EMPLOYEE BENEVOLENCE ITEMS	203	149	100	200	100			100		
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	423	442	800	495	800	482		800	1,000	1,000
=	XOFS	TOTAL OFFICE SUPPLIES			6,100	3,379	6,100	2,218		6,100	6,200	6,200
	83210	TRAINING SUPPLIES	252		300	85	300			300		
	83260	UNIFORMS PURCHASED	408	761	350		350	449		350	350	350
	83299	OTHER OPERATING SUPPLIES				122						
=	XOPS	TOTAL OPERATING SUPPLIES			650	207	650	449		650	350	350
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)				66		17				
=	XFUEL	TOTAL FUEL & MILEAGE				66		17				
	83510	FURNITURE, FIXTURES (<$25,000)	515	1,023	500		500			500	500	500
!	83530	MACHINERY & EQUIPMENT (<$25,000)	3,180		200	14,512	15,200			1,000	200	200
	83540	COMPUTER HARDWARE (<$25,000)	6,351	2,403	10,000	14,794	14,750	70		5,000	10,000	10,000
	83550	COMPUTER SOFTWARE (<$25,000)	2,497	12,015	5,000	172	5,000			5,000	5,000	5,000
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)			15,700	29,478	35,450	70		11,500	15,700	15,700
	83620	EQUIPMENT PARTS & SUPPLIES	896	222	500	381	500			500	500	500
	83660	BUILDING MAINTENANCE SUPPLIES			200		200			200		
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES			700	381	700			700	500	500
	85110	PROPERTY INSURANCE	1,193	1,095	1,150	1,079	1,138	1,138		1,195	1,255	1,317
	85111	FRAUD INSURANCE	669	643	738	876	1,683	1,682		1,766	1,854	1,947
	85112	INLAND MARINE INSURANCE	62	62	65	63	67	66		69	73	76
	85115	LIABILITY INSURANCE	720	737	1,449	757	858	857		900	945	992
	85116	E&O LIABILITY INSURANCE	1,575	1,473	1,547	954	1,104	1,103		1,158	1,216	1,277
	85119	UMBRELLA LIABILITY	619	619	650	677	722	722		758	796	836
	85140	SURETY/NOTARY BONDS			50		50			50	50	50
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS			5,649	4,406	5,622	5,568		5,896	6,189	6,495
	85320	STATE FEES	400		800		800			800	800	800
=	XPERM	TOTAL PERMITS			800		800			800	800	800

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2. Based on amounts from Actual 2019, 2020 and 2021, and Budget 2022, it looks like Computer Services ranges from $2,268 to $5,200. Since there is a wide variance, it might be useful to add detail lines to explain the amounts.

Microsoft Forecaster - [2023 Budget - 11041500 FINANCE]

File Edit Build Data Setup View Tools Window Help

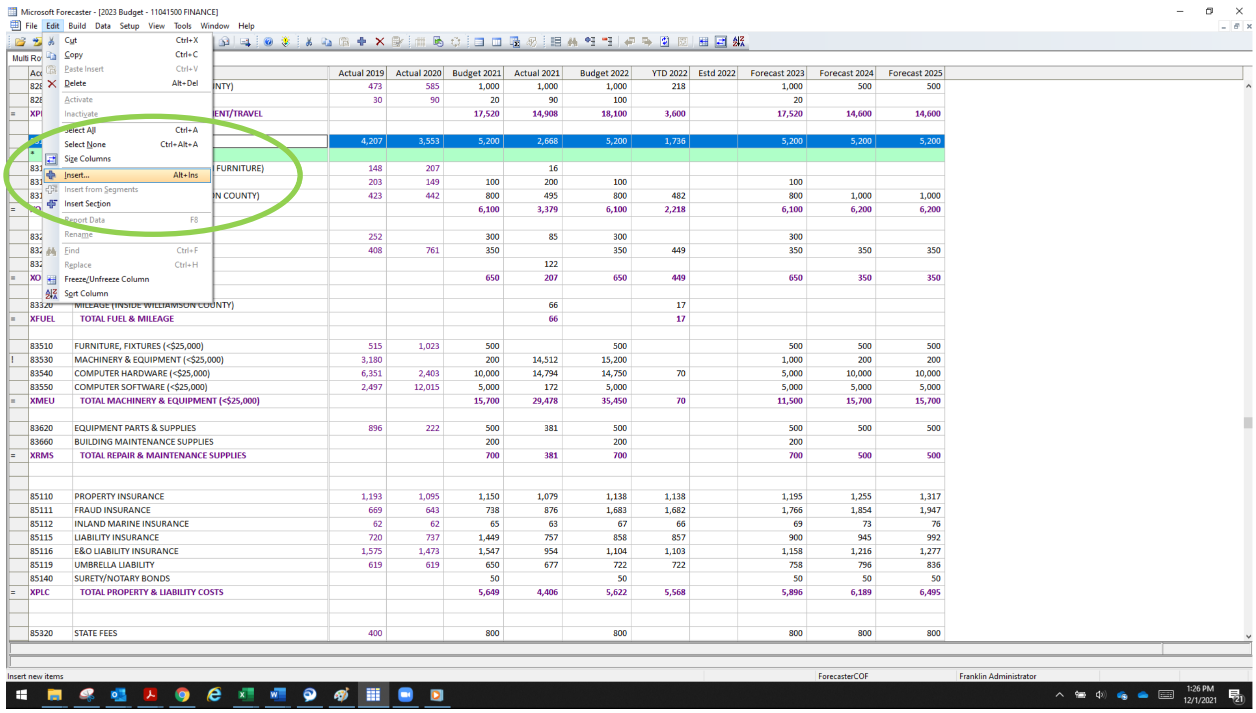
Multi Row | Human Resources

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	473	585	1,000	1,000	1,000	218		1,000	500	500
	82890	OTHER TRAVEL EXPENSES	30	90	20	90	100			20		
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL			17,520	14,908	18,100	3,600		17,520	14,600	14,600
	83110	OFFICE SUPPLIES	4,207	3,553	5,200	2,668	5,200	1,736		5,200	5,200	5,200
	*	Amount missing from detail										
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	148	207		16						
	83130	EMPLOYEE BENEVOLENCE ITEMS	203	149	100	200	100			100		
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	423	442	800	495	800	482		800	1,000	1,000
=	XOFS	TOTAL OFFICE SUPPLIES			6,100	3,379	6,100	2,218		6,100	6,200	6,200
	83210	TRAINING SUPPLIES	252		300	85	300			300		
	83260	UNIFORMS PURCHASED	408	761	350		350	449		350	350	350
	83299	OTHER OPERATING SUPPLIES				122						
=	XOPS	TOTAL OPERATING SUPPLIES			650	207	650	449		650	350	350
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)				66		17				
=	XFUEL	TOTAL FUEL & MILEAGE				66		17				
	83510	FURNITURE, FIXTURES (<$25,000)	515	1,023	500		500			500	500	500
!	83530	MACHINERY & EQUIPMENT (<$25,000)	3,180		200	14,512	15,200			1,000	200	200
	83540	COMPUTER HARDWARE (<$25,000)	6,351	2,403	10,000	14,794	14,750	70		5,000	10,000	10,000
	83550	COMPUTER SOFTWARE (<$25,000)	2,497	12,015	5,000	172	5,000			5,000	5,000	5,000
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)			15,700	29,478	35,450	70		11,500	15,700	15,700
	83620	EQUIPMENT PARTS & SUPPLIES	896	222	500	381	500			500	500	500
	83660	BUILDING MAINTENANCE SUPPLIES			200		200			200		
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES			700	381	700			700	500	500
	85110	PROPERTY INSURANCE	1,193	1,095	1,150	1,079	1,138	1,138		1,195	1,255	1,317
	85111	FRAUD INSURANCE	669	643	738	876	1,683	1,682		1,766	1,854	1,947
	85112	INLAND MARINE INSURANCE	62	62	65	63	67	66		69	73	76
	85115	LIABILITY INSURANCE	720	737	1,449	757	858	857		900	945	992
	85116	E&O LIABILITY INSURANCE	1,575	1,473	1,547	954	1,104	1,103		1,158	1,216	1,277
	85119	UMBRELLA LIABILITY	619	619	650	677	722	722		758	796	836
	85140	SURETY/NOTARY BONDS			50		50			50	50	50
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS			5,649	4,406	5,622	5,568		5,896	6,189	6,495
	85320	STATE FEES	400		800		800			800	800	800

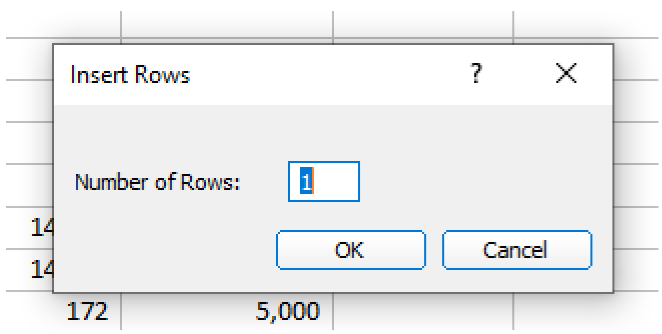
Ready ForecasterCOF

Notice a line is inserted by the program called “Amounts missing from detail”. This is system generated. Please allocate these costs or add a “various” line to allocate them. If you do not, the figure in the “amounts missing from detail” will remove once you save the document and you will lose data.

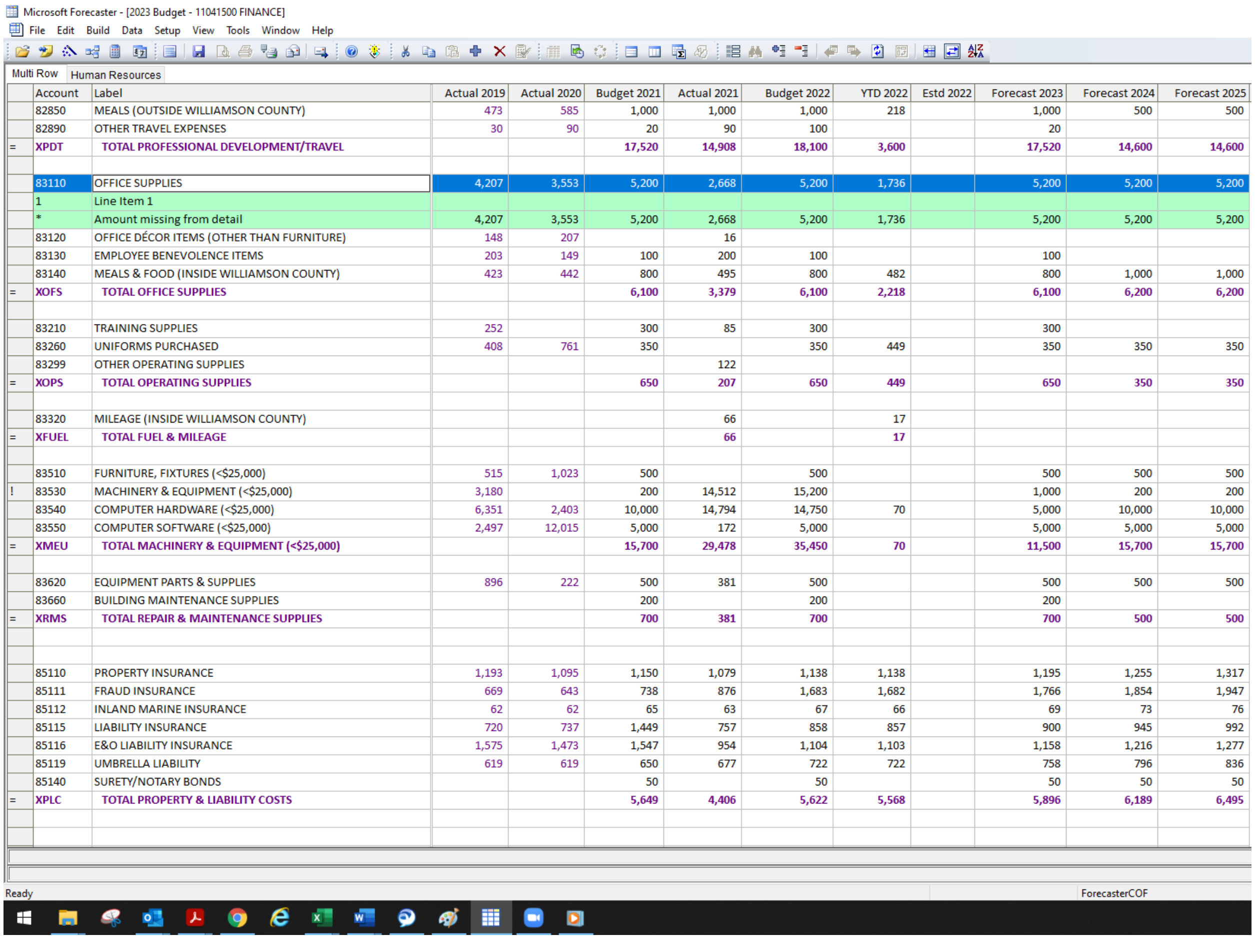
4. Find the Edit tab on the top menu. You will see an option to Insert Rows. Select it.



5. Let's choose to enter 1 row.



6. Forecaster creates 1 new line.



Microsoft Forecaster - [2023 Budget - 11041500 FINANCE]

File Edit Build Data Setup View Tools Window Help

Multi Row | Human Resources

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	473	585	1,000	1,000	1,000	218		1,000	500	500
	82890	OTHER TRAVEL EXPENSES	30	90	20	90	100			20		
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL			17,520	14,908	18,100	3,600		17,520	14,600	14,600
	83110	OFFICE SUPPLIES	4,207	3,553	5,200	2,668	5,200	1,736		5,200	5,200	5,200
	1	Line Item 1										
	*	Amount missing from detail	4,207	3,553	5,200	2,668	5,200	1,736		5,200	5,200	5,200
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	148	207		16						
	83130	EMPLOYEE BENEVOLENCE ITEMS	203	149	100	200	100			100		
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	423	442	800	495	800	482		800	1,000	1,000
=	XOFS	TOTAL OFFICE SUPPLIES			6,100	3,379	6,100	2,218		6,100	6,200	6,200
	83210	TRAINING SUPPLIES	252		300	85	300			300		
	83260	UNIFORMS PURCHASED	408	761	350		350	449		350	350	350
	83299	OTHER OPERATING SUPPLIES				122						
=	XOPS	TOTAL OPERATING SUPPLIES			650	207	650	449		650	350	350
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)				66		17				
=	XFUEL	TOTAL FUEL & MILEAGE				66		17				
	83510	FURNITURE, FIXTURES (<$25,000)	515	1,023	500		500			500	500	500
!	83530	MACHINERY & EQUIPMENT (<$25,000)	3,180		200	14,512	15,200			1,000	200	200
	83540	COMPUTER HARDWARE (<$25,000)	6,351	2,403	10,000	14,794	14,750	70		5,000	10,000	10,000
	83550	COMPUTER SOFTWARE (<$25,000)	2,497	12,015	5,000	172	5,000			5,000	5,000	5,000
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)			15,700	29,478	35,450	70		11,500	15,700	15,700
	83620	EQUIPMENT PARTS & SUPPLIES	896	222	500	381	500			500	500	500
	83660	BUILDING MAINTENANCE SUPPLIES			200		200			200		
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES			700	381	700			700	500	500
	85110	PROPERTY INSURANCE	1,193	1,095	1,150	1,079	1,138	1,138		1,195	1,255	1,317
	85111	FRAUD INSURANCE	669	643	738	876	1,683	1,682		1,766	1,854	1,947
	85112	INLAND MARINE INSURANCE	62	62	65	63	67	66		69	73	76
	85115	LIABILITY INSURANCE	720	737	1,449	757	858	857		900	945	992
	85116	E&O LIABILITY INSURANCE	1,575	1,473	1,547	954	1,104	1,103		1,158	1,216	1,277
	85119	UMBRELLA LIABILITY	619	619	650	677	722	722		758	796	836
	85140	SURETY/NOTARY BONDS			50		50			50	50	50
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS			5,649	4,406	5,622	5,568		5,896	6,189	6,495

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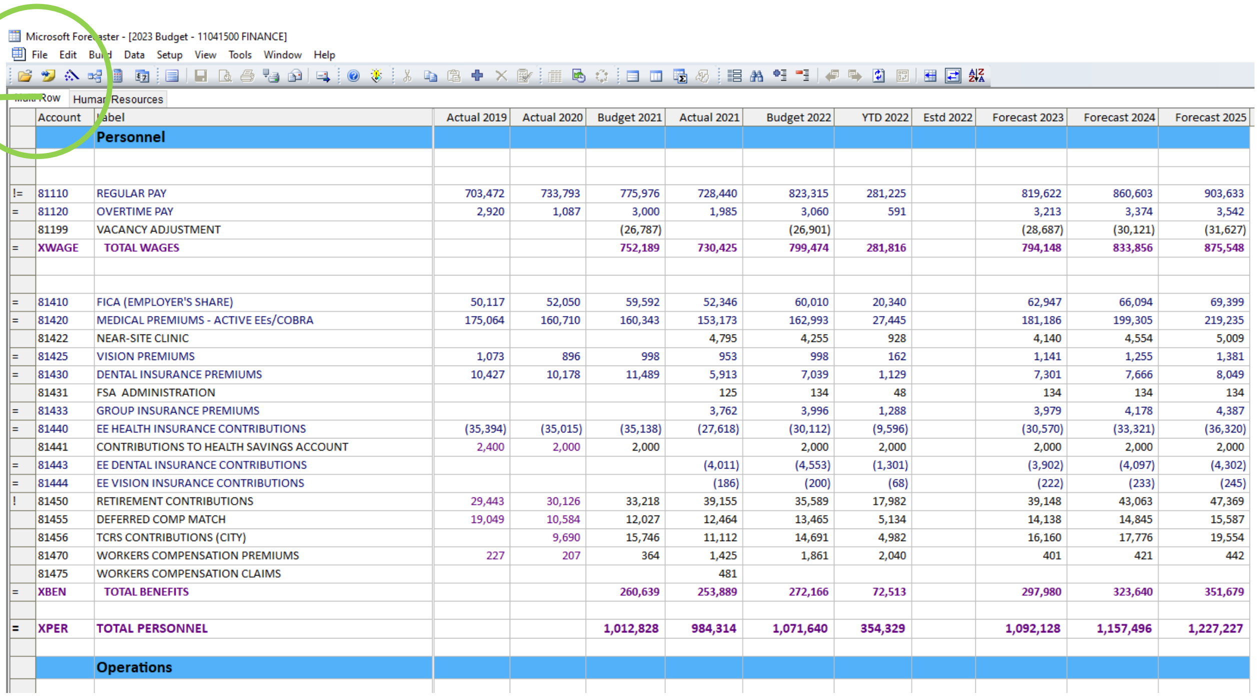
7. These details provide the backup if asked about how the total were determined.

   Should you need to correct a misspelling, simply click on the cell where you have misspelled the word, click the F2 key, and place the cursor in the cell.

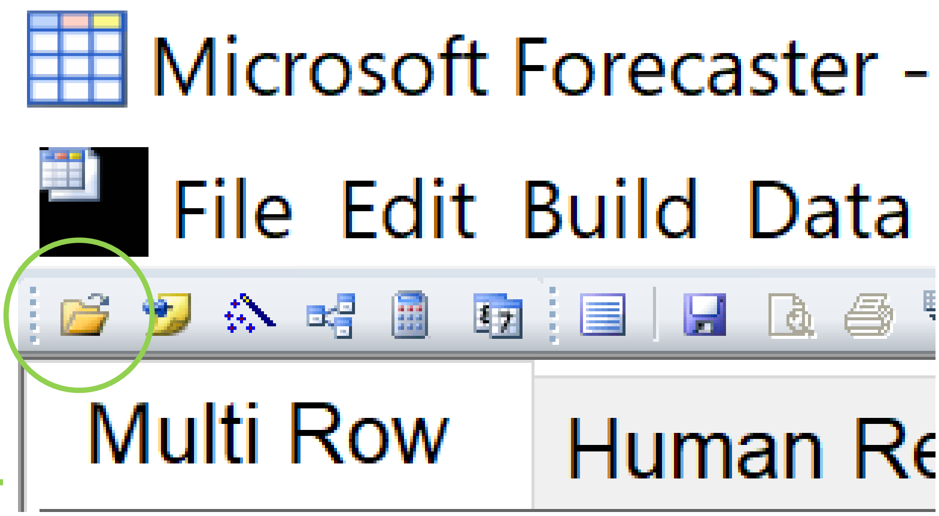
   Deleting a line is similar – highlight the row you want deleted on the far-left of the screen, click on delete, confirm the deletion and click save. Make sure to click Save whenever adding or deleting a line for it to take effect.

Switching Between Divisions, Departments & Funds

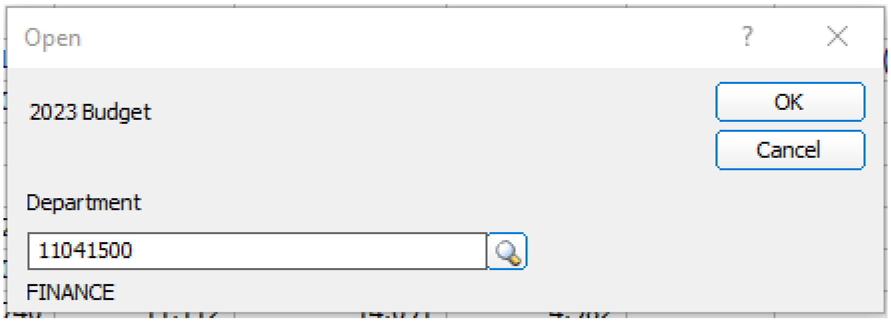


	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
		Personnel										
!=	81110	REGULAR PAY	703,472	733,793	775,976	728,440	823,315	281,225		819,622	860,603	903,633
=	81120	OVERTIME PAY	2,920	1,087	3,000	1,985	3,060	591		3,213	3,374	3,542
	81199	VACANCY ADJUSTMENT			(26,787)		(26,901)			(28,687)	(30,121)	(31,627)
=	XWAGE	TOTAL WAGES			752,189	730,425	799,474	281,816		794,148	833,856	875,548
=	81410	FICA (EMPLOYER'S SHARE)	50,117	52,050	59,592	52,346	60,010	20,340		62,947	66,094	69,399
=	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	175,064	160,710	160,343	153,173	162,993	27,445		181,186	199,305	219,235
	81422	NEAR-SITE CLINIC				4,795	4,255	928		4,140	4,554	5,009
=	81425	VISION PREMIUMS	1,073	896	998	953	998	162		1,141	1,255	1,381
=	81430	DENTAL INSURANCE PREMIUMS	10,427	10,178	11,489	5,913	7,039	1,129		7,301	7,666	8,049
	81431	FSA ADMINISTRATION				125	134	48		134	134	134
=	81433	GROUP INSURANCE PREMIUMS				3,762	3,996	1,288		3,979	4,178	4,387
=	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(35,394)	(35,015)	(35,138)	(27,618)	(30,112)	(9,596)		(30,570)	(33,321)	(36,320)
	81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	2,400	2,000	2,000		2,000	2,000		2,000	2,000	2,000
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS				(4,011)	(4,553)	(1,301)		(3,902)	(4,097)	(4,302)
=	81444	EE VISION INSURANCE CONTRIBUTIONS				(186)	(200)	(68)		(222)	(233)	(245)
!	81450	RETIREMENT CONTRIBUTIONS	29,443	30,126	33,218	39,155	35,589	17,982		39,148	43,063	47,369
	81455	DEFERRED COMP MATCH	19,049	10,584	12,027	12,464	13,465	5,134		14,138	14,845	15,587
	81456	TCRS CONTRIBUTIONS (CITY)		9,690	15,746	11,112	14,691	4,982		16,160	17,776	19,554
	81470	WORKERS COMPENSATION PREMIUMS	227	207	364	1,425	1,861	2,040		401	421	442
	81475	WORKERS COMPENSATION CLAIMS				481						
=	XBEN	TOTAL BENEFITS			260,639	253,889	272,166	72,513		297,980	323,640	351,679
=	XPER	**TOTAL PERSONNEL**			1,012,828	984,314	1,071,640	354,329		1,092,128	1,157,496	1,227,227
		Operations										

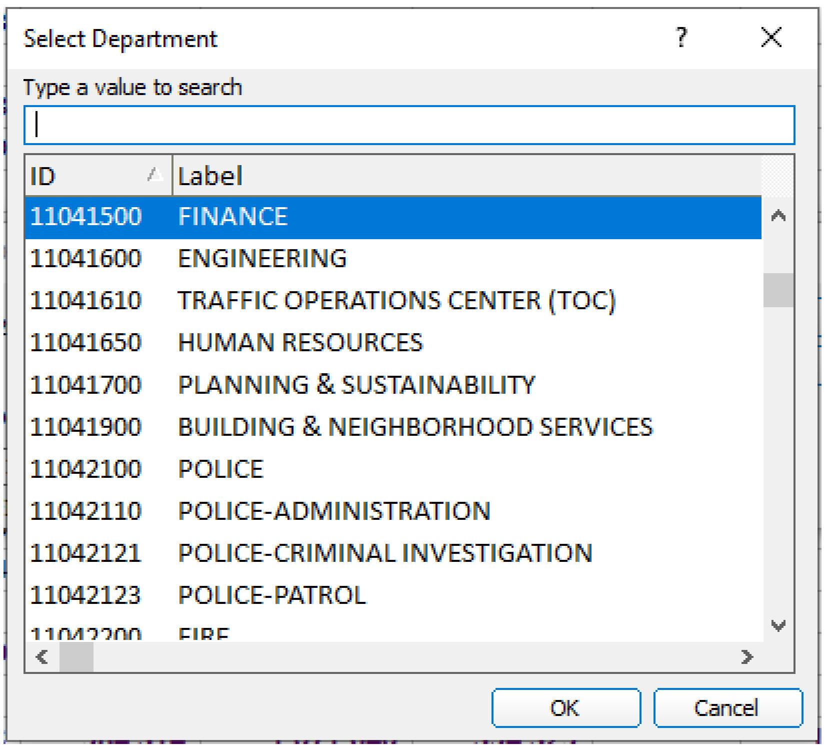
1. Click on the button that looks like a folder opening.



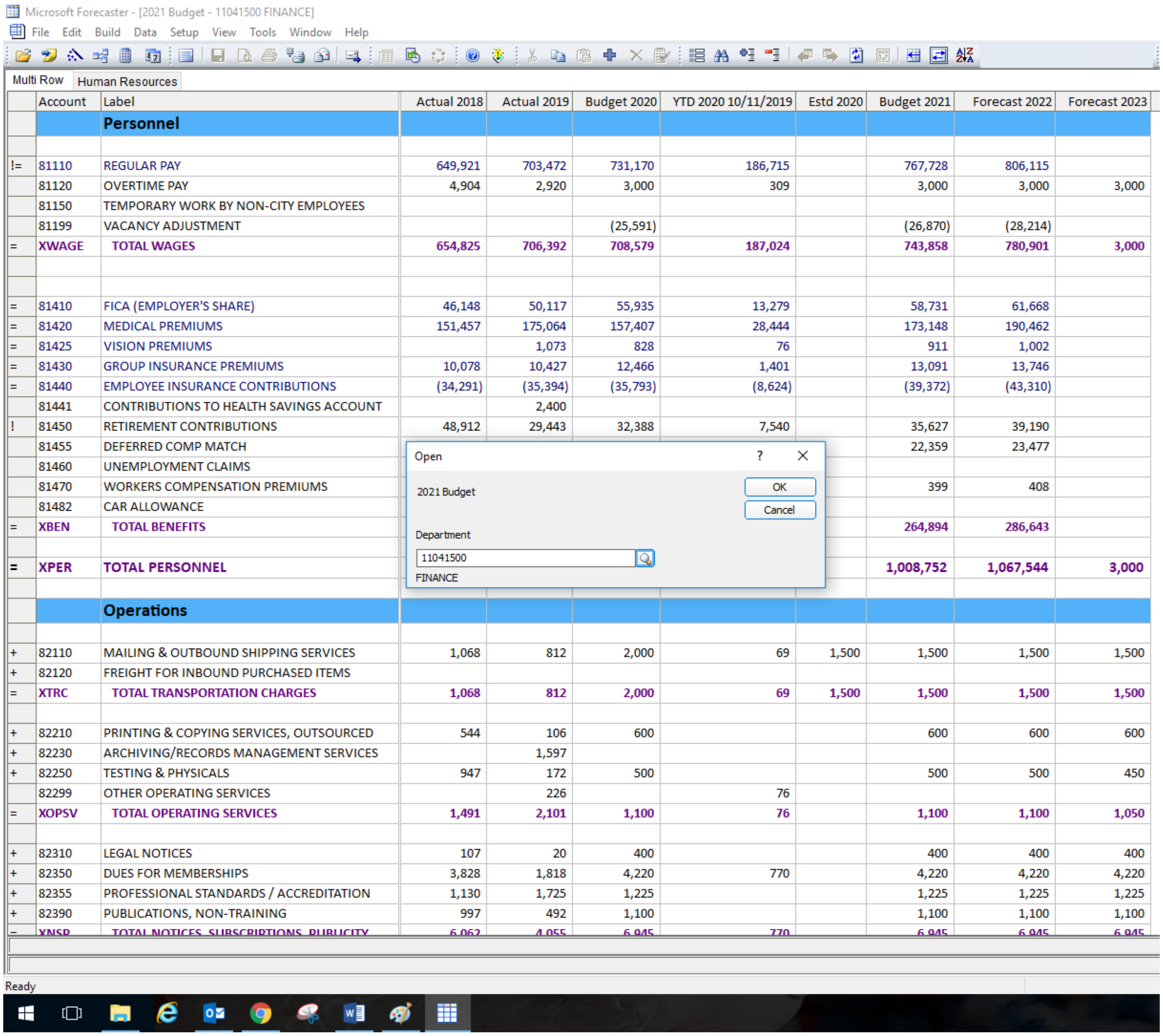
2. If you have more than one department of access, the division, department, or fund you are in will show in the Open box. Click on the magnifying glass button.



3. The other divisions, departments, funds you have access will appear.



4. Click on the division, department, or fund you would like to switch. Click OK.

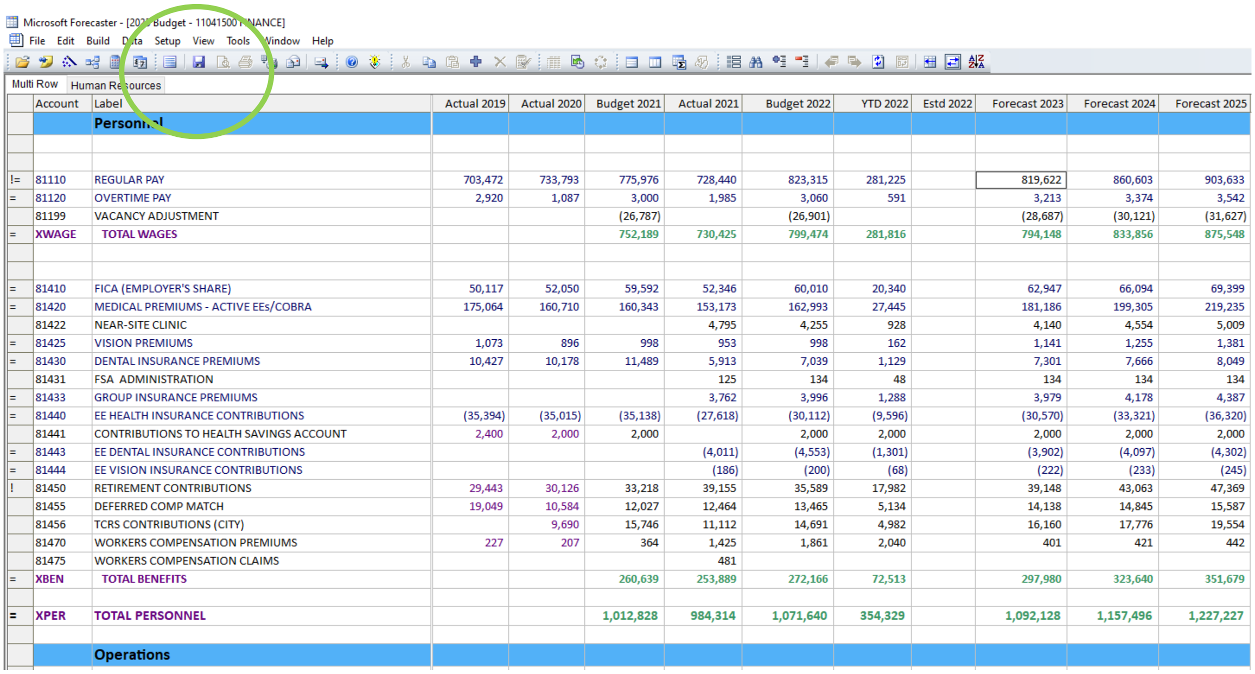


	Account	Label	Actual 2018	Actual 2019	Budget 2020	YTD 2020 10/11/2019	Estd 2020	Budget 2021	Forecast 2022	Forecast 2023
		Personnel								
!=	81110	REGULAR PAY	649,921	703,472	731,170	186,715		767,728	806,115	
	81120	OVERTIME PAY	4,904	2,920	3,000	309		3,000	3,000	3,000
	81150	TEMPORARY WORK BY NON-CITY EMPLOYEES								
	81199	VACANCY ADJUSTMENT			(25,591)			(26,870)	(28,214)	
=	XWAGE	TOTAL WAGES	654,825	706,392	708,579	187,024		743,858	780,901	3,000
=	81410	FICA (EMPLOYER'S SHARE)	46,148	50,117	55,935	13,279		58,731	61,668	
=	81420	MEDICAL PREMIUMS	151,457	175,064	157,407	28,444		173,148	190,462	
=	81425	VISION PREMIUMS		1,073	828	76		911	1,002	
=	81430	GROUP INSURANCE PREMIUMS	10,078	10,427	12,466	1,401		13,091	13,746	
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(34,291)	(35,394)	(35,793)	(8,624)		(39,372)	(43,310)	
	81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT		2,400						
!	81450	RETIREMENT CONTRIBUTIONS	48,912	29,443	32,388	7,540		35,627	39,190	
	81455	DEFERRED COMP MATCH						22,359	23,477	
	81460	UNEMPLOYMENT CLAIMS								
	81470	WORKERS COMPENSATION PREMIUMS						399	408	
	81482	CAR ALLOWANCE								
=	XBEN	TOTAL BENEFITS						264,894	286,643	
=	XPER	TOTAL PERSONNEL						1,008,752	1,067,544	3,000
		Operations								
+	82110	MAILING & OUTBOUND SHIPPING SERVICES	1,068	812	2,000	69	1,500	1,500	1,500	1,500
+	82120	FREIGHT FOR INBOUND PURCHASED ITEMS								
=	XTRC	TOTAL TRANSPORTATION CHARGES	1,068	812	2,000	69	1,500	1,500	1,500	1,500
+	82210	PRINTING & COPYING SERVICES, OUTSOURCED	544	106	600			600	600	600
+	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES		1,597						
+	82250	TESTING & PHYSICALS	947	172	500			500	500	450
	82299	OTHER OPERATING SERVICES		226		76				
=	XOPSV	TOTAL OPERATING SERVICES	1,491	2,101	1,100	76		1,100	1,100	1,050
+	82310	LEGAL NOTICES	107	20	400			400	400	400
+	82350	DUES FOR MEMBERSHIPS	3,828	1,818	4,220	770		4,220	4,220	4,220
+	82355	PROFESSIONAL STANDARDS / ACCREDITATION	1,130	1,725	1,225			1,225	1,225	1,225
+	82390	PUBLICATIONS, NON-TRAINING	997	492	1,100			1,100	1,100	1,100
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	6,062	4,055	6,945	770		6,945	6,945	6,945

5. Click OK again if this is correct.

   You have switched to the new division, department, or fund.

Making Sure Your Changes Have Been Saved



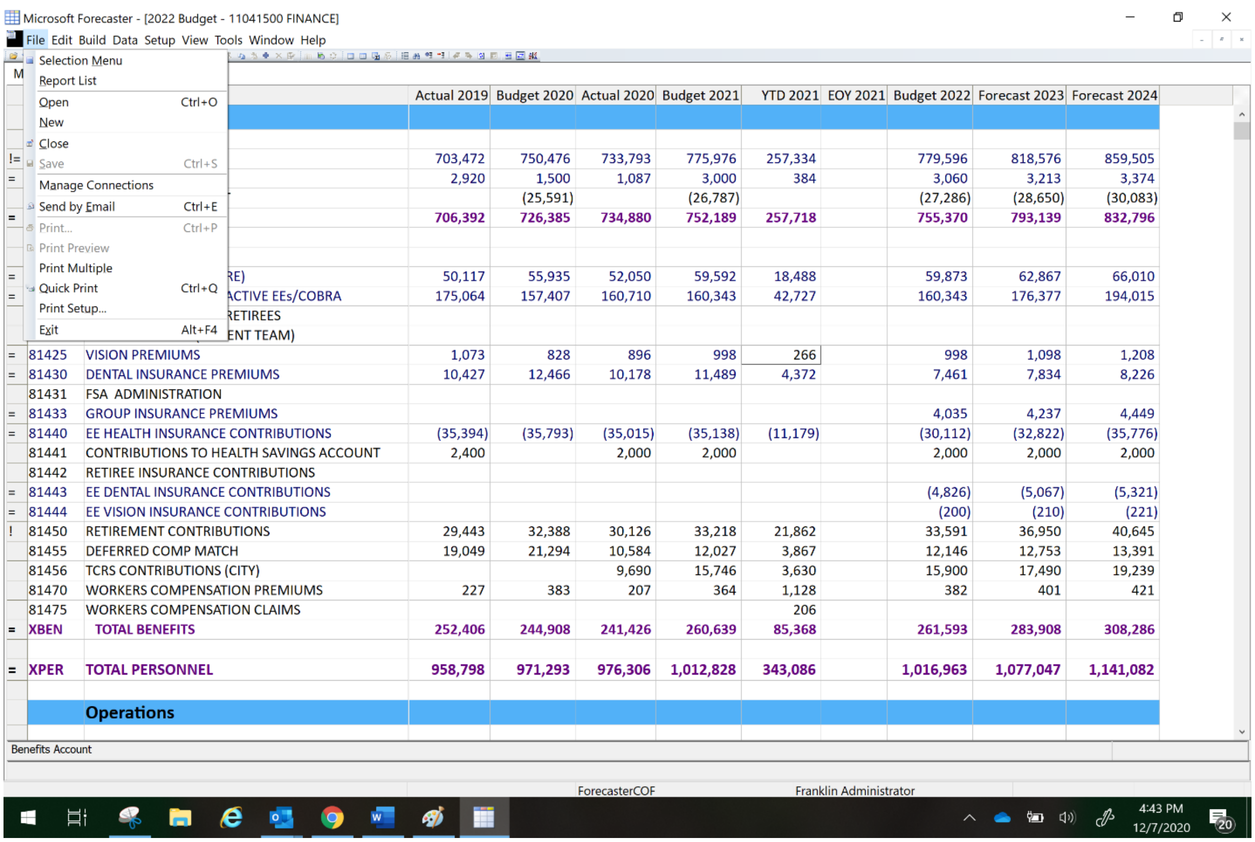
	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
		Personnel										
!=	81110	REGULAR PAY	703,472	733,793	775,976	728,440	823,315	281,225		819,622	860,603	903,633
=	81120	OVERTIME PAY	2,920	1,087	3,000	1,985	3,060	591		3,213	3,374	3,542
	81199	VACANCY ADJUSTMENT			(26,787)		(26,901)			(28,687)	(30,121)	(31,627)
=	XWAGE	TOTAL WAGES			752,189	730,425	799,474	281,816		794,148	833,856	875,548
=	81410	FICA (EMPLOYER'S SHARE)	50,117	52,050	59,592	52,346	60,010	20,340		62,947	66,094	69,399
=	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	175,064	160,710	160,343	153,173	162,993	27,445		181,186	199,305	219,235
	81422	NEAR-SITE CLINIC				4,795	4,255	928		4,140	4,554	5,009
=	81425	VISION PREMIUMS	1,073	896	998	953	998	162		1,141	1,255	1,381
=	81430	DENTAL INSURANCE PREMIUMS	10,427	10,178	11,489	5,913	7,039	1,129		7,301	7,666	8,049
	81431	FSA ADMINISTRATION				125	134	48		134	134	134
=	81433	GROUP INSURANCE PREMIUMS				3,762	3,996	1,288		3,979	4,178	4,387
=	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(35,394)	(35,015)	(35,138)	(27,618)	(30,112)	(9,596)		(30,570)	(33,321)	(36,320)
	81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	2,400	2,000	2,000		2,000	2,000		2,000	2,000	2,000
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS				(4,011)	(4,553)	(1,301)		(3,902)	(4,097)	(4,302)
=	81444	EE VISION INSURANCE CONTRIBUTIONS				(186)	(200)	(68)		(222)	(233)	(245)
!	81450	RETIREMENT CONTRIBUTIONS	29,443	30,126	33,218	39,155	35,589	17,982		39,148	43,063	47,369
	81455	DEFERRED COMP MATCH	19,049	10,584	12,027	12,464	13,465	5,134		14,138	14,845	15,587
	81456	TCRS CONTRIBUTIONS (CITY)		9,690	15,746	11,112	14,691	4,982		16,160	17,776	19,554
	81470	WORKERS COMPENSATION PREMIUMS	227	207	364	1,425	1,861	2,040		401	421	442
	81475	WORKERS COMPENSATION CLAIMS				481						
=	XBEN	TOTAL BENEFITS			260,639	253,889	272,166	72,513		297,980	323,640	351,679
=	XPER	TOTAL PERSONNEL			1,012,828	984,314	1,071,640	354,329		1,092,128	1,157,496	1,227,227
		Operations										

After making updates, the system should keep your data. To ensure it has been saved, look at the Save button. If it is lit up, before you exit, simply click on it to let it save your changes. If you were to press the X at the top right or select FILE-CLOSE without saving, I believe the program will prompt you to Save which is a good backup feature. We just want to make sure your data is saved and not lost.

Leaving Forecaster

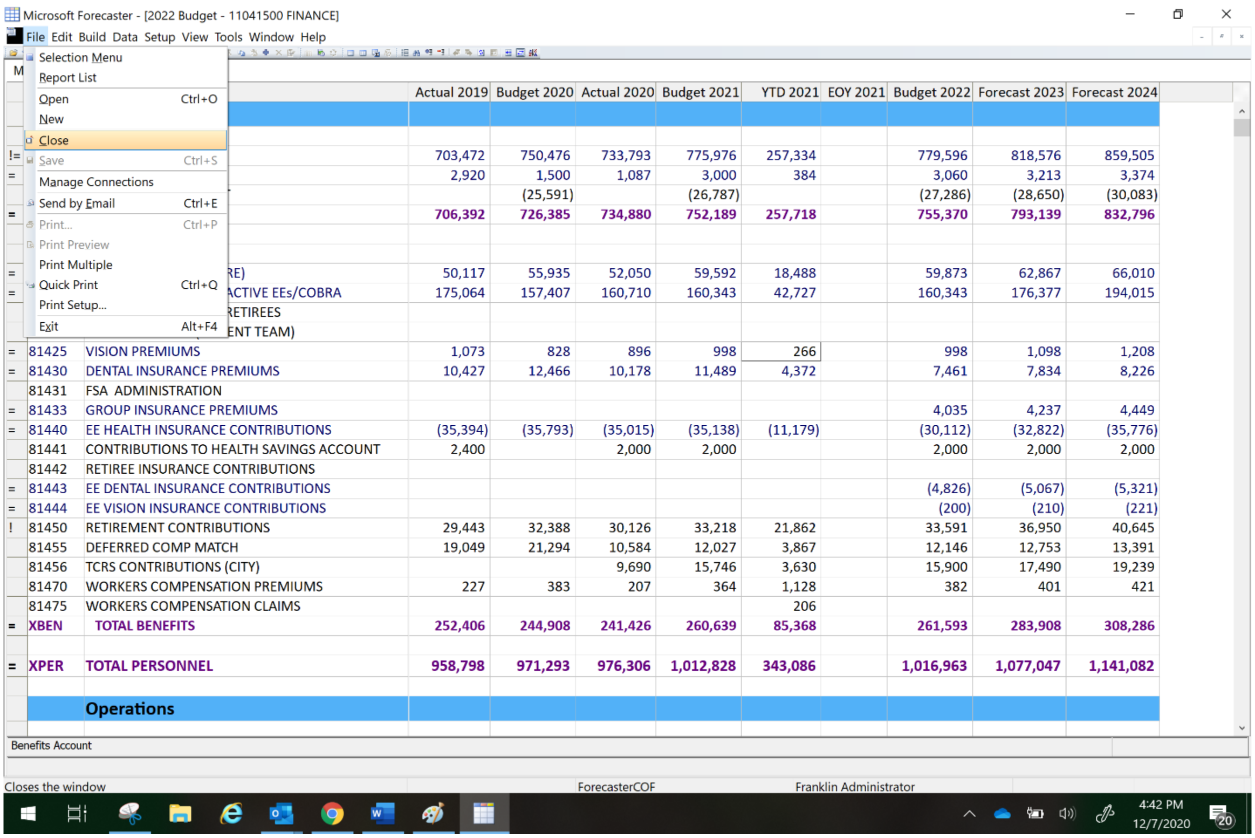
This step is imperative for Finance to continue working within the budget process.

1. Click on File.



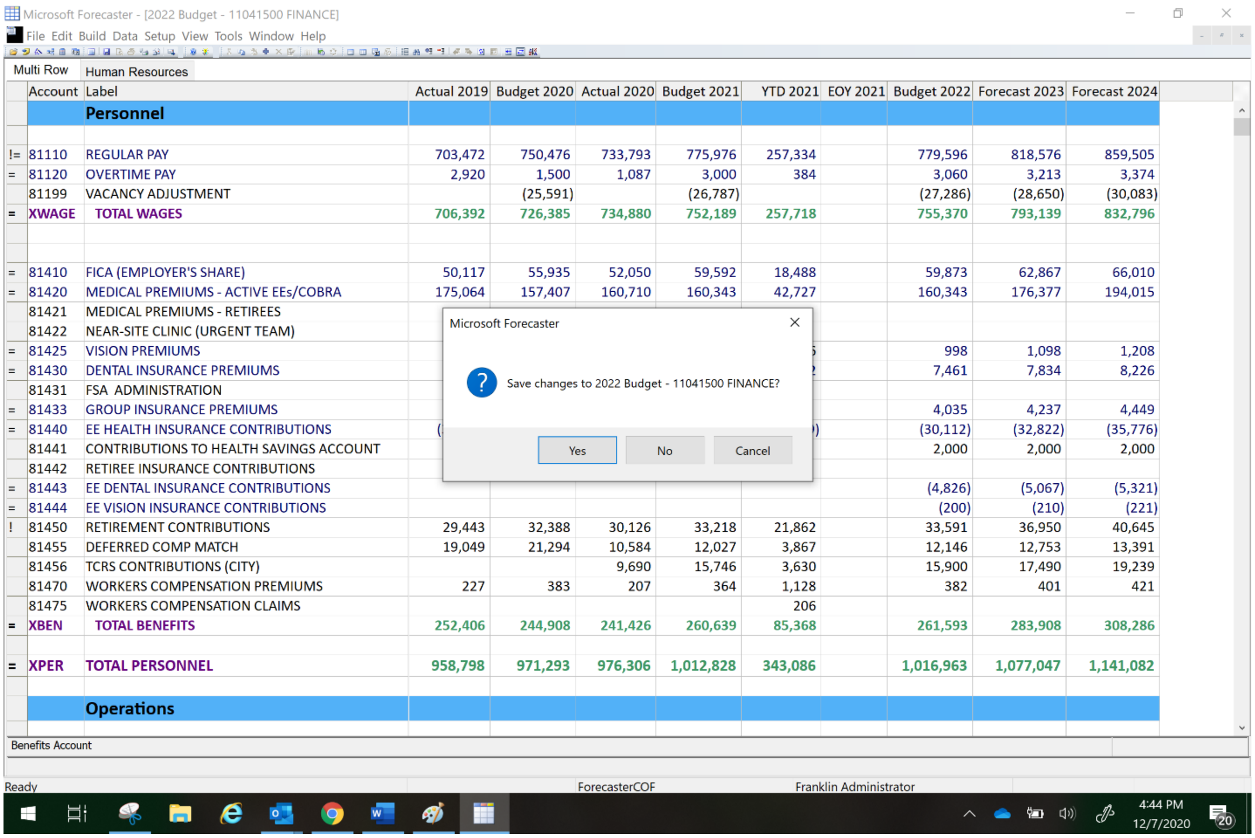
		Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
		703,472	750,476	733,793	775,976	257,334		779,596	818,576	859,505
		2,920	1,500	1,087	3,000	384		3,060	3,213	3,374
			(25,591)		(26,787)			(27,286)	(28,650)	(30,083)
		706,392	726,385	734,880	752,189	257,718		755,370	793,139	832,796
	RE)	50,117	55,935	52,050	59,592	18,488		59,873	62,867	66,010
	ACTIVE EEs/COBRA	175,064	157,407	160,710	160,343	42,727		160,343	176,377	194,015
	RETIREES									
	ENT TEAM)									
81425	VISION PREMIUMS	1,073	828	896	998	266		998	1,098	1,208
81430	DENTAL INSURANCE PREMIUMS	10,427	12,466	10,178	11,489	4,372		7,461	7,834	8,226
81431	FSA ADMINISTRATION									
81433	GROUP INSURANCE PREMIUMS							4,035	4,237	4,449
81440	EE HEALTH INSURANCE CONTRIBUTIONS	(35,394)	(35,793)	(35,015)	(35,138)	(11,179)		(30,112)	(32,822)	(35,776)
81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	2,400		2,000	2,000			2,000	2,000	2,000
81442	RETIREE INSURANCE CONTRIBUTIONS									
81443	EE DENTAL INSURANCE CONTRIBUTIONS							(4,826)	(5,067)	(5,321)
81444	EE VISION INSURANCE CONTRIBUTIONS							(200)	(210)	(221)
81450	RETIREMENT CONTRIBUTIONS	29,443	32,388	30,126	33,218	21,862		33,591	36,950	40,645
81455	DEFERRED COMP MATCH	19,049	21,294	10,584	12,027	3,867		12,146	12,753	13,391
81456	TCRS CONTRIBUTIONS (CITY)			9,690	15,746	3,630		15,900	17,490	19,239
81470	WORKERS COMPENSATION PREMIUMS	227	383	207	364	1,128		382	401	421
81475	WORKERS COMPENSATION CLAIMS					206				
XBEN	TOTAL BENEFITS	252,406	244,908	241,426	260,639	85,368		261,593	283,908	308,286
XPER	TOTAL PERSONNEL	958,798	971,293	976,306	1,012,828	343,086		1,016,963	1,077,047	1,141,082
	Operations									

2. Click on Close.



		Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
		703,472	750,476	733,793	775,976	257,334		779,596	818,576	859,505
		2,920	1,500	1,087	3,000	384		3,060	3,213	3,374
			(25,591)		(26,787)			(27,286)	(28,650)	(30,083)
		706,392	726,385	734,880	752,189	257,718		755,370	793,139	832,796
	RE)	50,117	55,935	52,050	59,592	18,488		59,873	62,867	66,010
	ACTIVE EEs/COBRA	175,064	157,407	160,710	160,343	42,727		160,343	176,377	194,015
	RETIREES									
	ENT TEAM)									
81425	VISION PREMIUMS	1,073	828	896	998	266		998	1,098	1,208
81430	DENTAL INSURANCE PREMIUMS	10,427	12,466	10,178	11,489	4,372		7,461	7,834	8,226
81431	FSA ADMINISTRATION									
81433	GROUP INSURANCE PREMIUMS							4,035	4,237	4,449
81440	EE HEALTH INSURANCE CONTRIBUTIONS	(35,394)	(35,793)	(35,015)	(35,138)	(11,179)		(30,112)	(32,822)	(35,776)
81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	2,400		2,000	2,000			2,000	2,000	2,000
81442	RETIREE INSURANCE CONTRIBUTIONS									
81443	EE DENTAL INSURANCE CONTRIBUTIONS							(4,826)	(5,067)	(5,321)
81444	EE VISION INSURANCE CONTRIBUTIONS							(200)	(210)	(221)
81450	RETIREMENT CONTRIBUTIONS	29,443	32,388	30,126	33,218	21,862		33,591	36,950	40,645
81455	DEFERRED COMP MATCH	19,049	21,294	10,584	12,027	3,867		12,146	12,753	13,391
81456	TCRS CONTRIBUTIONS (CITY)			9,690	15,746	3,630		15,900	17,490	19,239
81470	WORKERS COMPENSATION PREMIUMS	227	383	207	364	1,128		382	401	421
81475	WORKERS COMPENSATION CLAIMS					206				
XBEN	TOTAL BENEFITS	252,406	244,908	241,426	260,639	85,368		261,593	283,908	308,286
XPER	TOTAL PERSONNEL	958,798	971,293	976,306	1,012,828	343,086		1,016,963	1,077,047	1,141,082
	Operations									

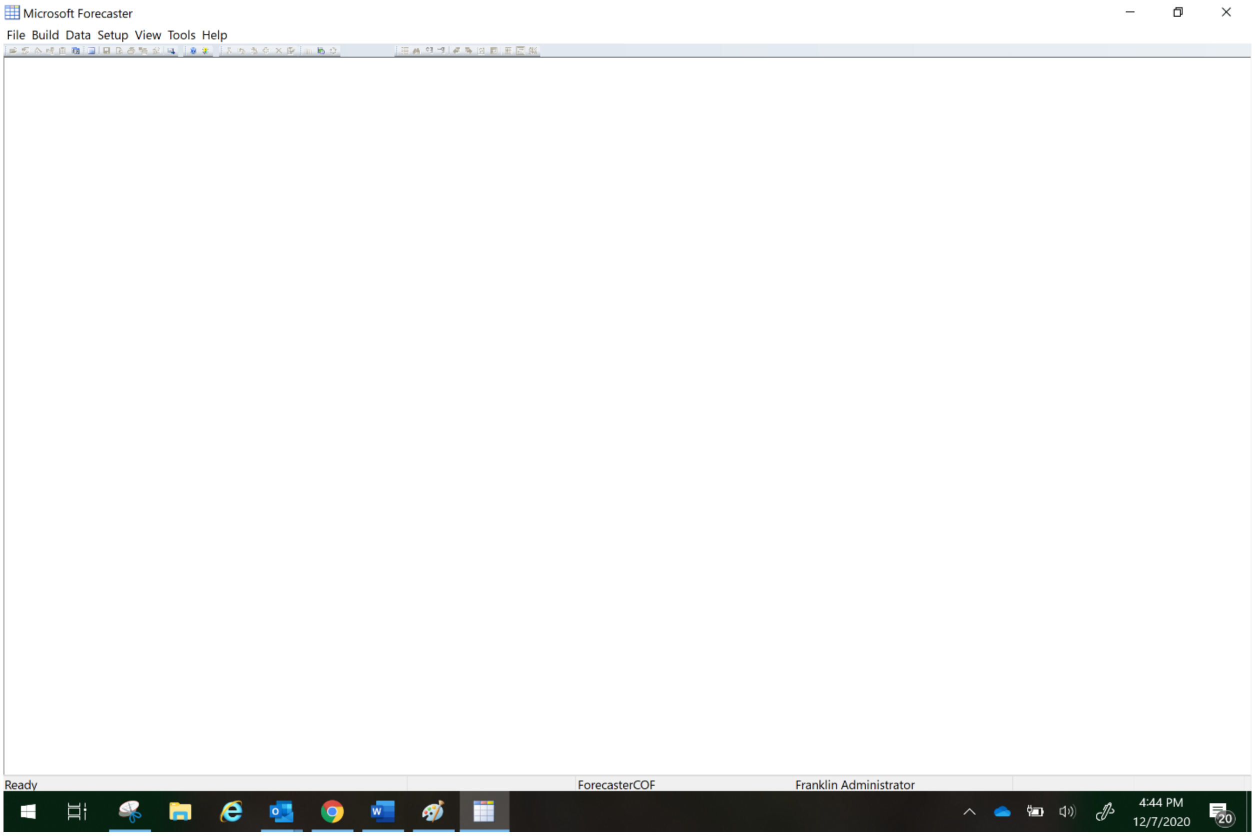
3. Notice the system may prompt you to save changes. If you have not already saved, the Save button will be highlighted.



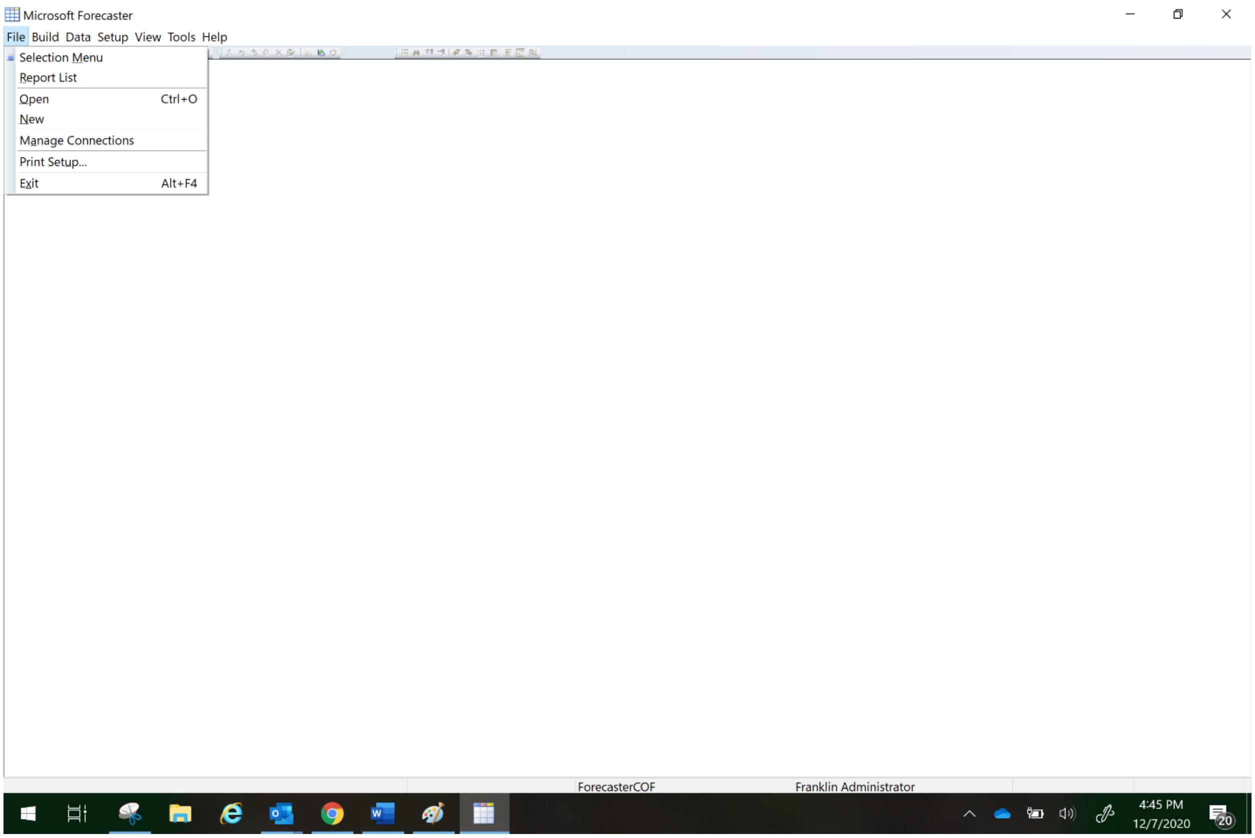
	Account	Label	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 2021	EOY 2021	Budget 2022	Forecast 2023	Forecast 2024
		Personnel									
!=	81110	REGULAR PAY	703,472	750,476	733,793	775,976	257,334		779,596	818,576	859,505
=	81120	OVERTIME PAY	2,920	1,500	1,087	3,000	384		3,060	3,213	3,374
	81199	VACANCY ADJUSTMENT		(25,591)		(26,787)			(27,286)	(28,650)	(30,083)
=	XWAGE	TOTAL WAGES	706,392	726,385	734,880	752,189	257,718		755,370	793,139	832,796
=	81410	FICA (EMPLOYER'S SHARE)	50,117	55,935	52,050	59,592	18,488		59,873	62,867	66,010
=	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	175,064	157,407	160,710	160,343	42,727		160,343	176,377	194,015
	81421	MEDICAL PREMIUMS - RETIREES									
	81422	NEAR-SITE CLINIC (URGENT TEAM)									
=	81425	VISION PREMIUMS							998	1,098	1,208
=	81430	DENTAL INSURANCE PREMIUMS							7,461	7,834	8,226
	81431	FSA ADMINISTRATION									
=	81433	GROUP INSURANCE PREMIUMS							4,035	4,237	4,449
=	81440	EE HEALTH INSURANCE CONTRIBUTIONS							(30,112)	(32,822)	(35,776)
	81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT							2,000	2,000	2,000
	81442	RETIREE INSURANCE CONTRIBUTIONS									
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS							(4,826)	(5,067)	(5,321)
=	81444	EE VISION INSURANCE CONTRIBUTIONS							(200)	(210)	(221)
!	81450	RETIREMENT CONTRIBUTIONS	29,443	32,388	30,126	33,218	21,862		33,591	36,950	40,645
	81455	DEFERRED COMP MATCH	19,049	21,294	10,584	12,027	3,867		12,146	12,753	13,391
	81456	TCRS CONTRIBUTIONS (CITY)			9,690	15,746	3,630		15,900	17,490	19,239
	81470	WORKERS COMPENSATION PREMIUMS	227	383	207	364	1,128		382	401	421
	81475	WORKERS COMPENSATION CLAIMS					206				
=	XBEN	TOTAL BENEFITS	252,406	244,908	241,426	260,639	85,368		261,593	283,908	308,286
=	XPER	TOTAL PERSONNEL	958,798	971,293	976,306	1,012,828	343,086		1,016,963	1,077,047	1,141,082
		Operations									

If you see this prompt, click Yes unless you are wanting your changes to not be saved. (If for some reason the changes were not what you were wanting).

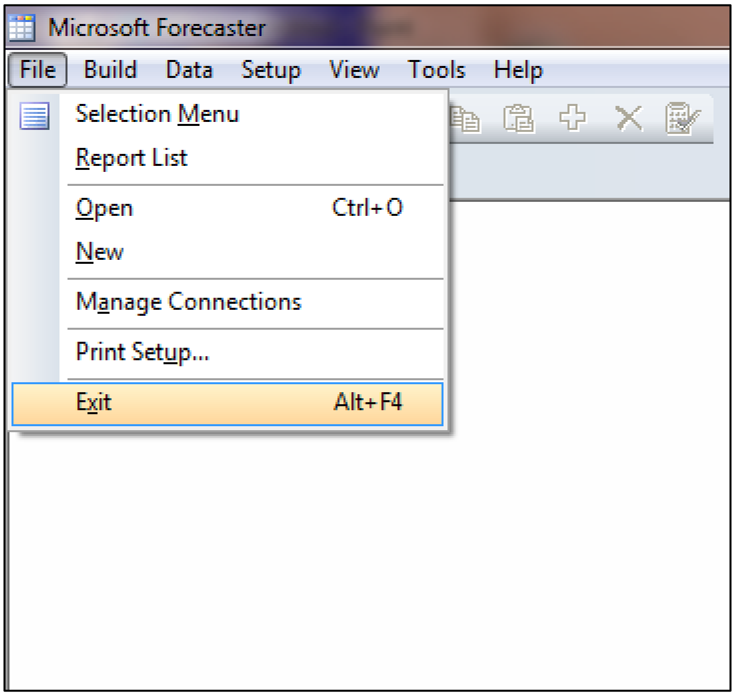
4. Notice you are back at the main screen.

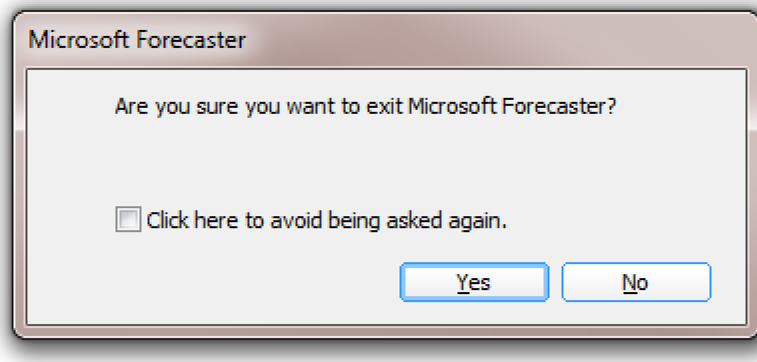


5. Click on File.



6. Click on Exit.





Click Yes. (You will exit Forecaster).

Submit Budget for Review

As budgets are completed, Forecaster allows the budget to be locked down and submitted for approval. Finance will lock down departments once review meetings have occurred. This will be done in order to review the submissions for any problems and to augment details where none exist.

If you need to access Forecaster once it is locked down, please contact Michael Walters Young (michael.waltersyoung@franklintn.gov or ext. 6687).

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Section 4 – Program Enhancement Requests

Section 4 – Program Enhancement Requests

In an attempt to clearly articulate what is our "base" level of service (and thus our base financing needs) vs. our desired service levels, we are asking departments to fill out Program Enhancement Request (PER) forms for ***all*** new requests. This can be people, programs, equipment, or capital. The key reason to use this is to articulate why additional resources are necessary above and beyond what you have in the current fiscal year.

Program Enhancement Request forms should (as a general rule) be filled out for anything new which is not in your current year's budget. This even includes positions which are necessary to maintain level-service delivery from FY 2022 in FY 2023. The City Administrator will work with you in the review process to refine your requests. And like last year, **ALL PER's** must be allocated to a theme of the strategic plan, **Franklin*Forward***.

FY 2023 Program Enhancement Request Form

HISTORIC FRANKLIN TENNESSEE	Intended Year:	2024	Department Priority: 1 of 5
	Department:	41500 FINANCE	
	Division:	Budget & Analytics	
	Franklin*Forward* Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service	
	Title:	Financial Analyst	

Purpose: Use this form to spell out your request for additional personnel and/or programs. We will work with you to tally the requests and create a prioritized list.

Also, please remember that all requests for Capital – including all replacement vehicles (a.k.a. operating capital), be filled out via a Program Enhancement Request form.

The other key to this process is that you rank ALL of your PER's in priority order. You can fill out as many requests as you wish, but in order for Finance, Administration and the BOMA to truly understand what is most necessary, a priority ranking is essential. This is easy to do, as the forms are fully automated.

When complete, send all of them back to Michael Walters Young (michael.waltersyoung@franklintn.gov). He will tabulate them and summarize all requests in advance of the departmental review meeting with the City Administrator. Finance will also enter your PER's into Forecaster. All you need to do is fill out the request forms and submit to Finance.

There is never a good year to ask for more resources, but we need to establish what our needs are so that administration and policymakers know.

- Step 1) SAVE FILE – Before entering data into this form, make sure to save it with a unique filename. Please save each supplemental request form as a separate document.

- Step 2) ENTER DATA IN BOX ❶ – Fill in the departmental and accounting information in the spaces provided. This is easy to do as there is a drop-down menu for all departments. Also, provide a descriptive name for the supplemental request with which it can be identified from a list of all requests. If your department is submitting more than one request, note the priority of this request out of all departmental requests. And be sure to fill in what year you want the PER for.

- Step 3) ENTER DATA IN BOX ❷ (Requested Program Enhancement Funding) – Identify all costs of the request by account code and enter them into the appropriate boxes. (Again, drop -down menus are provided for you) If the costs of the request will be one-time only and discontinued after FY2023 enter the cost figures in the *One-Time Cost* column.

FY 2023 Program Enhancement Request Form

❶

Intended Year: 2024 | Department Priority: 1 of 5

Department: 41500 FINANCE

Division: Budget & Analytics

Franklin*Forward* Theme: An Effective and Fiscally Sound City Government Providing High Quality Service

Title: Financial Analyst

Purpose: Use this form to spell out your request for additional personnel and/or programs. We will work with you to tally the requests and create a prioritized list.

❷

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
81110 REGULAR PAY		$65,000	$65,000
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$19,500	$19,500
Expenses			
82350 DUES FOR MEMBERSHIPS		$1,000	$1,000
82355 PROFESSIONAL STANDARDS / ACCREDITATION		$350	$350
82390 PUBLICATIONS, NON-TRAINING		$200	$200
82800 PROFESSIONAL DEVELOPMENT/TRAVEL		$400	$400
82810 REGISTRATIONS		$250	$250
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$0	$86,700	$86,700

Sample

❸

PURPOSE / DESCRIPTION OF REQUEST

This request would add an additional Financial Analyst (Pay Grade H) in the Finance Department. The purpose of this position would be to provide assistance in the preparation, analysis and maintenance of the annual operating and capital budgets. As the city continues to grow, and the amount of transactions, funds and accounts continue to grow, the budget becomes more and more complex. Existing Finance department staff are overwhelmed trying to keep up with regular finance functions. Additional staff is necessary to meet the rigorous demands of the budget process, to provide the vital information timely for policy makers and ensure that budgets are properly monitored.

Additional analysis can also be undertaken with this position, allowing Administration to review existing departmental operations for efficiencies while not preparing the annual budget.

❹

SERVICE IMPLICATION

Failure to approve this position will result in continued strain on Finance and Administration, likely producing delays in the production of either budget materials or regular reports. Special financial analysis for will be limited to non-existent moving forward.

  - If the costs will be ongoing, requiring funding in FY2023 and years following, enter the cost figures in the *Ongoing Annual Cost* column.
  - Some requests may include both one-time and ongoing costs. If so, note the type of cost in the appropriate column.
  - No row should have data entered in both the *One-Time Cost* and *Ongoing Annual Cost Columns.*
  - The *TOTAL* row and column will automatically calculate the sum of the data entered.

- Step 4) ENTER TEXT IN BOX ❸ (Purpose/Description of Request) – Use the space provided to describe the purpose of the request.

- Step 5) ENTER TEXT IN BOX ❹ (Service Implication) – Use the space provided to describe how the request, if approved, would affect the service level of that particular department, program, and/or element.

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Section 5 - Appendices

Law

- State of Tennessee Requirements for Budgeting
- City of Franklin Charter & Municipal Code Requirements for Budgeting

Chart of Accounts

Glossary

Law: Tennessee Requirement for Annual Budget by Cities

6-2-103. Annual operating budget and budgetary comparisons — Publication. —

(a) Notwithstanding the provisions of any other law to the contrary, the governing body shall publish the annual operating budget and budgetary comparisons of the proposed budget with the prior year's actual figures and the current year's estimated figures, which information shall include the following:

(1) Revenues and expenditures for the following governmental funds: general, streets/public works, general purpose school and debt service;
(2) Revenues for each fund shall be listed separately by local taxes, state of Tennessee, federal government and other sources;
(3) Expenditures for each fund shall be listed separately by salaries and other costs;
(4) Beginning and ending fund balances shall be shown for each fund; and
(5) The number of full-time equivalent employee positions shall be shown for each fund.

(b) The publication shall be in a newspaper of general circulation and shall be published not less than ten (10) days prior to the meeting where the governing body will consider final passage of the budget.
[Acts 1991, ch. 484, § 8; 1992, ch. 760, § 2.]

6-56-203. Annual budget ordinance. —

The governing body of each municipality shall adopt and operate under an annual **budget** ordinance. The **budget** ordinance shall present a financial plan for the ensuing fiscal year, including at least the following information:

(1) Estimates of proposed expenditures for each department, board, office or other agency of the municipality, showing in addition, the expenditures for corresponding items for the last preceding fiscal year, projected expenditures for the current fiscal year, and reasons for recommended departures from the current appropriation pattern in such detail as may be prescribed by the governing body. It is the intent of this subdivision (1) that, except for moneys expended pursuant to a project ordinance or accounted for in a proprietary type fund or a fiduciary type fund that are excluded from the **budget** ordinance, all moneys received and expended by a municipality shall be included in a **budget** ordinance. Therefore, notwithstanding any other provision of law, no municipality may expend any moneys regardless of their source, including moneys derived from bond and long-term note proceeds, federal, state or private grants or loans, or special assessments, except in accordance with a **budget** ordinance adopted under this section or through a proprietary type fund or a fiduciary type fund properly excluded from the **budget** ordinance;

(2) Statements of the bonded and other indebtedness of the municipality, including the debt redemption and interest requirements, the debt authorized and unissued, and the condition of the sinking fund;
(3) Estimates of anticipated revenues of the municipality from all sources including current and delinquent taxes, nontax revenues, and proceeds from the sale of any bonds or long-term notes with a comparative statement of the amounts received by the municipality from each of such sources for the last preceding fiscal year, the current fiscal year, and the coming fiscal year in such detail as may be prescribed by the governing body;
(4) A statement of the estimated balance or deficit, as of the end of the current fiscal year;
(5) A statement of pending capital projects and proposed new capital projects, relating to respective amounts proposed to be raised therefor by appropriations in the **budget** and the respective amounts, if any, proposed to be raised therefor by the issuance of bonds during the fiscal year; and
(6) Such other supporting schedules as the governing body deems necessary, or otherwise **required** by law.
[Acts 1982, ch. 626, § 1.]

6-56-205. Excess appropriations prohibited — Emergencies. —

The governing body shall not make any appropriations in excess of estimated available funds, except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of all members of the governing body present, when there is a quorum.
[Acts 1982, ch. 626, § 1.]

6-56-206. Notice and hearing on proposed budget. —

(a) A public hearing shall be held on the proposed budget ordinance before its final adoption by the governing body, at such time and place as the governing body shall direct.

(b) The governing body of each municipality shall cause to be published the proposed annual operating budget and budgetary comparisons of the proposed budget with the prior year's actual figures and the current year's estimated figures, which information shall include the following:

(1) Revenues and expenditures for the following governmental funds: general, streets/public works, general purpose school and debt service;

(2) Revenues for each fund shall be listed separately by local taxes, state of Tennessee, federal government and other sources;

(3) Expenditures for each fund shall be listed separately by salaries and other costs;

(4) Beginning and ending fund balances shall be shown for each fund; and

(5) The number of full-time equivalent employee positions shall be shown for each fund.

The publication shall be in a newspaper of general circulation and shall be published not less than ten (10) days prior to the meeting where the governing body will consider final passage of the budget.

(c) The budget and all supporting data shall be a public record in the office of the chief financial officer of the municipality and shall be open to public inspection by anyone.

(d) The chief financial officer shall cause sufficient copies of the budget ordinance and budget message, if there is one, to be prepared for distribution to interested persons at least ten (10) days before the hearing.
[Acts 1982, ch. 626, § 1; 1991, ch. 484, § 11; 1993, ch. 448, § 5.]

6-56-207. Limitation on tax levies and appropriations. —
Except in cases of emergency as set out in § 6-56-205, no levy of property taxes shall be made by any municipality unless and until a budget ordinance has been adopted and no appropriation of moneys or revenues shall be made for any purpose contrary to the estimates in the budget ordinance.
[Acts 1982, ch. 626, § 1.]

6-56-208. Amendment of budget ordinance. —
Except as otherwise restricted by law, the governing body may amend the budget ordinance in the same manner as any other ordinance may be amended.
[Acts 1982, ch. 626, § 1.]

6-56-209. Transfer of money. —
The governing body by appropriate resolution or ordinance may authorize the budget officer to transfer moneys from one appropriation to another within the same fund, subject to such limitations and procedures as it may prescribe. Any such transfers shall be reported to the governing body at its next regular meeting and shall be entered in the minutes.
[Acts 1982, ch. 626, § 1.]

6-56-210. Carry over of appropriations. —
If for any reason a budget ordinance is not adopted prior to the beginning of the next fiscal year, the appropriations for the last fiscal year shall become the appropriations for the next fiscal year, until the adoption of the new budget ordinance.
[Acts 1982, ch. 626, § 1.]

6-56-211. Unexpended appropriations. —
Any portion of an annual appropriation remaining unexpended and unencumbered at the close of a fiscal year shall lapse and be credited to the general fund, except that any balance remaining in any other fund at the end of a fiscal year may remain to the credit of that fund and be subject to further appropriation.
[Acts 1982, ch. 626, § 1.]

6-56-212. Intragovernmental service funds. —
(a) If a local government or public authority establishes and operates one (1) or more intragovernmental service funds, it need not include such a fund in its budget ordinance. However, at the same time it adopts the budget ordinance, the governing body shall approve a balanced financial plan for each intragovernmental service fund. A financial plan is balanced when estimated expenditures do not exceed estimated funds available.
(b) The budget officer shall include in the budget such officer submits to the governing body a proposed financial plan for each intragovernmental service fund to be operated during the budget year by the local government or public authority. The proposed financial plan shall be in such form and detail as prescribed by the budget officer or governing body.
(c) The approved financial plan shall be entered in the minutes of the governing body, as shall each amendment to the plan approved by the governing body.
(d) Any changes in a financial plan must be approved by the governing body.
[Acts 1982, ch. 626, § 1.]

Law: City of Franklin Budget Requirements

The City of Franklin, Tennessee is organized via a City Charter in a Mayor-Aldermanic Government originally passed via Private Act of the State of Tennessee Legislature. The Charter is further augmented by Title 5, Section 9 of the municipal code of the City of Franklin. The sections of law shown herein are the relevant aspects pertaining to legal framework governing budgeting within the City of Franklin, TN.

**Please note: this section may not be fully inclusive of all recent amendments to budget requirements/codes. Ask Michael (@ 6687) if you have a question).*

City of Franklin Charter Articles pertaining to budgeting:

City of Franklin Charter – Article VIII. - Finance

Section 1. - Fiscal Year.

The fiscal year of the city shall begin on the first day of July and end on the last day of June.

(As replaced by Priv. Acts 1974, ch. 301)

Section 2. - Budget Required.

The adoption of an annual budget for all departments except utilities shall be a prerequisite to the appropriation of money for municipal purposes and the levy of property taxes.

Section 3. - Budget Preparation.

Prior to the beginning of each fiscal year the city administrator shall prepare and submit to the Board of Mayor and Aldermen a budget for that fiscal year.

(As amended by Priv. Acts 1976, ch. 295, § 1, and replaced by Priv. Acts 1987, ch. 45, § 4

Section 4. - Budget.

The budget shall provide a financial plan of all city funds and activities for the ensuing fiscal year, excepting funds of utilities, and, except as required by law shall be in such form as the city administrator deems desirable or the board may require.

(As amended by Priv. Acts 1976, ch. 295, § 2, and replaced by Priv. Acts 1987, ch. 45, § 4)

Section 5. - Public Hearing on Budget.

The budget shall be a public record in the office of the recorder. A public hearing on the budget shall be held before its adoption on final passage by the Board at such time and place as the board shall direct, and notice of such hearing shall be published ten days in advance of the date fixed. Any resident or taxpayer of the city, in person or by attorney, shall be given a reasonable opportunity to be heard for or against any purpose or estimate in the budget.

Section 6. - Adoption of Budget.

After the public hearing the Board may adopt the budget with or without amendment, but no amendment shall decrease expenditures required by law for debt service or for estimated cash deficit, and no amendment shall increase authorized expenditures to an amount greater than the total of estimated income. The budget shall be adopted for the ensuing fiscal year within ninety-five (95) days from and after the presentation of the budget to the Board of Mayor and Aldermen by the Mayor. Adoption of the budget shall constitute appropriations of the amounts specified therein as expenditures from the funds indicated and shall constitute a levy of the property tax therein proposed.

(As amended by Priv. Acts 1978, ch. 270, and Priv. Acts 1979, ch. 27, § 1)

Section 7. - Amendment after Adoption.

If during the fiscal year the city administrator certifies that there are available for appropriation revenues in excess of those estimated in the budget, the board by ordinance may make supplemental appropriations for the year up the amount of such excess.

(As replaced by Priv. Acts 1987, ch. 45, § 4)

Section 8. - Emergency Appropriations.

Upon a declaration by the Board that there exists a public emergency affecting life, health, property or the public peace, the Board may make emergency appropriations by ordinance. To the extent that there are no available unappropriated revenues to meet such appropriations, the Board is authorized to borrow by issuing negotiable notes in any one fiscal year to meet the emergency. Provision shall be made in the budget for the succeeding fiscal year for payment of such notes and their maturity shall not be extended nor shall they be renewed.

Section 9. - Reduction in Appropriations.

If at any time during the fiscal year it appears probable to the city administrator that the revenues available will be insufficient to meet the amount appropriated, he shall report to the board without delay, indicating the estimated amount of the deficit, and remedial action taken by him and his recommendations as to any other steps to be taken. The board shall then take such further action as it deems necessary to prevent or minimize any deficit and for that purpose it may by ordinance reduce appropriations.

(As replaced by Priv. Acts 1987, ch. 45, § 4)

Section 10. - Transfer of Appropriations.

At any time during the fiscal year the mayor may transfer part or all of any unencumbered appropriation balance among programs within a department, office or agency and, upon written request by the mayor or the city administrator, the board may by ordinance transfer part or all of any encumbered appropriation balance from one (1) department, office, or agency to another.

(As replaced by Priv. Acts 1987, ch. 45, § 4)

Section 11. - Lapse of Appropriations.

Every appropriation shall lapse at the end of the fiscal year to the extent that it has not been expended or encumbered.

Section 12. - Expenditures and Obligations to be Within Appropriations.

No payment shall be made or obligation incurred against any appropriation unless the city administrator first certifies that an appropriation has been made for that purpose and that there is unexpended and unencumbered in the appropriations for that purpose an amount sufficient to meet the obligation or to make the expenditure. However, except where prohibited by law, nothing herein shall be construed to prevent the making or authorizing of payments or making of contracts for capital improvements to be financed wholly or partly by the issuance of bonds or to prevent the making of any contract or lease providing for payments beyond the end of the fiscal year.

(As replaced by Priv. Acts 1987, ch. 45, § 4)

Section 13. - Tax Anticipation Borrowing.

The Board, for the sole purpose of meeting the necessary expenses within appropriations, is authorized to borrow money in an amount not to exceed 50 per cent of the anticipated revenues for the current fiscal year. Such notes shall mature during the current fiscal year and shall be paid from budgeted revenues.

Section 14. - Accounting and Audits.

There shall be installed and maintained adequate accounting records in accordance with generally accepted principles of municipal accounting for all departments and agencies of the city, including utilities. The same account titles shall be used throughout the accounting records, the budget and financial statements. Constant and comprehensive budgetary control shall be maintained. An audit of the financial affairs of the city shall be made after the end of each fiscal year by a certified public accountant skilled in such work. Any taxpayer may file a bill in a chancery court to compel the board to have the audit made if such accountant has not been employed within one month after the end of the fiscal year.

(As replaced by Priv. Acts 1987, ch. 45, § 4)

Section 15. - Authority to Contract.

No member of the Board of Mayor and Aldermen or any other person, shall have power to make any contract for or create any liability on behalf of the city, except by express authority of the Board.

(As renumbered by Priv. Acts 1976, ch. 295, § 3)

Section 16. - Officers not to be Interested in City Contracts or Work.

No member of the Board of Mayor and Aldermen, or officer elected by said Board, shall be interested in any contract, or work of any kind whatever, under its control and direction, and any contract in which any such person shall have an interest shall be void and cannot be enforced.

(As Renumbered by Priv. Acts 1976, ch. 295, § 3)

Section 17. - [Appropriation of Funds for Non-Profit Organizations.]

The Board of Mayor and Aldermen may appropriate funds for the financial aid of any non-profit charitable organization located or operating within the city of Franklin in accordance with the general provisions of state law.

(As added by Priv. Acts 1979, ch. 27, § 1)

Municipal Code Sections Pertaining to Budgeting

CHAPTER 9. - BUDGET ORDINANCE

Sec. 5-901. - Amendment after adoption.

If during the fiscal year, the city administrator certifies that there are available for appropriation revenues in excess of those estimated in the budget for a fund, the board by ordinance of two readings (the second being a public hearing) may make supplemental appropriations for the year up to the amount of such excess. These amendments are required for budget requests that raise the total appropriations in a fund above that approved by prior ordinance.

(Ord. No. 2010-61, § 1, 12-14-2010)

Sec. 5-902. - Transfer of appropriations within a fund.

At any time during the fiscal year, the city administrator may transfer part or all of any unencumbered appropriation balance among or within departments within a fund. These transfers between departments may include:

> (1)Personnel positions and funding of those positions or other personnel costs. (2)Operating items including fuel and utilities.(3)Capital items.(4)Transfer of funds between personnel, operations, and capital.

Any such transfers made by administrative action shall be less than $25,000.00 per item and shall be reported at least quarterly to the board of mayor and aldermen or an appropriate committee with budget oversight. Transfer items of $25,000.00 or more shall be made by the board by ordinance of two readings, the second of which is a public hearing.

(Ord. No. 2010-61, § 1, 12-14-2010)

Sec. 5-903. - Transfer of appropriations between funds.

Any movement of appropriations between funds shall be approved by the board by ordinance of two readings (the second being a public hearing).

(Ord. No. 2010-61, § 1, 12-14-2010)

Chart of Accounts

FUND	TYPE	DEPT	DEPT NAME
110	GENERAL	41100	ELECTED OFFICIALS
110	GENERAL	41200	COURT
110	GENERAL	41300	ADMINISTRATION
110	GENERAL	41310	REVENUE MANAGEMENT
110	GENERAL	41320	PROJECT AND FACILITIES MANAGEMENT
110	GENERAL	41330	COMMUNICATIONS
110	GENERAL	41340	PURCHASING
110	GENERAL	41350	INFORMATION TECHNOLOGY (IT)
110	GENERAL	41400	LEGAL
110	GENERAL	41500	FINANCE
110	GENERAL	41600	ENGINEERING
110	GENERAL	41610	TRAFFIC OPERATIONS CENTER (TOC)
110	GENERAL	41650	HUMAN RESOURCES
110	GENERAL	41700	PLANNING & SUSTAINABILITY
110	GENERAL	41900	BUILDING & NEIGHBORHOOD SERVICES
110	GENERAL	42110	POLICE - ADMINISTRATION
110	GENERAL	42121	POLICE - CID
110	GENERAL	42123	POLICE - PATROL
110	GENERAL	42200	FIRE
110	GENERAL	43100	STREETS-MAINTENANCE DIVISION
110	GENERAL	43110	STREETS-TRAFFIC DIVISION
110	GENERAL	43130	STREETS-FLEET MAINT DIVISION
110	GENERAL	44700	PARKS
110	GENERAL	45900	GENERAL EXPENSES
110	GENERAL	45920	APPROPRIATIONS
110	GENERAL	45925	ECONOMIC DEVELOPMENT
110	GENERAL	45930	TRANSFERS TO OTHER FUNDS
121	SPEC REV	43100	STREET AID-STREETS
124	SPEC REV	46100	SANITATION & ENVIRONMENTAL SERVICES-ADMINISTRATION
124	SPEC REV	46110	SANITATION & ENVIRONMENTAL SERVICES-COLLECTION
124	SPEC REV	46130	SANITATION & ENVIRONMENTAL SERVICES-DISPOSAL
125	SPEC REV	46150	SANITATION & ENVIRONMENTAL SERVICES-GENERAL
128	SPEC REV	43100	ROAD IMPACT FEES-ARTERIAL
128	SPEC REV	43101	ROAD IMPACT FEES-COLLECTOR SERVICE AREA 1
128	SPEC REV	43102	ROAD IMPACT FEES-COLLECTOR SERVICE AREA 2
128	SPEC REV	43103	ROAD IMPACT FEES-COLLECTOR SERVICE AREA 3
128	SPEC REV	43104	ROAD IMPACT FEES-COLLECTOR SERVICE AREA 4
130	SPEC REV	42110	FACILITIES TAX-POLICE ADMINISTRATION
130	SPEC REV	42121	FACILITIES TAX-POLICE CRIMINAL INVESTIGATION
130	SPEC REV	42123	FACILITIES TAX-POLICE PATROL
130	SPEC REV	42200	FACILITIES TAX-FIRE
130	SPEC REV	44700	FACILITIES TAX-PARKS
130	SPEC REV	45900	FACILITIES TAX-GENERAL
130	SPEC REV	46110	FACILITIES TAX-SES COLLECTION
130	SPEC REV	46130	FACILITIES TAX-SES DISPOSAL

Chart of Accounts

FUND	TYPE	DEPT	DEPT NAME
132	SPEC REV	44700	COUNTY FACILITIES TAX-PARKS
132	SPEC REV	45900	COUNTY FACILITIES TAX-GENERAL
135	SPEC REV	43120	STORMWATER-STREETS
135	SPEC REV	43125	STORMWATER-ENGINEERING
135	SPEC REV	43129	STORMWATER-GENERAL
140	SPEC REV	42110	DRUG FUND-POLICE ADMINISTRATION
140	SPEC REV	42121	DRUG FUND-POLICE CRIMINAL INVESTIGATION
140	SPEC REV	42123	DRUG FUND-POLICE PATROL
150	SPEC REV	47100	HOTEL/MOTEL TAX
155	SPEC REV	44700	IN LIEU OF PARK LAND
160	SPEC REV	47200	TRANSIT
170	SPEC REV	47300	CDBG (COMMUNITY DEVELOPMENT BLOCK GRANTS)
210	DEBT SVC	49100	DEBT SERVICE-GENERAL
210	DEBT SVC	49110	DEBT SERVICE-SOLID WASTE
210	DEBT SVC	49120	DEBT SERVICE-ROAD IMPACT
210	DEBT SVC	49130	DEBT SERVICE-HOTEL/MOTEL TAX
310	CAP PROJ	41350	CAPITAL PROJECTS-MIT
310	CAP PROJ	42110	CAPITAL PROJECTS-POLICE ADMINISTRATION
310	CAP PROJ	42121	CAPITAL PROJECTS-POLICE CRIMINAL INVESTIGATION
310	CAP PROJ	42123	CAPITAL PROJECTS-POLICE PATROL
310	CAP PROJ	43100	CAPITAL PROJECTS-STREET
310	CAP PROJ	43120	CAPITAL PROJECTS-STORMWATER
310	CAP PROJ	44700	CAPITAL PROJECTS-PARKS
310	CAP PROJ	45900	CAPITAL PROJECTS-GEN EXP
310	CAP PROJ	46100	CAPITAL PROJECTS-SW ADMIN
310	CAP PROJ	46110	CAPITAL PROJECTS-SW COLL
310	CAP PROJ	46130	CAPITAL PROJECTS-SW DISPOSAL
311	CAP PROJ	42123	CAPITAL PROJECTS-POLICE
311	CAP PROJ	42200	CAPITAL PROJECTS-FIRE
311	CAP PROJ	43100	CAPITAL PROJECTS-STREET
311	CAP PROJ	43125	CAPITAL PROJECTS-STORMWATER ENG
421	PROPRIETARY	52101	UTILITY BILLING
421	PROPRIETARY	52102	WATER DISTRIBUTION
421	PROPRIETARY	52103	WATER PLANT
421	PROPRIETARY	52109	WATER-GENERAL
422	PROPRIETARY	52131	WATER ACCESS
423	PROPRIETARY	52132	WATER TAPS
424	PROPRIETARY	52133	WATER BONDS
431	PROPRIETARY	52211	UTILITY ADMINISTRATION
431	PROPRIETARY	52212	SEWER COLLECTION
431	PROPRIETARY	52213	SEWER PLANT
431	PROPRIETARY	52219	SEWER-GENERAL
432	PROPRIETARY	52241	SEWER ACCESS
433	PROPRIETARY	52242	SEWER TAPS
434	PROPRIETARY	52243	SEWER BONDS
435	PROPRIETARY	52244	SEWER ASSESSMENTS
441	PROPRIETARY	52321	RECLAIMED
441	PROPRIETARY	52329	RECLAIMED-GENERAL
442	PROPRIETARY	52351	RECLAIMED ACCESS
443	PROPRIETARY	52352	RECLAIMED TAPS

Chart of Accounts

81000	**PERSONNEL**
81100	SALARIES & WAGES
81110	REGULAR PAY
81120	OVERTIME PAY
81130	COURT OVERTIME PAY
81140	INTERNS
81150	TEMPORARY WORK BY NON-CITY EMPLOYEES
81160	CENSUS WORKERS
81170	3RD PARTY BILLABLE OT
81180	FIRE HOLIDAY PAY
81199	VACANCY ADJUSTMENT
81200	OFFICIALS FEES
81210	MAYOR & ALDERMEN
81220	CITY JUDGE
81230	PLANNING COMMISSION & BOZA
81250	JUDICIAL COMMISSION-WARRANTS
81400	EMPLOYEE BENEFITS
81410	FICA (EMPLOYER'S SHARE)
81420	MEDICAL PREMIUMS
81421	RETIREE MEDICAL PREMIUMS
81430	GROUP INSURANCE PREMIUMS
81440	EMPLOYEE INSURANCE CONTRIBUTIONS
81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNTS
81442	RETIREE INSURANCE CONTRIBUTIONS
81445	CONTRA-EMPLOYEE INS CONTRIBUTIONS
81450	RETIREMENT CONTRIBUTIONS
81455	DEFINED CONTRIBUTION MATCH
81460	UNEMPLOYMENT CLAIMS
81470	WORKERS COMPENSATION PREMIUMS
81475	WORKERS COMPENSATION CLAIMS
81480	TOOL ALLOWANCE
81481	CLOTHING ALLOWANCE
81482	CAR ALLOWANCE
81490	MOVING EXPENSES
81499	COMPENSATED ABSENCES (USED BY FINANCE FOR AUDIT)
82000	**SERVICES**
82100	TRANSPORTATION CHARGES
82110	MAILING & OUTBOUND SHIPPING SERVICES
82120	FREIGHT FOR INBOUND PURCHASED ITEMS
82130	VEHICLE LICENSES & TITLES
82140	VEHICLE TOW-IN SERVICES
82200	OPERATING SERVICES
82210	PRINTING & COPYING SERVICES, OUTSOURCED

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82230	ARCHIVING/RECORDS MANAGEMENT SERVICES
82240	TRANSCRIPTION FEES
82245	FINGERPRINTING FEES
82250	TESTING & PHYSICALS
82255	INVESTIGATIVE POLYGRAPHS
82260	UNIFORM RENTAL & SERVICES
82270	LANDFILL & BIOSOLIDS MANAGEMENT SERVICES
82280	LAB FEES
82299	OTHER OPERATING SERVICES
82300	NOTICES, SUBSCRIPTIONS, PUBLICITY
82310	LEGAL NOTICES
82320	CITY ELECTIONS
82330	CITIZENS ACADEMIES
82340	LEADERSHIP RETREATS
82350	DUES FOR MEMBERSHIPS
82351	DUE TO OTHER GOVERNMENT AGENCIES
82355	PROFESSIONAL STANDARDS / ACCREDITATION
82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED0
82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)
82371	EMERGENCY RELIEF
82372	UNITED WAY CAMPAIGN
82373	RECRUITMENT
82380	HOUSEHOLD & BUSINESS SURVEYS
82385	SPECIAL CENSUS
82390	PUBLICATIONS, NON-TRAINING
82400	UTILITIES
82410	ELECTRIC SERVICE
82411	SOLAR ARRAY
82415	ELECTRIC SERVICE-STREETLIGHTS
82420	WATER & SEWER SERVICE
82430	STORMWATER SERVICE
82435	SANITATION & ENVIR SERVICES
82440	NATURAL GAS SERVICE
82450	TELEPHONE SERVICE
82451	800 MHZ ACCESS LINE SERVICE
82455	CELLULAR TELEPHONE SERVICE
82460	PAGER SERVICE
82470	INTERNET & RELATED SERVICES
82480	9-1-1 CHARGES
82481	CDPD CHARGES
82482	DOPPLER RADAR CHARGES
82483	CONNECTION CHARGES
82490	REIMBURSABLE UTILITIES

Chart of Accounts

82500	CONTRACTUAL SERVICES
82510	COMPUTER SERVICES
82520	LEGAL SERVICES
82530	AUDIT SERVICES
82540	ENGINEERING SERVICES
82550	AERIAL PHOTOGRAPHY / MAPPING SERVICES
82560	CONSULTANT SERVICES
82570	OTHER CONSULTANT / PASS THROUGH
82599	OTHER CONTRACTUAL SERVICES
82600	REPAIR & MAINTENANCE SERVICES
82610	VEHICLE REPAIR & MAINTENANCE SERVICES
82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES
82630	FIRE HYDRANT MAINTENANCE SERVICES
82640	PAVING & REPAIR SERVICES
82641	TRAFFIC SIGNAL REPAIR & MAINTENANCE SERVICES
82642	STREETLIGHT REPAIR & MAINTENANCE SERVICES
82643	SIGN MAINTENANCE SERVICES
82644	TRAFFIC CALMING SERVICES
82645	STORMWATER MAINTENANCE SERVICES
82646	CONCRETE CURB REPAIR
82647	SIDEWALK REPAIR
82648	WHITETOPPING
82649	FIBER OPTIC SERVICE
82650	PARK & FIELD MAINTENANCE SERVICES
82651	PARK & FIELD ELECTRICAL MAINTENANCE SERVICES
82652	LANDSCAPING SERVICES
82653	IRRIGATION SERVICES
82654	GROUNDS MAINTENANCE SERVICES
82655	TREE SERVICES
82656	GRAFFITI REMOVAL SERVICES
82660	BUILDING REPAIR & MAINTENANCE SERVICES
82670	INVENTORY REPAIR SERVICES
82681	METER REPLACEMENT
82682	REPAIR TO LINES
82683	WATER TANK MAINTENANCE SERVICES
82684	PUMP STATION REPAIR SERVICES
82699	OTHER REPAIR & MAINTENANCE SERVICES
82700	EMPLOYEE PROGRAMS
82710	RETIREMENT SERVICES
82720	TUITION ASSISTANCE PROGRAM
82730	EMPLOYEE ASSISTANCE PROGRAM
82740	EMPLOYEE WELLNESS PROGRAM
82750	EMPLOYEE RECOGNITION/RECEPTIONS

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82760	SAFETY PROGRAM
82780	TRAINING, OUTSIDE
82790	TRAINING, IN-HOUSE
82800	PROFESSIONAL DEVELOPMENT/TRAVEL
82810	REGISTRATIONS
82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)
82830	AIR TRAVEL
82840	LODGING
82850	MEALS (OUTSIDE WILLIAMSON COUNTY)
82890	OTHER TRAVEL EXPENSES
82899	TRAVEL OFFSET
83000	**SUPPLIES**
83100	OFFICE SUPPLIES
83110	OFFICE SUPPLIES
83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)
83130	EMPLOYEE BENEVOLENCE ITEMS
83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)
83200	OPERATING SUPPLIES
83210	TRAINING SUPPLIES
83220	CHEMICALS & LAB SUPPLIES
83221	ODOR CONTROL CHEMICALS
83230	PARKS IMPROVEMENTS (<$25,000)
83240	MEDICAL SUPPLIES
83250	SAFETY SUPPLIES
83260	UNIFORMS PURCHASED
83265	UNIFORMS, SPECIALIZED
83270	CONSUMABLE TOOLS
83280	FIREARMS & RELATED SUPPLIES
83281	AMMUNITION
83282	EVIDENCE SUPPLIES
83290	SANITATION & ENVIR SERVICES CONTAINERS
83291	BOPAE SUPPLIES
83299	OTHER OPERATING SUPPLIES
83300	FUEL & MILEAGE (INSIDE WILLIAMSON COUNTY)
83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)
83315	FUEL HEDGING COSTS
83320	MILEAGE (INSIDE WILLIAMSON COUNTY)
83400	SUPPLIES PURCHASED FOR RESALE
83410	WATER PURCHASED
83430	RAIN BARRELS PURCHASED
83500	EQUIPMENT (<$25,000)
83510	FURNITURE, FIXTURES (<$25,000)
83520	VEHICLES (<$25,000)

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83530	MACHINERY & EQUIPMENT (<$25,000)
83540	COMPUTER HARDWARE (<$25,000)
83550	COMPUTER SOFTWARE (<$25,000)
83600	REPAIR & MAINTENANCE SUPPLIES
83610	VEHICLE PARTS & SUPPLIES
83611	REIMB OF FLEET MAINTENANCE (CONTRA ACCOUNT)
83620	EQUIPMENT PARTS & SUPPLIES
83630	FIRE HYDRANT SUPPLIES
83640	PAVING & REPAIR SUPPLIES
83641	TRAFFIC SIGNAL PARTS & SUPPLIES
83642	STREETLIGHT PARTS & SUPPLIES
83643	SIGN SUPPLIES
83644	TRAFFIC CALMING SUPPLIES
83645	STORMWATER MAINTENANCE SUPPLIES
83647	SIDEWALK REPAIR SUPPLIES
83648	WHITETOPPING SUPPLIES
83649	FIBER OPTIC SUPPLIES
83650	PARK & FIELD MAINTENANCE SUPPLIES
83651	PARK & FIELD ELECTRICAL SUPPLIES
83652	LANDSCAPING SUPPLIES
83653	IRRIGATION SUPPLIES
83654	GROUNDS MAINTENANCE SUPPLIES
83655	TREE SUPPLIES
83656	GRAFFITI REMOVAL SUPPLIES
83660	BUILDING MAINTENANCE SUPPLIES
83680	METER REPAIR & REPLACEMENT SUPPLIES
83682	UTILITY LINES REPAIR SUPPLIES
83683	WATER TANK MAINTENANCE SUPPLIES
83684	PUMP STATION REPAIR SUPPLIES
83685	OTHER INVENTORY SUPPLIES
83690	DOG PARK SUPPLIES (NUTRO SPON)
83699	OTHER REPAIR & MAINTENANCE PARTS & SUPPLIES
84000	**OPERATIONAL UNITS**
84110	K-9 OPERATIONS
84111	CID OPERATIONS
84112	CID VICE OPERATIONS
84113	SRT OPERATIONS
84114	DARE OPERATIONS
84115	EVIDENCE PURCHASED
84116	INFORMANTS
84117	INCIDENT COMMAND UNIT
84118	SEX OFFENDER REGISTRY COSTS
84119	LICENSE SEIZURE COSTS

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84120	POLYGRAPHS
84121	CENTURY COURT FIRING RANGE OPERATIONS
84122	CIRT OPERATIONS
84123	DIVE TEAM OPERATIONS
84124	EXTRADITION
84125	MOUNTED PATROL OPERATIONS
84210	CENTURY COURT TRAINING CENTER OPERATIONS
84310	TRAFFIC OPERATIONS CENTER
84510	REGION RETENTION/DETENTION PROGRAM
84550	FRANKLIN TV STUDIO PRODUCTION
84610	CITY SPONSORED TRAINING PROGRAM
84615	REGIONAL FIRE TRAINING
84620	TREE BANK COSTS
84630	SIDEWALK RESERVE COSTS
84710	ADMIN SERVICES PROVIDED TO OTHER FUNDS
84910	COOL SPRINGS CONFERENCE CENTER OPERATIONS
84920	2ND AVE PARKING GARAGE OPERATIONS
84930	4TH AVE PARKING GARAGE OPERATIONS
84940	TRANSIT OPERATIONS
84950	GRANT PROGRAMS
84951	JUSTICE ASSISTANCE-ARRA#1
84952	TAS BLOCK-ARRA#2
84953	CDBG RECOVERY-ARRA#3
84954	ITS/AVL-ARRA#4
84955	FRANKLIN ITS-ARRA#5
84956	WATER/SEWER-ARRA#6
85000	**BUSINESS EXPENSES**
85100	PROP & LIABILITY COSTS
85110	PROPERTY INSURANCE
85111	CRIME INSURANCE
85112	INLAND MARINE INSURANCE
85113	PHYSICAL DAMAGE INSURANCE
85115	LIABILITY INSURANCE
85116	PUBLIC LIABILITY INSURANCE
85117	VEHICLE LIABILITY INSURANCE
85118	LAW ENFORCEMENT LIABILITY INSURANCE
85119	UMBRELLA LIABILITY INSURANCE
85120	PROPERTY CLAIMS/DEDUCTIBLES
85121	CRIME CLAIMS/DEDUCTIBLES
85122	INLAND MARINE CLAIMS/DEDUCTIBLES
85123	PHYSICAL DAMAGE CLAIMS/DEDUCTIBLES
85125	LIABILITY CLAIMS/DEDUCTIBLES
85126	PUBLIC LIABILITY CLAIMS/DEDUCTIBLES

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85127	VEHICLE LIABILITY CLAIMS/DEDUCTIBLES
85128	LAW ENFORCEMENT LIABILITY CLAIMS/DEDUCTIBLES
85129	UMBRELLA LIABILITY CLAIMS/DEDUCTIBLES
85130	3RD PARTY SETTLEMENTS
85131	CRIME SETTLEMENTS
85133	LAW ENFORCEMENT SETTLEMENTS
85134	EMPLOYEE SETTLEMENTS (EXCLUDES BACK WAGES)
85135	ATTORNEY/COURT FEES
85140	SURETY/NOTARY BONDS
85150	WARRANTIES PURCHASED
85160	RELOCATION PAYMENTS
85170	EASEMENTS ACQUIRED (<$25,000)
85190	DEPRECIATION
85200	RENTALS
85210	BUILDING & OFFICE RENTAL
85220	PROPERTY TAX-RENTAL PROPERTY
85230	LAND USE RENTAL
85240	EQUIPMENT RENTAL & LEASES
85250	STORAGE RENTAL
85260	VEHICLE RENTAL (INSIDE WILLIAMSON COUNTY)
85300	PERMITS & FEES
85310	PERMITS
85320	STATE FEES
85325	FEDERAL FEES
85330	UTILITY DISTRICT FEES
85340	RECORDING & FILING FEES
85500	FINANCIAL FEES
85510	BANKING FEES
85520	INVESTMENT FEES
85525	FINANCIAL ADVISOR FEES
85530	E-COMMERCE FEES
85540	BILLING SERVICES
85550	CASH SHORT/OVER
85555	PROPERTY TAX BILLINGS SERVICES
85560	PRIOR YEAR TAX WRITE-OFFS
85570	BAD DEBT EXPENSE (NET OF RECOVERIES)
85575	LEAK ADJUSTMENTS
85580	LATE CHARGES
85590	BOND COMPLIANCE
85900	OTHER BUSINESS EXPENSES
85990	MISCELLANEOUS
85991	MISCELLANEOUS-DONATIONS

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86000	**DEBT SERVICE**
86100	PRINCIPAL
86200	INTEREST
86300	PAYING AGENT & OTHER DEBT FEES
86400	BOND SALE EXPENSES
86500	AMORTIZATION OF BOND PREMIUM
86550	OTHER FINANCING USES-REFUNDING
86600	LEASE/LOAN PRINCIPAL
86700	LEASE/LOAN INTEREST
86800	LEASE FEES
87000	**APPROPRIATIONS**
87110	CONTRACTED SERVICES
87120	APPROPRIATIONS TO GOVERNMENTS
87130	APPROPRIATIONS TO CIVIC ORGANIZATIONS
87500	REIMBURSEMENT OF EXPENDITURES
87510	REIMBURSEMENT OF INTERFUND SERVICES
88000	**TRANSFER TO OTHER FUNDS**
88010	TRANSFER TO GENERAL
88020	TRANSFER TO STREET AID & TRANSPORTATION
88030	TRANSFER TO SANITATION & ENVIR SERVICES
88040	TRANSFER TO ROAD IMPACT
88050	TRANSFER TO FACILITIES TAX
88060	TRANSFER TO STORMWATER
88070	TRANSFER TO DRUG
88080	TRANSFER TO HOTEL/MOTEL TAX
88085	TRANSFER TO IN LIEU OF PARKLAND
88090	TRANSFER TO TRANSIT
88092	TRANSFER TO CDBG
88095	TRANSFER TO DEBT SERVICE
88100	TRANSFER TO CAPITAL PROJECTS
88150	TRANSFER TO WATER OPERATING
88160	TRANSFER TO WATER ACCESS
88170	TRANSFER TO WATER TAPS
88180	TRANSFER TO SEWER OPERATING
88190	TRANSFER TO SEWER ACCESS
88200	TRANSFER TO SEWER TAPS
88212	TRANSFER TO SEWER ASSESSMENTS
88220	TRANSFER TO RECLAIMED OPERATING
88230	TRANSFER TO RECLAIMED ACCESS
88240	TRANSFER TO RECLAIMED TAPS
89000	**CAPITAL ASSETS (>$25,000)**
89100	LAND
89110	LAND ACQUIRED

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89120	EASEMENTS ACQUIRED
89200	BUILDINGS
89210	BUILDINGS ACQUIRED
89220	BUILDING DESIGN & CONSTRUCTION
89230	BUILDING IMPROVEMENTS
89300	IMPROVEMENTS
89310	PARKS & RECREATION FACILITIES
89320	DISTRIBUTION SYSTEMS
89400	INFRASTRUCTURE
89410	DRAINAGE
89420	STREETS
89430	CURB & GUTTER REPLACEMENT
89440	GATEWAY ENHANCEMENT & STREETSCAPE
89450	BRIDGES & TUNNELS
89460	SIDEWALKS
89470	TRAFFIC SIGNALS
89480	STREETLIGHTS
89500	EQUIPMENT (>$25,000)
89510	FURNITURE, FIXTURE (>$25,000)
89520	VEHICLES (>$25,000)
89530	MACHINERY & EQUIPMENT (>$25,000)
89531	MACHINERY & EQUIPMENT (>$25,000) NON-GRANT
89532	MACHINERY & EQUIPMENT (>$25,000) GRANT
89540	COMPUTER HARDWARE (>$25,000)
89550	COMPUTER SOFTWARE (>$25,000)

Glossary

APPRAISED VALUE: The estimate of fair market value assigned to property by the Williamson County Tax Assessor.

APPROPRIATION: An authorization granted by the Board of Mayor and Aldermen to make budgeted expenditures and to incur obligations for purposes specified in the budget ordinances.

APPROVED BUDGET: Term used to describe revenues and expenditures for the upcoming year beginning July 1 as adopted by the Board of Mayor and Aldermen.

ASSESSED VALUE: A value established for real and personal property for use as a basis for levying property taxes.

BALANCED BUDGET: Occurs when planned expenditures equal anticipated revenues. In Tennessee, it is a requirement that the budget approved by the Board of Mayor and Aldermen be balanced.

BOND: A written promise to pay a designated sum of money (the principal) at a specific date in the future, along with periodic interest at a specified rate. The payment on bonds is identified as Debt Service. Bonds are generally used to obtain long-term financing for capital improvements.

BOND PROCEEDS: Resources derived from issuance of bonds for specific purposes.

BOND RATING: A rating (made by an established bond rating company) from a schedule of grades indicating the probability of timely repayment of principal and interest on bonds issued. The City of Franklin has an AAA rating from Moody's and Standard & Poor’s.

BUDGET: A comprehensive financial plan of operation for a specified period of time that matches all planned revenues and expenditures with various municipal services. The City’s budget is adopted annually.

BUDGET AMENDMENT: A formal change of budgeted appropriations requiring 3 readings by the Board of Mayor and Aldermen.

BUDGET CALENDAR: The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

BUDGET DOCUMENT: The official written statement prepared by the City staff reflecting the decisions made by the Board in their budget deliberations

BUDGET MESSAGE: A general discussion of the budget which provides the Board of Mayor and Aldermen and the public with a general summary of the most important aspects of the budget, changes from previous fiscal years, and the views and recommendations of the City Administrator.

BUDGET ORDINANCE: The schedule of revenues and expenditures for the upcoming fiscal year by fund which is adopted by the Board of Mayor and Aldermen each year.

CAPITAL INVESTMENT FUND: Used to account for acquisition and/or construction of major capital projects, including buildings, parks, streets, bridges and other City facilities, infrastructure, and equipment. The primary revenue sources in this fund are bond proceeds, grant receipts, and developer contributions. Although included in the City's annual financial report, this fund is not budgeted.

CAPITAL IMPROVEMENTS PLAN (CIP): Issued separately but in coordination with the budget document, the CIP is the plan or schedule of project expenditures for public facilities and infrastructure (buildings, roads, etc.), with estimated project costs, sources of funding, and timing of work over a five- year period. Generally, projects over $25,000 are included in the CIP.

CAPITAL: The City has various assets. To be a capital asset, three (3) criteria must be met:

(1) Either a tangible asset owned by the City or an intangible asset in which the City has rights but not ownership. (For examples of intangible assets, please see page 12 of the Capital Assets Policy.)

(2) An asset with an initial, individual cost of more than the capital asset threshold (see Capital Asset Thresholds) for the asset type, and

(3) An asset with an estimated useful life of three (3) or more years.

Further, just because a project or item appears in the CIP, it does ***NOT mean it is a capital asset***. If not a capital asset by policy, then do not fund in the 89XXX codes unless advised by Finance. Please reference the threshold chart below governing Capital Assets.

Type	Threshold Amount
Land	Purchase Price
Buildings	$100,000
Improvements	$100,000
Infrastructure	$100,000
Equipment	$25,000

CHARTER: The private act of the Tennessee General Assembly of 1903 which grants unto a body politic to be the City of Franklin.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND: Used to account for receipts from CDBG grants and usage of these monies to further community development.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): Issued at the end of a fiscal year, it includes comparisons to the budgeted amounts in the general and special revenue funds to ensure compliance with the legally adopted budget. The CAFR is prepared in accordance with GAAP (Generally Accepted Accounting Principles), the accounting principles that are commonly used in preparing financial statements and generally accepted by the readers of those statements. The authoritative source of GAAP for state and local governments is the Governmental Accounting Standards Board (GASB).

DEBT SERVICE: Payment of long term debt principal, interest, and related costs.

DEBT SERVICE FUND: Used to account for resources set aside to fund debt service and the actual principal and interest payments made.

DEPARTMENT: A major administrative or operational division of the City which indicates overall management responsibility for an operation or a group of related operations within a functional area. A department usually has more than one program and may include activities or divisions which are accounted for in different funds, the Streets Department for example.

DRUG FUND: Used to account for drug related fines and confiscations received and usage of these monies to further drug investigations.

EXPENDITURE: The outlay of or obligation to pay cash; a decrease in net financial resources.

FACILITIES TAX FUND (CITY): A special revenue fund used to account for the proceeds authorized by a private act of the Tennessee General Assembly of 1987 for the City to levy and collect a privilege tax on new development to provide that new development contribute its fair share of providing new public facilities made necessary by growth. Such taxes may be expended only upon police, fire, sanitation, and parks and recreation.

FACILITIES TAX FUND (COUNTY): A special revenue fund used to account for the City's share of the County's Adequate School Facilities Tax. 30% of the proceeds are distributed to incorporated cities within the county, and another 30% is divided pro rata among the incorporated cities based on population in the last decennial census. The City began collecting a share of the County Facilities Tax in FY 2012. Funds are to be used for the purpose of providing public facilities.

FISCAL YEAR: The time period beginning on July 1st of a calendar year and ending on June 30 of the following calendar year. Budgeting is carried out on a fiscal year schedule.

FULL-TIME EQUIVALENT POSITION (F.T.E.): A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, a seasonal employee working for four months, or 690 hours, would be equivalent to .3 of a full-time position.

FUND: A fund is a fiscal and accounting entity with a self balancing set of accounts. It is also the legal level of budgetary control for the City.

FUND BALANCE: Amounts shown as fund balance represent monies which remain unspent after all budgeted expenditures have been made.

GENERAL FUND: The general operating fund of the City used to account for all financial resources except those required to be accounted for in another fund. Most department operations of the City are funded by the general fund including police and fire, administration, engineering and streets, and parks.

GENERAL OBLIGATION BONDS: Debt issued by the City, repayment of which is backed by full taxing power.

HOTEL/MOTEL TAX FUND: A special revenue fund used to account for the locally administered tax levied on the occupancy of hotel and motel rooms, in addition to sales tax. The City of Franklin Hotel /Motel Tax is 4%. The fund has been used to pay debt service on the Cool Springs Conference Center and is used to service debt for the Harlinsdale and Eastern Flank Battlefield parks. Also, the funds are used for tourism.

INTENT TO AMEND: Similar to a budget amendment, this is used to indicate approval of a budget change on 1 reading. Although it does not formally amend the budget, it allows an approved action that was not originally budgeted to proceed. (The intent to amend will be included with the next budget amendments presented to the Board for 3 readings).

LOCAL SALES TAX: This is the City's most significant revenue source. The local sales tax rate is 2.75%. The City receives half of the tax amount, less a 1% administrative fee retained by the County, for sales that occur inside the City. Local sales tax applies only to the first $1,600 of a single article purchase of tangible personal property.

MODIFIED ACCRUAL: The basis of accounting where expenditures are recognized when incurred and payment is due and revenues are recognized when they are measurable and available (generally collected within 60 days).

MUNICIPAL CODE: A compilation of ordinances as adopted and approved by the Board of Mayor and Aldermen.

OPERATIONS: Category of expenditures for ongoing operations that includes:

(a) mailing and shipping,
(b) operating services such as printing and testing and physicals,
(c) notices and subscriptions such as legal notices, citizens academies, dues for memberships, and publications,
(d) utilities,
(e) contractual services including consultants,
(f) repair and maintenance services and supplies,
(g) employee programs, including training and professional development
(h) fuel,
(i) supplies purchased for resale,
(j) equipment under $25,000 (which are not depreciated over time as capital assets in the City's annual financial report),
(k) costs grouped within operations units such as K-9 operations,
(l) property and liability costs,
(m) rental costs,
(n) permits and fees such as those paid to the State,
(o) financial fees such as banking or investment fees,
(p) debt service,
(q) appropriations to government and non-profit organizations, and
(r) interfund transfers.

PERFORMANCE MEASUREMENTS: Any systematic attempt to learn how responsive a government's services are to the needs of constituents through the use of standards, workload indicators, etc.

PERSONNEL: Category of expenditures that includes:

(a) employee salaries and wages,
(b) officials fees to the Mayor and Aldermen, the City judge, and the Planning Commission, and
(c) employee benefits.

PROPERTY TAX RATE: The rate at which real and personal property in the City is taxed in order to produce revenues sufficient to conduct necessary governmental activities. This rate is currently $0.4176 per $100 of assessed valuation.

PROPERTY TAX RATE ORDINANCE: The rate at which real and personal property in the City is taxed which is adopted by the Board of Mayor and Aldermen each year.

PROPRIETARY FUND: The Water and Wastewater fund is the only proprietary fund (where user charges and fees typically cover the cost of the services provided) within the City. Its financial plan is included in a separate budget document.

PROPOSED BUDGET: Term used to describe revenues and expenditures for the upcoming year beginning July 1 as proposed by the City Administrator to the Board of Mayor and Aldermen for approval.

REVENUE: Income received from various sources used to finance government services. For example, local sales tax revenue.

REVENUE BONDS: Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund.

ROAD IMPACT FUND: A special revenue fund used to account for proceeds authorized by a private act of the Tennessee General Assembly of 1987 for the City to assess and collect fees on new development thereby requiring the developer to pay for the costs of new road improvements.

SANITATION & ENVIRONMENTAL SERVICES FUND: A special revenue fund used to account for the City's sanitation collection, fleet maintenance, and disposal operations. Its primary sources of revenue are user charges and an operating subsidy from the general fund.

SPECIAL REVENUE FUND: Special revenue funds are used to account for resources that are subject to certain legal spending restrictions. They are created when a resolution, statute or ordinance requires that specific taxes or special revenue sources are to be used to finance a particular activity. The City has nine (9) special revenue funds: Street Aid & Transportation, Sanitation & Environmental Services, Road Impact, Facilities Tax, Stormwater, Drug, Hotel/Motel, Transit System, and Community Development Block Grant (CDBG) funds.

STORMWATER FUND: A special revenue fund used to account for the City's stormwater drainage operations. Revenues are primarily from charges to residential and commercial customers based on paved areas.

STREET AID & TRANSPORTATION FUND: A special revenue fund used to account for the receipt and usage of the City's share of State gasoline taxes. State law requires these gasoline taxes to be used to maintain streets.

TAX BASE: The total assessed value of real property within the City.

TAX LEVY: The total amount to be raised by general property taxes for purposes specified in the Property Tax Ordinance.

TRANSFER: An appropriation to or from another fund. A transfer is the movement of money from one fund to another to wholly or partially support the functions of the receiving fund.

TRANSIT SYSTEM FUND: A special revenue fund used to account for the City's transit operations. It primary sources of revenue are an operating subsidy from the general fund and transit fares. The City has created the Franklin Transit Authority to oversee transit operations. Daily operations of the transit system are managed by a contractor.

USER CHARGES: The payment of a fee for direct receipt of a public service by the party benefiting from the service.

City of Franklin

109 3rd Ave S.
Franklin, TN 37064
(615) 791-3217

File #: 21-02774

DATE: December 30, 2021

TO: Budget & Finance Committee

FROM: Eric Stuckey, City Administrator
Michael Walters Young, Budget and Analytics Manager

SUBJECT:

Consideration Of Resolution 2021-188, A Resolution To Adopt Budget Goals For FY 2022-2023.

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning setting budget goals for FY 2023.

BACKGROUND/STAFF COMMENTS:

Setting targeted goals is vital to accomplishment of any plan. For a financial plan to succeed, targeted goals are vital in guiding policymakers and civil servants in ensuring city services are provided in the most effective manner possible. The FY 2023 Budget goals are provided showing both the type of goal but where (and if) the proposed goal ties into FranklinForward, the City of Franklin's Strategic Plan.

The intent of a separate resolution proposing budget goals is to provide staff overarching direction in their preparation of budget requests for the upcoming fiscal year and ensure that the goals of the organization are being met through those submissions.

FINANCIAL IMPACT:

Although there is no cost associated with this item, the direction provided within this item will influence and determine the levels of resources available for the entire next Fiscal Year.

RECOMMENDATION:

Staff recommends that (item name) be recommended for approval by the Board of Mayor and Aldermen.

RESOLUTION 2021-188

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN FOR THE CITY OF FRANKLIN ADOPTING BUDGET GOALS FOR THE FISCAL YEAR 2022-2023

WHEREAS, the City of Franklin strives to provide excellent services to its citizens on a cost effective basis through adoption of an annual operating budget as required by the Municipal Charter and the laws of the State of Tennessee, and

WHEREAS, this budget document is guided in principle by the goals and strategic planning developed by the Board of Mayor and Aldermen with input from the citizens of the City, and

WHEREAS, it is deemed to be in the public interest to provide for the long range fiscal health of the system by establishing financial, non-financial and specific operational goals each year, and

WHEREAS, a set of goals has been reviewed by the full Board of Mayor & Aldermen and the Board believes adoption of these goals is in the best interest of the City of Franklin.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF FRANKLIN, TENNESSEE THAT:

SECTION 1. The Goals for Fiscal Year 2022-2023, as set forth more fully in **Attachment A,** is herewith approved and adopted.

SECTION 2: That this Resolution shall be effective upon adoption.

IT IS SO RESOLVED AND DONE on this ____ day of _______________, 20__.

ATTEST:	**CITY OF FRANKLIN, TENNESSEE**
By: ______________________________	By: ______________________________
Eric S. Stuckey	**Dr. Ken Moore**
City Administrator/Recorder	**Mayor**

Approved as to Form:

By: ______________________________
Shauna R. Billingsley
City Attorney

Law Dept Approved 01.04.22

Budget Planning

Budget Goals

Setting targeted goals is vital to accomplishment of any plan. For a financial plan to succeed, targeted goals are vital in guiding policymakers and civil servants in ensuring city services are provided in the most effective manner possible. These FY 2022 Budget goals are provided herein showing both the type of goal but where (and if) the proposed goal ties into **Franklin*Forward***, the City of Franklin's Strategic Plan.

Financial Goals

- Maintain and enhance the positive fiscal position of the City by adherence to financial management principles for public funds.
- Continue to pursue options for revenue diversification among property taxes, sales taxes, fees, interest earnings, other income, and state shared revenues with expenditure growth reviewed annually in terms of population increases and desired public service levels.
- Produce a structurally balanced budget with ongoing revenues meeting ongoing expenses.
- Pursue additional revenue sources when and where appropriate.
- Maintain reserve funds in compliance with the Board of Mayor and Aldermen’s adopted policy.
- Maintain compliance with the City’s adopted debt policy and capital funding program.
- Leverage local funds through the pursuit of grant opportunities.

Non-Financial Goals

- Maintain and enhance services to citizens. Focus on the delivery of high-quality services to residents, businesses, and visitors.
- Focus on the delivery of projects approved through the 10-year Capital Investment Program and supported by the Invest Franklin initiative
- Focus on continued maintenance and improvement to the water and wastewater infrastructure by advancing rate-funded capital projects.

Budget Planning

- Develop, adopt, and implement programs and policies, which create and sustain a positive economic environment within the City of Franklin supporting job growth and private investment.
- Promote the City as a preferred economic development location in cooperation with the State of Tennessee, Williamson County and other partners. Promote economic prosperity and enhance Franklin's competitive position.
- Continue an emphasis on maintenance of facilities and equipment with replacement of the City's fixed assets as necessary, which include equipment, infrastructure, and facilities.
- Continue and further enhance our commitment to employee training and professional development, and thereby providing a positive work environment for teamwork, individual and department initiatives, productivity, and individual development.
- Maintain and continue to enhance the compensation and benefit plan for employees within our financial capabilities; to retain and attract qualified and motivated employees in a highly competitive market.
- Continue commitment to the vitality of the downtown area, historical areas, and neighborhoods throughout the city.
- Support the sustainability efforts identified by staff and the City's Sustainability Commission.

Specific Fiscal Year 2023 Initiatives

- Work towards the development of incentives and strategies for affordable and workforce housing in the City of Franklin.
- Support and connect the City's operational efforts to long-term planning initiatives. These key planning efforts include the Board-adopted strategic plan Franklin*Forward* , the Integrated Water Resource Plan (IWRP), the Comprehensive Transportation Plan, the Park's Master Plan, the Greenway/Open Space Plan, and the Envision Franklin land use plan.
- Continue work on the City's growth management strategies focusing on targeted infrastructure enhancements. Support dialog with key stakeholders including Williamson County on growth patterns, infrastructure planning, and long term land use strategies. Actively engage in the update of the Countywide Growth Plan working with Williamson County and the other municipalities within the county.
- Continue efforts to recruit qualified employees including efforts to diversify the workforce. Review the City's compensation plan to maintain the City's position as a highly competitive employer in the region. Complete and implement a comprehensive update of the City's compensation plan.
- Continue to respond to community needs that arise from the evolving COVID-19 pandemic. Enact City policy and practices consistent with the best medical and scientific guidance related to the COVID-19.

Budget Planning

	• Continue to identify opportunities to expand and enhance the City’s engagement with the public through various strategies and mediums.
	• Promote/market the City as a preferred economic development location in cooperation with the State of Tennessee, Williamson County and other partners.
	• Continue the City’s participation and leadership in the statewide benchmarking program, the city-wide performance measurement program connecting measures to the Board’s strategic plan, **Franklin*Forward*,** and further development and build out of the City's Open Performance website - http://performance.franklintn.gov. Work with the Board to update the strategic plan.
	• Continue work toward additional long-term funding strategies for multi-modal and vehicular transportation needs in Franklin, Williamson County, and throughout the Middle Tennessee region.

HISTORIC
FRANKLIN
TENNESSEE

City of Franklin

109 3rd Ave S.
Franklin, TN 37064
(615) 791-3217

File #: 21-02776

DATE: December 30, 2021

TO: Budget & Finance Committee

FROM: Kristine Brock, Asst. City Administrator/CFO
Michael Walters Young, Budget and Analytics Manager
Katherine Harelson

SUBJECT:

Presentation Of The FY 2023 Revenue Model

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning initial revenue estimates for Fiscal Year 2022-2023 for all budgeted funds.

BACKGROUND/STAFF COMMENTS:

January traditionally marks the start of the annual budgeting process for the City of Franklin. At the January meeting of the Budget & Finance Committee, staff presents both recommended goals for the upcoming year but also a first attempt at what resources will be available to budget in Fiscal Year 2022-2023. A full revenue model is attached and a presentation will be added before the meeting to this packet.

FINANCIAL IMPACT:

This item will present the starting revenue estimates, which in turn will determine the amount of services and expenses the City can afford in the upcoming fiscal year.

RECOMMENDATION:

No action is required on this item.

FY 2023 Revenue Forecast

Actual Data - FY 2017-2021

Budget - FY 2022

Forecast - FY 2023

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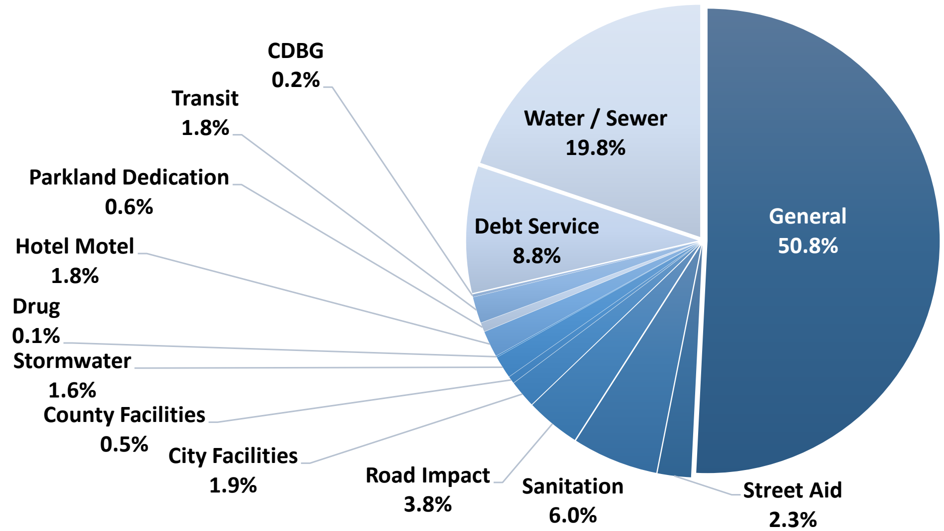
City of Franklin

Revenue Model

Summary (All Funds)

The City of Franklin funds it's operations through a variety of taxes, fees for service, fines and grants. This page shows the total amount of revenues - regardless of fund - proposed to support operations for the City of Franklin in Fiscal Year 2023.

Overall we are projecting **all funds revenues of $180.76 Million, $8 Million (4.7%)** more than the FY 2022 Budget. The largest fund**, the General Fund, is forecast to increase by $5.68 Million (6.6%)** more than the FY 2022 Budget.



			Actual			Budget		FY 2023 Forecast		
	A	B	C	D	E	F	G	H	I	
Fund	**FY 2017**	**FY 2018**	**FY 2019**	**FY 2020**	**FY 2021**	**FY 2022**	**Low**	**Medium**	**High**	**FY 2023**
General	$ 66,489,417	$ 69,100,055	$ 72,704,419	$ 69,956,580	$ 80,560,453	$ 86,103,921	$ 90,438,945	$ 91,781,292	$ 94,641,502	50.8%
Street Aid	$ 2,928,796	$ 3,250,164	$ 3,637,421	$ 3,739,948	$ 3,767,280	$ 4,197,475	$ 4,170,644	$ 4,197,740	$ 4,266,552	2.3%
Sanitation	$ 8,537,238	$ 8,861,406	$ 9,357,230	$ 9,732,925	$ 11,197,465	$ 10,784,989	$ 10,723,936	$ 10,785,256	$ 10,890,993	6.0%
Road Impact	$ 7,217,613	$ 11,706,536	$ 8,411,765	$ 12,953,558	$ 7,061,745	$ 4,569,727	$ 6,635,256	$ 6,834,314	$ 7,039,343	3.8%
City Facilities	$ 3,850,553	$ 4,885,177	$ 3,123,798	$ 3,485,487	$ 3,358,803	$ 3,544,820	$ 3,104,336	$ 3,449,262	$ 3,794,188	1.9%
County Facilities	$ 3,488,072	$ 1,616,445	$ 904,441	$ 1,000,026	$ 949,847	$ 757,649	$ 687,002	$ 913,002	$ 914,502	0.5%
Stormwater	$ 2,590,187	$ 2,559,489	$ 2,710,760	$ 2,661,807	$ 2,736,221	$ 2,798,712	$ 2,674,753	$ 2,813,758	$ 3,003,196	1.6%
Drug	$ 147,740	$ 226,100	$ 129,156	$ 181,384	$ 173,266	$ 129,500	$ 148,965	$ 156,805	$ 164,645	0.1%
Hotel Motel	$ 3,721,055	$ 4,136,321	$ 4,317,949	$ 3,390,805	$ 2,728,865	$ 3,594,080	$ 2,897,265	$ 3,307,588	$ 3,717,912	1.8%
Parkland Dedication	$ 158,172	$ 2,062,394	$ 1,864,748	$ 1,757,183	$ 825,958	$ 1,044,768	$ 854,681	$ 1,139,574	$ 1,424,468	0.6%
Transit	$ 2,136,228	$ 2,528,988	$ 2,407,337	$ 2,611,686	$ 2,888,155	$ 3,287,783	$ 3,189,150	$ 3,287,783	$ 3,386,418	1.8%
CDBG	$ 231,451	$ 261,235	$ 384,606	$ 282,395	$ 332,086	$ 778,000	$ 325,900	$ 326,000	$ 326,100	0.2%
Debt Service	$ 12,981,946	$ 13,657,071	$ 40,568,211	$ 56,701,953	$ 15,452,370	$ 16,224,300	$ 15,933,259	$ 15,928,259	$ 15,928,259	8.8%
Water / Sewer	$ 28,624,641	$ 30,595,710	$ 32,236,216	$ 34,169,458	$ 35,215,744	$ 34,896,041	$ 35,557,721	$ 35,838,001	$ 36,186,909	19.8%
All Revenues	**$ 143,103,110**	**$ 155,447,092**	**$ 182,758,058**	**$ 202,625,194**	**$ 167,248,259**	**$ 172,711,762**	**$ 177,341,811**	**$ 180,758,632**	**$ 185,684,987**	**100.0%**
		(B-A)	(C-B)	(D-C)	(E-D)	Budget - E	(G-F)	(H-F)	(I-F)	
Change Year-over-Year	**$ 4,719,906**	**$ 12,343,982**	**$ 27,310,965**	**$ 19,867,137**	**$ (35,376,935)**	**$ 5,463,503**	**$ 4,630,050**	**$ 8,046,871**	**$ 12,973,225**	
	3.4%	**8.6%**	**27.7%**	**30.3%**	**-8.5%**	**3.3%**	**2.7%**	**4.7%**	**7.5%**	

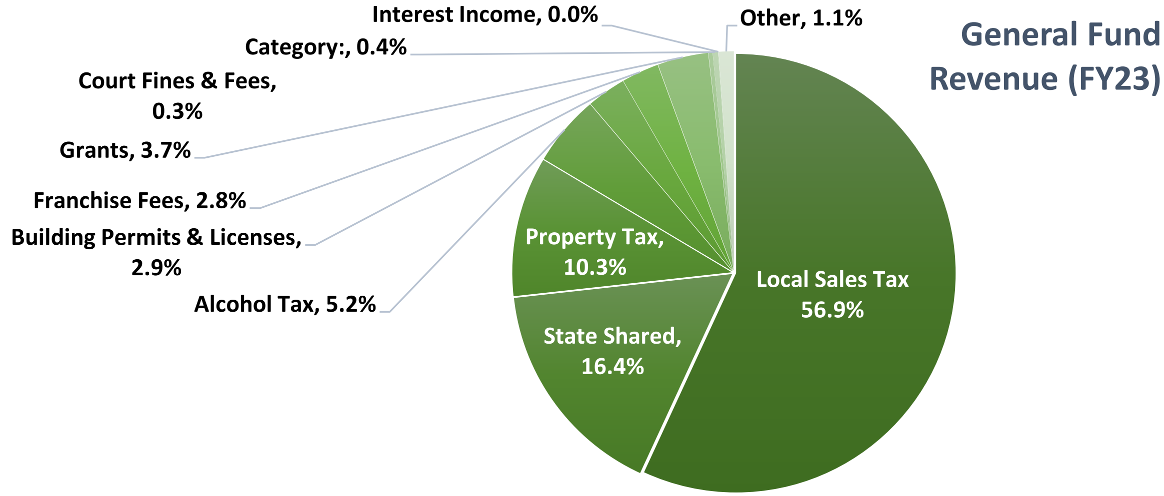
City of Franklin

Revenue Model

Summary (General Fund)	Percent of All Revenues	50.8%

The General Fund for the City of Franklin is the largest and most important of the City's 14 funds used for financing City services. Although it comprises nearly 50 individual revenue sources, this analysis focuses on the Top 10 revenue sources, which comprise more than 98% of the total as of FY 2023.

For FY 2023, General Fund revenue forecast is an increase of 6.6% over the FY 2022 budget.



Top Ten Revenue Categories	Actual					Budget	FY 2023 Forecast		
	A	B	C	D	E	F	G	H	I
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High
Local Sales Tax	$ 32,694,269	$ 34,151,972	$ 36,168,175	$ 35,453,379	$ 41,999,727	$ 47,177,681	$ 51,643,963	$ 52,211,925	$ 53,944,388
State Shared	$ 12,988,735	$ 13,966,275	$ 14,648,230	$ 13,497,987	$ 14,505,232	$ 12,915,494	$ 14,868,944	$ 15,022,924	$ 15,219,202
Property Tax	$ 9,644,458	$ 9,091,852	$ 9,318,972	$ 7,901,599	$ 8,499,957	$ 7,973,338	$ 9,020,810	$ 9,461,070	$ 10,117,436
Alcohol Tax	$ 4,021,089	$ 4,200,284	$ 4,390,575	$ 4,599,511	$ 5,262,169	$ 4,693,022	$ 4,720,678	$ 4,796,175	$ 4,927,532
Building Permits & Licenses	$ 2,933,745	$ 3,085,808	$ 2,279,334	$ 2,405,139	$ 2,495,634	$ 2,564,086	$ 2,616,343	$ 2,641,846	$ 2,667,349
Franchise Fees	$ 2,230,782	$ 2,586,092	$ 2,566,246	$ 2,489,287	$ 2,497,407	$ 2,501,079	$ 2,501,079	$ 2,526,090	$ 2,576,111
Grants	$ 263,231	$ 464,319	$ 387,640	$ 836,319	$ 3,659,217	$ 5,815,531	$ 3,430,310	$ 3,430,310	$ 3,430,310
Court Fines & Fees	$ 518,823	$ 371,300	$ 370,159	$ 388,668	$ 304,139	$ 431,384	$ 266,865	$ 282,072	$ 297,279
Category:	$ 298,347	$ 260,607	$ 259,875	$ 398,936	$ 353,969	$ 221,990	$ 361,975	$ 361,975	$ 361,975
Interest Income	$ 108,152	$ 198,953	$ 1,229,262	$ 1,208,681	$ 93,916	$ 438,750	$ 23,479	$ 32,871	$ 56,350
Top Ten Revenue Sources	$ 65,701,631	$ 68,377,461	$ 71,618,469	$ 69,179,505	$ 79,671,367	$ 84,732,356	$ 89,454,446	$ 90,767,258	$ 93,597,933
Other	$ 787,787	$ 722,593	$ 1,085,952	$ 777,075	$ 889,086	$ 1,371,566	$ 984,500	$ 1,014,035	$ 1,043,570
Total General Fund Revenues	**$ 66,489,417**	**$ 69,100,055**	**$ 72,704,419**	**$ 69,956,580**	**$ 80,560,453**	**$ 86,103,921**	**$ 90,438,945**	**$ 91,781,292**	**$ 94,641,502**
	(B-A)	(C-B)	(D-C)	(E-D)	(E-D)	(F-E)	(G-F)	(H-F)	(I-F)
Change Year-over-Year	**$ 2,949,545**	**$ 2,610,638**	**$ 3,604,364**	**$ (2,747,839)**	**$ 10,603,873**	**$ 5,543,467**	**$ 4,335,025**	**$ 5,677,373**	**$ 8,537,582**
	4.6%	**3.9%**	**5.2%**	**-3.8%**	**15.2%**	**6.9%**	**5.0%**	**6.6%**	**9.9%**

City of Franklin

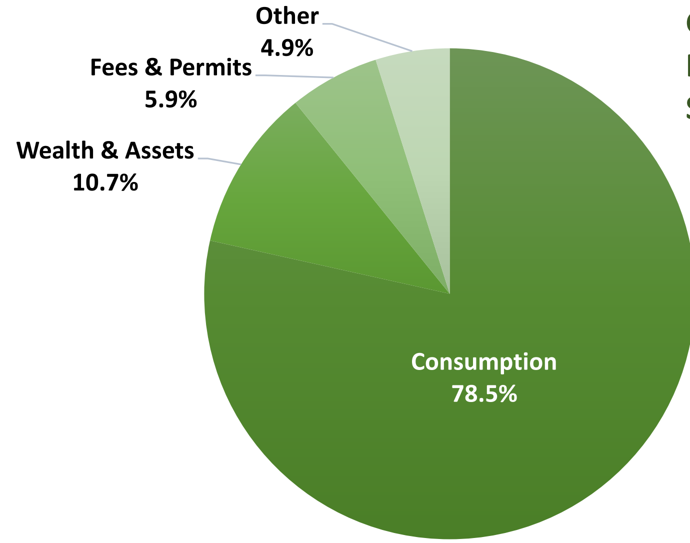
Revenue Model

Summary (General Fund) | **Percent of All Revenues** | **50.8%**

The City of Franklin relies upon a variety of different sources to fund general operations, but essentially there are only four sources of revenue: taxes on consumption, taxes derived from wealth & assets, permitting & fees for services, and "Other."

The largest category are revenues derived from the consumption of goods and services. This source - taxes on retail sales and alcohol consumption - comprises more than 3 of every 4 dollars the City receives for the General Fund. All other sources - wealth & assets (property taxes), fees & permits (proceeds from permits, fees & licenses recovered for City services provided), and other (in lieu of taxes, earned interest income, grants and miscellaneous revenue) - make slightly less than 1 of every 4 dollars received.

Heavy dependency on consumption taxes places the City in a vulnerable position during downturns in the business cycle and economic retrenchments, such as the current events of the COVID-19 pandemic.



General Fund Revenue by Source (FY23)

Top Ten Revenue Categories

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Budget 2022	FY 2023 Forecast		
							Low	Medium	High
Consumption	**$ 48,235,444**	**$ 50,672,408**	**$ 53,001,293**	**$ 52,914,589**	**$ 61,023,282**	**$ 64,786,197**	**$ 71,233,585**	**$ 72,031,024**	**$ 74,091,122**
Local Sales Tax	$ 32,694,269	$ 34,151,972	$ 36,168,175	$ 35,453,379	$ 41,999,727	$ 47,177,681	$ 51,643,963	$ 52,211,925	$ 53,944,388
State Shared	$ 11,520,085	$ 12,320,152	$ 12,442,543	$ 12,861,699	$ 13,761,386	$ 12,915,494	$ 14,868,944	$ 15,022,924	$ 15,219,202
Alcohol Tax	$ 4,021,089	$ 4,200,284	$ 4,390,575	$ 4,599,511	$ 5,262,169	$ 4,693,022	$ 4,720,678	$ 4,796,175	$ 4,927,532
Wealth & Assets	**$ 11,411,454**	**$ 10,998,583**	**$ 11,784,534**	**$ 8,936,823**	**$ 9,597,772**	**$ 8,195,328**	**$ 9,382,785**	**$ 9,823,045**	**$ 10,479,411**
Property Tax	$ 9,644,458	$ 9,091,852	$ 9,318,972	$ 7,901,599	$ 8,499,957	$ 7,973,338	$ 9,020,810	$ 9,461,070	$ 10,117,436
Hall Income Tax	$ 1,468,649	$ 1,646,124	$ 2,205,687	$ 636,288	$ 743,846	$ -	$ -	$ -	$ -
In Lieu of Taxes	$ 298,347	$ 260,607	$ 259,875	$ 398,936	$ 353,969	$ 221,990	$ 361,975	$ 361,975	$ 361,975
Fees & Permits	**$ 5,683,349**	**$ 6,043,200**	**$ 5,215,739**	**$ 5,283,094**	**$ 5,297,180**	**$ 5,496,549**	**$ 5,384,287**	**$ 5,450,008**	**$ 5,540,739**
Franchise Fees	$ 2,230,782	$ 2,586,092	$ 2,566,246	$ 2,489,287	$ 2,497,407	$ 2,501,079	$ 2,501,079	$ 2,526,090	$ 2,576,111
Category:	$ 2,933,745	$ 3,085,808	$ 2,279,334	$ 2,405,139	$ 2,495,634	$ 2,564,086	$ 2,616,343	$ 2,641,846	$ 2,667,349
Court Fines & Fees	$ 518,823	$ 371,300	$ 370,159	$ 388,668	$ 304,139	$ 431,384	$ 266,865	$ 282,072	$ 297,279
Other	**$ 1,159,171**	**$ 1,385,865**	**$ 2,702,854**	**$ 2,822,075**	**$ 4,642,219**	**$ 7,625,847**	**$ 4,438,289**	**$ 4,477,215**	**$ 4,530,229**
Grants	$ 263,231	$ 464,319	$ 387,640	$ 836,319	$ 3,659,217	$ 5,815,531	$ 3,430,310	$ 3,430,310	$ 3,430,310
Interest Income	$ 108,152	$ 198,953	$ 1,229,262	$ 1,208,681	$ 93,916	$ 438,750	$ 23,479	$ 32,871	$ 56,350
Other	$ 787,787	$ 722,593	$ 1,085,952	$ 777,075	$ 889,086	$ 1,371,566	$ 984,500	$ 1,014,035	$ 1,043,570
Total General Fund Revenues	**$ 66,489,417**	**$ 69,100,055**	**$ 72,704,419**	**$ 69,956,580**	**$ 80,560,453**	**$ 86,103,922**	**$ 90,438,945**	**$ 91,781,292**	**$ 94,641,502**

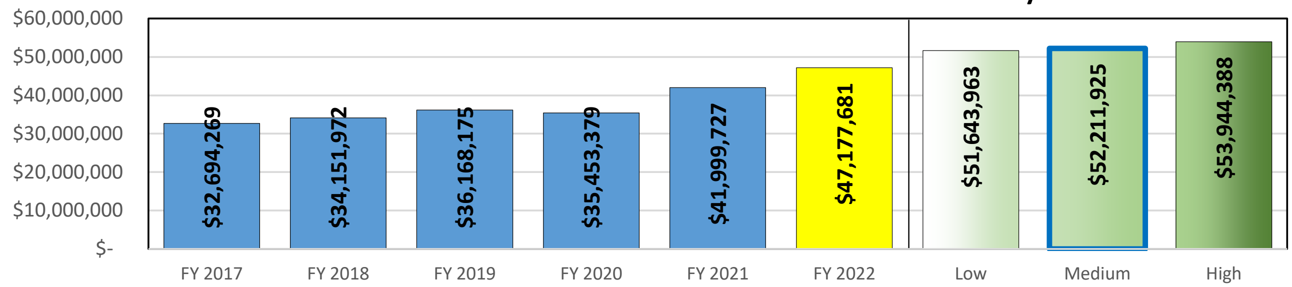
Fund:	General Fund	Category:	Local Sales Tax	Percent of Total General Fund Revenues	56.9%

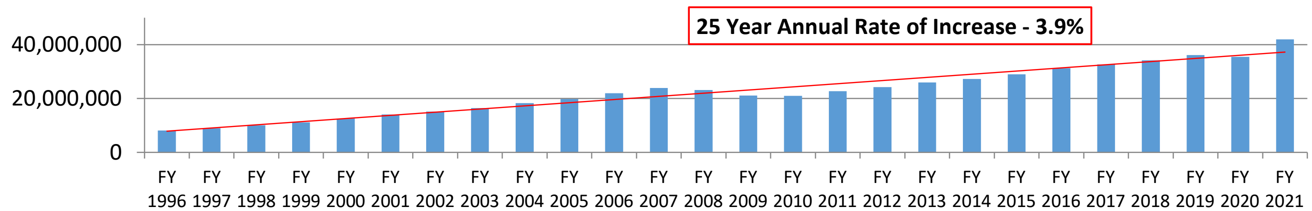
Local Sales Tax is the City's primary revenue source. Roughly half of our General Fund revenue comes from this source. In addition to the State-imposed 7% sales tax, the City has a 2.75% local sales tax, which is at the maximum allowed by State law. Local sales tax revenue is shared equally with education, which is provided by Williamson County Schools and the Franklin Special School District.

At this time, we are forecasting a base increase of 10.7% for FY 2023. This increase is a result of higher than anticipated actual collections in FY 2022 (4 months to date), significant inflation (5.5% - which in turn raises consumption tax collections) and an average annual increase of 3%.

This projection will be revised as the spring continues.

Local Sales Tax Revenue FY 2017-2023 & 25-Year History





	Actuals					Budget	Forecasts (FY 2023)		
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High
% yr/yr.	4.4%	4.5%	5.9%	-2.0%	18.5%	12.3%	9.47%	10.67%	14.34%
July	2,546,087	2,735,435	2,811,663	3,011,846	3,000,773	4,488,155	4,709,202	4,755,371	4,893,877
August	2,547,776	2,739,864	2,848,326	2,938,112	2,915,576	4,306,145	4,444,414	4,487,987	4,893,877
September	2,817,429	2,748,694	2,933,410	2,947,162	3,022,499	4,091,849	4,890,044	4,937,985	5,081,810
October	2,616,784	2,699,861	3,068,712	3,002,662	3,186,150	3,762,987	4,748,536	4,795,090	4,934,753
November	2,666,949	2,934,718	3,026,420	3,109,876	3,085,542	3,750,795	4,036,230	4,075,801	4,194,514
December	3,870,492	3,902,304	3,865,896	4,115,721	4,372,682	4,882,701	5,254,275	5,367,436	5,460,325
January	2,338,924	2,503,594	2,682,263	2,822,778	3,007,164	3,508,337	3,775,321	3,812,334	3,923,373
February	2,186,682	2,315,764	2,622,735	2,605,704	2,550,960	3,257,961	3,505,892	3,540,264	3,643,378
March	2,812,649	2,938,636	3,060,153	2,744,230	3,595,329	3,656,909	3,935,200	3,973,780	4,089,522
April	2,798,951	2,804,121	3,034,501	2,257,522	4,323,776	3,686,853	3,967,422	4,006,319	4,123,007
May	2,651,184	2,864,887	3,064,704	2,781,549	4,446,675	3,876,215	4,171,195	4,212,089	4,334,771
June	2,840,361	2,964,094	3,149,391	3,116,217	4,492,601	3,908,774	4,206,232	4,247,470	4,371,182
Totals	$ 32,694,269	$ 34,151,972	$ 36,168,175	$ 35,453,379	$ 41,999,727	$ 47,177,681	$ 51,643,963	$ 52,211,925	$ 53,944,388

Averages
3-yr Average
$ 37,873,760
8.2%
5-Yr Average
$ 36,093,504
6.1%
10-Yr Average
$ 31,816,877
4.8%
20-Yr Average
$ 26,083,818
4.0%

Source: City of Franklin, Annual Comprehensive Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

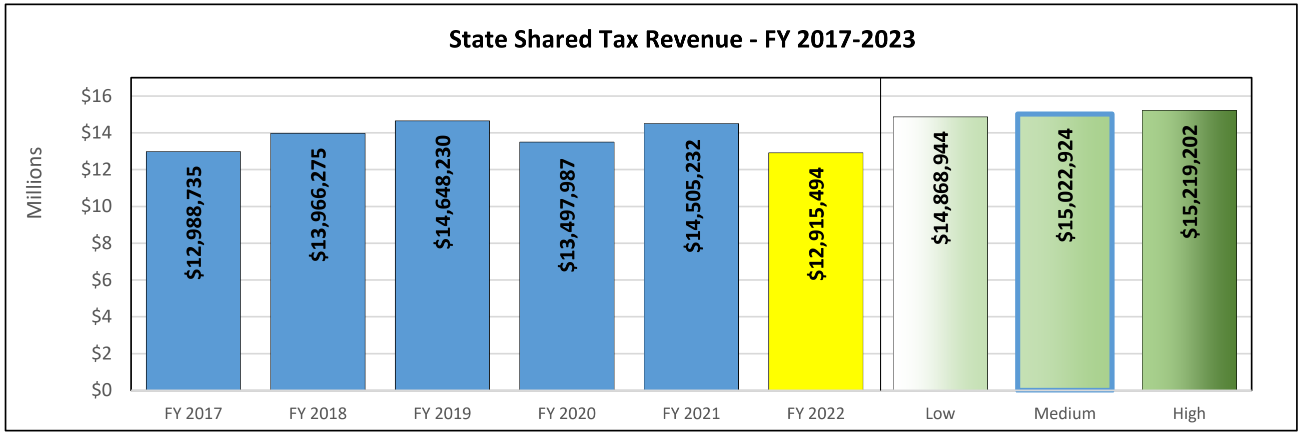
City of Franklin

Revenue Model

Fund:	General Fund	Category:	State Shared	Percent of Total General Fund Revenues	16.4%

<u>State Shared Taxes</u>: We receive significant revenue from the State in the form of shared taxes with distribution based primarily on population. The major sources are from the Sales Tax, Business Tax, and TVA in Lieu Of Tax. These are sent to us monthly or quarterly around the 20th except for the Income tax (annual) and the Excise Tax which are semi-annual remittances.

The forecast for 2023 assumes a robust 16.32% increase over *estimated* FY 2022. This is key, state sales taxes function just like local sales taxes - year-to-date collections have greatly exceeded the FY 2022 budget and inflation adds to collection totals. Most categories will increase - (based on composite projections from state economists and the Department of Revenue) - between 1 and 3%, but vary according to specific category.



	Actuals					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	-13.3%	7.5%	4.9%	-7.9%	7.5%	-11.0%	15.12%	16.32%	17.84%	
Sales Tax (State)	5,505,573	6,066,018	6,308,464	6,480,703	7,553,994	7,232,718	8,138,974	8,218,768	8,298,561	3-yr Average
Beer Tax (State)	32,046	33,080	47,859	33,215	18,536	33,034	36,886	37,292	37,624	$ 14,217,150
State Excise Tax - BANK - January	230,531	213,295	254,236	281,061	316,397	231,403	236,031	238,345	240,659	0.7%
In Lieu of Tax (TVA)	748,991	804,202	839,835	872,269	810,661	836,725	845,092	869,303	895,383	5-Yr Average
Business License (Local Share)	12,150	12,840	11,585	11,685	9,805	11,595	9,854	9,932	10,001	$ 13,921,292
Transient/Peddlar Bus. License	180	5,952	7,242	4,478	5,399	3,588	3,203	4,355	3,298	0.8%
Business Tax (State)	4,537,922	4,739,599	4,515,866	4,703,004	4,536,119	4,110,737	5,080,911	5,096,003	5,146,963	10-Yr Average
Income Tax (State)	1,468,649	1,646,124	2,205,687	636,288	743,846	-	-	-	-	$ 12,681,187
Business Tax Record Fee - State	452,693	445,166	457,457	475,283	467,994	385,694	467,994	478,926	486,713	1.4%
Sports Gaming Revenues					41,063	70,000	50,000	70,000	100,000	20-Yr Average
Cemetary Excise Tax					1,418					$ 8,756,735
										3.3%
Totals	$ 12,988,735	$ 13,966,275	$ 14,648,230	$ 13,497,987	$ 14,505,232	$ 12,915,494	$ 14,868,944	$ 15,022,924	$ 15,219,202	

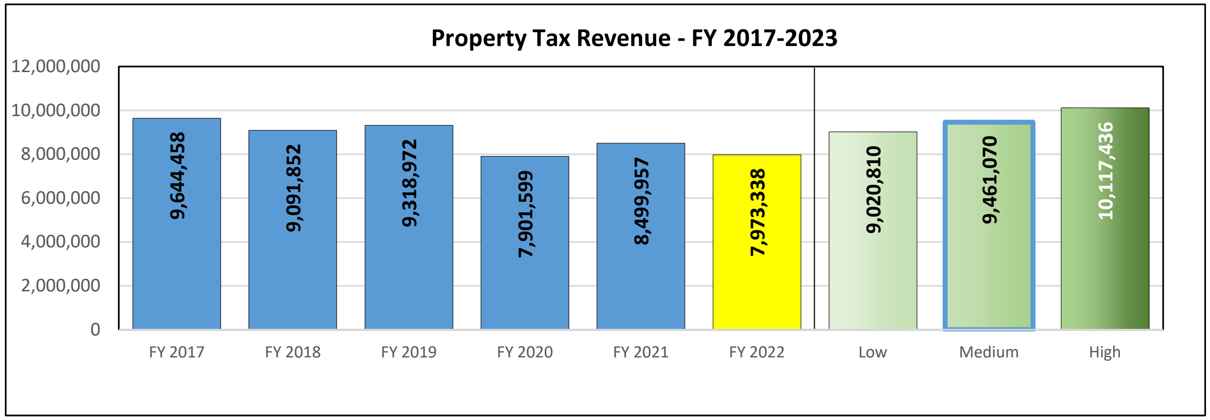
Source: City of Franklin, <u>Annual Comprehensive Financial Reports - 1990-2021</u> & Estimates from Finance & Revenue Management Departments.

Fund:	General Fund	Category:	Property Tax	Percent of Total General Fund Revenues	10.3%

Property Tax: Citizens of Franklin pay property tax to two entities - the City of Franklin and Williamson County. Bills are issued on October 1st and are due by February 28th without penalty / interest. Historically, about 80% of property taxes are collected in December and February. The County collects property tax for the City.

The FY 2023 Forecast assumes healthy 11% growth in net property tax available to the general fund for two main reasons - 1) a modest (3%) growth over 2022 due primarily to growth in assessed tax rolls, and 2) at least $1,000,000 in taxes which prior to FY 2023 paid the IDB loans.

This projection will revised.



	Actuals					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	**93.9%**	**-5.7%**	**2.5%**	**-15.2%**	**7.6%**	**-6.2%**	**6.13%**	11.31%	**19.03%**	
Property Taxes	19,203,126	20,126,690	20,834,771	21,688,376	22,527,250	23,203,331	23,026,943	23,487,482	24,178,290	**3-yr Average**
Less: Due to IDB/City Loan for IDB**	(1,634,784)	(2,003,609)	(2,111,720)	(2,320,380)	(2,521,183)	(2,500,000)	(1,500,000)	(1,500,000)	(1,500,000)	**$ 8,573,509**
Less: Debt Service Fund	(6,710,855)	(8,505,949)	(8,661,198)	(10,958,447)	(10,918,504)	(11,782,505)	(11,595,720)	(11,595,720)	(11,595,720)	**-0.3%**
Less: Unavailable Revenue (uncollected at year-end)	(190,059)	(231,247)	(249,928)	(160,821)	(198,781)	(206,000)	(200,000)	(204,000)	(214,200)	**5-Yr Average**
Less: Capital Projects Set-Aside	(623,685)	-	-	-	-	-	-	-	-	**$ 8,891,368**
Less: Street Aid Set-Aside	(623,685)	(722,941)	(748,375)	(779,036)	(809,178)	(1,073,088)	(1,073,088)	(1,094,550)	(1,126,742)	**-0.9%**
Pickups (primarily RR and Public Utility)	224,400	428,908	255,422	272,251	196,102	231,600	262,675	267,858	275,808	**$ 7,412,627**
Plus: Prior Year Collections				159,656	224,251	100,000	100,000	100,000	100,000	**2.9%**
Totals	**9,644,458**	**9,091,852**	**9,318,972**	**7,901,599**	**8,499,957**	**7,973,338**	**9,020,810**	**9,461,070**	**10,117,436**	

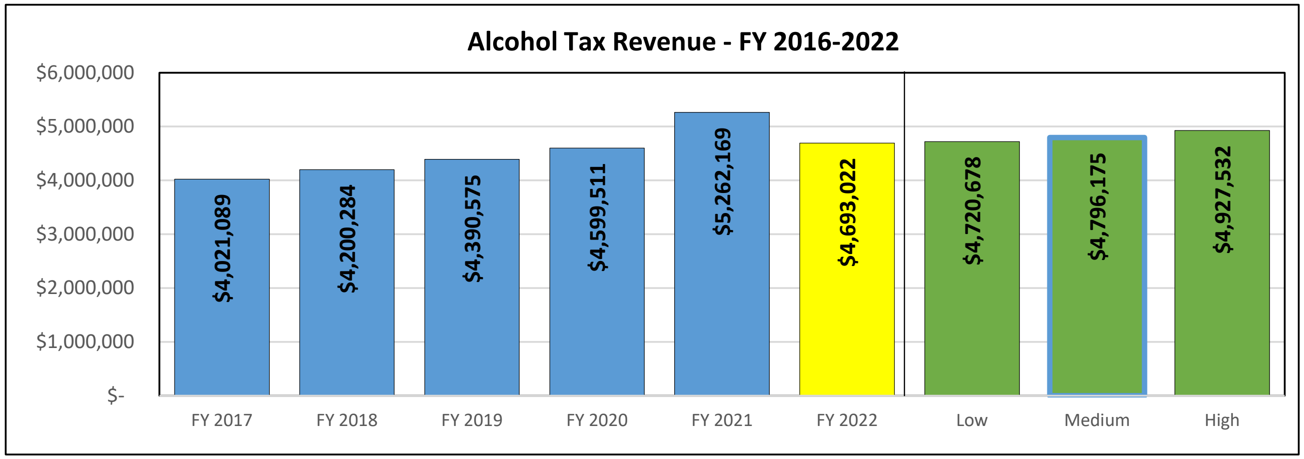
Source: City of Franklin, Annual Comprehensive Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

*** **Note on amount due IDB/City:** Now that the IDB Loan is paid in full, the property taxes in the TIF Loan will be directed to repaying the General Fund the $2.3 million advanced in prior years for repayment of debt service. The estimated amount still remaining to repay the general fund will be in the range of $1 million to $1.5 million on 6/30/2022. In the current fiscal year (FY 2022), the property tax billed in the TIF district is $2.6 million (vs. a budget amount of $2.5 million). By FY 2024, all available taxes shown on this line will be available for general purposes - whether that be operating or capital.*

Fund:	General Fund	Category:	Alcohol Tax	Percent of Total General Fund Revenues	5.2%

Alcohol Taxes (local): We receive wholesale beer/liquor revenue from distributors (these are not located locally) and privilege taxes from local businesses each month. This revenue comes in about the 20th of each month and is fairly consistent across the Fiscal Year, with a slight falloff during the winter months.

Alcohol taxes are projected to increase, on average, by 2.2%. Wholesale taxes are set to increase nominally, by 1.1%. Privilege taxes are set to increase by 1.1% (Beer) and 3% for (Liquor) and Mixed Drink Taxes are set to increase 5%. All increases are based on composite averages presented from the State Finance Board (11/2021).



	Actuals					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	2.4%	4.5%	4.5%	4.8%	14.4%	-10.8%	0.6%	2.2%	5.0%	
Beer Tax - Wholesale	1,655,448	1,691,204	1,556,121	1,905,377	1,956,504	1,755,932	1,755,932	1,775,248	1,791,051	3-yr Average
Beer Privilege Tax (Renewal)	23,306	23,049	107,282	21,740	21,394	24,566	24,566	24,836	25,057	$ 4,750,752
Liquor Tax - Wholesale	1,343,791	1,400,552	1,487,062	1,761,915	1,868,262	1,529,735	1,529,735	1,546,562	1,560,330	3.6%
Liquor Privilege Tax	103,800	92,541	91,759	84,371	84,107	119,961	122,360	123,560	125,959	5-Yr Average
Mixed Drink Tax	894,745	992,939	1,148,352	826,109	1,331,902	1,262,828	1,288,085	1,325,969	1,425,135	$ 4,494,726
										3.4%
										10-Yr Average
										$ 3,981,096
										3.2%
										20-Yr Average
										$ 3,154,849
										3.3%
Totals	$ 4,021,089	$ 4,200,284	$ 4,390,575	$ 4,599,511	$ 5,262,169	$ 4,693,022	$ 4,720,678	$ 4,796,175	$ 4,927,532	

Source: City of Franklin, Annual Comprehensive Financial Reports - 1990-2020 & Estimates from Finance & Revenue Management Departments.

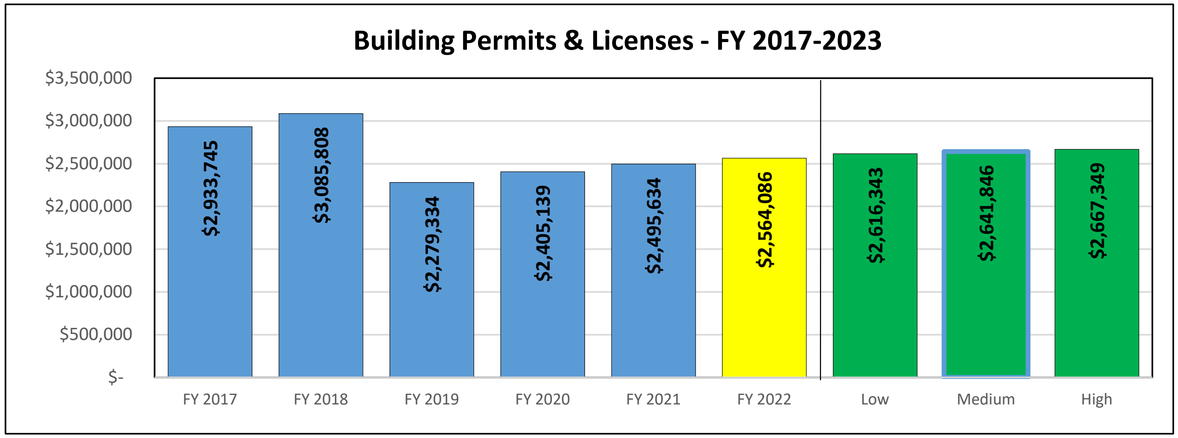
City of Franklin

Revenue Model

Fund:	General Fund	Category:	Building Permits & Licenses	Percent of Total General Fund Revenues	2.9%

Building Permits & Licenses: These fees are paid to the City to offset and pay for the staffing costs borne by the City to extend services due to construction growth. There has been growth in both residential and commercial sides of development. This revenue has been difficult to predict by month because permits are often obtained and fees paid in advance of construction. The fees in this group include building permits, electrical inspections, mechanical permits, plumbing permits, plans review fees, sign permits, reinspection fees, mechanical licenses, grading permits, plumbing license, consultant fees, cafe fees, and tree cutting permits.

This forecast projects a modest 3% increase in licenses & permits.



	Actuals					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	2.9%	5.2%	-26.1%	5.5%	9.5%	2.7%	2.0%	3.0%	4.0%	
Mechanical License	2,931	5,400	6,087	4,475	5,075	3,134	3,197	3,228	3,259	3-yr Average
Mechanical Permits	87,549	112,051	122,624	107,589	113,732	121,892	124,330	125,549	126,768	$ 2,393,369
Building Permits	2,153,262	2,339,364	1,548,109	1,714,700	1,796,730	1,791,463	1,827,292	1,845,207	1,863,122	1.4%
Technology Fee	80,630	69,230	63,510	61,730	65,714	83,892	85,570	86,409	87,248	5-Yr Average
Plumbing License	3,359	475	-	-	-	-	-	-	-	$ 2,639,932
Plumbing Permits	58,624	73,884	87,336	76,747	74,574	73,925	75,404	76,143	76,882	-1.1%
Electrical Inspections	239,084	276,013	249,847	232,907	247,267	272,142	277,585	280,306	283,028	10-Yr Average
Planning Fees (Plans Review)	33,049	38,323	78,136	138,499	76,540	66,921	83,259	83,929	84,598	$ 2,356,044
Reinspection Fees	16,963	14,300	17,200	17,625	17,900	16,151	16,474	16,636	16,797	0.6%
Sign Permits	8,966	9,759	11,246	11,442	13,419	9,370	9,557	9,651	9,745	20-Yr Average
Café Fees	450	-	-	-	-	-	-	-	-	$ 1,932,500
Mobile Food Vendor Permit Fee				1,800	5,010	515	525	530	536	1.5%
Video, Film, Photo Permit Fee				100	4,400	2,060	2,101	2,122	2,142	
Short-Term Rental Permit Fee						10,500	10,710	10,815	10,920	
Streets As-built Drawings Review Fee						5,000	5,100	5,150	5,200	
Tree Cutting Permits	50	120	25	110	-	112	114	115	116	
Grading Permits	95,668	114,327	-	-	-	-	-	-	-	
ROW Permit/Inspect	40,374	-	420		-	-	-	-	-	
Roadway Inspections	112,786	32,562	94,794	37,414	74,671	93,259	95,124	96,057	96,989	
Small Cell ROW Application		-			600	-	-	-	-	
Site Plan Amendment Fee						13,750	14,025	14,163	14,300	
Totals	**$ 2,933,745**	**$ 3,085,808**	**$ 2,279,334**	**$ 2,405,139**	**$ 2,495,634**	**$ 2,564,086**	**$ 2,616,343**	**$ 2,641,846**	**$ 2,667,349**	

Source: City of Franklin, Annual Comprehensive Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

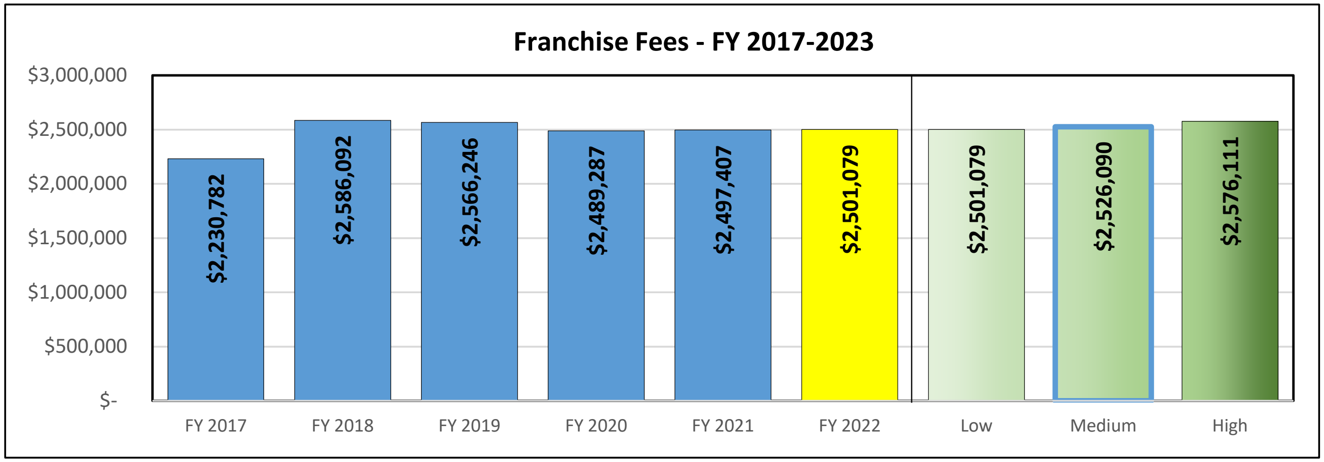
City of Franklin

Revenue Model

Fund:	General Fund	Category:	Franchise Fees			Percent of Total General Fund Revenues	2.8%

Franchise Fees: Collected by the City from cable and gas utility providers, franchise fees are payments received by the City from utility companies for the privilege of using City right of way to provide service within the City limits. These payments are received annually from Comcast Cable, Piedmont Energy and Atmos Energy. The City receives payments from AT&T on a quarterly basis. Payments are determined through terms set in the franchise agreements.

A 1% increase is forecast for FY 2023.



	Actual					Budget	Forecasts (FY 2023)		
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High
% yr/yr.	-1.1%	15.9%	-0.8%	-3.0%	0.3%	0.1%	0%	1%	3%
ATMOS	993,932	1,314,420	1,323,578	1,282,993	1,367,141	1,144,348	1,144,348	1,155,791	1,178,678
Comcast	952,866	976,578	938,466	920,276	883,330	1,027,261	1,027,261	1,037,534	1,058,079
Piedmont	42,694	48,066	52,619	48,125	48,665	126,476	126,476	127,741	130,271
AT&T	241,290	247,028	251,583	237,893	198,271	202,993	202,993	205,023	209,083
Totals	$ 2,230,782	$ 2,586,092	$ 2,566,246	$ 2,489,287	$ 2,497,407	$ 2,501,079	$ 2,501,079	$ 2,526,090	$ 2,576,111

Averages
3-yr Average
$ 2,517,647
-0.3%
5-Yr Average
$ 2,473,963
0.2%
10-Yr Average
$ 2,361,306
0.6%
20-Yr Average
$ 1,855,745
1.7%

Source: City of Franklin, Annual Comprehensive Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

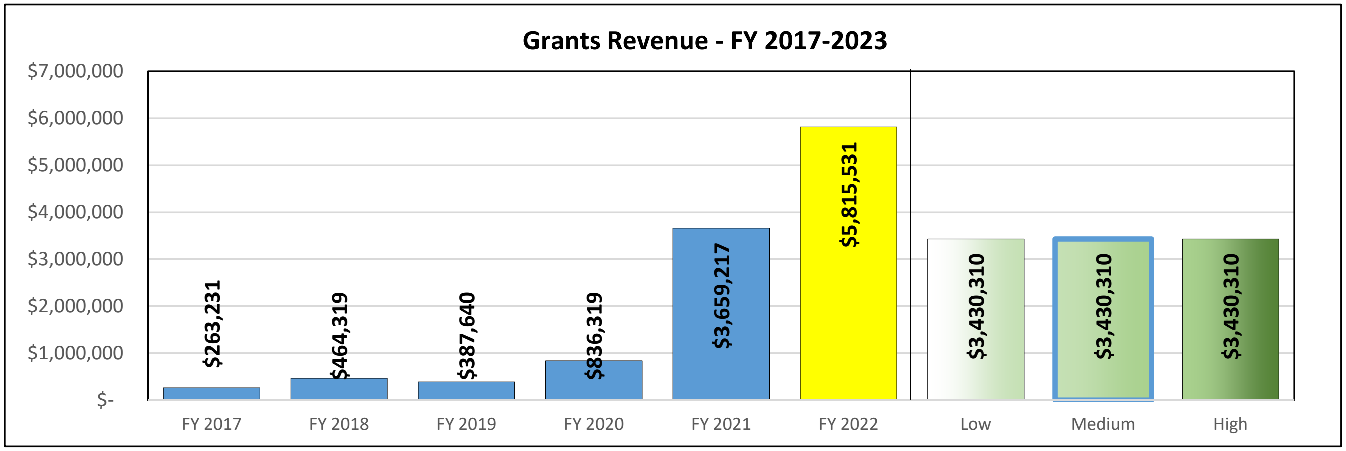
City of Franklin

Revenue Model

Fund:	General Fund	Category:	Grants	Percent of Total General Fund Revenues	3.7%

Grants (Federal/State): In FY 2021, standard grants consisted primarily of federal transportation grants for the Traffic Operations Center function ($1,680,000), a nominal amount for Parks ($100,000) and Public Safety ($50,000). The City also received sizeable one-time grants from the State of Tennessee ($1,815,648) and federal aid (over $1.2 million) due to the COVID-19 pandemic. The latter grants will not renew in FY 2022.

FY 2023 assumes two base grants for Parks and Public Safety and the second year of ARPA grant funding.



	Actual					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	-83.7%	76.4%	-16.5%	115.7%	337.5%		-6.3%	-6.3%	-6.3%	
Emergency Shelter Grant	50,693	-	-	-	-	-	-	-	-	3-yr Average
Federal Grant - Ballistic Vests	4,190	14,711	-	3,518	-	-	-	-	-	$ 1,627,725
Federal Grant - TOC	67,685	295,768	329,719	143,565	-	1,680,000	-	-	-	41.6%
Homeland Security Grant (42200)	-	60,384	52,473	13,802	14,018	50,000	50,000	50,000	50,000	5-Yr Average
Dept of House & Urban Dev (Federal)	-	36,280	-	-	-	-				$ 1,122,145
Dept of Finance & Admin (Federal)	15,000	-	-	-	-	-	-	-	-	45.2%
Dept of Treasury (Federal)	563	-	-	-	1,131,180	2,814,381	3,280,310	3,280,310	3,280,310	10-Yr Average
Dept of Transportation (Federal)	27,913	-	-	-	704,040	-	-	-	-	$ 1,014,236
Dept of Transportation (Federal)	25,548	-	-	-	-	-	-	-	-	26.1%
Preservation Plan Grant (Federal)	-	14,354	-	-	-	-	-	-	-	20-Yr Average
Parks Grants	71,640	42,822	-	656,550	-	100,000	100,000	100,000	100,000	$ 878,046
Governor's Local Gov't Support Grant	-	-	-	-	1,815,648	924,150	-	-	-	15.8%
TN Dept of Agriculture	-	-	5,448	18,884	2,453	-	-	-	-	
Misc. Adjustment	-	-	-	-	(8,121)	-				
Advanced Transportation Controller						247,000				
Totals	**$ 263,231**	**$ 464,319**	**$ 387,640**	**$ 836,319**	**$ 3,659,217**	**$ 5,815,531**	**$ 3,430,310**	**$ 3,430,310**	**$ 3,430,310**	

Source: City of Franklin, Annual Comprehensive Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

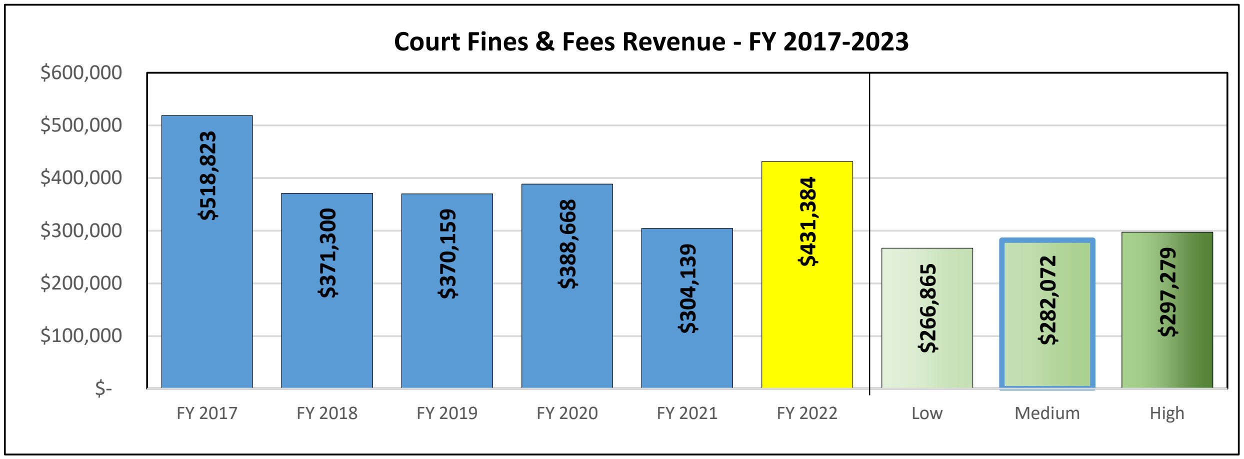
City of Franklin

Revenue Model

Fund:	General Fund	Category:	Court Fines & Fees	Percent of Total General Fund Revenues	0.3%

Court Fines & Fees: The City Court collects fees/fines for traffic violations and property maintenance violations. A major initiative was taken in 2013 to submit outstanding debts to a collection agency. The primary reason for the revenue decrease beginning in 2013 was a change in accounting to net amounts due the State against revenue, rather than show those amounts under expenditures in Revenue Management. (with that change, Revenue Management's expenditures were lower as well.)

Revenues are forecast lower in FY 2023, after a process begun in FY 2021 to correct for overestimations in previous budget years. This forecast is influenced by reduced court activity in 2020 and 2021, which may require a higher estimate by May.



	Actuals					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	9.2%	-28.4%	-0.3%	5.0%	-21.7%	41.8%	-38%	-35%	-31%	
Fines/Fees - Mun Court	140,152	83,340	86,258	90,082	53,533	109,237	46,972	49,649	52,326	3-yr Average
Court-Local Litigation Tax	4,964	3,726	3,286	3,286	2,236	3,235	1,962	2,073	2,185	$ 354,322
Court-Bad Check	20	276	96	382	160	-	140	148	156	-4.7%
Court Collection Fee	(677)	(170)	-	-	-	-	-	-	-	5-Yr Average
Delinquent Court Fees & Fines	14,214	10,403	9,472	9,797	6,556	8,253	5,753	6,080	6,408	$ 390,618
Court-Driving School	78,915	30,569	41,959	57,033	33,631	59,332	29,509	31,191	32,872	-4.4%
Court-Admin Fee	1,777	1,066	1,372	1,404	720	955	632	668	704	10-Yr Average
Fines - Gen Sessions	81,849	92,490	60,237	61,586	59,763	78,759	52,439	55,427	58,415	$ 529,799
Officer Costs - General Sessions/Circuit	102,261	107,366	112,322	99,008	95,693	102,845	83,965	88,750	93,535	-4.3%
Parking Fines - Mun Court	24,689	4,328	7,848	16,859	8,361	13,931	7,337	7,755	8,173	20-Yr Average
Fines - Traffic Offenses	68,369	36,396	45,809	47,581	27,427	53,451	24,065	25,437	26,808	$ 691,431
Failure To Appear - Fine	2,292	1,510	1,500	1,650	980	1,386	860	909	958	-2.8%
Confiscated Goods (State)	-	-	-		15,079		13,231	13,985	14,739	
Totals	$ 518,823	$ 371,300	$ 370,159	$ 388,668	$ 304,139	$ 431,384	$ 266,865	$ 282,072	$ 297,279	

Source: City of Franklin, Annual Comprehensive Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

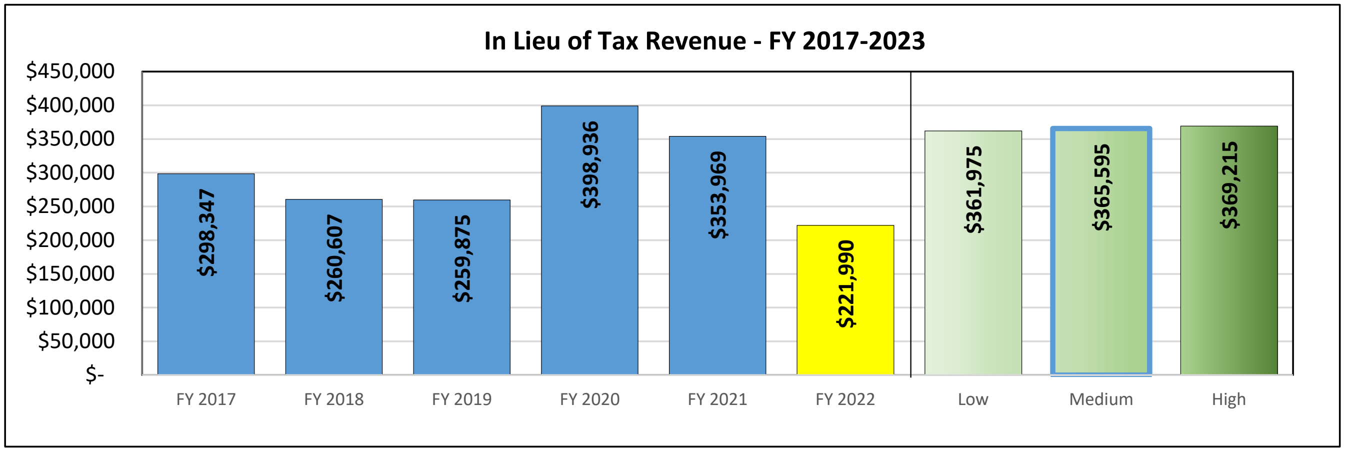
City of Franklin

Revenue Model

Fund:	General Fund	Category:	In Lieu of Tax	Percent of Total General Fund Revenues	0.4%

<u>In Lieu Of Tax:</u> Payments In Lieu Of Tax are made primarily by various local entities - such as the Franklin Housing Authority and Nissan that have leases through a local government Industrial Board. The local payments are made annually. Three payments have ended - Verizon (FY 2014), Healthways (FY 2016) and Jackson National Life (FY 2017). Two new PILOT's - another for the Franklin Housing Authority and one for Ramsey Solutions - have been added.

The base amount of In Lieu of Tax Revenue is projected to increase a nominal 1% over FY 2022 budgeted estimates, but the overall increase is significant due to the two new PILOT's.



	Actual					Budget	Forecasts (FY 2023)		
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High
% yr/yr.	**-8.6%**	**-12.6%**	**-0.3%**	**53.5%**	**-11.3%**	**-37.3%**	**63.1%**	**64.7%**	**66.3%**
Franklin Housing Authority	23,239	25,694	24,963	20,394	17,958	21,705	**21,705**	**21,922**	**22,139**
Nissan (TIF District)	234,912	234,913	234,912	172,388	197,962	200,285	**200,285**	**202,288**	**204,291**
Community Health Systems (CHS)	40,196			(1,000)			**-**	**-**	**-**
FHA - Reddick Street				171,651	83,087	0	**83,918**	**84,757**	**85,596**
Ramsey Solutions				35,503	54,962	0	**56,067**	**56,628**	**57,188**
Totals	**$ 298,347**	**$ 260,607**	**$ 259,875**	**$ 398,936**	**$ 353,969**	**$ 221,990**	**$ 361,975**	**$ 365,595**	**$ 369,215**

Averages
3-yr Average
$ 337,593
1.6%
5-Yr Average
$ 314,347
2.5%
10-Yr Average
$ 324,552
0.9%
20-Yr Average
$ 298,436
0.9%

Source: City of Franklin, <u>Annual Comprehensive Financial Reports - 1990-2021</u> & Estimates from Finance & Revenue Management Departments.

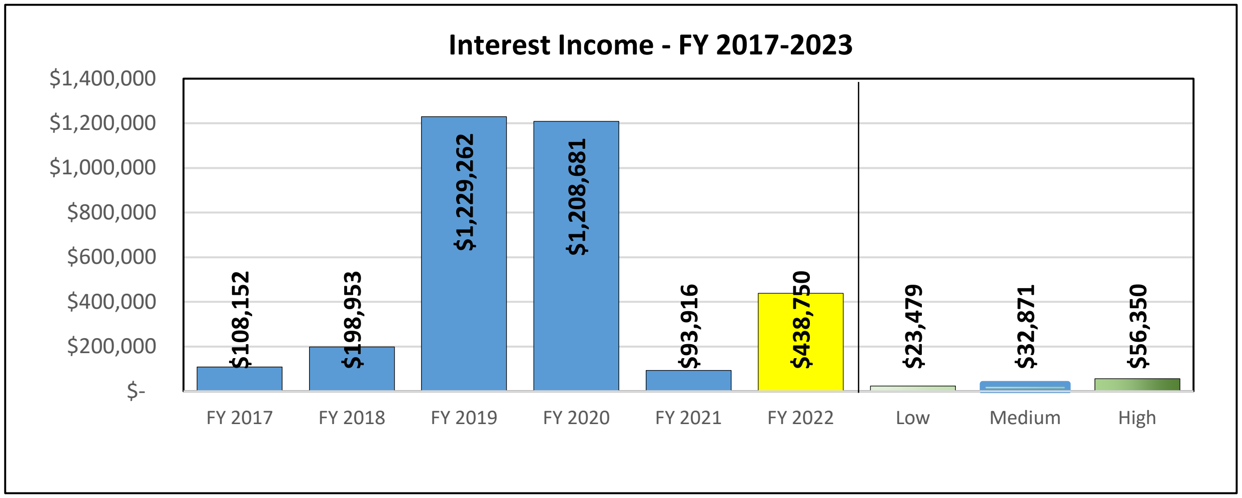
City of Franklin

Revenue Model

Fund:	General Fund	Category:	Interest Income	Percent of Total General Fund Revenues	0.0%

Interest Income: This revenue source is bank interest and investment earnings on temporarily idle funds. This revenue category was adversely affected significantly over the last decade due to the low interest rate environment.

That changed in FY 2019, when the City was able to end long-term low-interest bearing arrangements and replace them with more mark-to-market investment mechanisms. Optimism gave way to pandemic realities, however and the Federal Funds Rate declined from the 2%+ levels which the City took advantage of in FY 2019 to effectively 0%. We forecast this continuing in FY 2023.



	Actual					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	-43.6%	84.0%	517.9%	-1.7%	-92.2%	367.2%	-75%	-65%	-40%	
July	9,142	52,004	57,040	51,469	13,748	17,972	3,437	4,812	8,249	3-yr Average
August	(3,771)	48,602	85,372	222,070	13,329	(7,493)	3,332	4,665	7,998	$ 843,953
September	25,061	(975)	19,188	29,714	2,873	49,733	718	1,006	1,724	-29.6%
October	5,411	6,494	59,942	85,246	4,214	10,620	1,054	1,475	2,528	5-Yr Average
November	(50,994)	(6,867)	65,066	19,408	13,589	(100,684)	3,397	4,756	8,153	$ 742,652
December	8,215	22,065	126,133	44,948	7,866	16,439	1,967	2,753	4,720	-17.5%
January	16,437	14,872	67,431	90,127	6,903	32,788	1,726	2,416	4,142	10-Yr Average
February	24,463	(154,674)	82,012	196,704	(6,559)	(13,873)	(1,640)	(2,296)	(3,936)	$ 367,596
March	(2,952)	56,927	157,863	347,021	11,574	38,072	2,894	4,051	6,945	-7.4%
April	37,133	(19,591)	108,721	43,598	9,751	56,032	2,438	3,413	5,851	20-Yr Average
May	36,846	116,492	235,172	52,531	11,012	42,663	2,753	3,854	6,607	$ 573,675
June	3,161	63,604	165,322	25,846	5,616	296,481	1,404	1,966	3,370	-4.2%
Totals	$ 108,152	$ 198,953	$ 1,229,262	$ 1,208,681	$ 93,916	$ 438,750	$ 23,479	$ 32,871	$ 56,350	

Source: City of Franklin, Annual Comprehensive Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

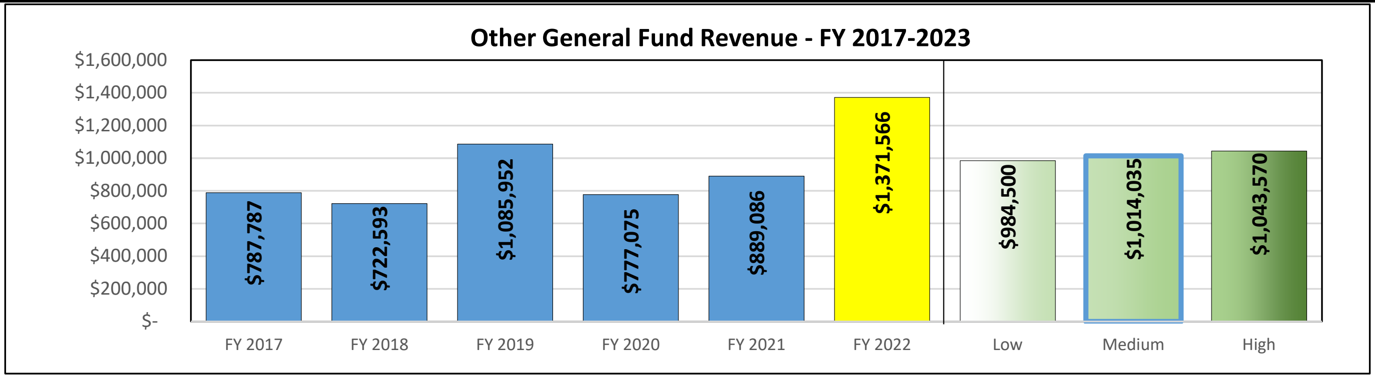
City of Franklin

Revenue Model

Fund:	General Fund	Category:	Other	Percent of Total General Fund Revenues	1.1%

Other: This catch-all revenue category comprises all other individual categories of General Fund Revenue. Traditionally the largest components are one-time receipts, such as contributions from developers. Other Revenue can fluctuate greatly from year to year.

The decrease in Other Revenue is attributable to reduction in one-time revenues used for capital investment. This will likely increase by the time of the May budget.



	Actual					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	24.2%	-8.3%	50.3%	-28.4%	14.4%	54.3%	-28%	-26%	-24%	3-yr Average
City Tax Relief	(8,053)	(16,177)	-	(12,893)	(11,769)	-	-	-	-	$ 917,371
Prop Taxes - P&I	36,671	39,771	43,857	58,580	54,878	38,078	38,078	39,220	40,363	-1.0%
Planning Fees (Rezoning)	30,422	-	-	5,910	10,000	-	-	-	-	5-Yr Average
Planning Fees (Site Plans)	29,011	-	16,500	106,766	47,291	-	-	-	-	$ 852,499
Planning Fees (Plat Submittal)	98,894	223,373	180,691	41,972	46,875	193,982	193,982	199,802	205,621	0.9%
Planning Fees (Misc Planning)	2,773	262	-	35,966	-	-	-	-	-	10-Yr Average
Annexation Fees	-	-	-	-	8,200		8,200	8,446	8,692	$ 1,279,733
Plan Amendment Fees	-	-	-	-	3,000		3,000	3,090	3,180	-3.1%
Development Plan Fee	-	-	-	-	88,204		88,204	90,850	93,496	20-Yr Average
Board of Zoning Appeals	-	-	-	-	5,250		5,250	5,408	5,565	$ 1,710,266
Joint Conceptual Workshop	-	-	-	-	2,200		2,200	2,266	2,332	-10.0%
Beer Permits (New Applic Fee)	13,750	16,500	14,750	12,660	11,050	15,092	15,092	15,545	15,998	
Yard Sale Permits	7,010	6,220	6,125	3,750	5,030	4,354	4,354	4,485	4,615	
Alarm Permits	23,990	24,190	23,380	26,140	26,385	25,232	25,232	25,989	26,746	
Miscellaneous Permits	4,100	17,612	27,045	18,280	20,950	15,416	15,416	15,878	16,341	
City Sponsored Training	-	3,505	390	-	-	-	-	-	-	
Regional Fire Training	-	2,500	1,500	3,810	695	1,545	1,545	1,591	1,638	
Maps Sold	3,682	1,234	4,020	3,560	1,620	2,914	2,914	3,001	3,089	
Plans Sold	1,650	1,500	1,850	3,700	4,700	2,890	2,890	2,977	3,063	
Records Sold	49	52	8	915	1,766	1,421	1,421	1,464	1,506	
Special Event Services Fee	2,500	2,900	2,000	2,696	2,500	2,795	2,795	2,879	2,963	
Traffic Impact Analysis Review Fee	65,548	35,000	21,000	-	-	25,750	-	-	-	
Accident Reports	1,514	743	3	755	581	691	691	712	732	

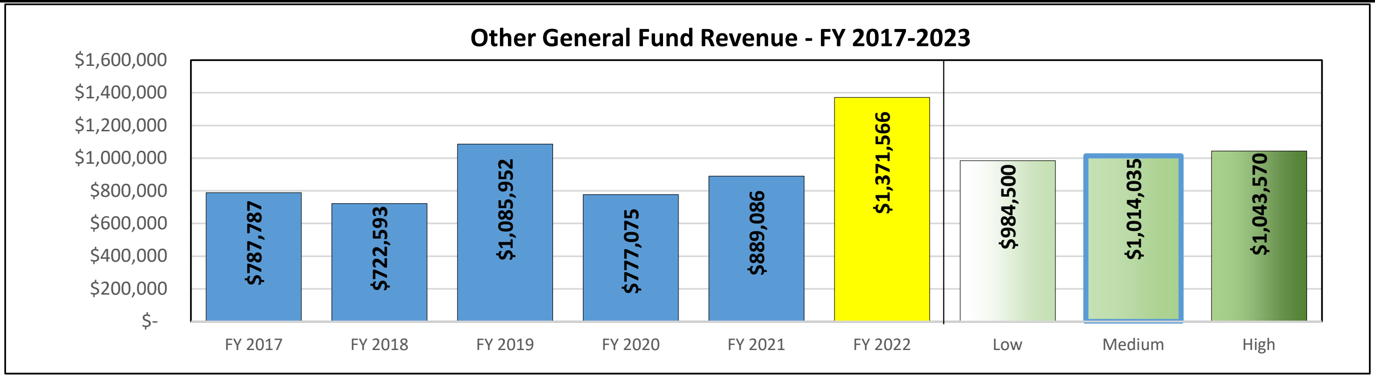
City of Franklin

Revenue Model

Fund:	General Fund	Category:	Other	Percent of Total General Fund Revenues	1.1%

Other: This catch-all revenue category comprises all other individual categories of General Fund Revenue. Traditionally the largest components are one-time receipts, such as contributions from developers. Other Revenue can fluctuate greatly from year to year.

The decrease in Other Revenue is attributable to reduction in one-time revenues used for capital investment. This will likely increase by the time of the May budget.



	Actual					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
Sex Offender Registry	1,800	1,950	2,850	2,100	2,100	1,683	1,683	1,733	1,784	
License Seizure Fees	1,150	715	470	905	595	869	869	895	921	
Police Extra Duty	39,941	43,480	43,618	35,535	45,402	39,459	39,459	40,643	41,827	
Compost Voucher (Non-Refundable)	21,200	23,720	17,555	18,800	21,280	20,459	20,459	21,073	21,687	
Beer Board Violations	-	-	3,000		4,000	1,000	1,000	1,030	1,060	
Bldg & Street Stds Appeals Fees	-	-	3,276	-	-	1,000	1,000	1,030	1,060	
Transient Vendor Recording Fees	4,364	556	-	-	-	4,785	4,785	4,929	5,072	
Tree Bank Fees	12,767	12,906	19,904	-	-	11,265	11,265	11,603	11,941	
Sidewalk Reserve Fees	82,840	-	-	-	-	-	-	-	-	
Rebates on Purchases	64,081	68,125	115,951	91,858	82,168	83,359	83,359	85,860	88,361	
Rent - Mall & Other	12,001	15,001	12,001	9,001	18,001	12,001	12,001	12,361	12,721	
Park Concessions	77,543	97,480	200,475	84,806	72,108	84,543	84,543	87,080	89,616	
Harlinsdale Rentals	506	3,472	1,938	(2,441)	13,719	1,066	1,066	1,098	1,130	
Sale of Surplus Assets	134,694	60,019	296,337	128,067	21,392	271,146	271,146	279,280	287,415	
Electrical Charging Stations	-	-	-	456	402	-	-	-	-	
Insurance Reimbursements	-	-	-	-	-	38,170	-	-	-	
Miscellaneous Other Revenue	21,387	35,984	25,458	77,423	90,014	20,600	20,600	21,218	21,836	
Christmas Tree Lighting				18,000	15,000	20,000	20,000	20,600	21,200	
Capital Application from Fund Balance	-	-	-	-	-	430,000	-	-	-	
Developer Contribution	-	-	-		172,500		-	-	-	
Contributions	-	-	-		1,000		-	-	-	
Totals	**$ 787,787**	**$ 722,593**	**$ 1,085,952**	**$ 777,075**	**$ 889,086**	**$ 1,371,566**	**$ 984,500**	**$ 1,014,035**	**$ 1,043,570**	

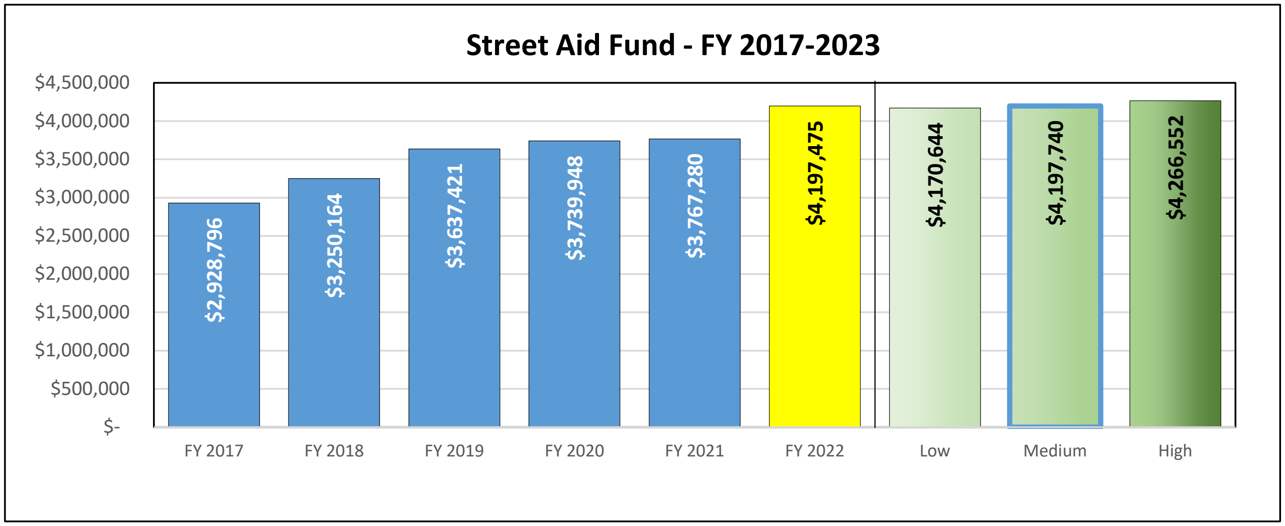
Source: City of Franklin, Annual Comprehensive Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

City of Franklin

Revenue Model

Fund:	Street Aid	Percent of All Revenues	2.3%

Street Aid: A special revenue fund used to account for the receipt and usage of the City's share of State gasoline taxes. State law requires these gasoline taxes to be used to maintain streets. Counties and municipalities share in the proceeds of petroleum taxes. In general, counties receive about 30 percent of the proceeds and municipalities about 15 percent. The state retains roughly 55 percent of the proceeds. Fifty percent of the counties' shares are divided equally among the 95 counties, 25 percent on the basis of area and 25 percent on the basis of population; Municipalities' shares are divided based on the population each municipality bears to the aggregate population of all municipalities, according to the federal census or a special census as prescribed by T.C.A. § 54-4-203. T.C.A. § 67-3-901(b), (c), (f)(2) and (i); T.C.A. § 67-3-905; T.C.A. § 67-3-1108; T.C.A. § 54-4-103; and T.C.A. § 54-4-204; Op. Tenn. Atty.



The money each individual municipality receives under the Petroleum and Alternative Fuels Tax Law is paid into the municipality's state street aid fund and is required to be administered and spent under the law that governs that fund. T.C.A. § 54-4-103, T.C.A. § 54-4-204.

Overall, the City is forecasting no increase in the fund at this time.

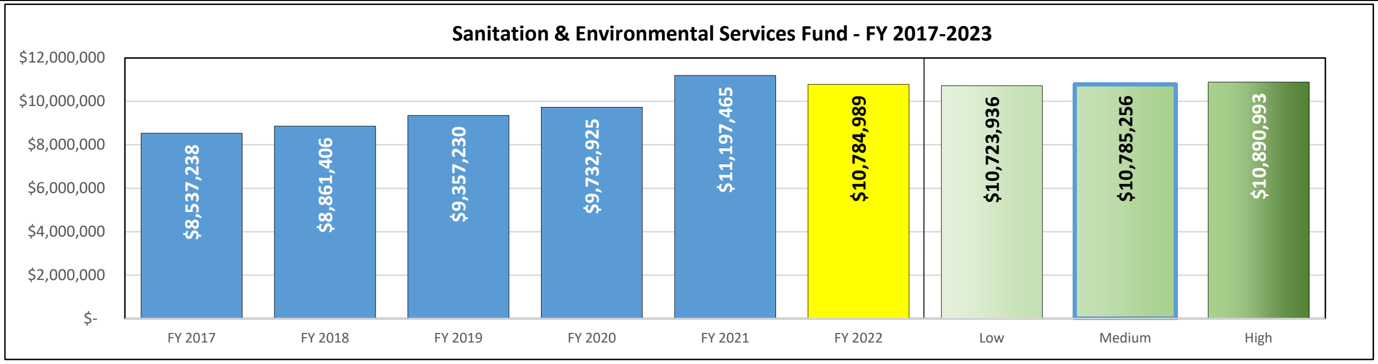
	Actuals						Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	17.8%	11.0%	11.9%	2.8%	0.7%	11.4%	-0.6%	0.0%	1.6%	
PROPERTY TAXES COLLECTED	623,685	722,941	748,375	779,036	809,178	1,073,088	1,073,088	1,094,550	1,126,742	3-yr Average
GASOLINE TAX (STATE)	1,971,070	2,520,503	2,630,997	2,660,745	2,706,895	2,816,887	2,845,056	2,850,690	2,887,309	$ 3,714,883
INTEREST INCOME	1,201	6,720	8,049	50,168	1,207	7,500	2,500	2,500	2,500	4.3%
TRANSFER FROM GENERAL FUND	332,840	-	250,000	250,000	250,000	300,000	250,000	250,000	250,000	5-Yr Average
										$ 3,464,722
										4.2%
										10-Yr Average
										$ 3,001,085
										8.0%
Totals	$ 2,928,796	$ 3,250,164	$ 3,637,421	$ 3,739,948	$ 3,767,280	$ 4,197,475	$ 4,170,644	$ 4,197,740	$ 4,266,552	

Source: City of Franklin, Comprehensive Annual Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

Fund:	Sanitation & Environmental Services Fund	Percent of All Revenues	6.0%

Sanitation & Environmental Services Fund: This Special Revenue fund accounts for the fees collected in the collection and disposal of residential and commercial garbage. The primary component within the fund are those fees charged for disposal of refuse. In recent years, the City has worked to reduce the subsidy from the General Fund for sanitation and recycling operations.

This revenue forecast proposes no increase in the residential collection fee at this time. The decrease in overall revenue is the removal of a one time subsidy of capital purchase from the General Fund.



	Actuals					Budget	Forecasts (FY 2023)		
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High
% yr/yr.	-5.7%	3.8%	5.6%	4.0%	15.0%	-3.7%	-4.2%	-3.7%	-2.7%
SOLID WASTE GRANT (STATE)	-	-	-	-	14,327	-	-	-	-
SPECIAL EVENT SERVICES FEE	10,946	370	2,230	-	606	5,546	5,601	5,657	5,712
COLLECTION REVENUES	5,285,753	5,567,066	6,024,431	5,398,050	5,534,270	6,325,569	6,388,825	6,452,080	6,515,336
ADDL RESIDENTIAL ROLLOUT CONTAINERS	8,580	11,000	11,410	12,305	5,595	8,988	9,078	9,168	9,258
BLUE BIN SETUP FEE				208,150	393,658	50,000	50,000	51,000	51,500
TIPPING FEES	2,300,739	2,681,623	3,017,568	3,691,891	4,149,853	3,800,000	3,838,000	3,876,000	3,914,000
CARDBOARD RECYCLING	10,075	11,477	14,641	121	-	10,346	10,449	10,553	10,656
RECYCLING-BATTERIES	4,183	5,047	2,870	3,974	-	6,970	7,040	7,109	7,179
RECYCLING-ELECTRONICS	13,063	14,067	17,454	101	3,643	-	-	-	-
RECYCLING-METAL	6,443	5,223	4,291	2,668	178	7,934	8,013	8,093	8,172
RECYCLING-WASTE OIL	-	-	213	-	-		-	-	-
BUCK A BAG PROGRAM	2,993	3,093	2,678	1,994	1,998	4,063	4,104	4,144	4,185
RESIDENTIAL DUMPSTER			330						
RESIDENTIAL BRUSH	500	5,375	17,110	11,750	2,625	888	897	906	915
RESIDENTIAL BULKY GOODS	2,500	2,625	2,888	-	-	223	225	227	230
NON-RESIDENTIAL BRUSH	500	375	750	95	125	225	227	230	232
NON-RESIDENTIAL BULKY GOODS	500	1,000	-	-	-	216	218	220	222
INTEREST INCOME	113	2,215	15,916	10,608	751	-	-	-	-
LEASE PROCEEDS	-	-	-	-	-		-	-	-
SALE OF WASTE CONTAINERS	62,111	50,850	49,728	50,298	13,350	64,934	65,583	66,233	66,882
LEASE OF WASTE CONTAINERS	-	-	-	-	-	37,878	38,257	38,636	39,014
SALE OF SURPLUS ASSETS	78,027	-	-	243,145	84,151	250,000	252,500	255,000	257,500
TRANSFER FROM GENERAL FUND	750,000	500,000	-	-	900,000	211,209	-	-	-
MISCELLANEOUS OTHER REVENUE	212	-	-	-	44,473		44,918	-	-
LATE PAY FEES			172,723	97,776	47,863	-	-	-	-
Totals	$ 8,537,238	$ 8,861,406	$ 9,357,230	$ 9,732,925	$ 11,197,465	$ 10,784,989	$ 10,723,936	$ 10,785,256	$ 10,890,993

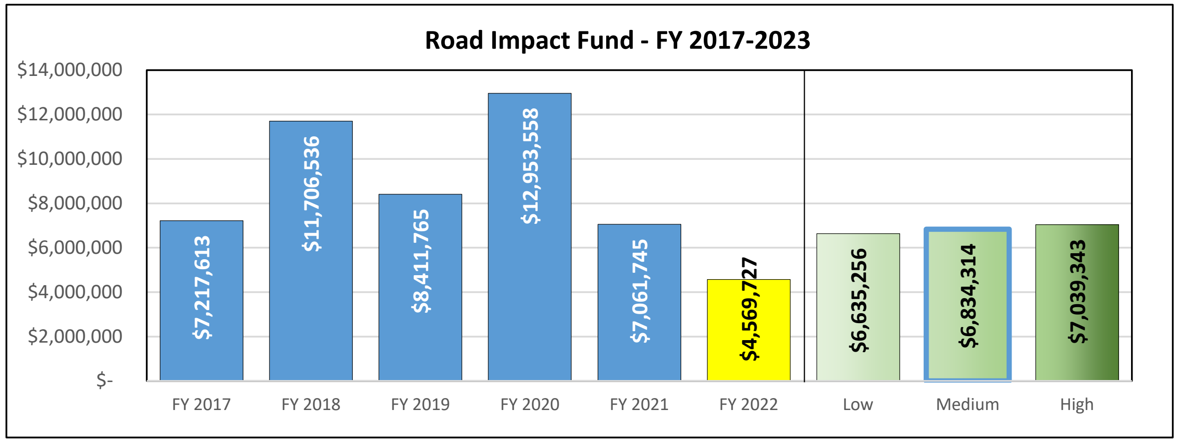
Averages	
3-yr Average	$ 10,095,873
	3.6%
5-Yr Average	$ 9,537,253
	3.5%
10-Yr Average	$ 8,881,226
	2.6%
20-Yr Average	$ 6,668,677
	6.8%
25-Yr Average	$ 5,454,008
	10.5%

Source: City of Franklin, Comprehensive Annual Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

Fund:	Road Impact	Percent of All Revenues	3.8%

Road Impact Fund: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects. After completing an update of the major thoroughfare plan, the City re-examined the structure of road impact fees which was approved in April 2011 and revised in 2017.

The forecast for FY 2023 is an estimate based upon historic averages **and** year-to-date activity. It is *heavily dependent* upon the timing of new development. Should development permits be pulled sooner than anticipated (or delayed), amounts may be higher (or lower) than forecast.



	Actual					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	-5.0%	62.2%	-28.1%	54.0%	-45.5%	-35.3%	45.2%	49.6%	54.0%	**3-yr Average**
Road Impact Fees										$ 9,475,689
Arterials	7,180,150	11,084,375	4,800,171	7,359,093	4,061,173	3,000,000	4,824,524	4,969,260	5,118,338	-8.5%
Collector Area 1		59,923	1,057,313	1,200,036	8,484	421,176	412,040	424,401	437,133	**5-Yr Average**
Collector Area 2		251,474	1,286,317	3,118,014	1,326,079	846,216	1,024,215	1,054,942	1,086,590	$ 9,470,244
Collector Area 3		189,728	400,237	472,760	573,304	193,156	274,378	282,609	291,087	-5.1%
Collector Area 4		-	115,817	101,249	57,615	59,179	62,599	64,477	66,411	**10-Yr Average**
Road Impact Credits	-	-	-	-	-		-	-	-	$ 7,296,046
Interest Income	27,363	121,036	500,492	702,406	86,592	50,000	37,500	38,625	39,784	-0.6%
Transfer from General Fund	-	-	251,418	-	-		-	-	-	
Miscellaneous Income	10,100	-	-		948,498		-	-	-	
Totals	$ 7,217,613	$ 11,706,536	$ 8,411,765	$ 12,953,558	$ 7,061,745	$ 4,569,727	$ 6,635,256	$ 6,834,314	$ 7,039,343	

Source: City of Franklin, Annual Comprehensive Financial Reports - 2001-2021 & Estimates from Finance & Revenue Management Departments.

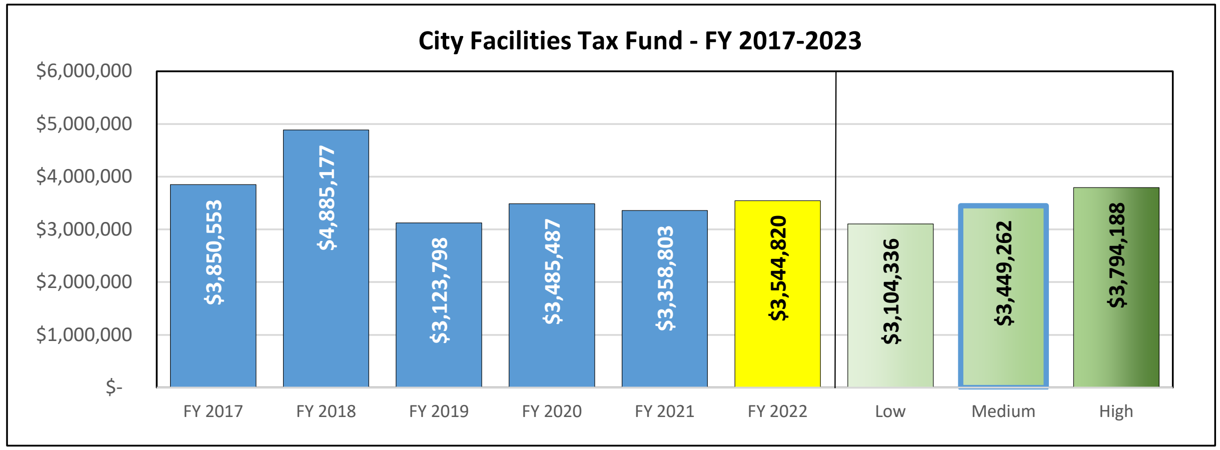
City of Franklin

Revenue Model

Fund:	City Facilities Tax Fund	Percent of All Revenues	1.9%

<u>City Facilities Tax</u>: A special revenue fund used to account for the proceeds authorized by a private act of the Tennessee General Assembly of 1987 for the City to levy and collect a privilege tax on new development to provide that new development contribute its fair share of providing new public facilities made necessary by growth. Such taxes may be expended ***<u>only</u>*** on police, fire, sanitation, and parks and recreation.

The forecast for FY 2023 is an estimate based upon the historic average of the last five-years **<u>and</u>** year-to-date activity. It is *<u>heavily dependent</u>* upon the timing of new development. Should development permits be pulled sooner than anticipated (or delayed), amounts may be higher (or lower) than forecast.



	Actual					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	**-21.2%**	**26.9%**	**-36.1%**	**11.6%**	**-3.6%**	**5.5%**	**-12%**	-3%	7%	
July	221,540	202,536	140,513	166,390	137,965	138,348	**156,410**	173,789	191,168	**3-yr Average**
August	299,262	649,402	337,384	165,263	567,347	218,010	**363,358**	403,732	444,105	**$ 3,322,696**
September	242,795	635,277	367,428	131,262	106,988	256,536	**267,075**	296,750	326,425	**0.4%**
October	663,512	437,274	152,305	685,211	192,828	426,434	**383,603**	426,226	468,849	**5-Yr Average**
November	176,544	516,609	163,543	514,554	226,319	286,484	**287,562**	319,514	351,465	**$ 3,740,764**
December	432,916	321,669	269,292	151,610	392,660	182,264	**282,266**	313,629	344,992	**-2.0%**
January	180,975	222,051	172,649	97,669	284,889	80,110	**172,482**	191,647	210,811	**10-Yr Average**
February	575,155	470,643	110,709	169,431	98,466	280,363	**256,393**	284,881	313,369	**$ 3,440,618**
March	372,318	211,194	108,211	232,369	153,528	145,300	**193,972**	215,524	237,076	**-0.2%**
April	140,530	282,850	201,792	260,000	192,471	144,370	**193,976**	215,529	237,081	**20-Yr Average**
May	119,466	163,847	418,449	104,027	168,569	126,220	**175,384**	194,872	214,359	**$ 2,613,980**
June	439,440	674,690	168,036	373,324	160,365	343,937	**326,854**	363,171	399,488	**2.8%**
Interest Income	(13,900)	97,135	513,487	434,377	36,408	50,000	**45,000**	50,000	55,000	
Contributions from Others					640,000	866,444				
Totals	**$ 3,850,553**	**$ 4,885,177**	**$ 3,123,798**	**$ 3,485,487**	**$ 3,358,803**	**$ 3,544,820**	**$ 3,104,336**	**$ 3,449,262**	**$ 3,794,188**	

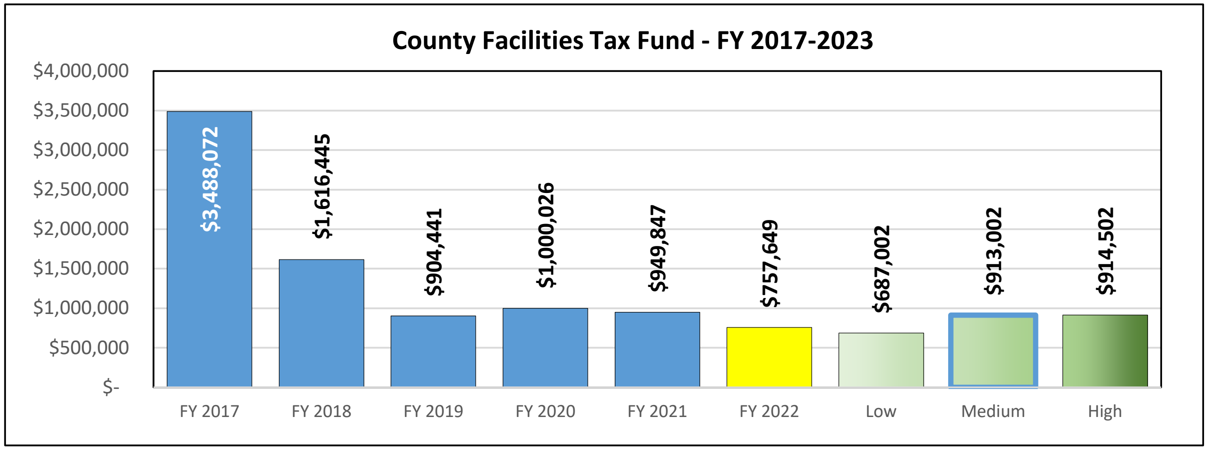
Source: City of Franklin, <u>Comprehensive Annual Financial Reports - 1990-2021</u> & Estimates from Finance & Revenue Management Departments.

City of Franklin
Revenue Model

Fund:	County Facilities Tax Fund	Percent of All Revenues	0.5%

County Facilities Tax: The County Facilities Tax Fund is a brand new special revenue fund used to account for the City's share of the County's Adequate School Facilities Tax. 30% of the proceeds are distributed to incorporated cities within the county, and another 30% is divided pro rata among the incorporated cities based on population in the last decennial census. The City began collecting a share of the County Facilities Tax in FY 2012. Prior to now monies collected had been deposited within the Capital Projects Fund. Funds are to be used for the purpose of providing public facilities.

The forecast is *heavily dependent* upon the timing of new development. Should development permits be pulled sooner than anticipated (or delayed), amounts may be higher (or lower) than forecast.



	Actual					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	n/a	-53.7%	-44.0%	10.6%	-5.0%	-20.2%	-9.3%	20.5%	20.7%	3-yr Average
Tax Collections	-	971,814	759,874	889,427	935,555	742,649	673,502	898,002	898,002	$ 1,173,637
Transfer from Capital Fund	3,487,056	635,074	-		-	-				-6.4%
Interest Income	1,016	9,557	144,567	110,599	14,292	15,000	13,500	15,000	16,500	
Totals	$ 3,488,072	$ 1,616,445	$ 904,441	$ 1,000,026	$ 949,847	$ 757,649	$ 687,002	$ 913,002	$ 914,502	

Source: City of Franklin, Comprehensive Annual Financial Report - 2017-2021 & Estimates from Finance & Revenue Management Departments.

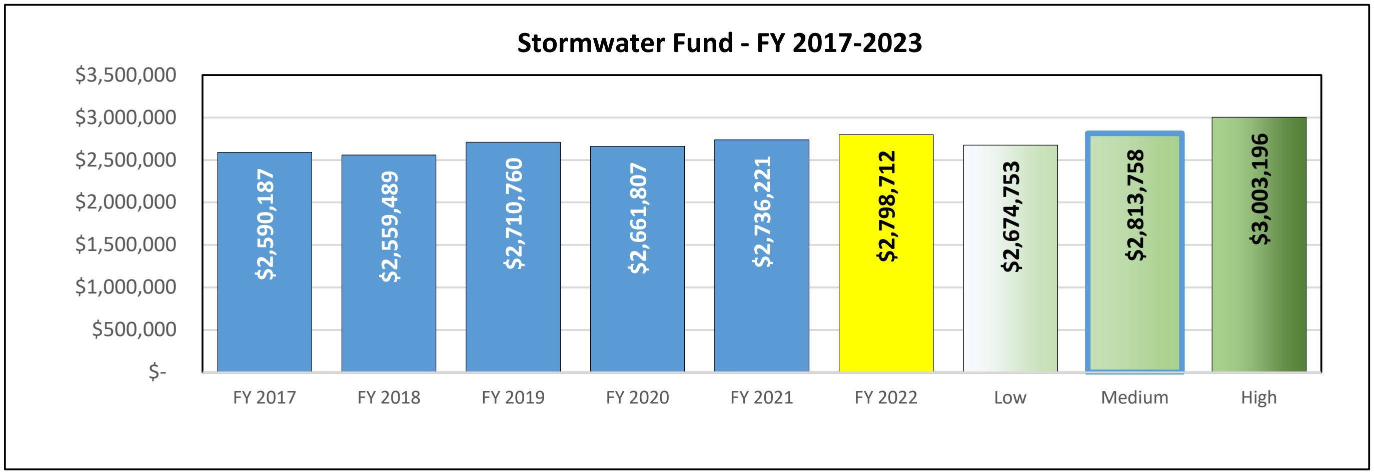
City of Franklin

Revenue Model

Fund:	Stormwater Fund	Percent of All Revenues	1.6%

Stormwater Fund: A special revenue fund used to account for the City's Stormwater drainage operations. Revenues are primarily from charges to residential and commercial customers based on paved areas.

The fee was raised by 5% in FY 2022. This was the first increase in the fee since the inception of the fund in FY 2004, 19 years ago. No fee increase is planned in FY 2023.



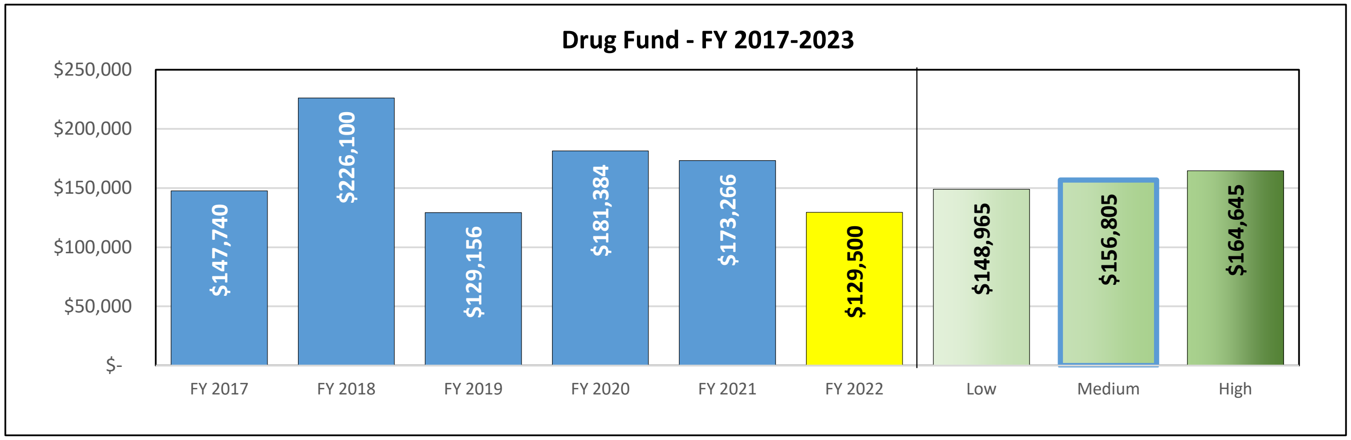
	Actual					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	1.7%	-1.2%	5.9%	-1.8%	2.8%	2.3%	-4.4%	0.5%	7.3%	
PLANS REVIEW FEE	26,400	15,000	25,900	22,300	33,200	36,250	34,438	36,250	38,063	3-yr Average
DRAINAGE INSPECTIONS	102,519	50,176	103,484	75,887	105,495	75,000	71,250	60,000	90,000	$ 2,702,930
STORMWATER PERMIT FEE	15,075	8,913	4,200	4,850	53,075	42,000	39,900	42,000	44,100	0.4%
FEMA/TEMA GRANTS (FED/STATE)	-	-	-	-	1,307		1,242	1,307	1,372	5-Yr Average
STORMWATER FEES- RESIDENTIAL	2,402,680	2,379,597	2,403,616	2,414,161	2,424,175	2,554,462	2,426,739	2,554,462	2,682,185	$ 2,651,693
STORMWATER APPEALS BOARD					5,750					0.6%
STORMWATER FINES	-	43,486	19,404	18,088	14,930	20,000	14,184	15,000	25,000	10-Yr Average
STORMWATER LATE PAY PENALTIES	18,869	23,279	21,721	15,596	22,067	21,000	19,950	21,000	22,050	$ 2,539,655
STORMWATER QUALIFIED PROGRAM			12,000	21,750	34,200	0				0.8%
INTEREST INCOME	(8,864)	39,038	120,436	89,204	8,282	50,000	35,000	50,000	65,000	15-Yr Average
SALE OF SURPLUS ASSETS	33,508	0	-	(29)	33,739		-	-	-	$ 2,665,234
CUSTOMER SERVICE	-	-	-	-	-		-	-	-	-10.0%
Totals	$2,590,187	$2,559,489	$2,710,760	$2,661,807	$2,736,221	$2,798,712	$2,674,753	$2,813,758	$3,003,196	

Source: City of Franklin, Comprehensive Annual Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

Fund:	Drug Fund	Percent of All Revenues	0.1%

Drug Fund: The Drug Fund is a special revenue account established under Tennessee Code Annotated (T.C.A.) 39-17-420. (A special revenue account exists outside the city's or county's General Fund, and funds in the special revenue account do not revert to the General Fund at the end of the fiscal year).

Revenues come from one-half of the fines from drug offenses, any cash that is forfeited to the city or county as well as the proceeds from the sale of any forfeited property (usually vehicles) and donations.



	Actual					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	-54.6%	53.0%	-42.9%	40.4%	-4.5%	-25.3%	15.0%	21.1%	27.1%	
DRUG FINES RECEIVED	62,808	67,571	59,413	40,367	53,202	58,000	52,673	55,445	58,217	3-yr Average
DRUG CONTRIBUTIONS PAID TO POLICE DEPT	26,825	36,900	29,850	36,320	26,675	30,000	30,352	31,949	33,546	$ 161,269
CONFISCATED GOODS (FEDERAL)	21,230	49,204	7,820	13,327	3,655	7,500	15,486	16,301	17,116	2.5%
CONFISCATED GOODS (STATE)	23,840	44,611	18,444	82,097	50,398	25,000	41,904	44,110	46,315	5-Yr Average
INTEREST INCOME	3,407	8,318	13,629	8,825	4,923	6,000	5,700	6,000	6,300	$ 171,529
SALE OF SURPLUS ASSETS	9,630	19,496	-	448	34,413	3,000	2,850	3,000	3,150	0.2%
						-				10-Yr Average
						-				$ 172,461
										0.0%
Totals	$ 147,740	$ 226,100	$ 129,156	$ 181,384	$ 173,266	$ 129,500	$ 148,965	$ 156,805	$ 164,645	

Source: City of Franklin, Comprehensive Annual Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

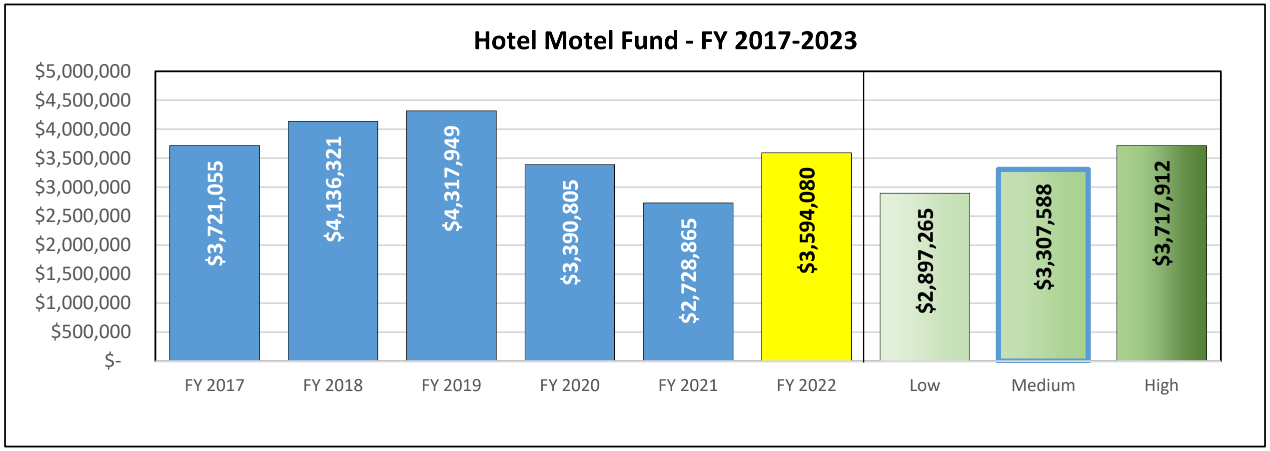
City of Franklin

Revenue Model

Fund:	Hotel Motel Fund	Percent of All Revenues	1.8%

Hotel Motel Fund: The Hotel/Motel Fund is a special revenue fund used to account for the locally administered tax levied on the occupancy of hotel and motel rooms, in addition to sales tax. The City of Franklin Hotel /Motel Tax is 4%. The fund is used to pay debt service on the Cool Springs Conference Center and the Harlinsdale and Battlefield parks. Also, the funds can be used to support projects and operations related to tourism.

After a decade of solid growth, the COVID-19 pandemic was devastating but not fatal to Franklin's hospitality and tourism industry. Revenues are recovering quicker than anticipated, but more months in 2022 will be necessary to refine our



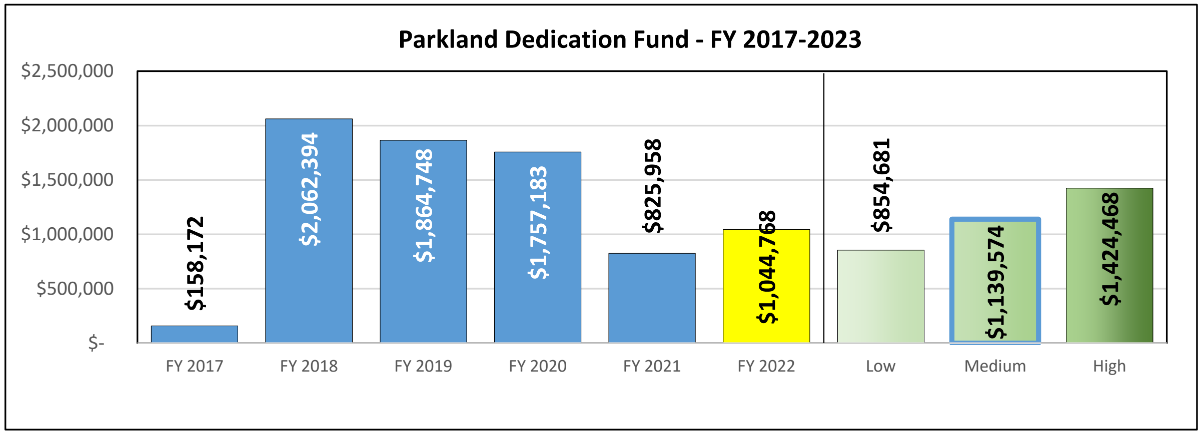
	Actual					Budget	Forecasts (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	4.4%	11.2%	4.4%	-21.5%	-19.5%	31.7%	-19.4%	-8.0%	3.4%	
July	359,016	553,391	403,079	358,441	269,777	259,403	282,156	322,464	362,771	3-yr Average
August	299,477	338,006	321,258	335,061	138,563	201,402	224,880	257,006	289,132	$ 3,479,206
September	335,101	375,008	367,331	379,962	165,973	229,330	257,132	293,865	330,598	-7.2%
October	357,048	387,305	406,690	420,494	209,657	246,292	284,683	325,352	366,021	5-Yr Average
November	276,090	324,040	294,609	318,100	138,935	189,816	206,226	235,687	265,148	$ 3,658,999
December	214,176	248,608	236,852	261,294	139,075	151,621	165,797	189,482	213,167	-5.1%
January	222,664	225,619	259,796	276,512	136,507	158,569	181,857	207,837	233,816	10-Yr Average
February	255,252	279,126	270,769	319,269	145,247	180,755	189,538	216,615	243,692	$ 3,315,566
March	341,392	376,573	393,635	201,971	228,613	216,008	275,545	314,908	354,272	-1.8%
April	331,685	362,495	393,281	37,682	270,729	191,894	275,297	314,625	353,953	20-Yr Average
May	353,139	372,611	372,591	75,021	335,339	196,860	260,813	298,073	335,332	$ 2,243,633
June	365,549	254,913	383,344	155,008	397,414	197,128	268,341	306,675	345,010	1.1%
Short Term Rental Tax					133,521					
Interest Income	10,466	38,626	214,714	251,991	19,514	25,000	25,000	25,000	25,000	
American Rescue Plan Subsidy	0		0		-	1,150,000	-	-	-	
Totals	$ 3,721,055	$ 4,136,321	$ 4,317,949	$ 3,390,805	$ 2,728,865	$ 3,594,080	$ 2,897,265	$ 3,307,588	$ 3,717,912	

Source: City of Franklin, Comprehensive Annual Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

Fund:	Parkland Dedication Fund	Percent of All Revenues	0.6%

Parkland Dedication Fund: The Parkland Dedication Fund was created in FY 2015 for the purpose of satisfying requirements of Section 5.5.4 of the City of Franklin Zoning Ordinance for developers seeking alternatives to the development of greenspace within developments. Funds can be used only for the acquisition or development of public parks, greenways/blue ways, open space sites, and related facilities.

The forecast for FY 2023 is an estimate based upon historic averages and year-to-date activity. It is *heavily dependent* upon the timing of new development. This forecast also makes no assumption for amount of ***available*** revenue as a result of changes made last year in the Parkland Dedication Ordinance, but rather gross annual receipts. Specific spendable balances will be addressed through the CIP



	Actual					Budget	Forecast (FY 2023)				Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High		
% yr/yr.	-91.8%	1203.9%	-9.6%	-5.8%	-53.0%	26.5%	3.5%	38.0%	72.5%		
In Lieu of Parkland Receipts	137,454				0	1,024,768	850,931	1,134,574	1,418,218		3-yr Average
Quadrant 1		1,188,552	713,244	1,411,712	383,056	0					$ 1,482,630
Quadrant 2		88,008	178,218	0	292,672	0					-14.8%
Quadrant 3		157,110	448,230	0	4,304	0					5-Yr Average
Quadrant 4		576,386	55,080	52,488	120,512	0					$ 1,333,691
Interest Income	20,718	52,338	241,394	292,983	25,414	20,000	3,750	5,000	6,250		-20.0%
Transfers from General Fund	-	-	228,582		-	-	-	-	-		
Totals	$ 158,172	$ 2,062,394	$ 1,864,748	$ 1,757,183	$ 825,958	$ 1,044,768	$ 854,681	$ 1,139,574	$ 1,424,468		

Source: City of Franklin, Comprehensive Annual Financial Reports - 2015-2021 & Estimates from Finance & Revenue Management Departments.

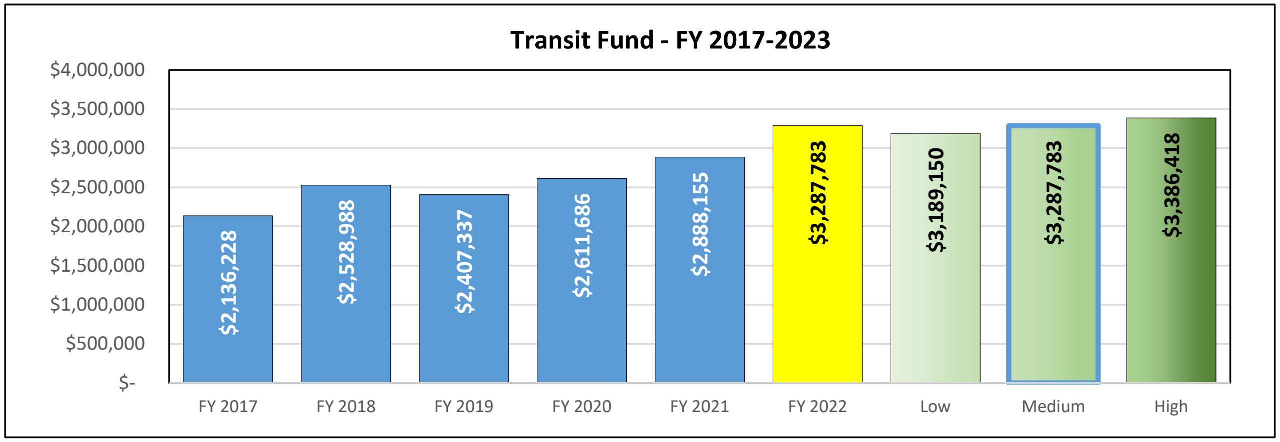
City of Franklin

Revenue Model

Fund:	Transit Fund	Percent of All Revenues	1.8%

Transit Fund: A special revenue fund used to account for the City's transit operations. The primary sources of revenue are an operating subsidy from the general fund and transit fares. The City has created the Franklin Transit Authority to oversee transit operations. Daily operations of the transit system are managed by a contractor.

The forecast for FY 2023 is for the Transit Fund to be about the same as it was in FY 2022. This will be revised once the Franklin Transit Authority submits their budget request for FY 2023.



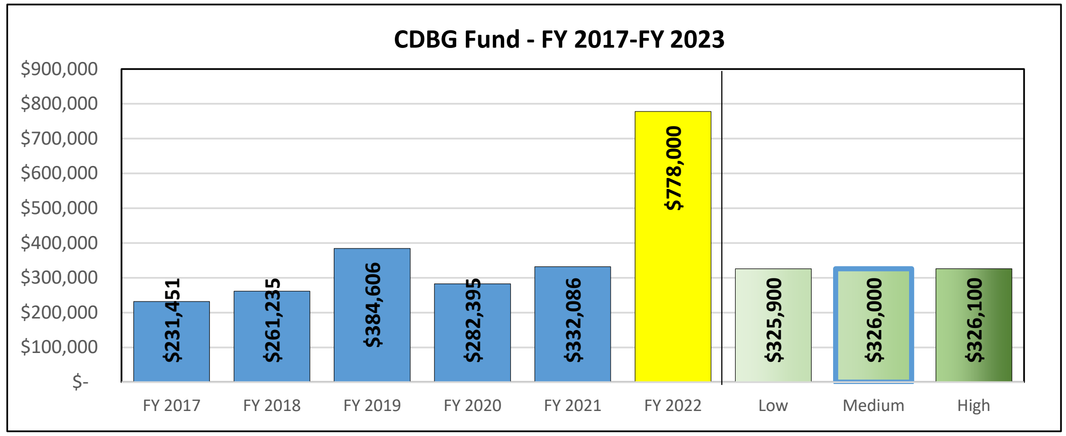
	Actual					Budget	Forecast (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	14.0%	18.4%	-4.8%	8.5%	10.6%	13.8%	-3.0%	0.0%	3.0%	3-yr Average
TRANSIT OPERATIONS GRANT (FEDERAL)	1,163,679	983,103	1,163,055	1,788,185	1,750,103	2,060,608	1,998,790	2,060,608	2,122,426	$ 2,516,004
TRANSIT CAPITAL GRANT (FED/STATE)	380,361	272,005	326,527	344,134	315,608	352,111	341,548	352,111	362,674	4.9%
TRANSIT FARES	104,649	112,418	84,945	63,427	33,080	50,000	48,500	50,000	51,500	5-Yr Average
INTEREST INCOME	7,610	7,465	27,227	33,788	3,122	9,700	9,409	9,700	9,991	$ 2,311,580
RENTAL INCOME	9,700	9,600	9,700	10,500	8,900	0	-	-	-	5.0%
SALE OF SURPLUS ASSETS	11,475	0	0	0	0	0	-	-	-	
TRANSFER FROM GENERAL FUND	458,755	1,144,399	795,884	371,653	777,341	815,364	790,903	815,364	839,825	
Totals	**$ 2,136,228**	**$ 2,528,988**	**$ 2,407,337**	**$ 2,611,686**	**$ 2,888,155**	**$ 3,287,783**	**$ 3,189,150**	**$ 3,287,783**	**$ 3,386,418**	

Source: City of Franklin, Comprehensive Annual Financial Reports - 2009-2021 & Estimates from Finance & Revenue Management Departments.

Fund:	Community Development Block Grant Fund	Percent of All Revenues	0.2%

CDBG Fund: The Community Development Block Grant is funded by the Department of Housing and Urban Development based on an annual formula provided by HUD. Under the formula guideline the City receives about $330,000 annually. To date the City of Franklin has received approximately $2 million which has been used for emergency rehabilitation of about 62 homes within the City of Franklin for our elderly and low income residents, furthering Fair Housing education, new construction of single family homes within the Hard Bargain and Natchez neighborhoods and administrating homeless assistance on an as-needed basis.

A sizeable decrease is shown, though that is attributable to the fact that the FY 2022 budget was severely increased due to direct federal aid through the CDBG program for COVID-19 relief efforts. This projection assumes a base of $325,000. This will be refined later in the budget process.



	Actual					Budget	Forecast (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	-29.9%	12.9%	47.2%	-26.6%	17.6%	134.3%	-58.1%	-58.1%	-58.1%	
CDBG GRANT (FEDERAL)	230,374	257,808	373,845	269,780	330,407	373,000	325,000	325,000	325,000	3-yr Average
COVID-19 Relief					0	400,000	-	-	-	$ 333,029
INTEREST INCOME	1,078	3,427	10,761	12,615	1,679	5,000	900	1,000	1,100	-0.1%
										5-Yr Average
										$ 298,354
										2.3%
Totals	$ 231,451	$ 261,235	$ 384,606	$ 282,395	$ 332,086	$ 778,000	$ 325,900	$ 326,000	$ 326,100	

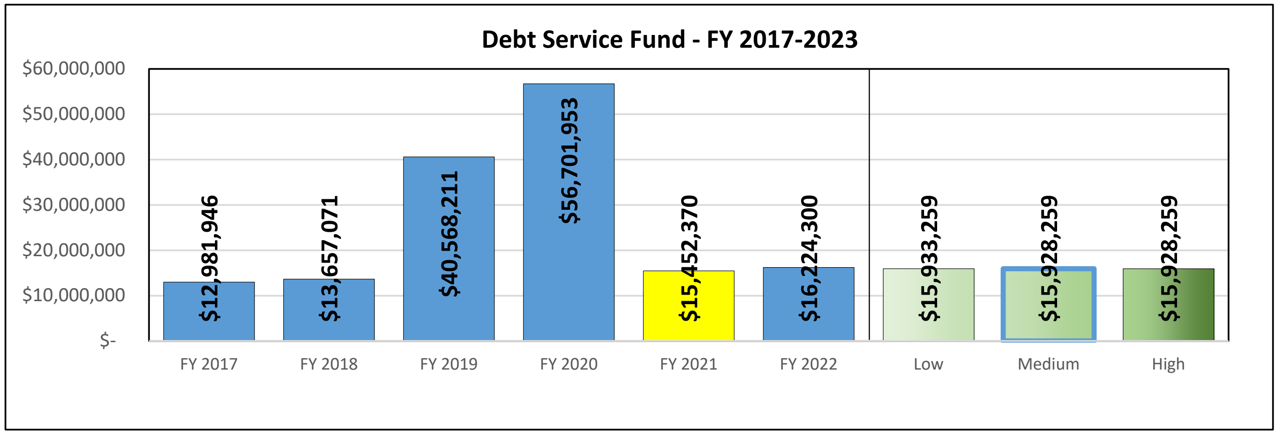
Source: City of Franklin, Comprehensive Annual Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

City of Franklin

Revenue Model

Fund:	Debt Service Fund	Percent of All Revenues	8.8%

Debt Service Fund: The Debt Service Fund was created in FY 2010 for the purpose of accounting for resources set aside to fund debt service (payments of long term debt principal, interest, and related costs). All funds which have debt service are accounted for within this fund - General, Road Impact, Sanitation and Hotel / Motel.



	Actual					Budget	Forecast (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
PROPERTY TAXES COLLECTED	6,710,855	8,505,949	8,661,198	10,958,447	10,918,504	11,782,505	11,595,720	11,595,720	11,595,720	3-yr Average
REBATE ON BAB / RZEDB	846,359	843,028	818,444	333,953	0	0	-	-	-	$ 37,574,178
INTEREST INCOME	4,355	16,390	108,247	142,438	17,914	25,000	25,000	20,000	20,000	-19.6%
BOND PROCEEDS	0	0	22,940,000	31,550,000	0	0	-	-	-	5-Yr Average
PREMIUMS ON BONDS	0	0	3,870,894	7,080,224	0	0	-	-	-	$ 27,872,310
TRANSFER FROM GENERAL FUND	792,914	0	0	2,500,000	94,896	94,896	-	-	-	-8.9%
TRANSFER FROM WATER	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	10-Yr Average
TRANSFER FROM SEWER	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	$ 21,843,497
TRANSFER FROM SOLID WASTE	618,054	273,390	96,930	208,317	209,081	209,512	209,512	209,512	209,512	-5.9%
TRANSFER FROM ROAD IMPACT	2,689,493	2,699,646	2,755,143	2,636,421	2,730,454	2,893,316	2,885,606	2,885,606	2,885,606	
TRANSFER FROM HOTEL/MOTEL	1,119,916	1,118,668	1,117,355	1,092,153	1,281,521	1,019,071	1,017,421	1,017,421	1,017,421	
Totals	**$ 12,981,946**	**$ 13,657,071**	**$ 40,568,211**	**$ 56,701,953**	**$ 15,452,370**	**$ 16,224,300**	**$ 15,933,259**	**$ 15,928,259**	**$ 15,928,259**	

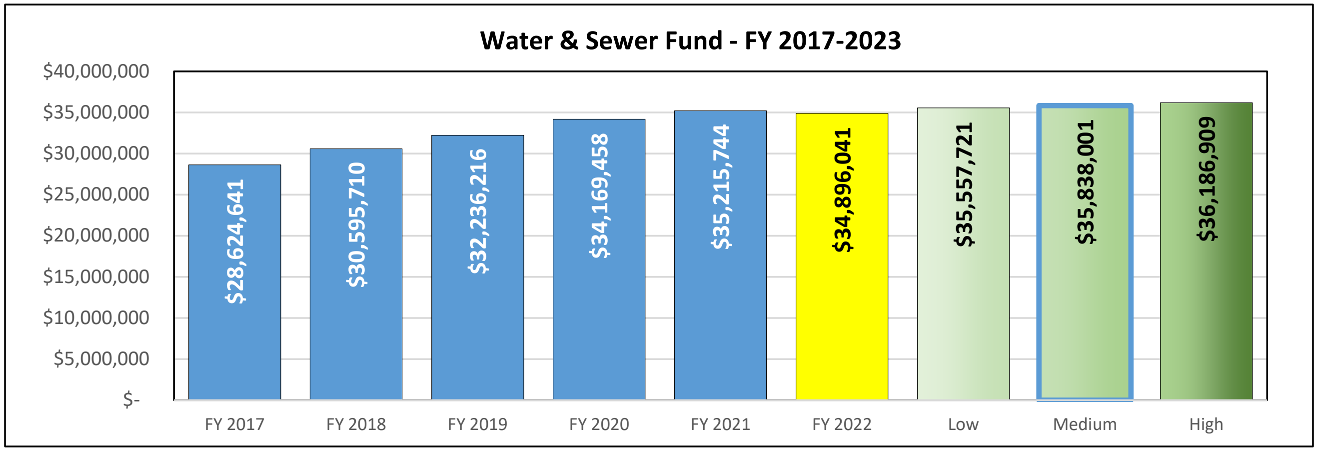
Source: City of Franklin, Comprehensive Annual Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

Fund:	Water/Sewer Fund	Percent of All Revenues	19.8%

Water & Sewer Fund: Water and wastewater are independent business units of the City of Franklin and are required to be self-sufficient entities. These utilities are not subsidized by local taxes, paying the General Fund monies to cover the costs of services such as payroll, human resources and other support activities.

Rates are forecast to stay at previous increases of 2.9% for Water and 3.5% for Sewer for CY 2021 and CY 2022. Another amount of ARPA funds is also proposed to be used for Sewer projects. This forecast will be revised prior to May.

**Note: Revenues shown below are for operational & customer service only. Capital Contributions are not included within this total, and will not necessarily tie to audited financial information.*



	Actual					Budget	Forecast (FY 2023)			Averages
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Low	Medium	High	
% yr/yr.	4.2%	6.9%	5.4%	6.0%	3.1%	-0.9%	1.9%	2.7%	3.7%	
Water										3-yr Average
Use of Money & Property	89,992	131,580	127,636	147,561	52,539	130,000	100,000	125,000	150,000	$ 33,873,806
Rates & Related Customer Service	11,155,292	11,425,017	11,868,631	11,841,481	13,217,446	12,245,324	12,539,212	12,595,247	12,661,665	-1.6%
Wastewater										5-Yr Average
Grants	-		-		250,000	-	-	-	-	
Use of Money & Property	95,071	183,627	793,210	849,274	68,880	600,000	500,000	600,000	750,000	$ 32,168,354
Rates & Related Customer Service	17,146,739	18,719,089	19,314,087	19,932,839	21,467,294	20,673,552	21,293,759	21,393,004	21,500,494	0.0%
Transfer from G/F (ARP Funds)						1,122,415	1,000,000	1,000,000	1,000,000	
Transfer from Co. Fac. Tax.				1,285,000		0	-	-	-	
Reclaimed Water										
Use of Money & Property	196	691	1,958	600	1,000	1,000	1,000	1,000	1,000	
Rates & Related Customer Service	137,351	135,705	130,694	112,703	158,585	123,750	123,750	123,750	123,750	
Use of F/B					0	0	-	-	-	
Totals	$ 28,624,641	$ 30,595,710	$ 32,236,216	$ 34,169,458	$ 35,215,744	$ 34,896,041	$ 35,557,721	$ 35,838,001	$ 36,186,909	

Source: City of Franklin, Comprehensive Annual Financial Reports - 1990-2021 & Estimates from Finance & Revenue Management Departments.

City of Franklin

Monthly Reports for January 2022

EXECUTIVE SUMMARY

Schedule 1: Local Sales Tax (October 2021)

The local sales tax remittance from the State of Tennessee for October 2021 sales (received by the City in December 2021) was $4,655,427 compared to $3,762,987 for the same month in FY 2021, a monthly year over year increase of $1,469,277 or 46.1%. October is the 7th consecutive month over $4 million. (The City began receiving its portion of additional 0.5% local sales tax rate in April 2021)

The year-to-date increase over last fiscal year is 51.9%.

Schedule 2: Building Permits (November 2021)

2022 year-to-date is less than 2021 by 9.5%, and compared to 2022 budget is less by 2.6%.

Schedule 3: Road Impact Fees * (November 2021)

Combined 2022 year-to-date compared to 2021 is 94.1% more, and compared to 2022 budget is more by 245.6%. By quadrant, Arterial Area 2022 year-to-date compared to 2021 is 107.4% more, and compared to 2022 budget is more by 211.4%. Coll Area 1 2022 year-to-date compared to 2021 is 210.5% more, and compared to 2022 budget is more by 701.9%; Coll Area 2 2022 year-to-date compared to 2021 is 18.6% more, and compared to 2022 budget is more by 165.2%; Coll Area 3 2022 year-to-date compared to 2021 is 13.9% more, and compared to 2022 budget is more by 203.5%; Coll Area 4 2022 year-to-date compared to 2021 is 45.1% more, and compared to 2022 budget is more by 17.9%.

Schedule 4: Facilities Tax (City) * (November 2021)

2022 year-to-date compared to 2021 is 15.3% more, and compared to 2022 budget is more by 7.1%.

Schedule 5: Facilities Tax (County) * (November 2021)

2022 year-to-date compared to 2021 is 49.3% more, and compared to 2022 budget is 76.3% more.

Schedule 6: Gasoline Taxes (State Street Aid Fund) (October 2021)

The gasoline tax remittance from the State of Tennessee for October 2021 sales (received by the City in December 2021) was $254,665 compared to $224,725 for the same month in FY 2021, an increase of $29,940 or 13.3%.
For budget comparisons, the City anticipated collections of $207,151 for October 2021, a difference of $47,514 more, or 22.9%. The year-to-date increase from last fiscal year is 12.3%.

Schedule 7: Hotel/Motel Tax (October 2021)

2022 year-to-date compared to 2021 is 103.7% more, and compared for 2022 budget is more by 70.5%.

Schedule 8: Conference Center (November 2021)

The City's ½ share of the loss for November 2021 was $13,698. In November 2020, the City's ½ share of the loss was $32,908.

*** Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.**

City of Franklin

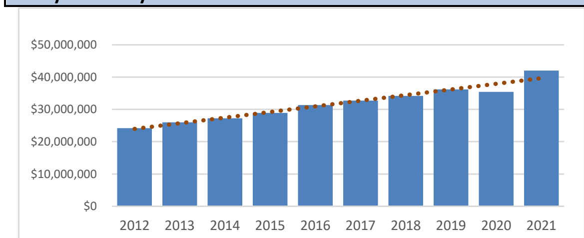
Finance Department - Monthly Reports

Schedule 1:	Local Sales Tax	Fund	General	Account:	110-31300-00000

Summary: Tennessee Code Annotated 67-6-702 authorizes the levy of a local sales tax. The maximum rate authorized is 2.75%. The current rate increased from 2.25% to the maximum of 2.75% effective April 1, 2018. The tax is applied only to the first $1,600 of any single article of personal property. The City receives 1/2 of the 2.75% rate collected within the City. Williamson County receives the other 1/2, plus an administrative fee of 1% of the City's 1/2 of the tax. Beginning with April 2018 taxes, the City contributes its share of the .5% increase to the County's School Debt Service. The County withholds the contribution for school debt service from the amount remitted to the City. The 36 month contribution period ended with March 2021 sales (received in May 2021).

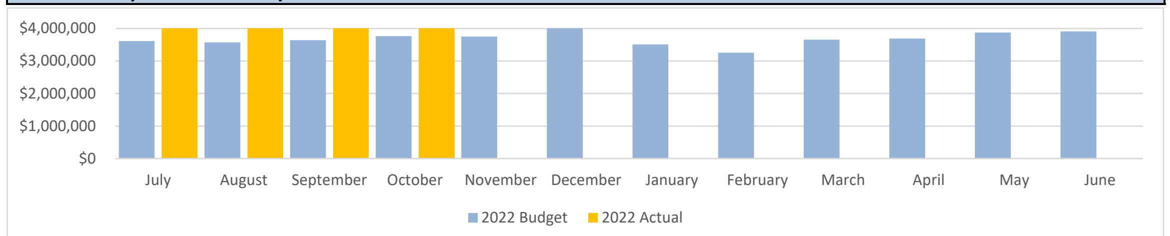
Monthly Report for January 2022: The local sales tax remittance from the State of Tennessee for October 2021 sales (received by the City in December 2021) was $4,655,427 compared to $3,186,150 for the same month in 2021, a monthly year over year increase $1,469,277, or 46.1% more. December receipts (October sales) are the fourth month of the FY 2022 fiscal year for both the City of Franklin and the State of Tennessee.

Yearly Summary



Fiscal Year	Amount	$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year	Contribution to County School Debt .5% Apr 2018-Mar 2021
2012	$24,197,413	$1,476,747	6.5%	
2013	$25,995,733	$1,798,320	7.4%	
2014	$27,254,742	$1,259,009	4.8%	
2015	$28,943,994	$1,689,252	6.2%	
2016	$31,309,366	$2,365,372	8.2%	
2017	$32,694,268	$1,384,902	4.4%	
2018	$34,151,972	$1,457,704	4.5%	$1,692,308
2019	$36,168,178	$2,016,206	5.9%	$7,052,013
2020	$35,453,379	($714,799)	-2.0%	$7,430,205
2021	$41,999,727	$6,546,348	18.5%	$6,298,283
Average Increase (Decrease)		**$ 1,927,906**	**6.4%**	**$ 22,472,809**

FY22 Month by Month Summary



Month	2021 Actual	2022 Budget	2022 Actual	$ Inc./(Dec.) from 2021 Actual	% Inc./(Dec.) from 2021 Actual	$ Inc./(Dec.) from 2022 Budget	% Inc./(Dec.) from 2022 Budget
July	$3,000,773	$3,614,963	$4,616,865	$1,616,092	53.9%	$1,001,902	27.7%
August	$2,915,576	$3,573,188	$4,357,269	$1,441,693	49.4%	$784,081	21.9%
September	$3,022,499	$3,641,883	$4,794,161	$1,771,661	58.6%	$1,152,278	31.6%
October	$3,186,150	$3,762,987	$4,655,427	$1,469,277	46.1%	$892,440	23.7%
November	$3,085,542	$3,750,795					
December	$4,372,683	$4,882,701					
January	$3,007,164	$3,508,337					
February	$2,550,960	$3,257,961					
March	$3,595,329	$3,656,909					
April	$4,323,776	$3,686,853					
May	$4,446,675	$3,876,215					
June	$4,492,599	$3,908,774					
	$41,999,727	**$45,121,566**	**$18,423,722**	**$1,574,681**	**51.9%**	**$957,675**	**26.3%**
	Total	*Total*	*Total*	*Average*	*Average*	*Average*	*Average*
				$6,298,722		**$3,830,701**	
				Total		*Total*	

City of Franklin

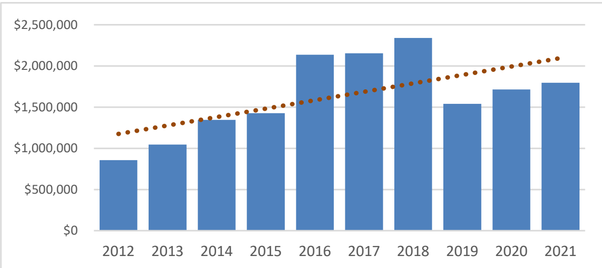
Finance Department - Monthly Reports

Schedule 2:	Building Permits	Fund	General Fund	Account:	110-32120-00000

Summary: A part of General Fund Revenues, these fees are paid to the City to offset and pay for the staffing costs borne by the City to extend services due to construction growth. There has been growth in both residential and commercial sides of development. This revenue has been difficult to predict by month because permits are often obtained and fees paid in advance of construction.

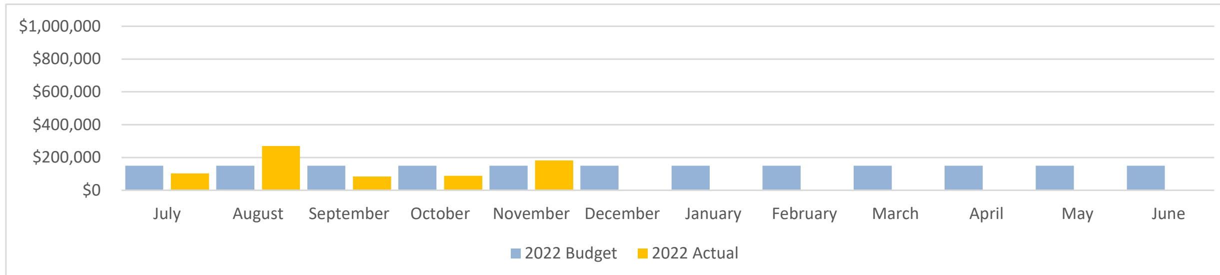
Monthly Report for January 2022: 2022 year-to-date is less than 2021 by 9.5%, and compared to 2022 budget is less by 2.6%.

Yearly Summary



Fiscal Year	Amount	$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2012	$855,409	$35,298	4.3%
2013	$1,046,947	$191,538	22.4%
2014	$1,343,978	$297,031	28.4%
2015	$1,426,188	$82,210	6.1%
2016	$2,136,322	$710,134	49.8%
2017	$2,153,262	$16,940	0.8%
2018	$2,339,364	$186,102	8.6%
2019	$1,539,655	($799,709)	-34.2%
2020	$1,714,700	$175,045	11.4%
2021	$1,796,670	$81,970	4.8%
Average Increase (Decrease)		**$ 97,656**	**10.2%**

FY22 Month by Month Summary



Month	2021 Actual	2022 Budget	2022 Actual	$ Inc./(Dec.) from 2021 Actual	% Inc./(Dec.) from 2021 Actual	$ Inc./(Dec.) from 2022 Budget	% Inc./(Dec.) from 2022 Budget
July	$117,582	$149,289	$103,721	($13,861)	-11.8%	($45,568)	-30.5%
August	$220,795	$149,289	$269,344	$48,549	22.0%	$120,055	80.4%
September	$148,714	$149,289	$84,047	($64,667)	-43.5%	($65,242)	-43.7%
October	$163,167	$149,289	$88,357	($74,810)	-45.8%	($60,932)	-40.8%
November	$152,921	$149,289	$181,291	$28,370	18.6%	$32,002	21.4%
December	$192,436	$149,289					
January	$192,867	$149,289					
February	$83,859	$149,289					
March	$125,489	$149,289					
April	$128,714	$149,289					
May	$124,827	$149,289					
June	$145,299	$149,289					
	$1,796,670	**$1,791,465**	**$726,760**	**($15,284)**	**-9.5%**	**($3,937)**	**-2.6%**
	Total	*Total*	*Total*	*Average*	*Average*	*Average*	*Average*
				($76,419)		**($19,684)**	
				Total		*Total*	

City of Franklin

Finance Department - Monthly Reports

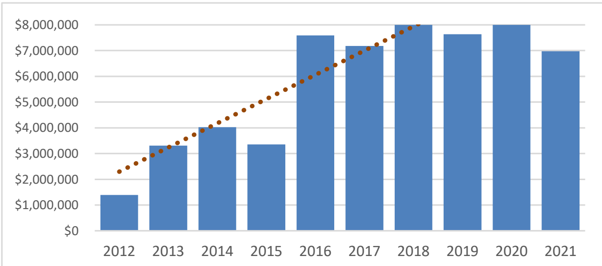
Schedule 3:	Road Impact Fees	Fund	Road Impact	Account:	128-(32800-32804)-00000

Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects. After completing an update of the major thoroughfare plan, the City re-examined the structure of road impact fees which was approved in April 2011. Effective 7/1/2017, collections pertaining to collector roads within the 4 quadrants of Franklin began. This report was updated to show those collections when they occur.

Monthly Report for January 2022: 2022 year-to-date compared to 2021 is 94.1% more, and compared to 2022 budget is more by 245.6%.

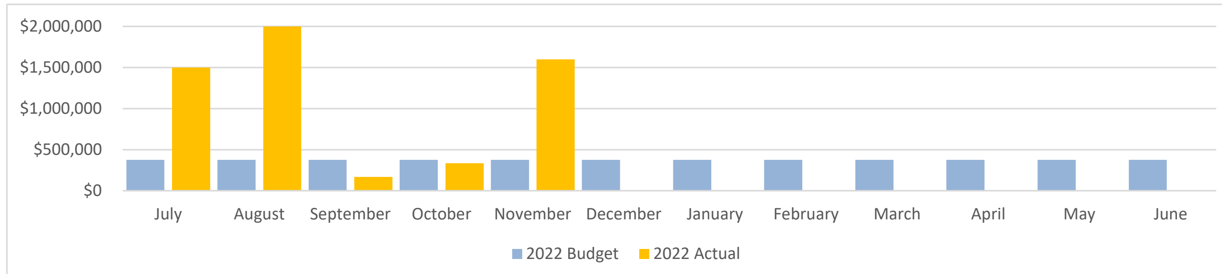
Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

Yearly Summary



Fiscal Year	Amount	$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2012	$1,391,645	($1,075,201)	-43.6%
2013	$3,306,075	$1,914,430	137.6%
2014	$4,021,752	$715,677	21.6%
2015	$3,358,431	($663,321)	-16.5%
2016	$7,586,724	$4,228,293	125.9%
2017	$7,180,150	($406,574)	-5.4%
2018	$11,585,500	$4,405,350	61.4%
2019	$7,638,442	($3,947,058)	-34.1%
2020	$12,251,152	$4,612,710	60.4%
2021	$6,975,153	($5,275,999)	-43.1%
Average Increase (Decrease)		**$ 450,831**	**26.4%**

FY22 Month by Month Summary



Month	2021 Actual	2022 Budget	2022 Actual	$ Inc./(Dec.) from 2021 Actual	% Inc./(Dec.) from 2021 Actual	$ Inc./(Dec.) from 2022 Budget	% Inc./(Dec.) from 2022 Budget
July	$293,215	$376,644	$1,500,963	$1,207,748	411.9%	$1,124,319	298.5%
August	$1,754,297	$376,644	$2,906,300	$1,152,003	65.7%	$2,529,656	671.6%
September	$204,516	$376,644	$167,232	($37,284)	-18.2%	($209,412)	-55.6%
October	$424,492	$376,644	$334,640	($89,852)	-21.2%	($42,004)	-11.2%
November	$676,229	$376,644	$1,599,329	$923,100	136.5%	$1,222,685	324.6%
December	$967,922	$376,644					
January	$669,382	$376,644					
February	$240,025	$376,644					
March	$324,314	$376,644					
April	$473,171	$376,644					
May	$529,120	$376,644					
June	$418,470	$376,644					
	$6,975,153	**$4,519,728**	**$6,508,464**	**$631,143**	**94.1%**	**$925,049**	**245.6%**
	Total	*Total*	*Total*	*Average*	*Average*	*Average*	*Average*
				$3,155,715		**$4,625,244**	
				Total		*Total*	

City of Franklin

Finance Department - Monthly Reports

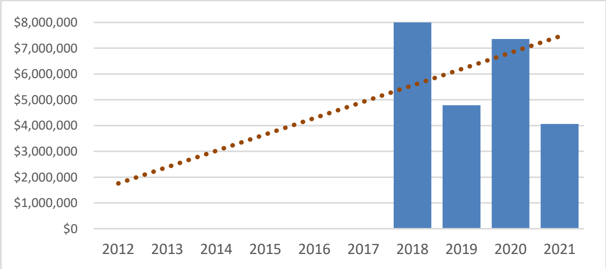
Schedule 3A:	Arterial Area	Fund	Road Impact	Account:	128-32800-00000

Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects. After completing an update of the major thoroughfare plan, the City re-examined the structure of road impact fees which was approved in April 2011.

Monthly Report for January 2022: 2022 year-to-date compared to 2021 is 107.4% more, and compared to 2022 budget is more by 211.4%.

Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

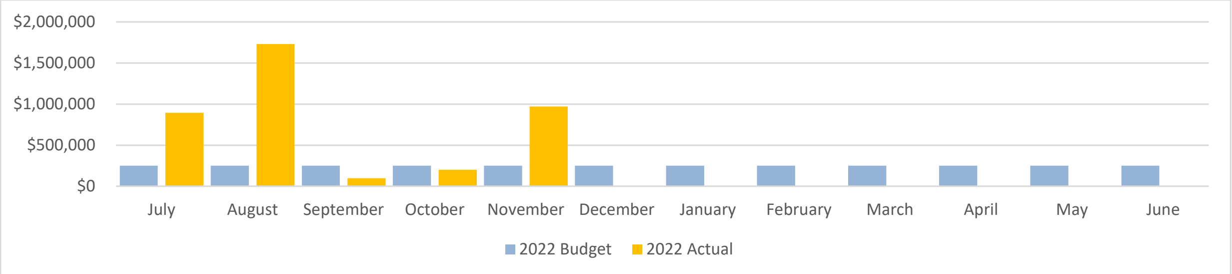
Yearly Summary



Fiscal Year	Amount	$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2012	Breakdown between Quadrants began in FY 2019.		
2013			
2014			
2015			
2016			
2017			
2018	$11,585,500	$11,585,500	100.0%
2019	$4,785,438	($6,800,062)	-58.7%
2020	$7,359,092	$2,573,654	53.8%
2021	$4,061,173	($3,297,919)	-44.8%

Average Increase (Decrease) $ 1,015,293

FY22 Month by Month Summary



Month	2021 Actual	2022 Budget	2022 Actual	$ Inc./(Dec.) from 2021 Actual	% Inc./(Dec.) from 2021 Actual	$ Inc./(Dec.) from 2022 Budget	% Inc./(Dec.) from 2022 Budget
July	$174,511	$250,000	$893,993	$719,482	412.3%	$643,993	257.6%
August	$921,741	$250,000	$1,731,438	$809,697	87.8%	$1,481,438	592.6%
September	$121,717	$250,000	$98,220	($23,497)	-19.3%	($151,780)	-60.7%
October	$254,574	$250,000	$198,969	($55,605)	-21.8%	($51,031)	-20.4%
November	$403,997	$250,000	$970,121	$566,124	140.1%	$720,121	288.0%
December	$577,878	$250,000					
January	$398,234	$250,000					
February	$146,150	$250,000					
March	$194,972	$250,000					
April	$305,602	$250,000					
May	$314,574	$250,000					
June	$247,223	$250,000					
	$4,061,173	**$3,000,000**	**$3,892,741**	**$403,240**	**107.4%**	**$528,548**	**211.4%**
	Total	*Total*	*Total*	*Average*	*Average*	*Average*	*Average*
				$2,016,201		**$2,642,741**	
				Total		*Total*	

City of Franklin

Finance Department - Monthly Reports

Schedule 3B:	Coll Area 1	Fund	Road Impact	Account:	128-32801-00000

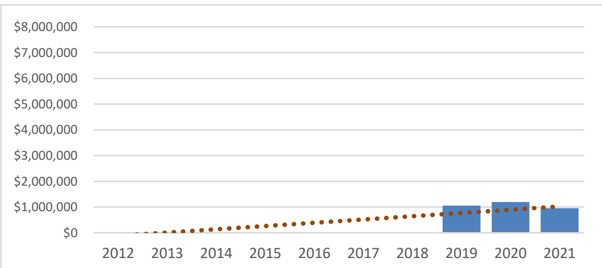
Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects. After completing an update of the major thoroughfare plan, the City re-examined the structure of road impact fees which was approved in April 2011.

Coll Area 1 - Area north of Murfreesboro Road/3rd Avenue South and east of East Main Street/Franklin Road and within the corporate boundaries of the city.

Monthly Report for January 2022: 2022 year-to-date compared to 2021 is 210.5% more, and compared to 2022 budget are more by 701.9%.

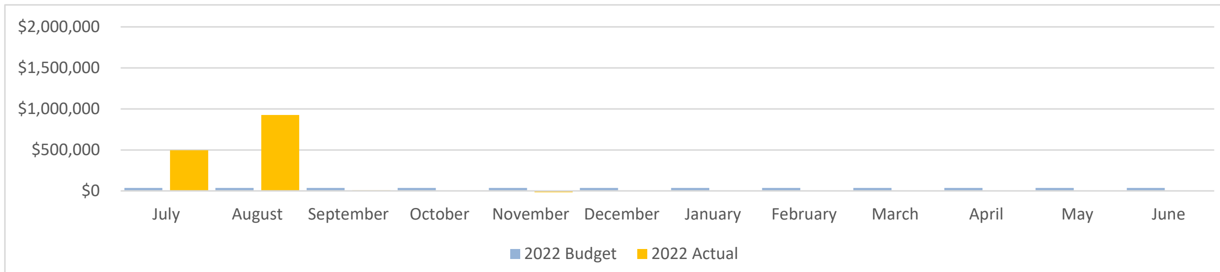
Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

Yearly Summary



Fiscal Year	Amount	$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2012	Breakdown between Quadrants began in FY 2019.		
2013			
2014			
2015			
2016			
2017			
2018			
2019	$1,057,313	$1,057,313	100.0%
2020	$1,200,036	$142,723	13.5%
2021	$956,982	($243,054)	-20.3%
Average Increase (Decrease)	$ 239,246		

FY22 Month by Month Summary



Month	2021 Actual	2022 Budget	2022 Actual	$ Inc./(Dec.) from 2021 Actual	% Inc./(Dec.) from 2021 Actual	$ Inc./(Dec.) from 2022 Budget	% Inc./(Dec.) from 2022 Budget
July	$8,484	$35,098	$494,971	$486,487	5734.2%	$459,873	1310.3%
August	$228,391	$35,098	$925,201	$696,810	305.1%	$890,103	2536.1%
September	$20,040	$35,098	$5,552	($14,488)	-72.3%	($29,546)	-84.2%
October	$41,511	$35,098	$3,340	($38,171)	-92.0%	($31,758)	-90.5%
November	$154,814	$35,098	($21,744)	($176,558)	-114.0%	($56,842)	-162.0%
December	$230,711	$35,098					
January	$23,380	$35,098					
February	$42,288	$35,098					
March	$31,864	$35,098					
April	$82,582	$35,098					
May	$83,214	$35,098					
June	$9,703	$35,098					
	$8,484	**$35,098**	**$1,407,320**	**$190,816**	**210.5%**	**$246,366**	**701.9%**
	Total	*Total*	*Total*	*Average*	*Average*	*Average*	*Average*
				$954,080		**$1,231,830**	
				Total		*Total*	

City of Franklin

Finance Department - Monthly Reports

Schedule 3C:	Coll Area 2	Fund	Road Impact	Account:	128-32802-00000

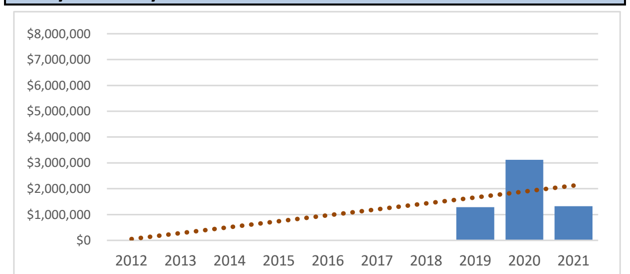
Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects. After completing an update of the major thoroughfare plan, the City re-examined the structure of road impact fees which was approved in April 2011.

Coll Area 2 - Area south of Murfreesboro Road/3rd Avenue South and east of Columbia Avenue/Columbia Pike and within the corporate boundaries of the city.

Monthly Report for January 2022: 2022 year-to-date compared to 2021 is 18.6% more, and compared to 2022 budget is more by 165.2%.

Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

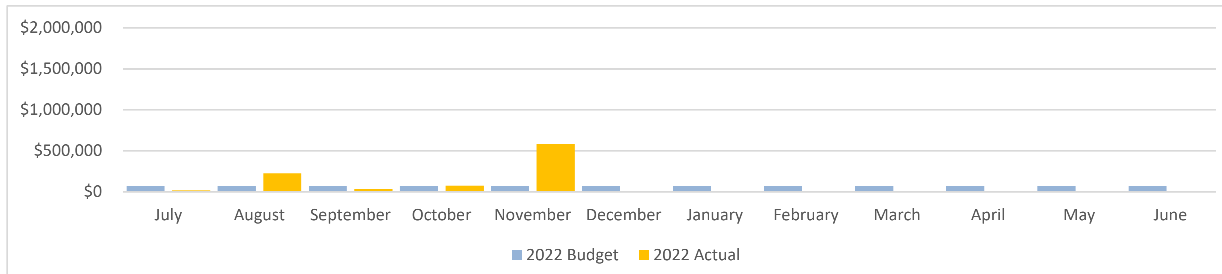
Yearly Summary



Fiscal Year	Amount	$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2012	Breakdown between Quadrants began in FY 2019.		
2013			
2014			
2015			
2016			
2017			
2018			
2019	$1,282,977	$1,282,977	100.0%
2020	$3,118,015	$1,835,038	143.0%
2021	$1,326,079	($1,791,936)	-57.5%

Average Increase (Decrease) **$ 442,026**

FY22 Month by Month Summary



Month	2021 Actual	2022 Budget	2022 Actual	$ Inc./(Dec.) from 2021 Actual	% Inc./(Dec.) from 2021 Actual	$ Inc./(Dec.) from 2022 Budget	% Inc./(Dec.) from 2022 Budget
July	$70,140	$70,518	$16,700	($53,440)	-76.2%	($53,818)	-76.3%
August	$540,169	$70,518	$224,055	($316,114)	-58.5%	$153,537	217.7%
September	$45,224	$70,518	$33,400	($11,824)	-26.1%	($37,118)	-52.6%
October	$66,483	$70,518	$75,057	$8,574	12.9%	$4,539	6.4%
November	$66,483	$70,518	$585,822	$519,339	781.2%	$515,304	730.7%
December	$139,293	$70,518					
January	$190,988	$70,518					
February	$33,083	$70,518					
March	$46,760	$70,518					
April	$46,760	$70,518					
May	$23,380	$70,518					
June	$57,316	$70,518					
	$1,326,079	**$846,216**	**$935,034**	**$29,307**	**18.6%**	**$116,489**	**165.2%**
	Total	*Total*	*Total*	*Average*	*Average*	*Average*	*Average*
				$146,535		**$582,444**	
				Total		*Total*	

City of Franklin

Finance Department - Monthly Reports

Schedule 3D:	Coll Area 3	Fund	Road Impact	Account:	128-32803-00000

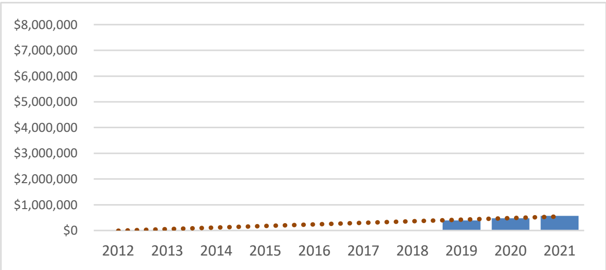
Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects. After completing an update of the major thoroughfare plan, the City re-examined the structure of road impact fees which was approved in April 2011.

Coll Area 3 - Area south of New Highway 96W and west of 5th Avenue South and Columbia Avenue/Columbia Pike and within the corporate boundaries of the city.

Monthly Report for January 2022: 2022 year-to-date compared to 2021 is 13.9% more, and compared to 2022 budget are more by 203.5%.

Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

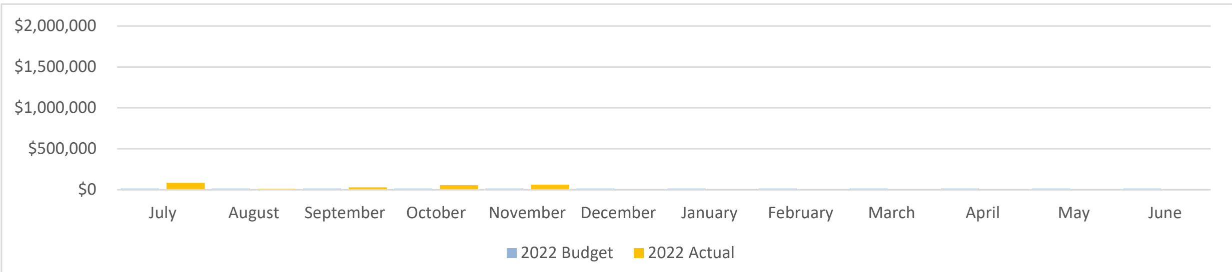
Yearly Summary



Fiscal Year	Amount	$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2012	Breakdown between Quadrants began in FY 2019.		
2013			
2014			
2015			
2016			
2017			
2018			
2019	$396,897	$396,897	100.0%
2020	$472,760	$75,863	19.1%
2021	$573,304	$100,544	21.3%

Average Increase (Decrease) $ 191,101

FY22 Month by Month Summary



Month	2021 Actual	2022 Budget	2022 Actual	$ Inc./(Dec.) from 2021 Actual	% Inc./(Dec.) from 2021 Actual	$ Inc./(Dec.) from 2022 Budget	% Inc./(Dec.) from 2022 Budget
July	$33,400	$16,096	$84,255	$50,855	152.3%	$68,159	423.4%
August	$57,316	$16,096	$12,246	($45,070)	-78.6%	($3,850)	-23.9%
September	$17,535	$16,096	$30,060	$12,525	71.4%	$13,964	86.8%
October	$58,584	$16,096	$56,780	($1,804)	-3.1%	$40,684	252.8%
November	$47,595	$16,096	$60,955	$13,360	28.1%	$44,859	278.7%
December	$20,040	$16,096					
January	$53,440	$16,096					
February	$15,164	$16,096					
March	$37,358	$16,096					
April	$31,547	$16,096					
May	$104,612	$16,096					
June	$96,713	$16,096					
	$573,304	**$193,156**	**$244,296**	**$5,973**	**13.9%**	**$32,763**	**203.5%**
	Total	*Total*	*Total*	*Average*	*Average*	*Average*	*Average*
				$29,866		**$163,814**	
				Total		*Total*	

City of Franklin

Finance Department - Monthly Reports

Schedule 3E:	Coll Area 4	Fund	Road Impact	Account:	128-32804-00000

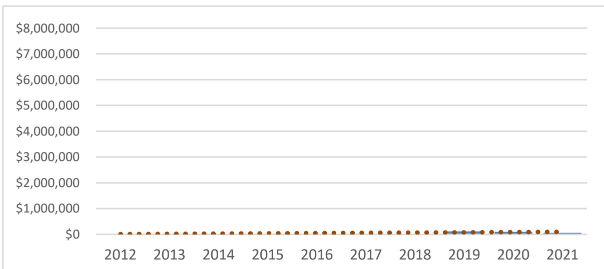
Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects. After completing an update of the major thoroughfare plan, the City re-examined the structure of road impact fees which was approved in April 2011.

Coll Area 4 - Area north of New HIghway 96W, 5th Avenue North, Main Street and west of East Main Street and Franklin Road and within the corporate boundaries of the city.

Monthly Report for January 2022: 2022 year-to-date compared to 2021 is 45.1% more, and compared to 2022 budget is more by 17.9%.

Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

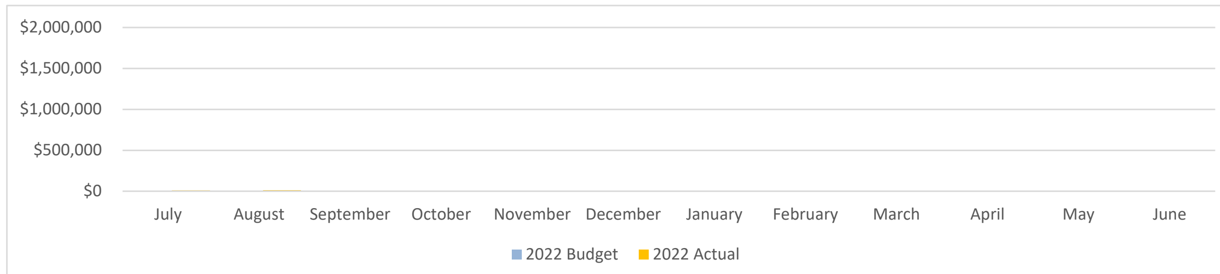
Yearly Summary



Fiscal Year	Amount	$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2012	Breakdown between Quadrants began in FY 2019.		
2013			
2014			
2015			
2016			
2017			
2018			
2019	$115,817	$115,817	100.0%
2020	$101,249	($14,568)	-12.6%
2021	$57,615	($43,634)	-43.1%

Average Increase (Decrease) $ 19,205

FY22 Month by Month Summary



Month	2021 Actual	2022 Budget	2022 Actual	$ Inc./(Dec.) from 2021 Actual	% Inc./(Dec.) from 2021 Actual	$ Inc./(Dec.) from 2022 Budget	% Inc./(Dec.) from 2022 Budget
July	$6,680	$4,932	$11,044	$4,364	65.3%	$6,112	123.9%
August	$6,680	$4,932	$13,360	$6,680	100.0%	$8,428	170.9%
September	$0	$4,932	$0			($4,932)	-100.0%
October	$3,340	$4,932	$494	($2,846)	-85.2%	($4,438)	-90.0%
November	$3,340	$4,932	$4,175	$835	25.0%	($757)	-15.3%
December	$0	$4,932					
January	$3,340	$4,932					
February	$3,340	$4,932					
March	$13,360	$4,932					
April	$6,680	$4,932					
May	$3,340	$4,932					
June	$7,515	$4,932					
	$57,615	**$59,179**	**$29,073**	**$2,258**	**45.1%**	**$883**	**17.9%**
	Total	*Total*	*Total*	*Average*	*Average*	*Average*	*Average*
				$9,033		**$4,415**	
				Total		*Total*	

City of Franklin

Finance Department - Monthly Reports

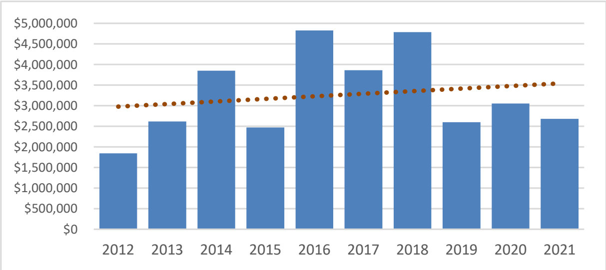
Schedule 4:	Facilities Tax (City)	Fund	Facilities Tax	Account:	130-31600-00000

Summary: A special revenue fund used to account for the proceeds authorized by a private act of the Tennessee General Assembly of 1987 for the City to levy and collect a privilege tax on new development to provide that new development contribute its fair share of providing new public facilities made necessary by growth. Such taxes may be expended ***only*** on police, fire, sanitation, and parks and recreation.

Monthly Report for January 2022: 2022 year-to-date compared to 2021 is 15.3% more, and compared to 2022 budget is more by 7.1%.

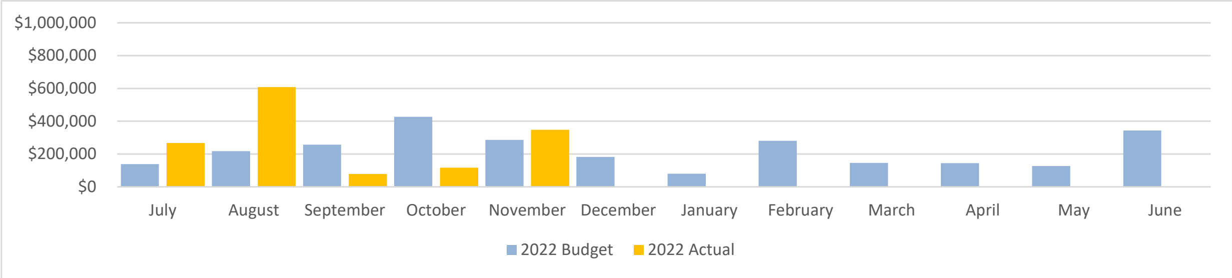
Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

Yearly Summary



Fiscal Year	Amount	$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2012	$1,845,690	($903,237)	-32.9%
2013	$2,617,339	$771,649	41.8%
2014	$3,848,783	$1,231,444	47.0%
2015	$2,468,473	($1,380,310)	-35.9%
2016	$4,827,968	$2,359,495	95.6%
2017	$3,864,453	($963,515)	-20.0%
2018	$4,788,042	$923,589	23.9%
2019	$2,598,810	($2,189,232)	-45.7%
2020	$3,051,110	$452,300	17.4%
2021	$2,682,395	($368,715)	-12.1%
Average Increase (Decrease)		**($6,653)**	**7.9%**

FY22 Month by Month Summary



Month	2021 Actual	2022 Budget	2022 Actual	$ Inc./(Dec.) from 2021 Actual	% Inc./(Dec.) from 2021 Actual	$ Inc./(Dec.) from 2022 Budget	% Inc./(Dec.) from 2022 Budget
July	$137,965	$138,348	$267,491	$129,526	93.9%	$129,143	93.3%
August	$567,347	$218,010	$608,156	$40,809	7.2%	$390,146	179.0%
September	$106,988	$256,536	$78,518	($28,470)	-26.6%	($178,018)	-69.4%
October	$192,828	$426,434	$116,774	($76,054)	-39.4%	($309,660)	-72.6%
November	$226,319	$286,484	$348,525	$122,206	54.0%	$62,041	21.7%
December	$392,660	$182,264					
January	$284,889	$80,110					
February	$98,466	$280,363					
March	$153,528	$145,300					
April	$192,471	$144,370					
May	$168,569	$126,220					
June	$160,365	$343,937					
	$2,682,395	**$2,628,376**	**$1,419,464**	**$37,603**	**15.3%**	**$18,730**	**7.1%**
	Total	*Total*	*Total*	*Average*	*Average*	*Average*	*Average*
				$188,017		**$93,652**	
				Total		*Total*	

City of Franklin

Finance Department - Monthly Reports

Schedule 5:	Facilities Tax (County)	Fund	Facilities Tax (County)	Account:	132-31600-00000

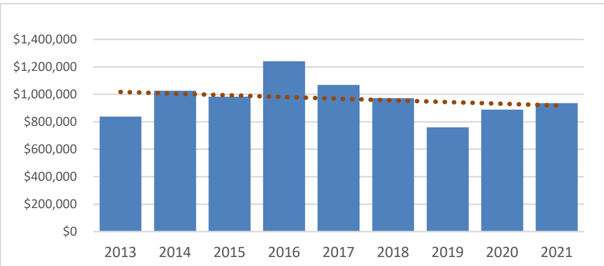
Summary: City's share of Williamson county's Adequate School Facilities Tax. 30% of the proceeds are distributed to the incorporated cities within the county, and an additional 30% is divided pro rata among the incorporated cities based on population in the last decennia census. All funds are to be used for the purpose of providing public facilities, the need for which is reasonably related to new development. The County uses 100% of its amount for public school purposes.

Monthly Report for January 2022: 2022 year-to-date compared to 2021 is 49.3% more, and compared to 2022 budget is 76.3% more.

Note: Fees collected from Road Impact and Facilities Tax assessments are one time revenues used to fund infrastructure improvements and are highly dependent upon timing of development.

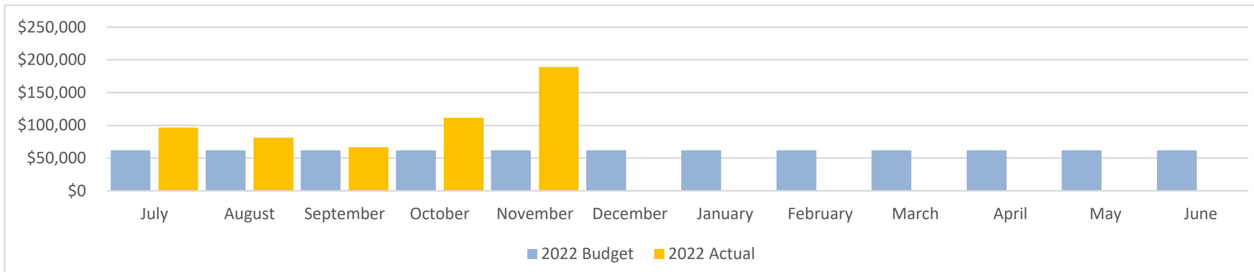
Note: Recorded in Capital Projects Fund beginning in FY 2011 (as per Resolution 2010-69). In June 2017, the County Facilities Tax Fund was created. Funds remaining in the Capital Projects Fund were transferred to the new fund.

Yearly Summary



Fiscal Year	Amount	$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2012	$672,961	$672,961	100.0%
2013	$838,523	$165,562	24.6%
2014	$1,026,933	$188,410	22.5%
2015	$982,605	($44,328)	-4.3%
2016	$1,241,241	$258,636	26.3%
2017	$1,068,030	($173,211)	-14.0%
2018	$971,814	($96,216)	-9.0%
2019	$759,873	($211,941)	-21.8%
2020	$889,427	$129,554	17.0%
2021	$935,555	$46,128	5.2%
Average Increase (Decrease)		**$ 93,556**	**2.7%**

FY22 Month by Month Summary



Month	2021 Actual	2022 Budget	2022 Actual	$ Inc./(Dec.) from 2021 Actual	% Inc./(Dec.) from 2021 Actual	$ Inc./(Dec.) from 2022 Budget	% Inc./(Dec.) from 2022 Budget
July	$75,154	$61,887	$96,643	$21,490	28.6%	$34,756	56.2%
August	$76,068	$61,887	$81,278	$5,210	6.8%	$19,390	31.3%
September	$71,681	$61,887	$66,755	($4,926)	-6.9%	$4,868	7.9%
October	$75,341	$61,887	$111,605	$36,264	48.1%	$49,718	80.3%
November	$67,124	$61,887	$189,291	$122,168	182.0%	$127,404	205.9%
December	$66,672	$61,887					
January	$78,759	$61,887					
February	$85,447	$61,887					
March	$69,059	$61,887					
April	$118,831	$61,887					
May	$80,941	$61,887					
June	$70,479	$61,887					
	$935,555	**$742,649**	**$545,573**	**$36,041**	**49.3%**	**$47,227**	**76.3%**
	Total	*Total*	*Total*	*Average*	*Average*	*Average*	*Average*
				$180,206		**$236,136**	
				Total		*Total*	

City of Franklin

Finance Department - Monthly Reports

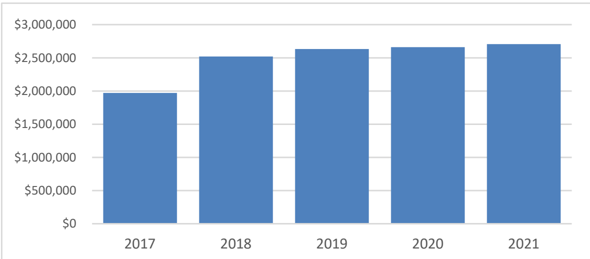
Schedule 6:	Gasoline Tax	Fund	Street Aid	Account:	121-33220-00000

Summary: As part of Street Aid Fund Revenues, the City receives a share of the state shared gasoline tax. Gas taxes increased effective July 1, 2017 as part of the IMPROVE Act to help fund state road projects. The tax increased by 4 cents on July 1, and will increase by 1 cent in the next two years. The tax on diesel will increase a total of 10 cents over 3 years.

Monthly Report for January 2021: The gasoline tax remittance from the State of Tennessee for October 2021 sales (received by the City in December 2021) was $254,665 compared to $224,725 for the same month in 2020, an increase of $29,940 or 13.3%.

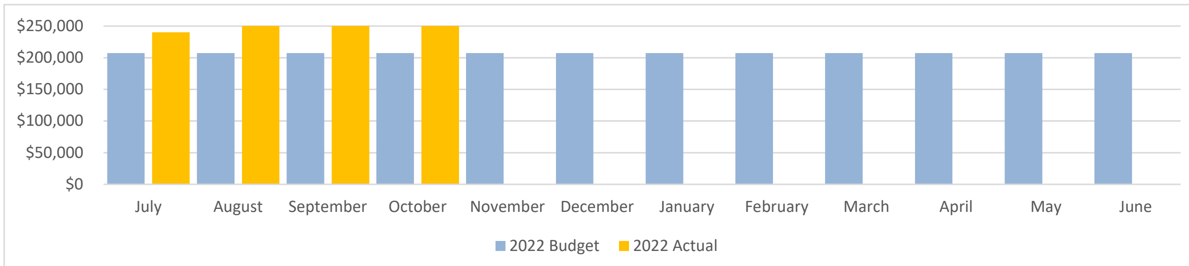
For budget comparisons, the City anticipated collections of $207,151 for October 2021, a difference of $47,514 more, or 22.9%.

Yearly Summary



Fiscal Year	Amount	$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
	Increase in Gas Tax began July 2017.		
2016	$1,959,796		
2017	$1,971,070	$11,274	0.6%
2018	$2,520,503	$549,433	27.9%
2019	$2,630,997	$110,494	4.4%
2020	$2,660,745	$29,748	1.1%
2021	$2,706,895	$46,150	1.7%
Average Increase (Decrease)		**$ 149,420**	**8.8%**

FY22 Month by Month Summary



Month	2021 Actual	2022 Budget	2022 Actual	$ Inc./(Dec.) from 2021 Actual	% Inc./(Dec.) from 2021 Actual	$ Inc./(Dec.) from 2022 Budget	% Inc./(Dec.) from 2022 Budget
July	$224,996	$207,151	$240,179	$15,183	6.7%	$33,028	15.9%
August	$227,528	$207,151	$270,876	$43,348	19.1%	$63,725	30.8%
September	$236,657	$207,151	$260,944	$24,288	10.3%	$53,793	26.0%
October	$224,725	$207,151	$254,665	$29,940	13.3%	$47,514	22.9%
November	$213,342	$207,151					
December	$227,456	$207,151					
January	$209,692	$207,151					
February	$181,338	$207,151					
March	$222,536	$207,151					
April	$242,631	$207,151					
May	$244,690	$207,151					
June	$251,306	$207,151					
	$2,706,895 *Total*	**$2,485,811** *Total*	**$1,026,664** *Total*	**$28,190** *Average* **$112,759** *Total*	**12.3%** *Average*	**$49,515** *Average* **$198,060** *Total*	**23.9%** *Average*

City of Franklin

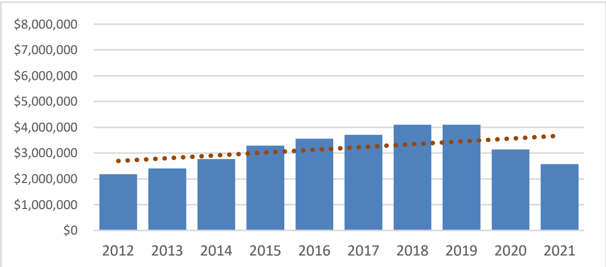
Finance Department - Monthly Reports

Schedule 7:	Hotel/Motel Tax	Fund	Hotel/Motel Fund	Account:	150-31700-00000

Summary: The Hotel/Motel Fund is a special revenue fund used to account for the locally administered tax levied on the occupancy of hotel and motel rooms, in addition to sales tax. The City of Franklin Hotel/Motel Tax is 4%. During FY 2022, the fund is used to pay debt service on Harlinsdale Farm, Eastern Flank Battlefield and Carter Hill Parks.

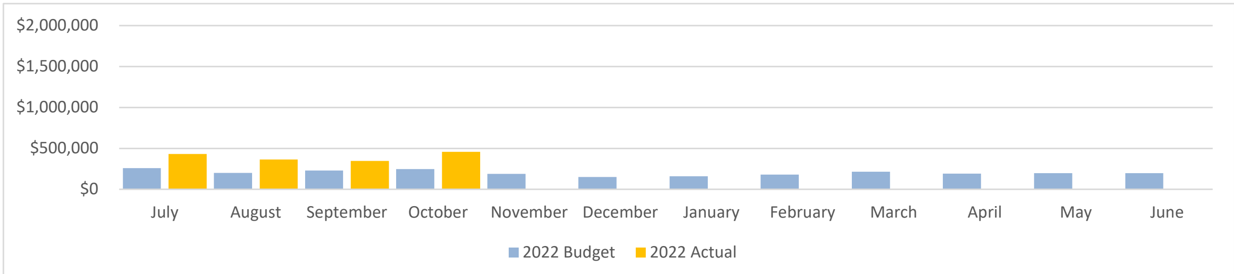
Monthly Report for December 2021: 2022 year-to-date compared to 2021 is 93.2% more, and compared to 2022 budget is more by 60.8%.

Yearly Summary



Fiscal Year	Amount	$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2012	$2,185,953	$268,757	14.0%
2013	$2,403,775	$217,822	10.0%
2014	$2,764,802	$361,027	15.0%
2015	$3,291,019	$526,217	19.0%
2016	$3,557,971	$266,952	8.1%
2017	$3,710,589	$152,618	4.3%
2018	$4,097,695	$387,106	10.4%
2019	$4,103,235	$5,540	0.1%
2020	$3,138,814	($964,421)	-23.5%
2021	$2,575,830	($562,984)	-17.9%
Average Increase (Decrease)		**$ 65,863**	**4.0%**

FY22 Month by Month Summary



Month	2021 Actual	2022 Budget	2022 Actual	$ Inc./(Dec.) from 2021 Actual	% Inc./(Dec.) from 2021 Actual	$ Inc./(Dec.) from 2022 Budget	% Inc./(Dec.) from 2022 Budget
July	$269,777	$259,403	$431,234	$161,456	59.8%	$171,831	66.2%
August	$138,563	$201,402	$362,711	$224,148	161.8%	$161,309	80.1%
September	$165,973	$229,330	$346,443	$180,469	108.7%	$117,113	51.1%
October	$209,657	$246,292	$456,288	$246,632	117.6%	$209,996	85.3%
November	$138,935	$189,816					
December	$139,075	$151,621					
January	$136,507	$158,569					
February	$145,247	$180,755					
March	$228,613	$216,008					
April	$270,729	$191,895					
May	$335,339	$196,860					
June	$397,414	$197,129					
	$2,575,830	**$2,419,080**	**$1,596,675**	**$203,176**	**103.7%**	**$165,062**	**70.5%**
	Total	*Total*	*Total*	*Average*	*Average*	*Average*	*Average*
				$812,705		**$660,248**	
				Total		*Total*	

City of Franklin

Finance Department - Monthly Reports

Schedule 8:	Conference Center Profit/(Loss)	Fund	Hotel/Motel	Account:	150-84910-47100

Summary: As part of Hotel/Motel, the City receives half of the profit/(loss) from the Conference Center.

Monthly Report for December 2021: The gain for October 2021 was $88,432 compared to a loss of $28,058 for the same month in 2020, an increase of $116,490.

MONTHLY - Conference Center Financials Jul 21-Jun 22

	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Total
Gross Revenue	311,453	560,162	478,316	699,036	429,152								2,478,119
House Profit	40,413	201,472	155,509	280,477	62,510								740,381
Less: Fixed Expenses	66,843	68,807	68,561	68,390	68,448								341,049
Net Income	(26,430)	132,665	86,948	212,087	(5,938)								399,332
Less: FF&E Reserve 5%	15,573	28,008	23,916	35,224	21,458								124,179
Net Cash Flow	(42,003)	104,657	63,032	176,863	(27,396)								275,153
City 1/2	**(21,002)**	**52,329**	**31,516**	**88,432**	**(13,698)**								**137,577**

MONTHLY - Conference Center Financials Jul 20-Jun 21

	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Total
Gross Revenue	145,334	142,794	164,219	140,096	138,304	67,968	52,176	93,151	124,208	424,060	170,891	32,425	1,695,626
House Profit	29,777	30,100	6,206	5,047	(2,455)	(51,305)	(33,054)	(25,387)	(17,563)	166,024	(19,029)	81,118	169,479
Less: Fixed Expenses	53,048	52,547	53,713	54,092	56,446	53,602	52,164	53,082	54,741	57,846	57,575	64,587	663,443
Net Income	(23,271)	(22,447)	(47,507)	(49,045)	(58,901)	(104,907)	(85,218)	(78,469)	(72,304)	108,178	(76,604)	16,531	(493,964)
Less: FF&E Reserve 5%	7,267	7,140	8,211	7,071	6,915	3,332	2,609	4,658	6,210	21,203	8,545	16,206	99,367
Net Cash Flow	(30,538)	(29,587)	(55,718)	(56,116)	(65,816)	(108,239)	(87,827)	(83,127)	(78,514)	86,975	(85,149)	325	(593,331)
City 1/2	**(15,269)**	**(14,794)**	**(27,859)**	**(28,058)**	**(32,908)**	**(54,120)**	**(43,914)**	**(41,564)**	**(39,257)**	**43,488**	**(42,575)**	**163**	**(296,666)**

MONTHLY Differences - Conference Center Financials

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
City 1/2 Difference	**(5,733)**	**67,122**	**59,375**	**116,490**	**19,210**							

CITY OF FRANKLIN

1ST QUARTER REPORT

FY 2022

Excellence *Innovation* *Teamwork* *Integrity* *Action-Oriented*

TABLE OF CONTENTS

Executive Summary

Quarter Ended September 30, 2021

- Although most years the General Fund begins with a deficit in the 1st quarter as property tax billings do not occur until the 2nd quarter (October 1), this year there is a surplus due to an increase in local sales tax, state sales tax, and $1.4 million in COVID related grants.
- In the General Fund, local sales taxes are 54% higher than last year.
- For development fees that are dependent on timing and type of development are being compared to 2021:
    - building permit revenue is 7% less than 2021.
    - road impact fees are 103% more than last year.
    - facilities taxes are 17% more than last year.
- In the Street Aid Fund, gasoline taxes are 12% higher.
- Hotel/Motel taxes are 98.6% higher.

All Funds Summary

Fund	Beg Fund Balance	Revenue	Expenditures	End Fund Balance	Change	Fund Summary on Page
General	$65,481,510	$20,456,168	$18,805,617	$67,132,061	$1,650,551	3
Street Aid	$771,402	$1,024,536	$783,670	$1,012,268	$240,866	6
Sanitation & Envir. Services.	$2,051,128	$2,670,557	$2,274,068	$2,447,617	$396,489	7
Road Impact	$25,741,274	$4,531,871	$380,519	$29,892,626	$4,151,352	9
Facilities Tax	$11,022,953	$961,860	$3,773	$11,981,040	$958,087	10
County Facilities Tax	$4,498,831	$248,326	$0	$4,747,157	$248,326	11
Stormwater	$2,951,003	$681,919	$726,546	$2,906,376	($44,627)	12
Drug	$602,402	$25,089	$1,490	$626,001	$23,599	13
Hotel/Motel	$5,927,371	$1,215,991	$240,179	$6,903,183	$975,812	14
Parkland Dedication	$7,550,661	$1,389,573	$0	$8,940,234	$1,389,573	15
Transit	$807,254	$700,565	$697,615	$810,204	$2,950	16
CDBG	$114,745	$62,212	$61,145	$115,812	$1,067	17
Debt Service	$937,169	$563,780	$1,951,054	($450,105)	($1,387,274)	18
Capital Projects - Fund 310 (Multi-Purpose)	$10,635,065	$123,789	$1,076,208	$9,682,646	($952,419)	19
Capital Projects - Fund 312 (2019 Bonds)	$14,885,855	$727,349	$4,675,648	$10,937,556	($3,948,299)	21
Water & Wastewater Operations	*	$14,087,805	$18,958,680	*	($4,870,875)	22
Water & Wastewater Dev. Fees	*	$1,235,481	$2,295,654	*	($1,060,173)	25

* As an enterprise fund (which is similar to a private business), Water & Wastewater does not have a fund balance.

General Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Local Sales Tax	$13,768,295	$8,938,849	154.0%	$45,121,566	30.5%
Property Taxes	18,519	45,592	40.6%	8,305,982	0.2%
State Sales Tax	2,148,513	1,652,238	130.0%	7,232,718	29.7%
Grants	1,469,875	2,963,392	49.6%	6,010,310	24.5%
Alcohol Taxes	1,476,129	1,314,429	112.3%	4,693,022	31.5%
State Business Tax & Fee	206,872	341,869	60.5%	4,496,431	4.6%
Franchise Fees	158,623	157,136	100.9%	2,501,079	6.3%
Building Permits	457,112	487,091	93.8%	1,791,465	25.5%
State TVA In Lieu Of Tax	217,326	202,665	107.2%	836,725	26.0%
Interest Income	22,449	29,950	75.0%	438,750	5.1%
Court Fines & Fees	99,272	72,812	136.3%	431,384	23.0%
State Excise Tax	0	0	0.0%	231,403	0.0%
In Lieu of Tax (Local)	8,404	0	0.0%	221,990	3.8%
State Sporting Wagering Tax	14,576	0	0.0%	70,000	20.8%
State Beer Tax	20,250	2,453	825.4%	33,034	61.3%
Other Revenues	369,953	521,696	70.9%	1,621,773	22.8%
Fund Balance Allocation	0	0	0.0%	430,000	0.0%
Total Revenues	***20,456,168***	***16,730,172***	***122.3%***	***84,467,632***	***24.2%***
Expenditures:					
Salaries & Wages	9,766,825	8,396,992	116.3%	42,112,252	23.2%
Employee Benefits	4,213,608	3,584,846	117.5%	18,030,549	23.4%
Transfers To Other Funds	406,883	848,349	48.0%	5,612,364	7.2%
Contractual Services	1,481,398	1,254,094	118.1%	4,769,317	31.1%
Capital	298,231	103,646	287.7%	3,660,334	8.1%
Repair & Maintenance Services	580,152	583,090	99.5%	2,494,705	23.3%
Utilities	583,644	538,950	108.3%	2,287,839	25.5%
Reimbursement from Other Funds	(1,049,373)	(1,026,992)	102.2%	(4,197,484)	25.0%
Other Expenditures	2,524,249	2,395,296	105.4%	9,697,756	26.0%
Total Expenditures	***18,805,617***	***16,678,271***	***112.8%***	***84,467,632***	***22.3%***
Total Unallocated Funds	***1,650,551***	***51,901***	***3,180.1%***	***0***	***0.0%***

- Local sales taxes are 54% higher over last year.
- Alcohol Taxes are 12% higher over last year.
- Building permit revenue is 7% less than 2021. (Development fees that are dependent on timing and type of development.)
- Salaries & Wages are 16% higher over last year due to COLA and merit adjustments in FY22 and one-time Premium Pay for all employees in July 2021.
- Grant Revenue is 50% lower than last year, mainly due to receiving one time TN Cares Act money in FY21 and less Local Direct Appropriation Grant money in FY22.
- Capital Expenditures is higher than last year due to the purchase of a leaf vacuum, LifePaks for the Fire Department, and a John Deere Tractor.

General Fund (cont.)

Salaries & Wages - General Fund

Wage Type	Frequency	FY 2022	FY 2021
Regular	6 Payrolls	$8,443,187	$8,116,251
Overtime	6 Payrolls	$568,842	$280,741
Premium Pay	7/23/2021	$754,796	$0
		$9,766,825	$8,396,992

Employee Benefits - General Fund

Account Type	Frequency	FY 2022	FY 2021
FICA (Employer's Share)	6 Payrolls	$656,601	$608,551
FICA (Employer's Share) Premium Pay	7/23/2021	$57,851	$0
Medical/Vision	Monthly	$1,982,338	$1,606,083
Dental	Monthly	$39,835	$39,689
Other Group Insurance	Monthly	$55,234	$54,829
Retirement		$1,208,167	$1,162,677
Unemployment		$866	$8,408
Tool/Clothing Allowance		$12,919	$11,355
Workers Compensation	Monthly	$199,798	$93,254
		$4,213,608	$3,584,846

General Fund (cont.)

Grant Revenue - General Fund			
Grant Name	**Purpose**	**FY 2022**	**FY 2021**
Hurricane Sally (LA)	Relief	$1,342	$2,014
Hurricane Sally (FL)	Relief	$1,776	$2,664
CESF	COVID 19 PD	$0	$148
Bulletproof Vest	Bulletproof Vest Partnership	$20,643	$0
Tennessee Highway Safety	Traffic Safety Enforcement	$10,041	$4,418
ITS Extension	ITS Infrastructure	$2,640	$1,115
NEPA Phase SR 96	Traffic Signal Improvements	$31,860	$6,206
2021 Local Direct App Grant	Local Direct Appropriation Grant	$0	$1,815,648
2022 Local Direct App Grant	Local Direct Appropriation Grant	$924,150	$0
American Rescue Plan	100% of Premium Net Pay	$477,424	$0
TN CARES ACT	COVID Relief	$0	$1,131,180
Totals		$1,469,875	$2,963,392

Capital Expenditures - General Fund			
Asset	**Stage**	**FY 2022**	**FY 2021**
Cool Springs Area Adaptive Signals Control Technology	Implementation	$3,300	$0
ITS Extension	Construction	$0	$2,028
SR-96 Adaptive Signals Control Technology	Implementation	$31,860	$15,118
Building Physical Access Control Upgrade	Implementation	$18,907	$0
MSA G1 40 Min Carbon Cylinder	Purchase	$0	$86,500
Leaf Vacuum John Deere 4045TFC03	Purchase	$95,423	$0
Stryker LifePak 15 V4	Purchase	$102,212	$0
John Deere Utility Tractor	Purchase	$46,530	$0
Totals		$298,231	$103,646

Street Aid Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$771,402	$601,819	128.2%	$771,402	100.0%
Property Taxes	0	0	0.0%	821,873	0.0%
Interest Income	2,537	316	802.8%	7,725	32.8%
State Gasoline Tax	771,999	689,180	112.0%	2,485,811	31.1%
Transfer From General Fund	250,000	250,000	100.0%	300,000	83.3%
Total Revenues	***1,795,938***	***1,541,315***	***116.5%***	***4,386,811***	***40.9%***
Expenditures:					
Repair & Maintenance Services	783,670	2,120,557	37.0%	3,871,097	20.2%
Total Expenditures	***783,670***	***2,120,557***	***37.0%***	***3,871,097***	***20.2%***
Total Unallocated Funds	***1,012,268***	***(579,242)***	***(174.8%)***	***515,714***	***196.3%***

- In the Street Aid Fund, gasoline taxes are 12% higher.
- Expenditures are lower in FY2022 due to less repair and maintenance compared to FY2021.

Sanitation Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$2,051,128	$1,066,081	192.4%	$2,051,128	100.0%
Grants	61,208	14,327	427.2%	0	0.0%
Interest Income	2,223	115	1,935.5%	0	0.0%
Sanitation Collection Services	1,499,670	1,383,579	108.4%	6,338,320	23.7%
Tipping Fees	1,040,301	1,051,376	98.9%	3,800,000	27.4%
Other Revenues	67,155	151,369	44.4%	589,223	11.4%
Total Revenues	***4,721,685***	***3,666,847***	***128.8%***	***12,778,671***	***36.9%***
Expenditures:					
Salaries & Wages	579,959	494,989	117.2%	2,453,827	23.6%
Employee Benefits	305,211	290,023	105.2%	1,314,471	23.2%
Transfers To Other Funds	49,723	52,312	95.1%	227,092	21.9%
Contractual Services	28,359	19,578	144.9%	59,454	47.7%
Capital	0	313,739	0.0%	966,335	0.0%
Repair & Maintenance Services	167,553	151,902	110.3%	578,233	29.0%
Utilities	22,841	18,664	122.4%	87,248	26.2%
Other Expenditures	1,120,422	1,433,592	78.2%	5,490,995	20.4%
Total Expenditures	***2,274,068***	***2,774,799***	***82.0%***	***11,177,655***	***20.3%***
Total Unallocated Funds	***2,447,617***	***892,048***	***274.4%***	***1,601,016***	***152.9%***

- Collection services revenue is 8% higher than last year.
- Tipping fee revenue is comparable to last year.
- Grant Revenue is higher than last year due to one-time American Rescue Plan money for Premium Pay.
- Other Revenues were higher last year due to Blue Bin Revenue, which began being collected in December 2019.
- Salaries & Wages are 16% higher over last year due to COLA and merit adjustments in FY22 and one-time Premium Pay for all employees in July 2021.
- There are no capital expenditures in the 1st quarter due timing of replacement equipment being purchased.

Sanitation Fund (cont.)

Salaries & Wages - Sanitation Fund

Wage Type	Frequency	FY 2022	FY 2021
Regular	6 Payrolls	$464,115	$450,288
Overtime	6 Payrolls	$58,985	$44,174
Temp-Non City Emp		$0	$527
Premium Pay	7/23/2021	$56,859	$0
		$579,959	$494,989

Employee Benefits - Sanitation Fund

Account Type	Frequency	FY 2022	FY 2021
FICA (Employer's Share)	6 Payrolls	$38,065	$35,827
FICA (Employer's Share) Premium Pay	7/23/2021	$4,350	$0
Medical/Vision	Monthly	$158,190	$150,174
Dental	Monthly	$3,591	$3,938
Other Group Insurance	Monthly	$3,408	$3,465
Retirement		$81,683	$80,377
Workers Compensation	Monthly	$15,924	$16,242
		$305,211	$290,023

Grant Revenue - Sanitation

Grant Name	Purpose	FY 2022	FY 2021
American Rescue Plan	100% of Premium Net Pay	$61,208	$0
TN CARES Act	COVID Relief	$0	$14,327
Totals		$61,208	$14,327

Capital Expenditures - Sanitation

Asset	Stage	FY 2022	FY 2021
Chassis 2020 Autocar	Purchase	$0	$313,739
Totals		$0	$313,739

Road Impact Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$25,741,274	$22,442,977	114.7%	$25,741,274	100.0%
Interest Income	(42,624)	10,748	(396.6%)	50,000	(85.2%)
Road Impact Fees	4,574,495	2,252,028	203.1%	4,519,727	101.2%
Total Revenues	***30,273,145***	***24,705,753***	***122.5%***	***30,311,001***	***99.9%***
Expenditures:					
Transfers To Other Funds	380,519	354,562	107.3%	2,893,316	13.2%
Contractual Services	0	394,312	0.0%	3,050,000	0.0%
Capital	0	13,975	0.0%	0	0.0%
Total Expenditures	***380,519***	***762,849***	***49.9%***	***5,943,316***	***6.4%***
Total Unallocated Funds	***29,892,626***	***23,942,904***	***124.8%***	***24,367,685***	***122.7%***

- Road impact fees are 103% more than last year. (These revenues are dependent on timing and type of development.)
- Interest income is in a deficit due to the point in time value of investment securities. The City intends to hold investments until maturity and will incur no realized loss.
- Contractual Services were higher in the prior year due to a fee reimbursement.
- Capital is lower than last year due to timing of projects.

Capital Expenditures - Road Impact

Asset	Stage	FY 2022	FY 2021
Westhaven Blvd at SR-96 Traffic Signal	Construction	$0	$4,437
Long Lane Bridge	Design	$0	$9,538
Totals		$0	$13,975

Facilities Tax Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$11,022,953	$10,694,849	103.1%	$11,022,953	100.0%
Interest Income	7,695	5,137	149.8%	50,000	15.4%
Facilities Taxes	954,165	812,300	117.5%	2,628,376	36.3%
Total Revenues	***11,984,813***	***11,512,286***	***104.1%***	***13,701,329***	***87.5%***
Expenditures:					
Contractual Services	2,913	9,598	30.4%	0	0.0%
Capital	0	1,224,792	0.0%	525,280	0.0%
Other Expenditures	860	149,372	0.6%	20,020	4.3%
Total Expenditures	***3,773***	***1,383,762***	***0.3%***	***545,300***	***0.7%***
Total Unallocated Funds	***11,981,040***	***10,128,524***	***118.3%***	***13,156,029***	***91.1%***

- Facilities taxes are 17% more than last year. (These revenues are dependent on timing and type of development.)
- Capital expenditures incurred in prior year were for fire station 7 construction, which opened June 2021.

Capital Expenditures - Facilities			
Asset	**Stage**	**FY 2022**	**FY 2021**
Fire Station #7	Construction	$0	$1,196,392
Telestaffing System	Purchase	$0	$28,400
Totals		$0	$1,224,792

County Facilities Tax Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$4,498,831	$3,673,984	122.5%	$4,498,831	100.0%
Interest Income	3,650	1,740	209.8%	15,000	24.3%
Facilities Taxes	244,676	222,902	109.8%	742,649	32.9%
Total Revenues	***4,747,157***	***3,898,626***	***121.8%***	***5,256,480***	***90.3%***
Expenditures:					
Transfers To Other Funds	0	125,000	0.0%	0	0.0%
Total Expenditures	***0***	***125,000***	***0.0%***	***0***	***0.0%***
Total Unallocated Funds	***4,747,157***	***3,773,626***	***125.8%***	***5,256,480***	***90.3%***

- This fund was created to account for facilities taxes received from the County.
- Facilities taxes are 10% higher than last year.

Stormwater Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$2,951,003	$2,695,401	109.5%	$2,951,003	100.0%
Grants	0	1,307	0.0%	0	0.0%
Interest Income	2,080	1,057	196.8%	50,000	4.2%
Stormwater Fees	627,146	609,199	102.9%	2,572,500	24.4%
Other Revenues	52,693	88,743	59.4%	184,250	28.6%
Total Revenues	***3,632,922***	***3,395,707***	***107.0%***	***5,757,753***	***63.1%***
Expenditures:					
Salaries & Wages	303,371	272,592	111.3%	1,247,289	24.3%
Employee Benefits	156,051	154,329	101.1%	623,281	25.0%
Contractual Services	608	16,219	3.7%	71,000	0.9%
Repair & Maintenance Services	33,316	15,558	214.1%	143,450	23.2%
Utilities	7,397	4,742	156.0%	35,685	20.7%
Other Expenditures	225,803	150,575	150.0%	682,196	33.1%
Total Expenditures	***726,546***	***614,015***	***118.3%***	***2,802,901***	***25.9%***
Total Unallocated Funds	***2,906,376***	***2,781,692***	***104.5%***	***2,954,852***	***98.4%***

- Stormwater fees collected are 3% higher than last year and on track per the budget.
- Salaries & Wages are 11% higher over last year due to COLA and merit adjustments in FY22 and one-time Premium Pay for all employees in July 2021.

Salaries & Wages - Stormwater Fund

Wage Type	Frequency	FY 2022	FY 2021
Regular	6 Payrolls	$271,384	$266,447
Overtime	6 Payrolls	$4,979	$6,145
Premium Pay	7/23/2021	$27,008	$0
		$303,371	$272,592

Employee Benefits - Stormwater Fund

Account Type	Frequency	FY 2022	FY 2021
FICA (Employer's Share)	6 Payrolls	$19,945	$19,580
FICA (Employer's Share) Premium Pay	7/23/2021	$2,066	$0
Medical/Vision	Monthly	$82,002	$84,897
Dental	Monthly	$1,976	$1,857
Other Group Insurance	Monthly	$1,950	$1,995
Retirement		$41,763	$41,499
Workers Compensation	Monthly	$6,348	$4,502
		$156,051	$154,329

Drug Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$602,402	$520,472	115.7%	$602,402	100.0%
Interest Income	1,871	976	191.6%	6,000	31.2%
Drug Fines Received	13,793	14,769	93.4%	58,000	23.8%
Other Revenues	9,425	68,735	13.7%	65,500	14.4%
Total Revenues	***627,491***	***604,952***	***103.7%***	***731,902***	***85.7%***
Expenditures:					
Utilities	0	0	0.0%	6,000	0.0%
Other Expenditures	1,490	41,099	3.6%	252,500	0.6%
Total Expenditures	***1,490***	***41,099***	***3.6%***	***258,500***	***0.6%***
Total Unallocated Funds	***626,001***	***563,853***	***111.0%***	***473,402***	***132.2%***

- Drug fine collections are 7% less than last year. This revenue is dependent on court actions.

Hotel/Motel Tax Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$5,927,371	$7,503,829	79.0%	$5,927,371	100.0%
Interest Income	4,621	2,540	181.9%	25,000	18.5%
State Short Term Vacation Rental Tax	70,983	0	0.0%	0	0.0%
Hotel/Motel Taxes	1,140,387	574,313	198.6%	2,419,080	47.1%
Transfer From General Fund	0	0	0.0%	1,150,000	0.0%
Total Revenues	***7,143,362***	***8,080,682***	***88.4%***	***9,521,451***	***75.0%***
Expenditures:					
Transfers To Other Funds	32,961	1,647,361	2.0%	1,019,071	3.2%
Capital	0	0	0.0%	214,286	0.0%
Repair & Maintenance Services	0	0	0.0%	250,000	0.0%
Other Expenditures	207,218	334,860	61.9%	1,230,243	16.8%
Total Expenditures	***240,179***	***1,982,221***	***12.1%***	***2,713,600***	***8.9%***
Total Unallocated Funds	***6,903,183***	***6,098,461***	***113.2%***	***6,807,851***	***101.4%***

- Hotel/Motel tax collections are 98.6% higher than last year. This is due to the increase in travel.
- Other Expenditures are 38% lower than last year due to the Cool Springs Conference Center Operations reporting a profit in both August and September.

Parkland Dedication Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$7,550,661	$8,236,553	91.7%	$7,550,661	100.0%
Interest Income	5,837	3,367	173.4%	20,000	29.2%
Parkland Dedication Fees	1,383,736	387,360	357.2%	1,024,768	135.0%
Total Revenues	***8,940,234***	***8,627,280***	***103.6%***	***8,595,429***	***104.0%***
Expenditures:					
Transfers To Other Funds	0	1,361,850	0.0%	0	0.0%
Total Expenditures	***0***	***1,361,850***	***0.0%***	***0***	***0.0%***
Total Unallocated Funds	***8,940,234***	***7,265,430***	***123.1%***	***8,595,429***	***104.0%***

- Parkland Dedication fees are 257% higher than last year. (These revenues are dependent on timing and type of development). The current year fees are from Quadrant 2 for Watsons Glen Subdivision and Villages at Southbrook.
- Transfer in 2021 was to fund the Capital Project Fund for the FSSD Athletic Fields.

Transit Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$807,254	$817,912	98.7%	$807,254	100.0%
Grants	521,084	22,043	2,364.0%	2,412,719	21.6%
Interest Income	2,665	543	491.0%	0	0.0%
Transit Fares	17,433	7,368	236.6%	50,000	34.9%
Transfer From General Fund	156,883	598,349	26.2%	815,364	19.2%
Other Revenues	2,500	1,700	147.1%	9,700	25.8%
Total Revenues	***1,507,819***	***1,447,915***	***104.1%***	***4,095,037***	***36.8%***
Expenditures:					
Capital	0	0	0.0%	200,000	0.0%
Other Expenditures	697,615	630,102	110.7%	3,087,783	22.6%
Total Expenditures	***697,615***	***630,102***	***110.7%***	***3,287,783***	***21.2%***
Total Unallocated Funds	***810,204***	***817,813***	***99.1%***	***807,254***	***100.4%***

- Transit fares are 137% higher than last year.
- Transit has needed 19% of the budgeted operating subsidy in the 1st quarter. Grant revenues are anticipated during the year to stay within the budgeted total transfer.
- Capital budgeted amount is for a van, which is not yet purchased.

Grant Revenue - Transit

Grant Name	Purpose	FY 2022	FY 2021
Allocation for 5307 FY2012	Urbanized Support	$16,145	$0
FY16 5307 Allocation	Operating Assistance	$8,716	$0
FY2015- 5339	Capital Cost of Leasing	$0	$7,072
5307 FY Application	Capital and Operating Assistance	$0	$1,406
Operating Assistance	Operating Assistance	$22,339	$13,564
TN CARES ACT	COVID Relief	$473,884	$0
Totals		$521,084	$22,043

CDBG Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$114,745	$113,066	101.5%	$114,745	100.0%
Grants	61,145	52,078	117.4%	773,000	7.9%
Interest Income	1,067	290	368.3%	5,000	21.3%
Total Revenues	***176,957***	***165,434***	***107.0%***	***892,745***	***19.8%***
Expenditures:					
Contractual Services	8,079	0	0.0%	200,000	4.0%
Repair & Maintenance Services	0	0	0.0%	175,000	0.0%
Other Expenditures	53,066	0	0.0%	401,000	13.2%
Total Expenditures	***61,145***	***0***	***0.0%***	***776,000***	***7.9%***
Total Unallocated Funds	***115,812***	***165,434***	***70.0%***	***116,745***	***99.2%***

- Other expenditures include CARES Act Reimbursements to Mercy Health, Boys & Girls Club, and African American Society
- Grant revenues received were for prior year expenses.

Grant Revenue - CDBG

Grant Name	Purpose	FY 2022	FY 2021
Community Development	Economic Development	$61,145	$52,078
Totals		$61,145	$52,078

Debt Service Fund

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$937,169	$804,607	116.5%	$937,169	100.0%
Property Taxes	0	0	0.0%	11,778,039	0.0%
Interest Income	577	218	265.1%	25,000	2.3%
Transfer from Sanitation Fund	49,723	52,312	95.1%	209,512	23.7%
Transfer from Road Impact Fund	380,519	354,562	107.3%	2,893,316	13.2%
Transfer from Hotel/Motel Tax Fund	32,961	255,511	12.9%	1,019,071	3.2%
Transfer from Water & Sewer Fund	100,000	100,000	100.0%	200,000	50.0%
Total Revenues	***1,500,949***	***1,567,210***	***95.8%***	***17,062,107***	***8.8%***
Expenditures:					
Debt Service Payments	1,951,054	2,497,980	78.1%	16,099,937	12.1%
Total Expenditures	***1,951,054***	***2,497,980***	***78.1%***	***16,099,937***	***12.1%***
Total Unallocated Funds	***(450,105)***	***(930,770)***	***48.4%***	***962,170***	***(46.8%)***

- Consistent with the 1st quarter of prior years, the Debt Service fund shows a current year deficit, as property tax billings do not occur until the 2nd quarter (October 1).
- Expenditures are 21% lower due to the payoff of the 2005 Truist Swap in FY2021.

Capital Projects Fund 310 (Multi-Purpose)

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$10,635,065	$9,815,410	108.4%	$10,635,065	100.0%
Grants	3,910	431,053	0.9%	0	0.0%
Interest Income	3,854	5,600	68.8%	0	0.0%
Transfer from Hotel/Motel Tax Fund	0	1,391,850	0.0%	0	0.0%
Other Revenues	116,025	1,486,850	7.8%	0	0.0%
Total Revenues	***10,758,854***	***13,130,763***	***81.9%***	***10,635,065***	***101.2%***
Expenditures:					
Contractual Services	20,148	9,959	202.3%	0	0.0%
Capital	1,037,697	1,592,987	65.1%	0	0.0%
Other Expenditures	18,363	454,665	4.0%	0	0.0%
Total Expenditures	***1,076,208***	***2,057,611***	***52.3%***	***0***	***0.0%***
Total Unallocated Funds	***9,682,646***	***11,073,152***	***87.4%***	***10,635,065***	***91.0%***

- The fund contains expenditures for city projects.
- Grant Revenue is less than last year due to non-recurring revenue being received.
- Capital is 35% lower this year due to projects being in various stages of design and construction. Five projects were also completed in FY21.

Grant Revenue - 310 (Multi-Purpose)

Grant Name	Purpose	FY 2022	FY 2021
SR-6 from SR-397 to Downs Blvd	Roadway Widening	$3,910	$14,550
Mack Hatcher Parkway	ROW and Design	$0	$416,503
Totals		$3,910	$431,053

Capital Projects Fund 310 (Multi-Purpose) (cont.)

Capital Expenditures - Capital

Asset	Stage	FY 2022	FY 2021
Bicentennial Park	Design	$20,104	$211,136
Lewisburg Pike Sidewalk/Multi-Use Trail	Design	$12,412	$55,455
Liberty Pike/N Royal Oaks Roundabout	Design	$4,336	$56,642
Robinson Lake Dam Rehab	Construction	$236,645	$63,773
SE Municipal Park	Construction	$271,731	$371,047
Harlinsdale Farm Trail and Bridge	Design	$20,357	$73,886
New City Hall Concept	Design	$214,867	$0
FSSD Baseball Field Reconstruction	Design	$165,290	$0
West Main Street Bridge	Design	$1,454	$5,047
Long Lane Bridge	Design	$80,750	$25,711
Harlinsdale Main Barn Restoration	Design	$5,425	$57,075
Aspen Grove Park	Design	$4,328	$15,126
Liberty Park	Design	$0	$10,250
Battle Ave Drainage Improvements	Construction	$0	$119,996
Westhaven Traffic Signal	Construction	$0	$152,507
Fifth Ave Parking Lot	Construction	$0	$166,062
Church Street Improvements	Design	$0	$18,313
Pratt Lane Bridge	Design	$0	$9,907
Popular Grove Casting/Paving	Construction	$0	$99,156
Watson Branch Culvert	Construction	$0	$81,899
Totals		$1,037,697	$1,592,987

Capital Projects Fund 312 (2019 Bonds)

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Beginning Fund Balance	$14,885,855	$24,675,694	60.3%	$14,885,855	100.0%
Grants	706,735	0	0.0%	0	0.0%
Interest Income	1,071	10,169	10.5%	0	0.0%
Other Revenues	19,543	0	0.0%	0	0.0%
Total Revenues	***15,613,204***	***24,685,863***	***63.2%***	***14,885,855***	***104.9%***
Expenditures:					
Contractual Services	7,000	39,470	17.7%	0	0.0%
Capital	4,154,922	193,866	2,143.2%	0	0.0%
Repair & Maintenance Services	0	75	0.0%	0	0.0%
Other Expenditures	513,726	1,152,745	44.6%	0	0.0%
Total Expenditures	***4,675,648***	***1,386,156***	***337.3%***	***0***	***0.0%***
Total Unallocated Funds	***10,937,556***	***23,299,707***	***46.9%***	***14,885,855***	***73.5%***

- The fund accounts for the proceeds received from a bond issued in May 2019.
- Grant revenue is higher than last year due to reimbursement for the State Route 96 Multi-Use Trail.
- Capital Expenditures are 2000% higher than last year due to construction on several capital projects.

Grant Revenue - 312 (2019 Bonds)

Grant Name	Purpose	FY 2022	FY 2021
SR-96 Multi-Use Trail	Construction of Multi-Use Trail	$706,735	$0
Totals		$706,735	$0

Capital Expenditures - Bonds (2019 Series)

Asset	Stage	FY 2022	FY 2021
East McEwen Drive Phase 5	Design	$68,431	$0
East McEwen Drive Phase 4	ROW	$145,637	$6,753
New Highway 96W Multi-Use Trails	Construction	$709,225	$5,650
Franklin Road Sidewalks and Streetscape	Construction	$579,926	$164,031
SE Municipal Park	Construction	$2,481,752	$0
McEwen Drive Ramp Improvements	Construction	$169,951	$0
Muncipal Services Complex	Construction	$0	$17,432
Totals		$4,154,922	$193,866

Water/Sewer Operations

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Grants	$560,333	$66,897	837.6%	$0	0.0%
Interest Income	(24,305)	10,623	(228.8%)	697,200	(3.5%)
Transfer From General Fund	0	0	0.0%	1,000,000	0.0%
Customer Service	10,461,873	9,936,596	105.3%	32,929,808	31.8%
Loan Proceeds	0	12,474,296	0.0%	0	0.0%
Other Revenues	3,089,904	71,114	4,345.0%	28,800	10,728.8%
Total Revenues	***14,087,805***	***22,559,526***	***62.4%***	***34,655,808***	***40.7%***
Expenditures:					
Salaries & Wages	1,159,896	1,088,038	106.6%	5,112,515	22.7%
Employee Benefits	615,669	600,623	102.5%	2,628,629	23.4%
Transfers To Other Funds	100,000	100,000	100.0%	200,000	50.0%
Contractual Services	221,018	104,877	210.7%	1,223,868	18.1%
Capital	11,864,925	10,782,557	110.0%	6,118,500	193.9%
Repair & Maintenance Services	104,299	196,307	53.1%	703,290	14.8%
Utilities	414,569	438,898	94.5%	1,659,718	25.0%
Debt Service Payments	246,556	266,691	92.5%	5,744,760	4.3%
Lease Payments	948,498	244,260	388.3%	245,974	385.6%
Other Expenditures	3,283,250	2,894,003	113.5%	11,187,275	29.3%
Total Expenditures	***18,958,680***	***16,716,254***	***113.4%***	***34,824,529***	***54.4%***
Total Unallocated Funds	***(4,870,875)***	***5,843,272***	***(83.4%)***	***(168,721)***	***2,886.9%***

- Customer service revenue is 5% higher than last year.
- Grant Revenue is 737% higher than last year due to SR 96 Multi Use Trail and one-time American Rescue Plan money for Premium Pay.
- Interest income is in a deficit due to the point in time value of investment securities. The City intends to hold investments until maturity and will incur no realized loss.
- Loan Proceeds reflects funds received from the State of Tennessee Revolving Loan Program for Improvements to the City's Wastewater Treatment Plant. Through the 1st Quarter, bond funds were being used to pay these expenses.
- Salaries & Wages are 6% higher over last year due to COLA and merit adjustments in FY22 and one-time Premium Pay for all employees in July 2021.
- Capital expenditures are higher than last year due to timing of design and construction on various projects.

Water/Sewer Operations (cont.)

Customer Service Revenue

Service Revenue	Frequency	FY 2022	FY 2021
Water	Monthly	$3,993,408	$3,892,667
Sewer	Monthly	$6,417,750	$5,987,667
Reclaimed	Monthly	$50,715	$56,263
Totals		$10,461,873	$9,936,597

Grant Revenue - Water/Sewer

Grant Name	Purpose	FY 2022	FY 2021
SR-96 Multi-Use Trail	Construction of Multi-Use Trail	$437,917	$0
American Rescue Plan	100% of Premium Net Pay	$122,416	$0
TN CARES ACT	COVID Relief	$0	$66,897
Totals		$560,333	$66,897

Salaries & Wages - Water/Sewer Fund

Wage Type	Frequency	FY 2022	FY 2021
Regular	6 Payrolls	$1,009,267	$1,054,012
Overtime	6 Payrolls	$36,912	$34,026
Premium Pay	7/23/2021	$113,717	$0
		$1,159,896	$1,088,038

Water/Sewer Operations (cont.)

Employee Benefits - Water/Sewer Fund

Account Type	Frequency	FY 2022	FY 2021
FICA (Employer's Share)	6 Payrolls	$76,047	$78,815
FICA (Employer's Share) Premium Pay	7/23/2021	$8,699	$0
Medical/Vision	Monthly	$310,831	$302,003
Dental	Monthly	$8,036	$7,631
Other Group Insurance	Monthly	$7,553	$7,809
Retirement		$179,888	$179,579
Workers Compensation	Monthly	$24,615	$24,786
		$615,669	$600,623

Capital Expenditures - Water and Sewer

Asset	Stage	FY 2022	FY 2021
Water Reclamation Facility	Construction	$9,221,135	$9,487,484
South Prong Drainage Basin Sanitary Sewer Improvements	Design	$48,486	$22,295
New Highway 96W Multi-Use Trails	Construction	$977,790	$0
Franklin Road Water and Sewer Line Improvements	Construction	$227,469	$202,145
Holiday Court Sewer Pump Station Replacement	Construction	$2,583	$278,856
SE Municipal Park	Construction	$280,099	$0
Henpeck Lane Line Improvements	Construction	$0	$7,256
Sanitary Sewer Main Rehabilitation	Construction	$221,716	$0
Reclaimed Water System Model and Master Plan Update	Design	$5,385	$3,731
Sanitary Sewer Lateral Improvements	Construction	$130,820	$155,573
AMI Project - FlexNet Project MGMT	Design	$1,500	$102,080
Berry Farms AMI Project	Construction	$15,474	$0
Spencer Creek at Franklin Road Sanitary Sewer Rehab	Construction	$300,650	$156,076
Water System Modeling	Design	$0	$81,227
SE Wastewater Capacity Study	Design	$280,640	$174,691
Lewisburg Pike Water Main Relocation	Design	$140,730	$0
Adams Street Water and Sewer Improvements	Design	$10,448	$0
CDD5020-XDS2.0 Grinder	Purchase	$0	$44,850
2020 Chevy Silverado 1500	Purchase	$0	$66,293
Totals		$11,864,925	$10,782,557

Water/Sewer Development Fees

	Current YTD Actuals	Prior YTD Actual	Percent Current YTD to Prior YTD	Budget	Percent Current YTD to Budget
Revenues					
Interest Income	$16,784	$5,183	323.8%	$0	0.0%
Customer Service	8,000	23,000	34.8%	0	0.0%
Impact Fees	1,209,235	912,045	132.6%	0	0.0%
Other Revenues	1,462	725	201.5%	0	0.0%
Total Revenues	***1,235,481***	***940,953***	***131.3%***	***0***	***0.0%***
Expenditures:					
Transfers To Other Funds	1,932,552	0	0.0%	0	0.0%
Capital	5,674	78,406	7.2%	0	0.0%
Debt Service Payments	357,385	254,267	140.6%	0	0.0%
Other Expenditures	43	18	242.8%	0	0.0%
Total Expenditures	***2,295,654***	***332,691***	***690.0%***	***0***	***0.0%***
Total Unallocated Funds	***(1,060,173)***	***608,262***	***(174.3%)***	***0***	***0.0%***

- Access fees and system development fees are 33% higher than last year. (These revenues are also dependent on timing and type of development.)

Capital Expenditures - Water and Sewer Development Fees

Asset	Stage	FY 2022	FY 2021
Goose Creek/Redwings Reclaimed Water Pump Station	Design	$5,674	$78,406
Totals		$5,674	$78,406

On the Horizon

February 2022

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2022

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2022

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Thursday, February 10, 2022	Budget and Finance Committee Meeting. Budget Presentations begin.
Thursday, February 17, 2022	Budget and Finance Committee Meeting. Budget Presentations continue.
Wednesday, March 9, 2022	Budget and Finance Committee Meeting. Budget Presentations continue.
Thursday, March 10, 2022	Budget and Finance Committee Meeting, Budget Presentations continue.
Thursday, April 14, 2022	Budget and Finance Committee Meeting, Budget Presentations continue.
Thursday, April 21, 2022	Budget and Finance Committee Meeting, Budget Presentations continue.

Finance Department

Contact Information

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