



Meeting Agenda

Budget & Finance Committee

Wednesday, April 13, 2022

3:00 PM

Board Room

CALL TO ORDER

APPROVAL OF MINUTES

1. Consideration Of Approval Of Minutes
March 9, 2022 Budget & Finance Committee Meeting
March 10, 2022 Budget & Finance Committee Meeting

NEW BUSINESS

2. Consideration Of Procurement Award To Pinnacle Financial Partners Of Nashville, Tennessee For Comprehensive Banking Services, Including General Banking And Lockbox Processing, In The Estimated Annual Amounts Of \$83,573 For Interest Earnings On The City's Average Collected Balances And \$41,689 For Fees For The Required Services, For A Term Of Award, For Both The Finance Department As Well As The Revenue Management Division Of The Administration Department (Purchasing Office Procurement Solicitation No. 2022-014; Contract No. 2022-0052).

Sponsors: Kristine Brock, Mike Lowe, Jessica Davey

3. Budget Presentation - Human Resources

Sponsors: Kevin Townsel

4. Budget Presentation - Law

Sponsors: Shauna Billingsley

5. Budget Presentation - Finance

Sponsors: Mike Lowe, Michael Walters Young

6. Budget Presentation - Purchasing

Sponsors: Brian Wilcox

7. Budget Presentation - Revenue Management & Municipal Court

Sponsors: Jessica Davey

8. Budget Presentation - Information Technology

Sponsors: Jason Potts

9. Budget Presentation - Misc. General Fund Budgets (General Expenses, Economic Development, Intrafund Transfers)

Sponsors: Eric Stuckey, Michael Walters Young

10. Monthly Reports For April 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.

BUDGET & FINANCE COMMITTEE MEETING MINUTES
WEDNESDAY, MARCH 9, 2022 @ 3:00 P.M.
CITY HALL BOARD ROOM
FRANKLIN, TENNESSEE

Committee Members

Alderman Clyde Barnhill, Chair P
Alderman Patrick Baggett P
Alderman Ann Petersen, Vice-Chair P
Alderman Jason Potts A

Other Attendees

Eric Stuckey, City Administrator P
Kristine Brock, ACA/CFO P
Michael Walters Young, Budget/Strategic Innovation Manager P
Mike Lowe, Comptroller P
Katherine Harelson, Management Fellow P
Margaret Wilson, Financial Analyst P
Cayce Anderson Records Technician P
Angie Johnson, Deputy City Recorder P
Ken Moore, Mayor P
Lanaii Benne, City Recorder P
Emily Wright, Planning Director P
Tom Marsh, Building and Neighborhood Services Director P
Alex Brown, Assistant Director of Development Services P
Rodney Prince, Assistant Director of Building Services P
Kathleen Sauseda, Housing Development Coordinator P
Monique McCollough, Public Outreach Specialist P
Stephen Price, Social and Digital Media Producer P

CALL TO ORDER

Chairman Clyde Barnhill called the meeting to order at 3:00 PM

APPROVAL OF THE MINUTES

1. *A motion was made by Alderman Ann Petersen, seconded by Alderman Patrick Baggett to Approve the minutes from February 10, 2022 and February 17, 2022 Budget and Finance Committee. The motion passed 3-0.*

NEW BUSINESS

2. Budget Presentation – Planning and Sustainability

Accomplishments:

- Participated in the ongoing Williamson County Growth Plan Update
- Drafted and released the Historic Wayfinding Plan
- Drafted and released the updated Historic District Design Guidelines
- Completed the 2020 Development Report
- Completed the City Hall Master Plan and public outreach program, in coordination with city staff and consultant team
- Conducted the annual Zoning Ordinance Update
- Completed the West Harpeth Study
- Finalized the scope of the Goose Creek Coordinated Study and contracted with a consultant team

Processed and reviewed:

- 9 annexation requests and plans of services
- 27 rezoning requests
- 21 PUD development plans

- 2 preliminary plats
- 134 site plans
- 62 final plats
- 4 vested rights extensions
- 2 Envision Franklin amendment requests
- 35 variance requests
- 78 Historic Zoning Certificates of Appropriateness
- 90 Historic Zoning Design Review Committee items
- 8 Preliminary Historic Zoning Commissions to BOMA

Program Enhancements:

1. Assistant Preservation Planner (\$72,600)
 2. Assistant Director, Current Planning (\$130,900)
 3. Reclassify Existing Assistant Director (\$5,405)
 4. Envision Franklin (\$150,000)
 5. Reclassify Preservation Planner (\$4,435)
 6. FY24 Historic Preservation Plan (\$100,000)
- Total: \$463,340

The Department of Planning and Sustainability continues to remain busy as the department focuses on:

- Managed growth and annexation practices
- Historic preservation and sustainability
- Housing choices and quality of place
- Regional transportation and local mobility
- A long-term, vibrant economy

3. **Budget Presentation – Building & Neighborhood Services & CDBG Fund**

Building and Neighborhood Services are organized in two broad clusters:

- Development Services
- Building Services

Program Enhancements:

1. Permit Technician position (\$52,184.00)

4. **Budget Presentation – Communications**

Accomplishments:

- Assisted Revenue Management with rolling out and informing the public with the Paperless Billing Project
- Assisting Williamson County Emergency Management with vaccine information and testing sites
- Rolling out in person events after a year's long pandemic
- Creating a successful State of the City event outdoors in a new location
- Creating videos for the USCT Statue Dedication
- Creating a moving 9-11 20th anniversary celebration
- Promoting Aldermen election
- Creating and hosting a successful tree lighting with 10,000 people in attendance
- Getting a drone for the Communications office to shoot aerial photos/videos for capital projects and more

Social Media Stats:

- Facebook: 45,010 Followers
- Instagram: 24,646 Followers
- Twitter: 29,996 Followers
- YouTube: 1,741 Subscribers
- NextDoor: 33,041 Members

Program Enhancements:

1. Reclassify Public Outreach Specialist to Public Outreach and Special Events Supervisor (\$5,579)
 2. Part-time Public Outreach Coordinator (\$33,310)
 3. Reclassify PT Production Assistant to FT Production Assistant (\$28,156)
- Total: \$67,045

5. Budget Presentation – Elected Officials & Administration

The City will continue to operate focused on the City of Franklin's five key principles:

1. Excellence
2. Innovation
3. Teamwork
4. Integrity
5. Action-oriented

Program Enhancements (Administration):

1. Public Works Analyst (\$102,667)

6. Monthly Reports for March 2022

December is the first month receiving over \$5 million in local sales tax.

Hotel/motel tax is 115% more compared year-to-date for 2021.

7. Financial Report For 2nd Quarter Of FY 2022

The General Fund shows a current year surplus of \$10.9 million.

In the General Fund, local sales taxes are 48% higher than last year.

OTHER BUSINESS

ADJOURNMENT

A motion to adjourn was made by Alderman Baggett, seconded by Alderman Petersen. The motion passed 3-0.

Meeting Adjourned @ 4:35 PM

Clyde Barnhill, Chair

Minutes prepared by Cayce Anderson, Records Technician, City Administrator's Office - 4/4/2022 2:59 PM

BUDGET & FINANCE COMMITTEE MEETING MINUTES
THURSDAY, MARCH 10, 2022 @ 3:00 P.M.
CITY HALL BOARD ROOM
FRANKLIN, TENNESSEE

Committee Members

Alderman Clyde Barnhill, Chair
Alderman Patrick Baggett
Alderman Ann Petersen, Vice-Chair
Alderman Jason Potts

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Other Attendees

Eric Stuckey, City Administrator
Kristine Brock, ACA/CFO
Michael Walters Young, Budget/Strategic Innovation Manager
Mayor Ken Moore
Mike Lowe, Comptroller
Katherine Harelson, Management Fellow
Lanaii Benne, City Recorder
Cayce Anderson Records Technician
Angie Johnson, Deputy City Recorder
Brad Wilson, Facilities & Project Manager
Mark Hilty, ACA Public Works
Gino Fantoni, Emergency Management Coordinator
Jerry Hatcher, Assistant Director of Streets
Paul Holzen, Engineering Director
Kim Hammon, Fleet Maintenance Manager

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CALL TO ORDER

Chairman Clyde Barnhill called the meeting to order at 3:00 PM

NEW BUSINESS

1. Budget Presentation – Streets Department (including Maintenance, Traffic, Fleet) And Street Aid & Transportation Fund

Accomplishments:

- Paving program: Resurfaced fifty-one local streets
- Pavement Preservation: applied rejuvenator to 67 local streets
- Pavement Preservation: crack fill; asphaltic rubberized material, (27) streets, 11.9 miles repaired
- Sidewalk Program: 142 handicap/curb ramps upgraded

There are nine program enhancements:

1. (2) Single axle dump trucks (\$315,820)
 2. Vehicle barrier system (\$78,000)
 3. Leaf vacuum unit (\$100,750)
 4. Compost facility (\$70,000)
 5. Public Works Facility design and grading (\$350,000) additional building being added
 6. Vehicle Replacement program units (37) (\$1,040,091)
 7. Fleet maintenance software (\$200,000)
 8. Fleet telematic solutions (\$50,000)
- Total: \$2,204,661

2. Budget Presentation – Stormwater Fund

Accomplishments:

- Inspection team monitored 157 active construction sites
- Responded to 196 services requests

Program Enhancements(Streets):

1. Storm drain spin cast lining project (\$49,000)
2. (5) Consumer replacement vehicles (\$170,344)

There are no program enhancements for Stormwater for the Engineering Department.

3. Budget Presentation – Engineering & Traffic Operations Center (TOC)

Program Enhancements(Engineering):

1. Reclassify existing Capital Projects Inspector to Construction Manager (\$7,475)
 2. Hire additional Capital Projects Inspector (\$35,000)
- Total: \$42,475

Program Enhancements(TOC):

1. Re-addition of annual capital budget for small projects (\$250,000)

4. Budget Presentation – Project & Facilities Management

Program Enhancements:

1. Fire Station 4 kitchen replacement (\$45,000)
 2. Fire Station 4 overhead door system replacement (\$39,000)
 3. Fire Station 3 men's restroom shower area and restroom remodel (\$22,500)
- Total: \$106,500

OTHER BUSINESS

ADJOURNMENT

A motion to adjourn was made by Alderman Baggett, seconded by Alderman Potts. The motion passed 4-0.

Meeting Adjourned @ 4:31 PM

Clyde Barnhill, Chair

Minutes prepared by Cayce Anderson, Records Technician, City Administrator's Office - 4/4/2022 3:01 PM



File #: 21-03060

DATE: March 30, 2022
TO: Budget & Finance Committee
FROM: Kristine Brock, Asst. City Administrator/CFO
Mike Lowe, Comptroller
Jessica Davey, Revenue & Licensing Manager

SUBJECT:

Consideration Of Procurement Award To Pinnacle Financial Partners Of Nashville, Tennessee For Comprehensive Banking Services, Including General Banking And Lockbox Processing, In The Estimated Annual Amounts Of \$83,573 For Interest Earnings On The City's Average Collected Balances And \$41,689 For Fees For The Required Services, For A Term Of Award, For Both The Finance Department As Well As The Revenue Management Division Of The Administration Department (Purchasing Office Procurement Solicitation No. 2022-014; Contract No. 2022-0052).

PURPOSE:

The purpose of this procurement is to purchase comprehensive banking services, including general banking and lockbox processing, for a term of award of four (4) years, tentatively effective July 1, 2022, for both the Finance Department as well as the Revenue Management Division of the Administration Department.

BACKGROUND/STAFF COMMENTS:

The City published on January 20, 2022 a Notice to Proposers in the *Williamson Herald* for comprehensive banking services, including general banking and lockbox processing. In addition, solicitation documents were sent on or about the same date directly to 22 potential proposers known or thought to be interested in this solicitation. Proposals from three (3) service providers were publicly opened at the submittal opening held on March 1, 2022. A tabulation of the proposals received for this solicitation is attached.

Using evaluation criteria included in the request for proposals, the proposal evaluation team, consisting of staff of both the Finance Department as well as the Revenue Management Division of the Administration Department, recommends the City select the proposal submitted by Pinnacle Financial Partners of Nashville, Tennessee (which is the incumbent service provider). The evaluation criteria included in the request for proposals consisted of (a) ability of financial institution to provide required banking services (50%), estimated annualized interest earnings (25%) and (c) estimated annualized fees (25%). The proposal evaluation team scored the Pinnacle Financial Partners proposal top for all three of the evaluation criteria included in the request for proposals. For the latter two evaluation criteria, the City applied the annual volumes indicated in the request for proposals to the rates and schedule of fees quoted in each proposal to calculate for each proposal the value of the

City's estimated annualized interest earnings on its average collected balances and the value of the City's estimated annualized fees for the required services.

FINANCIAL IMPACT:

For the proposal ranked highest by the proposal evaluation team, from Pinnacle Financial Partners of Nashville, Tennessee, the City estimates annualized interest earnings of \$83,573 on the City's average collected balances and estimated annualized fees of \$41,689 for the required services. Regarding the fee component of the proposed pricing, for fiscal year 2022, both the Finance Department as well as the Revenue Management Division of the Administration Department budget \$22,000 each (for a total of \$44,000) out of the General Fund for banking services. Regarding the interest earnings component of the proposed pricing, the interest rate proposed by Pinnacle Bank is 0.41% which compares with the interest rate of 1.00% established the last time (in 2017) the City sought competitive proposals for banking services. The budget for fiscal year 2023, which is the first fiscal year to which this procurement would apply, has not yet been approved.

RECOMMENDATION:

Staff recommends that the City accept, contingent upon Law Department and City Administrator approval of City Contract No. 2022-0052, the proposal ranked highest by the proposal evaluation team, from Pinnacle Financial Partners of Nashville, Tennessee, in the estimated annual amounts of \$83,573 for interest earnings on the City's average collected balances and \$41,689 for fees for the required services, and award this procurement to this proposer. The City's Purchasing Manager believes the prepared solicitation documents as distributed allowed for competition among multiple service providers, and that the staff recommendation appears to be made in a fair and impartial manner based upon the proposals received. Pursuant to authority previously granted by the Board of Mayor and Aldermen, Contract No. 2022-0052 has been prepared for execution by the City Administrator pending approval by the Board of Mayor and Aldermen of the staff recommendation to accept the proposal from and award the procurement to Pinnacle Financial Partners.

City of Franklin, Tennessee
Tabulation of Submittals*

Purchasing Office Solicitation No.:		2022-014 (comprehensive banking services, including general banking and lockbox processing)					
Notice to proposers published in the <i>Williamson Herald</i> on:		1/20/22					
Number of potential proposers that were notified of / that submitted a proposal in response to this request for proposals:		22 / 3					
Date and time proposal due and publicly opened:		3/1/22 2:00 PM					
Present at opening of proposals:		Vickie Manning and Julia Suddath of Pinnacle Bank; Rachael DuVall, Suzanne Ward and Brian Wilcox of the City of Franklin Purchasing Office					
Target meeting of BOMA at which recommendation is scheduled to be considered:		4/26/22					
Proposals received from:	Does the proposal include all required documents?	Does the proposal take any exceptions to the City's procurement solicitation? / If so, how many?	Average points allocated by proposal evaluation team (out of a possible 100, utilizing evaluation criteria as listed in RFP):	Total estimated interest earnings on average collected balances, per year:	Total estimated fees for general banking and lockbox processing, per year:	Payment terms:	Proposal is offered through:
Pinnacle Financial Partners 150 3rd Avenue South Nashville, TN 37201 Vickie Manning Senior Vice President 615-744-3793 vickie.manning@pnfp.com	Yes	No	98.20	\$83,572.56	\$41,689.20	net 30 days	5/31/2022
U.S. Bank National Association 425 Walnut Street Cincinnati, Ohio 45202 Kim Mays Vice President, Senior Relationship Manager 937-329-1685 kim.mays@usbank.com	Yes	Yes (six sections of the City's Standard Procurement Terms and Conditions plus one section of the City's Indemnification Agreement)	65.20	\$33,632.88	\$74,784.36	net 30 days	9/1/2022
Wilson Bank & Trust 623 West Main St. Lebanon, TN 37088 Bill Coleman Vice President, Cash Management 615-443-6600 bcoleman@wilsonbank.com	Yes	No	67.96	\$10,191.84	\$44,334.48	net 30 days	7/1/2022

*Shaded submittal is the submittal scored highest by the interview team



File #: 21-02989

DATE: March 31, 2022
TO: Budget & Finance Committee
FROM: Kevin Townsel, Director of Human Resources
SUBJECT:

Budget Presentation - Human Resources

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the budget request for the Human Resources department for FY 2022-2023.

BACKGROUND/STAFF COMMENTS:

Each year, the Budget & Finance Committee reviews the detailed budget of each City Department. At the meetings in February, March, and April, departmental staff makes a presentation of the plans for the next budget cycle and the requested funding for those anticipated needs. This provides the Committee with an idea of the size and scope of budget requests that may be included in the City Administrator's proposed budget, which is typically delivered at the May committee meeting.

FINANCIAL IMPACT:

The financial impact varies by department, depending on the increase in population, the required services, equipment replacement needs, and program enhancements.

RECOMMENDATION:

Staff recommends review of the budget materials. No action is required.



City of Franklin, Tennessee
FY 2023 Operating Budget Request

Human Resources

KEVIN TOWNSEL, J.D.
DIRECTOR



City of Franklin, Tennessee - FY 2023 Budget Request

Human Resources

Slide 2

Outline

- Purpose of Department
- Organization Chart
- Base Budget Request
 - Personnel
 - Operations
 - Capital
- Program Enhancements
- Summary



City of Franklin, Tennessee - FY 2023 Budget Request

Human Resources

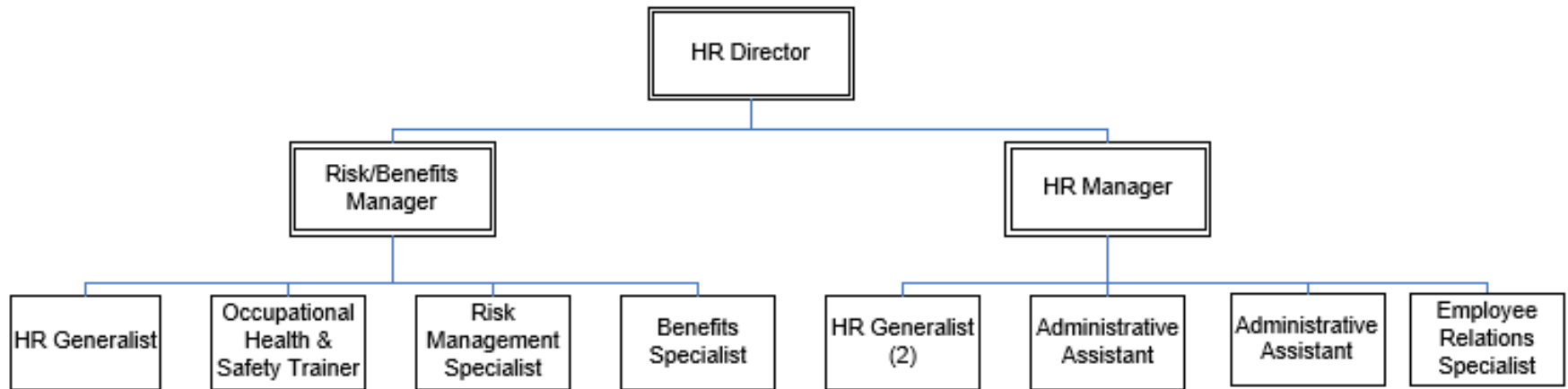
Slide 3

Purpose of Department

The Human Resources Department provides services to other City departments and the citizens of the City of Franklin. Those responsibilities include:

- City's recruitment, hiring and onboarding processes
- Administering the City's Defined Benefit, Defined Contribution Plan and TCRS
- Creating and implementing the personnel rules and regulations
- Managing the training of all City employees in OSHA regulations, Civil Treatment and other areas as required/needed
- Procuring and administering all Property and Casualty insurance
- Managing Safety Program for all City employees
- Managing employee benefits
- Conducting workplace investigations

Current Organization Chart



Base Budget Request: Personnel

The Personnel Base Budget Request for the Human Resources Department is \$1,260,730, which is a \$57,371 (4.8%) increase over 2021-2022 budget.

Human Resources request to increase the current number of Full-Time employees from 12 to 14 (cost is not included in the base budget request amount).

There are four Program Enhancements pertaining to Personnel.

- Addition of one (1) new Benefits Generalist
- Reclassification of the Benefits Specialist to a Benefits Supervisor
- Reclassification of one HR Generalist to a Risk/Benefits Analyst
- Addition of one (1) Organizational Development Specialist



City of Franklin, Tennessee - FY 2023 Budget Request

Human Resources

Slide 6

Base Budget Request: Operations

The Operations Base Budget Request is for the Human Resources Department is \$333,512*, which is a \$21,622 (6.9%) increase over the 2021-2022 budget.

The increase in budget is due in large part to Employee Recognition, Consultant Services and Professional Development.

**Total amount of budget includes interfund services reimbursements and lease/loan payments.*



City of Franklin, Tennessee - FY 2023 Budget Request

Human Resources

Slide 7

Program Enhancement Requests

The Human Resources Department has four (4) program enhancement requests.

Benefits Generalist	\$ 78,530
Reclass Benefits Specialist to Benefits Supervisor	\$ 4,773
Reclass HR Generalist to Risk/Benefits Analyst	\$ 0
Organizational Development Specialist	\$ 78,530
Supervisor Training	\$ 30,000
Total	<u>\$191,833</u>



City of Franklin, Tennessee - FY 2023 Budget Request

Human Resources

Summary

The Human Resources Department will continue the good work in FY 2022 serving our most important resource – our employees!

Highlights of the last year included:

- Department took the lead in gathering Covid medical advice and generating policies and procedures for our employees.
- Continued to offer flu shots, the annual health and wellness fair, lunch and learns, and several departmental contests.
- Second full year with near-site clinic services for employees and their dependents that reduced our employees out of pocket doctor's visit to \$20 per visit.
- We resumed the Management Fellow Program and hired a graduate student for the position.
- Implemented the Employee of the Quarter program to recognize our stellar employees.
- Recognized the hard work of our employees during Public Service Recognition Week.
- Conducted online employee trainings through Zoom and KnowledgeCity.
- Continued to recruit top talent for citywide positions.
- Continued to utilize an employee perks program called AccessPerks.



City of Franklin, Tennessee - FY 2023 Budget Request

Human Resources

Slide 9

SUMMARY OF COVID -19 Response Highlights

In consultation with Department Directors and under the guidelines of the CDC, the HR Dept. continued to use the *COF COVID Toolkit* to give structure and guidance to our employees and supervisors in a successful effort to reduce exposure to COVID-19. The toolkit includes protocols and policies that may arise in the workplace related to Covid, which include:

- Exposure Protocol
- Employee Test Positive Checklist
- Returning to Work

Setup testing sites for employees with same day tests results

The City primarily uses a company that allows PCR tests to come back same day. For calendar year 2021, the City had 366 tests, 236 of those tests we did in-house via Resolve Self Tests.



City of Franklin, Tennessee

FY 2023 Operating Budget

Human Resources

Kevin G. Townsel, J.D., Director

Budget Summary

	2020 Actual	2021 Actual	2022		2023 Budget	2021 v. 2022	
			Budget	EOY		\$	%
Personnel	1,119,992	1,081,775	1,203,359	1,248,807	1,260,730	57,371	4.8%
Operations	150,506	66,505	311,890	253,091	333,512	21,622	6.9%
Capital	0	0	0	0	0	0	0.0%
Total	1,270,498	1,148,280	1,515,249	1,501,898	1,594,242	78,993	5.2%

Departmental Summary

The goal of the Human Resources Department is to administer a comprehensive human resources program for all City of Franklin employees.

Functions include

- (1) recruitment, testing, selection and orientation of new employees,
- (2) procurement and administration of the comprehensive fringe benefit package,
- (3) review, update and implementation of the Human Resources Policies and Procedures,
- (4) classification and compensation administration,
- (5) employee and supervisory training, and
- (6) procurement and administration of all lines of risk insurance.

Assistance is provided to department heads and supervisors to assure fairness and consistency among hiring and promotional practices, disciplinary and termination practices and for day-to-day policy

COVID-19 Response & Impact

The City of Franklin Human Resources Department has dedicated numerous hours, several resources, and thousands of dollars in response to the COVID-19 pandemic.

The Human Resources team has worked closely with testing facilities to schedule employees for Covid-19 tests. The City primarily uses a company that allows PCR tests to come back same day. For calendar year 2021, the City had 366 tests, 236 of those tests we did in-house via Resolve Self Tests. The City has arranged for COVID-19 tests for all new hires and any employee who has been exposed to COVID-19, inside or outside the workplace.

The Human Resources Department has continued to update several policies and protocols for handling COVID-19 in the workplace as the CDC makes changes. These policies include a Travel Policy, Exposure & Testing Protocols, Protocol to Resume Onsite Operations, Supervisor Checklists, Employee Positive Checklist, Returning to Work Protocols, as well as flow charts for each protocol.

The Human Resources Department is also responsible for all contact tracing for the City. The HR team has selected departments that they work closely with to answer any Covid related questions or concerns.



City of Franklin, Tennessee

FY 2023 Operating Budget

Human Resources

Kevin G. Townsel, J.D., Director

FY 2022 Accomplishments

- The HR Department took the lead in gathering COVID medical advice and generating policies and procedures for our employees.
- The Department did contact tracing for each known COVID work exposure for our employees. We provided opportunities for employees to get vaccinated and generated policies that offered continued compensation of our employees who tested positive for COVID.
- The City has received \$643,278 in pharmacy rebates in the past 12 months which will directly reduce the total medical plan expenditures.
- We resumed the Management Fellow Program and hired a graduate student for the position.
- First full year with a near-site clinic services for employees and their dependents that reduced our employees out of pocket doctor's visit to \$20 per visit.
- The Human Resources Department believes that health and wellness is an important component of maintaining sustainable communities. This year, we offered flu shots, held the annual health and wellness fair virtually, hosted lunch and learns, offered ELDOA remote classes, and offered a number of departmental contests.
- The City of Franklin continues to use the annual evaluation cycle through Trakstar, a paperless system. Trakstar enables supervisors and employees to record performance issues in real time allowing immediate feedback. Trakstar is also used for inputting employee goals and allows that employee to track and complete their progress of each goal. Since implementing Trakstar, we have noticed an increase in employee participation and many departments have encouraged their employees to use the system regularly.
- The Human Resources department continues to utilize an employee perks program called AccessPerks. It allows employees to log on via a created username and password to have access to discounted products such as clothing, entertainment, restaurants, vacation packages, etc.



City of Franklin, Tennessee

FY 2023 Operating Budget

Performance Measures

The City of Franklin has established **FranklinForward : A Vision for 2033**. This Strategic Plan has specific and demonstrable objectives for each department which, when achieved individually, will cohesively move Franklin forward to meet the challenges and demands of the future.

Each budget has a series of performance measures and benchmarks attached to it which demonstrate the workload, effectiveness and outcome of taxpayer support for the annual operations of the City of Franklin and its pursuit of the goals of the Strategic Plan. Together, these measures demonstrate a proper and diligent use of taxpayer dollars in the pursuit of a greater community.



FranklinForward : A Vision for 2033 | Objectives for Developing a Strategic Plan

Related Theme: An Effective and Fiscally Sound City Government Providing High Quality Service

The City of Franklin will have a talented, diverse, and engaged workforce.

Goal: To attract talented workers, the City of Franklin's salaries will target to the 70th percentile of the equivalent job expectations as reflected in the marketplace.

Baseline: 2012 average salary is 92.1% of target market index.

Goal: To actively recruit and retain a workforce representative of the community.

Baseline: 2012 demographic employment profile for City of Franklin: 21% female (City population average is 52%); 6.6% minority (15.6% for city population). City data based on 2010 U.S. Census data. Minority includes all census group classifications which was 9,774 of 62,487 population.

Franklin will develop a Continuous Improvement Program using quantitative and qualitative methods to improve the effectiveness, efficiency and safety of service delivery processes and systems.

Goal: To have a safe and healthy workplace.

Baseline: 69 Franklin employees had accidents in FY2013.

Number of lost work days by employees in FY2013 was 158.

Goal: To have effective training and development objectives within every employee's work plan.

Baseline: Number of credit hours reimbursed for employees in FY 2013 was 345.

Key:	
Strategic Plan: FranklinForward	
Benchmarking Alliance of Tennessee	

Workload (Output) Measures

	2019	2020	2021	2022*	2023*
Organization-Wide					
Number of Budgeted Positions Full-Time	738	749	733	757	765
 Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Number of Budgeted Positions Part-Time	31	31	23	24	26
Employee Turnover for Full-Time Positions (Not Including Retirees)	7.0%	6.5%	7.0%	10.0%	10.0%
Number of Vacancies Advertised Externally **	108	44	75	136	150
Number of External Applications Processed	4,200	2,524	4,000	9,608	11,000
Average Number of Applications per Advertised External	80	57.36	53.33	70.64	75
Average Number of Days to Fill a Position Advertised	40	68	60	66	65
Number of new employees hired	93	40	70	82	100
Number of new hires that were from within ranks (promoted)	55	23	50	49	55
OSHA 300 log recordable injuries or illnesses	25	19	20	25	20
Workers' compensation claims	54	53	53	121	110
Human Resources Department Statistics					



City of Franklin, Tennessee

FY 2023 Operating Budget

Performance Measures

Total number of FTEs	12	12	12	12	14
Human Resources Staff per 100 Employees	1.56	1.54	1.59	1.54	1.77
Applications processed Internal & External	4,500	2,692	4200	9815	11500
Requisitions approved Internal & External	128	54	68	125	135
Total HR Department Expenditures	\$ 1,151,251	\$ 1,270,498	\$ 1,148,280	\$ 1,515,249	\$ 1,594,242
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD

**includes postings with multiple vacancies

Efficiency Measures

	2019	2020	2021	2022*	2023*
Human Resources Cost per Total FTE (City -Wide)	\$ 1,497.08	\$ 1,628.84	\$ 1,518.89	\$ 1,940.14	\$ 2,015.48
Workers Compensation Paid per Policy Year	NA	NA	\$23,762.65	\$27,913.83	\$ 32,798.75

Outcome (Effectiveness) Measures

	2019	2020*	2021	2022*	2023*
City of Franklin's salaries will target to the 70th percentile of the equivalent job expectations as reflected in the marketplace.					
Current Franklin	TBD	TBD	TBD	TBD	TBD
Target	70.0%	70.0%	70.0%	70.0%	70.0%
Meets Target?	TBD	TBD	TBD	TBD	TBD
Actively recruit and retain a workforce representative of the community.					
% of Employees Female	22.0%	20.7%	21.5%	19.8%	22.0%
% of Franklin Female	52.2%	52.6%	52.6%	55.0%	58.0%
Meets Target?	No	No	No	No	No
% of Employees Minority	8.0%	7.9%	8.5%	10.4%	13.0%
% of Franklin Minority	15.7%	22.7%	22.7%	27.0%	32.0%
Meets Target?	No	No	No	No	No
Franklin will develop a Continuous Improvement Program using quantitative and qualitative methods to improve the effectiveness, efficiency and safety of service delivery processes and systems.					
# of employees who had accidents	128	74	70	^	^
# Number of lost work days by employees	40	283	150	^	^
Meets Target?	TBD	TBD	TBD	TBD	TBD
# of credit hours reimbursed for employees	214	185	230	^	^

*2022 and 2023 estimated.

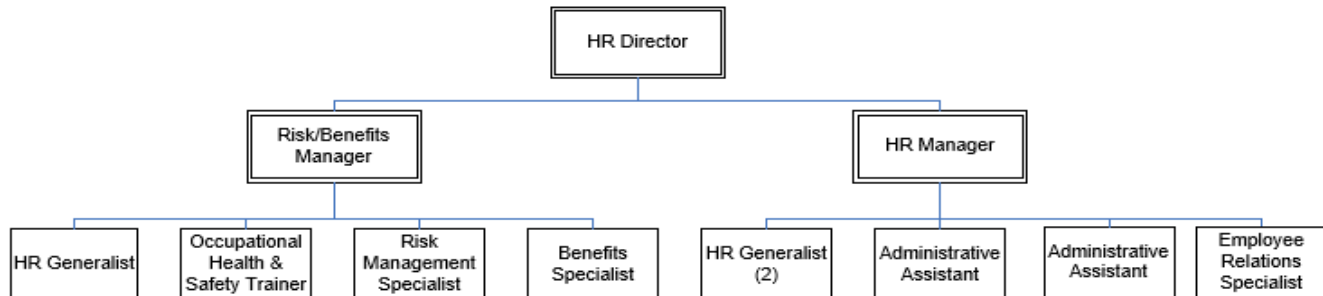
^ No data forecast. It is the practice of the HR Department to not forecast accident data.



City of Franklin, Tennessee

FY 2023 Operating Budget

Organizational Chart (Current)



Note: For detailed counts and authorized positions, please see table below entitled "Staffing by Position"

Staffing by Position

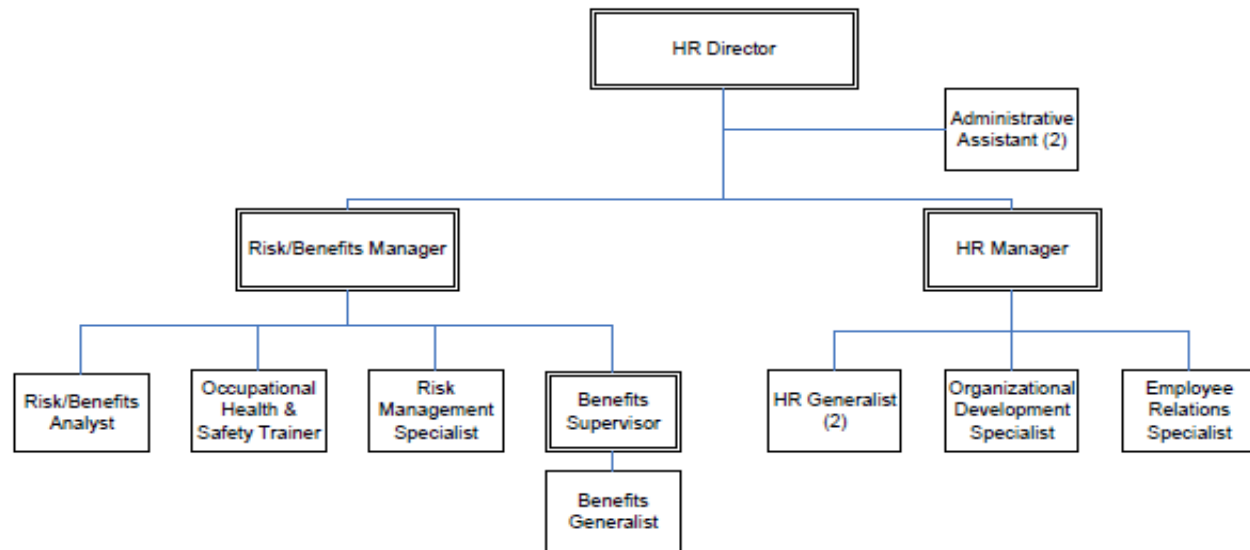
Position	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Director of Human Resources	Grade M	1	0	1	0	1	0	1	0	1	0
Risk/Benefits Manager	Grade K	1	0	1	0	1	0	1	0	1	0
HR Manager	Grade J	1	0	1	0	1	0	1	0	1	0
Benefits Specialist	Grade I	0	0	1	0	1	0	1	0	1	0
Risk Management Specialist	Grade I	0	0	1	0	1	0	1	0	1	0
Occupational Health & Safety Trainer	Grade H	1	0	1	0	1	0	1	0	1	0
Safety Coordinator	Grade H	1	0	0	0	0	0	0	0	0	0
Employee Relations Specialist	Grade G	1	0	1	0	1	0	1	0	1	0
HR Generalist	Grade G	4	0	3	0	3	0	3	0	3	0
Administrative Assistant	Grade D	2	0	2	0	2	0	2	0	2	0
TOTALS		12	0	12	0	12	0	12	0	12	0



City of Franklin, Tennessee

FY 2023 Operating Budget

Organizational Chart (Proposed)



Note: For detailed counts and authorized positions, please see table below entitled "Staffing by Position"

Staffing by Position

Position	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Director of Human Resources	Grade M	1	0	1	0	1	0	1	0	1	0
Risk/Benefits Manager	Grade K	1	0	1	0	1	0	1	0	1	0
HR Manager	Grade J	1	0	1	0	1	0	1	0	1	0
Benefits Supervisor	Grade J	0	0	0	0	0	0	0	0	1	0
Benefits Specialist	Grade I	0	0	1	0	1	0	1	0	0	0
Risk Management Specialist	Grade I	0	0	1	0	1	0	1	0	1	0
Occupational Health & Safety Trainer	Grade H	1	0	1	0	1	0	1	0	1	0
Safety Coordinator	Grade H	1	0	0	0	0	0	0	0	0	0
Employee Relations Specialist	Grade G	1	0	1	0	1	0	1	0	1	0
Benefits Generalist	Grade G	0	0	0	0	0	0	0	0	1	0
Organizational Development Specialist	Grade G	0	0	0	0	0	0	0	0	1	0
HR Generalist	Grade G	4	0	3	0	3	0	3	0	2	0
Risk/Benefits Analyst	Grade G	0	0	0	0	0	0	0	0	1	0
Administrative Assistant	Grade D	2	0	2	0	2	0	2	0	2	0
TOTALS		12	0	12	0	12	0	12	0	14	0



City of Franklin, Tennessee

FY 2023 Operating Budget

Budget

	Actual 2020	Actual 2021	Budget 2022	EOY 2022	Budget 2023	Difference	
						\$	%
Personnel							
Salaries & Wages	838,170	803,861	892,348	921,034	892,809	461	0.1%
Employee Benefits	281,822	277,914	311,011	327,773	367,921	56,910	18.3%
Total Personnel	1,119,992	1,081,775	1,203,359	1,248,807	1,260,730	57,371	4.8%
Operations							
Transportation Services	2,538	1,523	4,100	2,600	4,100	-	0.0%
Operating Services	3,194	10,809	3,100	2,150	3,600	500	16.1%
Notices, Subscriptions, etc.	11,701	14,001	22,550	14,050	27,050	4,500	20.0%
Utilities	7,505	7,832	8,400	8,100	8,750	350	4.2%
Contractual Services	109,214	75,503	165,218	162,000	170,500	5,282	3.2%
Repair & Maintenance Services	6,282	2,980	6,000	6,000	6,250	250	4.2%
Employee Programs	229,453	197,379	298,750	246,750	287,250	(11,500)	-3.8%
Professional Development/Travel	19,374	5,309	27,875	27,875	44,975	17,100	61.3%
Office Supplies	18,339	8,477	28,000	26,000	28,000	-	0.0%
Operating Supplies	2,627	2,753	4,500	4,000	5,250	750	16.7%
Fuel & Mileage	2,466	2,089	3,500	3,500	3,500	-	0.0%
Machinery & Equipment (<\$25,000)	30,405	10,173	42,750	42,750	42,750	-	0.0%
Repair & Maintenance Supplies	230	-	570	570	570	-	0.0%
Operational Units	-	-	-	-	-	-	0.0%
Property & Liability Costs	8,589	18,216	9,687	19,856	20,350	10,663	110.1%
Rentals	98	-	-	-	-	-	0.0%
Other Business Expenses	-	-	580	580	581	1	0.2%
Interfund Reimbursements	(301,509)	(290,539)	(313,690)	(313,690)	(319,964)	(6,274)	2.0%
Total Operations	150,506	66,505	311,890	253,091	333,512	21,622	6.9%
Total Human Resources	1,270,498	1,148,280	1,515,249	1,501,898	1,594,242	78,993	5.2%

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Fore cast 2023	Fore cast 2024	Fore cast 2025
		Personnel										
!	81110	REGULAR PAY	803,911	836,466	860,647	801,560	921,236	323,643	916,546	923,526	969,702	1,018,187
-	81120	OVERTIME PAY	1,796	1,704	1,500	2,301	1,530	1,578	4,488	1,607	1,687	1,772
	81199	VACANCY ADJUSTMENT			(29,712)		(30,418)			(32,323)	(33,940)	(35,637)
=	XWAGE	TOTAL WAGES	805,707	838,170	832,435	803,861	892,348	325,221	921,034	892,809	937,449	984,322
=	81410	FICA (EMPLOYER'S SHARE)	58,850	61,037	66,954	58,595	67,908	23,828	67,292	70,773	74,312	78,027
-	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	134,642	151,570	158,000	146,978	162,943	28,403	170,420	209,585	230,544	253,598
	81422	NEAR-SITE CLINIC				4,825	5,000	1,040	6,775	4,980	5,478	6,026
-	81425	VISION PREMIUMS	941	1,117	1,105	1,036	1,103	195	1,169	1,322	1,454	1,600
=	81430	DENTAL INSURANCE PREMIUMS	11,051	12,954	13,468	7,250	7,868	1,406	8,437	8,757	9,195	9,655
	81431	FSA ADMINISTRATION				115	115	48	115	115	115	115
=	81433	GROUP INSURANCE PREMIUMS				4,888	5,161	1,743	5,188	5,097	5,352	5,619
=	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(32,030)	(31,552)	(33,195)	(24,864)	(28,158)	(9,062)	(27,093)	(33,774)	(36,814)	(40,127)
	81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	6,000	8,200	6,000		6,000	8,000	8,000	6,000	6,000	6,000
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS				(3,943)	(4,553)	(1,436)	(4,721)	(4,780)	(5,019)	(5,270)
-	81444	EE VISION INSURANCE CONTRIBUTIONS				(193)	(211)	(70)	(226)	(251)	(264)	(277)
!	81450	RETIREMENT CONTRIBUTIONS	36,803	37,657	44,299	44,920	47,452	23,975	48,491	50,716	55,788	61,366
	81455	DEFERRED COMP MATCH	35,750	21,705	14,078	15,235	14,216	5,622	16,412	4,007	4,208	4,418
	81456	TCS CONTRIBUTIONS (CITY)		16,690	24,225	20,938	24,056	8,376	24,584	42,334	46,568	51,225
	81470	WORKERS COMPENSATION PREMIUMS	2,495	2,352	2,756	2,134	2,111	2,664	2,930	3,039	3,191	3,350
	81482	CAR ALLOWANCE	92	92								
=	XBEN	TOTAL BENEFITS	254,594	281,822	297,690	277,914	311,011	94,732	327,773	367,921	400,108	435,325
=	XPER	TOTAL PERSONNEL	1,060,301	1,119,992	1,130,125	1,081,775	1,203,359	419,953	1,248,807	1,260,730	1,337,557	1,419,647
		Operations										
	82110	MAILING & OUTBOUND SHIPPING SERVICES	2,114	2,484	3,000	1,469	3,000	349	1,500	3,000	3,000	3,000
!	82120	FREIGHT FOR INBOUND PURCHASED ITEMS			1,000		1,000		1,000	1,000	1,000	1,000
	82130	VEHICLE LICENSES & TITLES	45	54	100	54	100		100	100	100	100
=	XTRC	TOTAL TRANSPORTATION CHARGES	2,159	2,538	4,100	1,523	4,100	349	2,600	4,100	4,100	4,100
!	82210	PRINTING & COPYING SERVICES, OUTSOURCED	509	1,582	1,000	737	1,000	257	550	1,000	1,000	1,000
	82240	TRANSCRIPTION FEES			100		100		100	100	100	100
	82250	TESTING & PHYSICALS	2,298	1,027	2,300	9,715	1,500	11,700	1,000	2,000	2,000	2,000
	82299	OTHER OPERATING SERVICES	87	585	500	357	500	39	500	500	500	500
=	XOPSV	TOTAL OPERATING SERVICES	2,894	3,194	3,900	10,809	3,100	11,996	2,150	3,600	3,600	3,600
!	82310	LEGAL NOTICES	543	57	1,500		800		450	800	800	800
	82350	DUES FOR MEMBERSHIPS	7,482	8,667	7,500	9,187	7,500	946	3,000	7,500	7,500	7,500
!	82355	PROFESSIONAL STANDARDS / ACCREDITATION	4,013	300	4,000	84	4,000		1,500	4,000	4,000	4,000
	82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)	270	50								
!	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)				395		2,141	3,000	3,500	4,000	4,500
	82371	EMERGENCY RELIEF				1,955						
!	82373	RECRUITMENT	8,504	2,627	10,000	2,380	10,000	1,089	6,000	11,000	12,000	12,000
	82390	PUBLICATIONS, NON-TRAINING	36		250		250	1	100	250	250	250
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	20,848	11,701	23,250	14,001	22,550	4,177	14,050	27,050	28,550	29,050
!	82450	TELEPHONE SERVICE	1,040	1,003	1,200	1,003	1,300	265	1,000	1,400	1,400	1,400
	82451	800 MHZ ACCESS LINE SERVICE	95	1	100		100		100	100	100	100
!	82455	CELLULAR TELEPHONE SERVICE	3,872	4,489	5,500	4,406	5,750	874	3,500	6,000	6,000	6,000

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Fore cast 2023	Fore cast 2024	Fore cast 2025
	82470	INTERNET & RELATED SERVICES	1,476	2,012	1,250	2,387	1,250	610	3,500	1,250	1,250	1,250
	82483	CONNECTION CHARGES				36						
=	XUTIL	TOTAL UTILITIES	6,483	7,505	8,050	7,832	8,400	1,749	8,100	8,750	8,750	8,750
!+	82510	COMPUTER SERVICES	4,101	13,584	12,468	14,056	12,468	1,080	12,500	12,000	12,000	12,000
	1	Kronos										
	2	HRIS - Kronos Cloud Hosting										
	3	Various	4,101	9,870	12,000	14,056	12,000	1,080	12,500	12,000	12,000	12,000
	4	Trakstar										
	5	Survey Monkey			348		348					
	6	Talentwise			70		70					
	7	Taleo Business Connect			50		50					
	8	FY 2020 PER - Online Training Program		3,714								
	*	Amount missing from detail										
	82520	LEGAL SERVICES	4,800	10,010	12,000	1,200	12,000		10,000	12,000	12,000	12,000
+	82560	CONSULTANT SERVICES	55,722	85,292	105,000	51,333	137,500	42,693	137,500	143,000	143,000	143,000
	1	Property Appraisals: Municipal Buildings			10,000		10,000		10,000	10,000	10,000	10,000
	2	Benefits Consultant			60,000		65,000	32,667	65,000	70,000	70,000	70,000
	3	Burris Thompson			25,000		27,500		27,500	28,000	28,000	28,000
	4	Actuarial Services			10,000		10,000	10,000	10,000	10,000	10,000	10,000
	5	Various	55,722	85,292		51,333		27				
!	6	Online Employee Training Services					25,000		25,000	25,000	25,000	25,000
	*	Amount missing from detail					(1)					
	82599	OTHER CONTRACTUAL SERVICES	1,951	328	3,000	8,914	3,250	8,812	2,000	3,500	3,500	3,500
=	XCTS	TOTAL CONTRACTUAL SERVICES	66,574	109,214	132,468	75,503	165,218	52,585	162,000	170,500	170,500	170,500
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	2,905	3,581	2,750	1,668	2,750	1,651	2,750	2,750	2,750	2,750
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	2,597	2,184	3,000	1,159	3,250	654	3,250	3,500	3,500	3,500
!	82660	BUILDING REPAIR & MAINTENANCE SERVICES	105									
	82699	OTHER REPAIR & MAINTENANCE SERVICES		517		153						
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	5,607	6,282	5,750	2,980	6,000	2,305	6,000	6,250	6,250	6,250
	82720	TUITION ASSISTANCE PROGRAM	101,702	97,086	135,000	74,342	135,000	32,429	90,000	100,000	100,000	100,000
	82730	EMPLOYEE ASSISTANCE PROGRAM	12,978	18,006	20,000	17,316	25,000	8,472	18,000	25,000	25,000	25,000
!+	82740	EMPLOYEE WELLNESS PROGRAM	21,104	15,167	38,250	22,261	36,750	(3,513)	36,750	38,250	38,250	38,250
	1	Flu Shots			7,000		7,000		7,000	7,000	7,000	7,000
	10	Other Wellness programs/events			10,000		10,000		10,000	10,000	10,000	10,000
	2	Health Screenings			1,500					1,500	1,500	1,500
	4	Health Fair			6,000		6,000		6,000	6,000	6,000	6,000
!	5	Various	21,104	2,837	5,750	22,261	5,750	(3,513)	5,750	5,750	5,750	5,750
	6	Fitness Center - Comcast			500		500		500	500	500	500
	7	Fitness Center - Fitness Direct Contract			1,000		1,000		1,000	1,000	1,000	1,000
	8	Fitness Center - repairs			1,500		1,500		1,500	1,500	1,500	1,500
	9	Fitness Center - Equipment		12,330	5,000		5,000		5,000	5,000	5,000	5,000
	*	Amount missing from detail										
+	82750	EMPLOYEE RECOGNITION/RECEPTIONS	17,239	25,338	20,000	40,970	20,000	4,167	20,000	40,000	40,000	40,000
	1	Holiday Breakfast								10,000	10,000	10,000
	2	Employee Appreciation Events (2)								10,000	10,000	10,000
	3	Misc. Other Recognition/Receptions	17,239	25,338	20,000	40,970	20,000	4,167	20,000	20,000	20,000	20,000
	*	Amount missing from detail										
!+	82760	SAFETY PROGRAMS	29,743	45,149	37,000	42,065	37,000	8,017	37,000	39,000	39,000	39,000
	1	Health and Safety Fair					6,000		6,000	6,000	6,000	6,000
	2	Safety Incentive Program					5,000		5,000	5,000	5,000	5,000
	3	Technical Training: Confine d Space					5,000		5,000	5,000	5,000	5,000
	4	Samba Drivers License Monitoring					10,000		10,000	10,000	10,000	10,000

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Fore cast 2023	Fore cast 2024	Fore cast 2025
	5	TN Workers Comp Law Change Posting Updates					2,500		2,500	2,500	2,500	2,500
	6	IA Pro/Blue team (internal risk reporting)										
	7	Various	29,743	45,149	37,000	42,065	3,500	8,017	3,500	10,500	10,500	10,500
	8	Covid Test					5,000		5,000			
	*	Amount missing from detail										
	82780	TRAINING, OUTSIDE	2,098	1,818	30,000	425	30,000	1,239	30,000	30,000	30,000	30,000
+	82790	TRAINING, IN-HOUSE	12,162	26,889	22,500		15,000		15,000	15,000	25,000	25,000
	1	Various	12,162		12,500		10,000		10,000	10,000	20,000	20,000
	2	FY 2019 PER - Civil Treatment Materials			10,000		5,000		5,000	5,000	5,000	5,000
	3	FY 2020 PER - Supervisor Training		26,889								
	*	Amount missing from detail										
=	XEPG	TOTAL EMPLOYEE PROGRAMS	197,026	229,453	302,750	197,379	298,750	50,811	246,750	287,250	297,250	297,250
!	82810	REGISTRATIONS	12,091	11,661	14,500	2,583	15,000	460	15,000	20,500	20,500	20,500
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	655	563	1,200		1,300	261	1,300	1,400	1,400	1,400
!	82830	AIR TRAVEL	898	2,990	3,500	1,014	3,500	70	3,500	7,000	7,000	7,000
!	82840	LODGING	9,121	3,368	6,000	1,712	6,000	1,228	6,000	14,000	14,000	14,000
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	1,682	609	2,000		2,000	655	2,000	2,000	2,000	2,000
	82890	OTHER TRAVEL EXPENSES	60	183	75		75	27	75	75	75	75
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	24,507	19,374	27,275	5,309	27,875	2,701	27,875	44,975	44,975	44,975
	83110	OFFICE SUPPLIES	9,216	7,272	9,500	4,102	9,500	865	7,500	9,500	9,500	9,500
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	258	351	1,000	416	1,000		1,000	1,000	1,000	1,000
	83130	EMPLOYEE BENEVOLENCE ITEMS	391	1,220	2,500	270	2,500		2,500	2,500	2,500	2,500
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	9,135	9,496	15,000	3,689	15,000	7,994	15,000	15,000	15,000	15,000
=	XOPS	TOTAL OFFICE SUPPLIES	19,000	18,339	28,000	8,477	28,000	8,859	26,000	28,000	28,000	28,000
!	83210	TRAINING SUPPLIES	138	658	1,500		1,750		1,750	2,000	2,000	2,000
	83250	SAFETY SUPPLIES		1,408		1,517						
	83260	UNIFORMS PURCHASED		561	750	187	750	292	750	750	750	750
!	83299	OTHER OPERATING SUPPLIES	22		2,000	1,049	2,000	61	1,500	2,500	2,500	2,500
=	XOPS	TOTAL OPERATING SUPPLIES	160	2,627	4,250	2,753	4,500	353	4,000	5,250	5,250	5,250
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	2,830	2,466	3,500	2,089	3,500	561	3,500	3,500	3,500	3,500
=	XFUEL	TOTAL FUEL & MILEAGE	2,830	2,466	3,500	2,089	3,500	561	3,500	3,500	3,500	3,500
!	83510	FURNITURE, FIXTURES (<\$25,000)	6,688	8,807	6,500		4,000		4,000	4,000	4,000	4,000
+	83530	MACHINERY & EQUIPMENT (<\$25,000)	89	11,421								
	1	2014 - Copier (\$16,000 to lease)										
	2	Line Item 2	89									
	3	FY 2020 PER - Copier		11,421								
	*	Amount missing from detail										
	83540	COMPUTER HARDWARE (<\$25,000)	6,644	9,974	6,750	10,048	6,750		6,750	6,750	6,750	6,750
+	83550	COMPUTER SOFTWARE (<\$25,000)	12,572	203	32,000	125	32,000	100	32,000	32,000	32,000	32,000
	1	Various	12,572		15,000	125	15,000	100	15,000	15,000	15,000	15,000
	2	FY 2019 PER - Track Certificates of Insurance			12,000		12,000		12,000	12,000	12,000	12,000
	3	1095 Software		203	5,000		5,000		5,000	5,000	5,000	5,000
	*	Amount missing from detail										
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	25,993	30,405	45,250	10,173	42,750	100	42,750	42,750	42,750	42,750
	83620	EQUIPMENT PARTS & SUPPLIES	110	230	570		570		570	570	570	570
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	110	230	570		570		570	570	570	570
	84610	CITY SPONSORED TRAINING PROGRAM	62									
=	XOPU	TOTAL OPERATIONAL UNITS	62									

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Fore cast 2023	Fore cast 2024	Fore cast 2025
	85110	PROPERTY INSURANCE	1,193	1,095	1,315	1,079	1,138	1,118	1,118	1,174	1,233	1,294
	85111	FRAUD INSURANCE	869	985	958	1,311	2,395	2,395	2,395	2,515	2,640	2,773
	85112	INLAND MARINE INSURANCE	660	661	728	682	717	717	717	753	790	830
	85113	AUTO PHYSICAL DAMAGE	142	132	157	133	143	154	154	162	170	178
!	85115	LIABILITY INSURANCE	6,700	1,128	7,386	1,134	1,221	1,220	1,220	1,281	1,345	1,412
	85116	E&O LIABILITY INSURANCE	2,045	2,255	2,255	1,429	1,571	1,571	1,571	1,650	1,732	1,819
	85117	VEHICLE LIABILITY INSURANCE	6,035	1,335	6,654	1,435	1,474	1,654	1,654	1,737	1,824	1,915
	85119	UMBRELLA LIABILITY	803	948	885	1,013	1,028	1,027	1,027	1,078	1,132	1,189
	85123	PHYSICAL DAMAGE CLAIMS/DEDUCTIBLES	(241)									
	85140	SURETY/NOTARY BONDS		50		10,000		10,000	10,000	10,000	10,000	10,000
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	18,206	8,589	20,338	18,216	9,687	19,856	19,856	20,350	20,866	21,410
	85260	VEHICLE RENTAL (INSIDE WILLIAMSON COUNTY)		98								
=	XRENT	TOTAL RENTALS		98								
	85990	MISCELLANEOUS			570		580	21	580	581	581	581
=	XOBE	TOTAL OTHER BUSINESS EXPENSES			570		580	21	580	581	581	581
	87510	REIMB OF INTERFUND SERVICES	(301,509)	(301,509)	(307,539)	(290,539)	(313,690)	(313,690)	(313,690)	(319,964)	(326,363)	(332,890)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(301,509)	(301,509)	(307,539)	(290,539)	(313,690)	(313,690)	(313,690)	(319,964)	(326,363)	(332,890)
=	XOP	TOTAL OPERATIONS	90,950	150,506	302,482	66,505	311,890	(157,267)	253,091	333,512	339,129	333,646
		Capital										
=	XTOT	TOTAL EXPENDITURES	1,151,251	1,270,498	1,432,607	1,148,280	1,515,249	262,686	1,501,898	1,594,242	1,676,686	1,753,293



City of Franklin, Tennessee

FY 2023 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Human Resources						
1	New Benefits Generalist	\$ 60,408	\$ 18,122	\$ -	\$ 78,530	
2	Reclass: Benefits Specialist to Benefits Supervisor	\$ 4,273	\$ 500	\$ -	\$ 4,773	
3	Reclass: HR Generalist to Risk/Benefits Analyst	\$ -	\$ -	\$ -	\$ -	
4	New Organizational Development Specialist	\$ 60,408	\$ 18,122	\$ -	\$ 78,530	
5	Supervisor Training	\$ -	\$ -	\$ 30,000	\$ 30,000	
Total		\$ 125,088	\$ 36,745	\$ 30,000	\$ 191,833	\$ -
<i>+2FTE</i>						
Total G/F Requests		\$ 125,088	\$ 36,745	\$ 30,000	\$ 191,833	\$ -

FranklinForward Allocations



A Safe, Clean, Livable City \$ -



A Effective and Fiscally Sound City Government Providing High Quality \$ 191,833



Quality Life Experiences \$ -



Sustainable Growth & Economic Prosperity \$ -

Totals \$ 191,833

Traditional Allocations



Personnel \$ 161,833



Operations \$ 30,000



Equipment \$ -



Capital \$ -

Total \$ 191,833

FY 2023 Program Enhancements

Purpose: Use this form to spell out your request for additional personnel and/or program and create a prioritized list.

REQUESTED PROGRAM ENHANCEMENT

PURPOSE / DESCRIPTION OF R	
1	1.1
2	2.1
3	3.1
4	4.1
5	5.1
6	6.1
7	7.1
8	8.1
9	9.1
10	10.1
11	11.1
12	12.1
13	13.1
14	14.1
15	15.1
16	16.1
17	17.1
18	18.1
19	19.1
20	20.1
21	21.1
22	22.1
23	23.1
24	24.1
25	25.1
26	26.1
27	27.1
28	28.1
29	29.1
30	30.1
31	31.1
32	32.1
33	33.1
34	34.1
35	35.1
36	36.1
37	37.1
38	38.1
39	39.1
40	40.1
41	41.1
42	42.1
43	43.1
44	44.1
45	45.1
46	46.1
47	47.1
48	48.1
49	49.1
50	50.1
51	51.1
52	52.1
53	53.1
54	54.1
55	55.1
56	56.1
57	57.1
58	58.1
59	59.1
60	60.1
61	61.1
62	62.1
63	63.1
64	64.1
65	65.1
66	66.1
67	67.1
68	68.1
69	69.1
70	70.1
71	71.1
72	72.1
73	73.1
74	74.1
75	75.1
76	76.1
77	77.1
78	78.1
79	79.1
80	80.1
81	81.1
82	82.1
83	83.1
84	84.1
85	85.1
86	86.1
87	87.1
88	88.1
89	89.1
90	90.1
91	91.1
92	92.1
93	93.1
94	94.1
95	95.1
96	96.1
97	97.1
98	98.1
99	99.1
100	100.1

Page 33 of 262

SERVICE IMPLICATION
No service implication.

Request Form

Department Priority: 1 of 5

1650 HUMAN RESOURCES

Sound City Government Providing High Quality Service

New Benefits Generalist

rams. We will work with you to tally the requests and

Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
\$60,408	\$60,408
	\$0
\$18,122	\$18,122
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
\$78,530	\$78,530

REQUEST

enefits Supervisor. The creation of this position
onal work flow created by the growth of the City's



Click the *INSTRUCTIONS* tab at the bottom of the

FY 2023 Program Enhancer

	Intended Year:	2023
	Department:	4
	Division:	
	FranklinForward Theme:	An Effective and Fiscally S
	Title:	Reclassify One (1)

Purpose: Use this form to spell out your request for additional personnel and/or program and create a prioritized list.

REQUESTED PROGRAM ENHANCEMENT	
Account Description	One-Time Cost (FY23 Only)
Compensation	
Benefits	
Benefits auto-calculated at 30% of compensation -->>	\$0
Expenses	
TOTAL	\$0

PURPOSE / DESCRIPTION OF REQUEST

HR would like to reclassify the Benefits Specialist (Grade J) to a Benefits Supervisor with supervisory responsibilities over the new Benefits Generalist. In addition to the current responsibilities and enhancements have caused a higher level of responsibility for this staff member.

SERVICE IMPLICATION
No service implication.

Request Form

Department Priority: 2 of 5

1650 HUMAN RESOURCES

Sound City Government Providing High Quality Service

Benefits Specialist to Benefits Supervisor

rams. We will work with you to tally the requests and

ENT FUNDING

Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
\$4,273	\$4,273
	\$0
\$500	\$500
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
\$4,773	\$4,773

REQUEST

visor (Grade I). The current Specialist would take on
e supervisory tasks being added, program changes
ember.



Click the *INSTRUCTIONS* tab at the bottom of the

FY 2023 Program Enhancemer

	Intended Year:	2023
	Department:	4
	Division:	
	FranklinForward Theme:	An Effective and Fiscally S
	Title:	Reclassify One (1

Purpose: Use this form to spell out your request for additional personnel and/or program and create a prioritized list.

REQUESTED PROGRAM ENHANCEMENT

Account Description	One-Time Cost (FY23 Only)
Compensation	
Benefits	
Benefits auto-calculated at 30% of compensation -->>	\$0
Expenses	
TOTAL	\$0

PURPOSE / DESCRIPTION OF REQUEST

HR would like to reclassify one (1) of our HR generalist positions to a Risk/Benefits side of HR does more risk and benefits related tasks then HR related

SERVICE IMPLICATION
No service implication.

Request Form

Department Priority: 3 of 5	
1650 HUMAN RESOURCES	
Sound City Government Providing High Quality Service	
1) HR Generalist to Risk/Benefits Analyst	
rams. We will work with you to tally the requests and	
MENT FUNDING	
Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
	\$0
	\$0
\$0	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
\$0	\$0
REQUEST	
efits Analyst. The current HR generalist on the ated tasks.	



Click the *INSTRUCTIONS* tab at the bottom of the

FY 2023 Program Enhancemer

	Intended Year:	2023
	Department:	4
	Division:	
	FranklinForward Theme:	An Effective and Fiscally S
	Title:	Organiz

Purpose: Use this form to spell out your request for additional personnel and/or program and create a prioritized list.

REQUESTED PROGRAM ENHANCEMENT

Account Description	One-Time Cost (FY23 Only)
Compensation	
81000 PERSONNEL	
Benefits	
Benefits auto-calculated at 30% of compensation -->>	\$0
Expenses	
TOTAL	\$0

PURPOSE / DESCRIPTION OF REQUEST

HR would like to hire one (1) Organizational Development Specialist to help bring retention efforts, and work on ensuring continuous organizational improvement plan, coach, and consult with teams and individuals who need assistance solving

SERVICE IMPLICATION

Request Form

Department Priority: 4 of 5	
1650 HUMAN RESOURCES	
Sound City Government Providing High Quality Service	
Organizational Development Specialist	
programs. We will work with you to tally the requests and	
REQUEST FUNDING	
Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
\$60,408	\$60,408
	\$0
\$18,122	\$18,122
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
\$78,530	\$78,530
REQUEST	
ing diverse talent to the City team, assist with ents for all departments. This staff member would ng organizational challenges.	



Click the *INSTRUCTIONS* tab at the bottom of the

FY 2023 Program Enhancemer

	Intended Year:	2023
	Department:	4
	Division:	
	FranklinForward Theme:	An Effective and Fiscally S
	Title:	

Purpose: Use this form to spell out your request for additional personnel and/or program to create a prioritized list.

REQUESTED PROGRAM ENHANCEMENT	
Account Description	One-Time Cost (FY23 Only)
<u>Compensation</u>	
<u>Benefits</u>	
<i>Benefits auto-calculated at 30% of compensation -->></i>	\$0
<u>Expenses</u>	
82560 CONSULTANT SERVICES	
TOTAL	\$0

PURPOSE / DESCRIPTION OF REQUEST
The purpose of this request is to develop a supervisor training program for our next year, the Human Resources department hosted supervisor trainings opportunities to develop leadership skills. The trainings were well received by staff and there is a desire to continue this program next year. This request will allow the HR Department to utilize consultants to help with the training workforce.

SERVICE IMPLICATION
The supervisor training will help our organization continue to build a better work environment.

Request Form

Department Priority: 5 of 5	
1650 HUMAN RESOURCES	
Sound City Government Providing High Quality Service	
Supervisor Training	
programs. We will work with you to tally the requests and	
BUDGET FUNDING	
Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
	\$0
	\$0
\$0	\$0
\$30,000	\$30,000
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
\$30,000	\$30,000
REQUEST	
for employees. During the 2019 and 2020 calendar opportunities for our employees to engage and develop their to continue training opportunities into the new administer an effective training program for the	

orkforce of tomorrow.



File #: 21-02990

DATE: March 31, 2022
TO: Budget & Finance Committee
FROM: Shauna Billingsley, City Attorney
SUBJECT:

Budget Presentation - Law

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning budget requests for the Law Department for FY 2022-2023.

BACKGROUND/STAFF COMMENTS:

Each year, the Budget & Finance Committee reviews the detailed budget of each City Department. At the meetings in February, March, and April, departmental staff makes a presentation of the plans for the next budget cycle and the requested funding for those anticipated needs. This provides the Committee with an idea of the size and scope of budget requests that may be included in the City Administrator's proposed budget, which is typically delivered at the May committee meeting.

FINANCIAL IMPACT:

The financial impact varies by department, depending on the increase in population, the required services, equipment replacement needs, and program enhancements.

RECOMMENDATION:

Staff recommends review of the budget materials. No action is required.



City of Franklin, Tennessee

FY 2023 Operating Budget Request

Law Department

Shauna R. Billingsley, City Attorney



City of Franklin, Tennessee - FY 2022-2023 Budget Request

Law Department

Outline

- Purpose of Department**
- Organization Chart**
- Base Budget Request**
 - Personnel**
 - Operations**
 - Capital**
- Program Enhancements**
- Summary**



City of Franklin, Tennessee - FY 2022-2023 Budget Request

Law Department

Purpose of Law Department

The Law Department currently consists of 5 members:

Shauna Billingsley, City Attorney

Bill Squires, Assistant City Attorney

Maricruz Fincher, Staff Attorney

Tabitha Langley, Paralegal

AmySue Benker, Legal Assistant

Pursuant to Franklin Municipal Code, Title 1, Chapter 7, the Law Department provides legal advice to the Mayor, Aldermen, City Administrator, department directors, boards, commissions, committees, and other City officials.

These duties include:

- 1) to direct professional and other employees in the Law Department in the provision of legal services to the City;
- 2) to supervise preparation and review of contracts, deeds, bonds, ordinances, resolutions, real estate transactions and agreements for the City by rendering opinions relative to substance, form, and propriety of such documents;
- 3) to attend and provide legal counsel to Board of Mayor and Aldermen meetings and committee meetings as may be required;
- 4) to direct the management of all litigation in which the City is a party or is interested, including the functions of prosecuting attorney in City Court appeals;
- 5) to apply in the name of the City for injunctive or other extraordinary relief as authorized by law;
- 6) to assist in development of administrative policies, rules, and regulations;
- 7) to represent the City in legal issues at administrative hearings, in meetings with government officials, and in professional educational organizations; and
- 8) to recommend and arrange for retention of special counsel in cases involving extensive or specialized litigation.



City of Franklin, Tennessee - FY 2022-2023 Budget Request

Law Department

Accomplishments of the Law Department

In 2021, the Law Department:

Drafted or reviewed:

51 Ordinances

195 Resolutions

380 Contracts

Completed 656 other tasks

Opened 136 litigation files

Closed 127 litigation files

Responded to 55 open records requests

Filed 17 Deeds

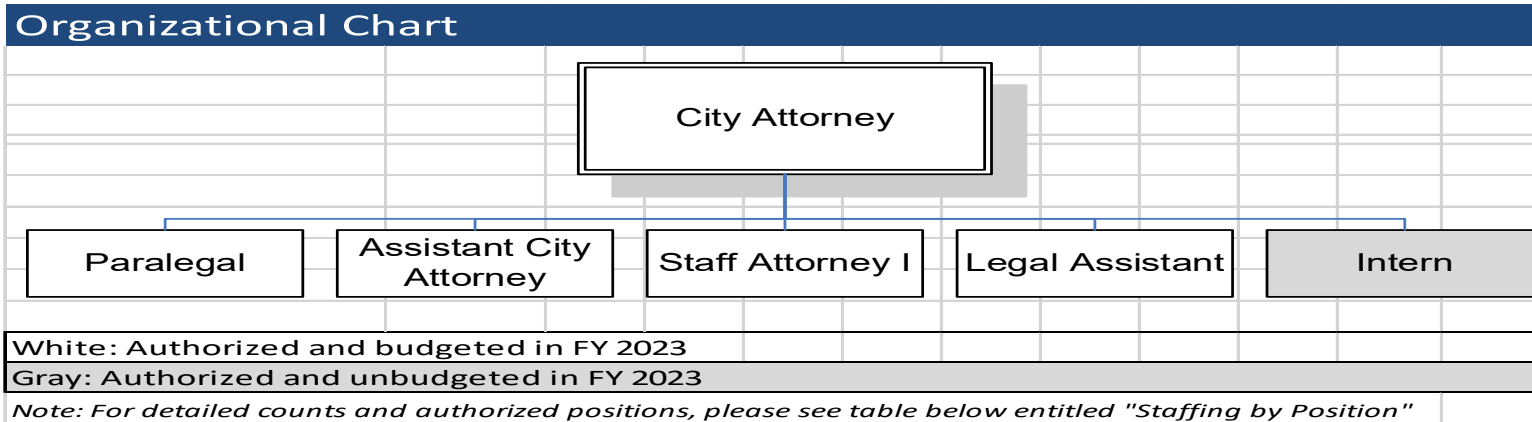
Filed 33 Easements

Defended the City against 2 EEOC complaints, and represented the City in a wide variety of lawsuits, and prosecuted in excess of \$30,000 in BNS violations

City of Franklin, Tennessee - FY 2022-2023 Budget Request

Law Department

Current Organizational Chart



Staffing by Position											
Budgeted Positions	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
City Attorney	Grade N	1	0	1	0	1	0	1	0	1	0
Assistant City Attorney	Grade K	1	0	1	0	1	0	1	0	1	0
Staff Attorney I	Grade J	1	0	1	0	1	0	1	0	1	0
Paralegal	Grade G	1	0	1	0	1	0	1	0	1	0
Legal Assistant	Grade F	1	0	1	0	1	0	1	0	1	0
Intern	---	0	1	0	1	0	0	0	0	0	0
Sub-Total Budgeted Positions		5	1	5	1	5	0	5	0	5	0
Authorized, Unbudgeted Positions											
Intern	---	0	0	0	0	0	1	0	1	0	1
Sub-Total Unbudgeted Positions		0	0	0	0	0	1	0	1	0	1
Total Authorized Positions		5	1	5	1	5	1	5	1	5	1



City of Franklin, Tennessee - FY 2022-2023 Budget Request

Law Department

Base Budget Request: Personnel

Position	Pay Grade
City Attorney	Grade N
Assistant City Attorney	Grade K
Staff Attorney	Grade J
Paralegal	Grade G
Legal Assistant	Grade F
Intern	---



City of Franklin, Tennessee - FY 2022-2023 Budget Request

Law Department

Base Budget Request: Operations

The Law Department is tasked with providing training to elected and appointed officials and City staff.

The Attorneys are required to obtain hours of continuing education annually. Further, in order to be up to date with current law, the Attorneys attend seminars and conferences directly related to the practice of municipal law.

The Budget contains a line item for consultant services, which is used generally for the City's lobbyists.



City of Franklin, Tennessee - FY 2023 Budget Request

Law Department

Base Budget Request: Capital

None



City of Franklin, Tennessee - FY 2023 Budget Request

Law Department

Program Enhancement Request

The Law Department is respectfully requesting to add an additional paralegal. Over the past 3 years we have seen a significant increase in CIP projects requiring the Law Department paralegal services including drafting and reviewing easements and deeds and drafting the required legal documents for condemnation.

Additionally, over the past 3 years we have seen a dramatic increase in the complexity of open records requests and legal discovery requests that require the paralegal to research and redact emails and body camera footage.

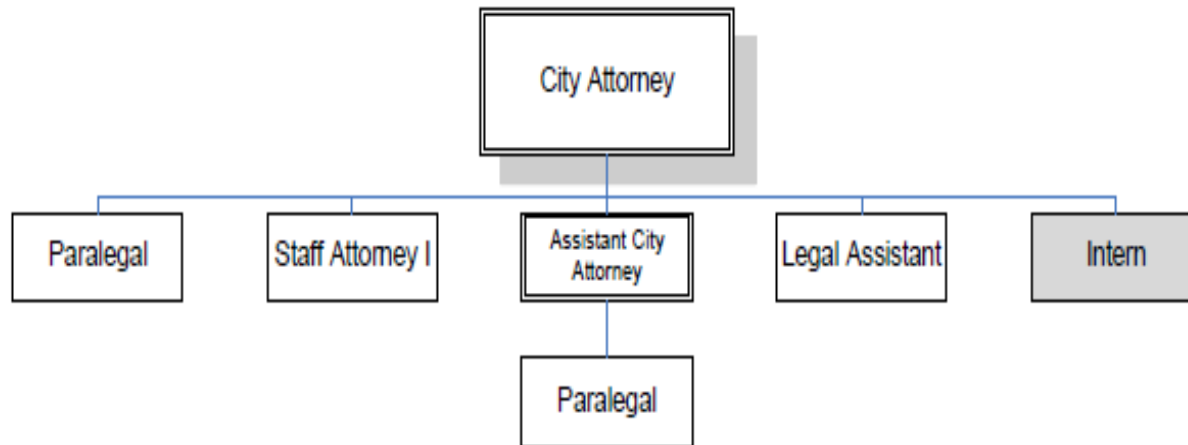
Each of the duties should be handled by one staff member in order to remain timely and in compliance with law.

City of Franklin, Tennessee - FY 2023 Budget Request

Law Department

Program Enhancement Request

If approved, we propose the organizational chart be amended to read as follows:



City of Franklin, Tennessee - FY 2023 Budget Request

Law Department

Summary

The Law Department appreciates your careful consideration of this budget proposal.





City of Franklin, Tennessee

FY 2023 Operating Budget

Law

Shauna R. Billingsley, City Attorney

Budget Summary

	2020	2021	2022		2023	2022 v. 2023	
	Actual	Actual	Budget	EOY	Budget	\$	%
Personnel	583,738	627,768	653,653	678,118	662,589	8,936	1.4%
Operations	-34,769	-74,452	82,037	76,534	100,836	18,800	22.9%
Capital	0	0	0	0	0	0	0.0%
Total	548,969	553,316	735,690	754,652	763,425	27,735	3.8%

Departmental Summary

The Law Department provides legal advice to the Mayor, Aldermen, City Administrator, department directors, boards, commissions, committees, and other City officials. These duties include:

- 1) to direct professional and other employees in the Law Department in the provision of legal services to the City;
- 2) to supervise preparation and review of contracts, deeds, bonds, ordinances, resolutions, real estate transactions and agreements for the City by rendering opinions relative to substance, form, and propriety of such documents;
- 3) to attend and provide legal counsel to Board of Mayor and Aldermen meetings and committee meetings as may be required;
- 4) to direct the management of all litigation in which the City is a party or is interested, including the functions of prosecuting attorney in City Court appeals;
- 5) to apply in the name of the City for injunctive or other extraordinary relief as authorized by law;
- 6) to assist in development of administrative policies, rules, and regulations;
- 7) to represent the City in legal issues at administrative hearings, in meetings with government officials, and in professional educational organizations; and
- 8) to recommend and arrange for retention of special counsel in cases involving extensive or specialized litigation.



COVID-19 Response & Impact

The Law Department was tasked with drafting Executive Orders and other needed documents for the Mayor and City staff and assisting City staff with COVID-related issues and advice. Due to the quick action and response of the City's IT Department, the Law Department has been fully functional while working remotely. The Law Department has continued to represent the City in litigation in the court system by Zoom court hearings and by attending City-related meetings by Zoom.



City of Franklin, Tennessee

FY 2023 Operating Budget

Performance Measures

The City of Franklin has established **FranklinForward : A Vision for 2033**. This Strategic Plan has specific and demonstrable objectives for each department which, when achieved individually, will cohesively move Franklin forward to meet the challenges and demands of the future.

Each budget has a series of performance measures and benchmarks attached to it which demonstrate the workload, effectiveness and outcome of taxpayer support for the annual operations of the City of Franklin and its pursuit of the goals of the Strategic Plan. Together, these measures demonstrate a proper and diligent use of taxpayer dollars in the pursuit of a greater community.



FranklinForward : A Vision for 2033 | Objectives for Developing a Strategic Plan

Related Theme: all

The Law Department supports all four themes of the Strategic Plan.

Workload (Output) Measures

	2019	2020	2021	2022*	2023*
Number of Ordinances Drafted/Reviewed	73	40	52	TBD	TBD
Number of Resolutions Drafted/Reviewed	102	270	190	TBD	TBD
Number of Contracts Drafted/Reviewed	275	360	387	TBD	TBD
Total Number of Litigation Cases Opened/Closed	130/66	105/93	133/125	TBD	TBD
Number of Tasks Created/Completed	726/708	734/665	647/603	TBD	TBD

Efficiency Measures

	2019	2020	2021	2022*	2023*
TBD	TBD	TBD	TBD	TBD	TBD

Outcome (Effectiveness) Measures

	2019	2020	2021	2022*	2023*
TBD	TBD	TBD	TBD	TBD	TBD

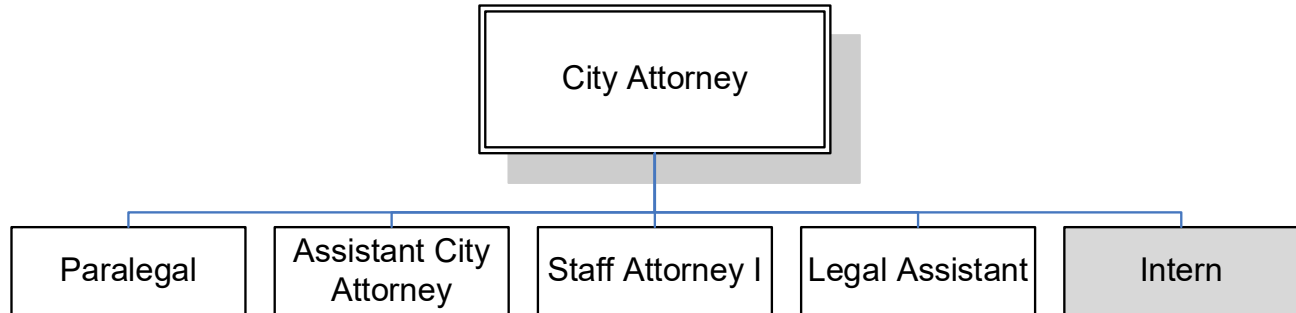
*2022 and 2023 estimated



City of Franklin, Tennessee

FY 2023 Operating Budget

Organizational Chart (Current)



White: Authorized and budgeted in FY 2023

Gray: Authorized and unbudgeted in FY 2023

Note: For detailed counts and authorized positions, please see table below entitled "Staffing by Position"

Staffing by Position

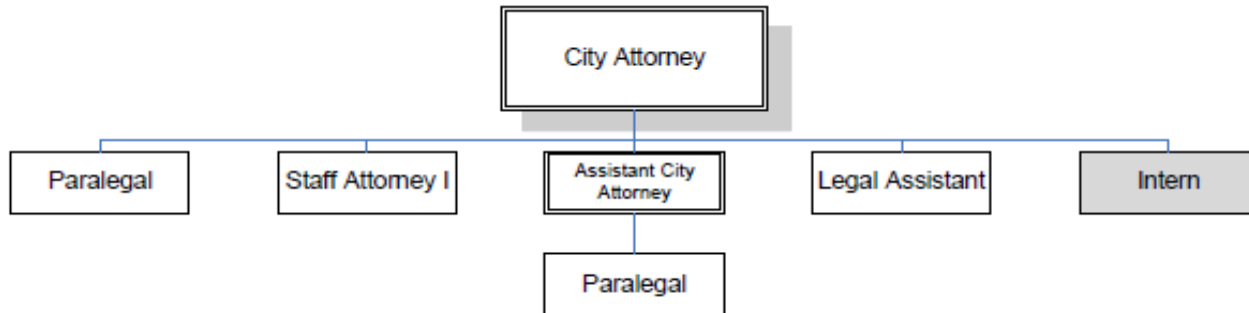
Budgeted Positions	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
City Attorney	Grade N	1	0	1	0	1	0	1	0	1	0
Assistant City Attorney	Grade K	1	0	1	0	1	0	1	0	1	0
Staff Attorney I	Grade J	1	0	1	0	1	0	1	0	1	0
Paralegal	Grade G	1	0	1	0	1	0	1	0	1	0
Legal Assistant	Grade F	1	0	1	0	1	0	1	0	1	0
Intern	---	0	1	0	1	0	0	0	0	0	0
Sub-Total Budgeted Positions		5	1	5	1	5	0	5	0	5	0
Authorized, Unbudgeted Positions											
Intern	---	0	0	0	0	0	1	0	1	0	1
Sub-Total Unbudgeted Positions		0	0	0	0	0	1	0	1	0	1
Total Authorized Positions		5	1	5	1	5	1	5	1	5	1



City of Franklin, Tennessee

FY 2023 Operating Budget

Organizational Chart (Proposed)



White: Authorized and budgeted in FY 2023

Gray: Authorized and unbudgeted in FY 2023

Note: For detailed counts and authorized positions, please see table below entitled "Staffing by Position"

Staffing by Position

Budgeted Positions	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
City Attorney	Grade N	1	0	1	0	1	0	1	0	1	0
Assistant City Attorney	Grade K	1	0	1	0	1	0	1	0	1	0
Staff Attorney I	Grade J	1	0	1	0	1	0	1	0	1	0
Paralegal	Grade G	1	0	1	0	1	0	1	0	2	0
Legal Assistant	Grade F	1	0	1	0	1	0	1	0	1	0
Intern	---	0	1	0	1	0	0	0	0	0	0
Sub-Total Budgeted Positions		5	1	5	1	5	0	5	0	6	0
Authorized, Unbudgeted Positions											
Intern	---	0	0	0	0	0	1	0	1	0	1
Sub-Total Unbudgeted Positions		0	0	0	0	0	1	0	1	0	1
Total Authorized Positions		5	1	5	1	5	1	5	1	6	1



City of Franklin, Tennessee

FY 2023 Operating Budget

Budget

	Actual 2020	Actual 2021	Budget 2022	EOY 2022	Budget 2023	Difference \$	%
Personnel							
Salaries & Wages	450,839	481,628	504,125	522,968	501,897	(2,228)	-0.4%
Officials Fees	-	-	300	-	300	-	0.0%
Employee Benefits	132,899	146,140	149,228	155,150	160,392	11,164	7.5%
Total Personnel	583,738	627,768	653,653	678,118	662,589	43,341	7.1%
Operations							
Transportation Services	1,204	692	1,600	1,500	1,600	-	0.0%
Operating Services	5,430	7,240	14,100	14,100	14,100	-	0.0%
Notices, Subscriptions, etc.	22,151	17,536	32,200	32,000	32,000	(200)	-0.6%
Utilities	2,971	3,404	4,650	4,650	5,400	750	16.1%
Contractual Services	51,653	36,010	124,600	124,700	142,583	17,983	14.4%
Repair & Maintenance Services	87	281	1,000	1,000	1,000	-	0.0%
Employee programs	1,030	20	5,000	5,200	5,200	200	4.0%
Professional Development/Travel	9,923	4,450	25,000	25,000	25,000	-	0.0%
Office Supplies	2,507	1,474	5,200	5,200	5,350	150	2.9%
Operating Supplies	266	59	800	800	1,000	200	25.0%
Fuel & Mileage	-	-	500	500	500	-	0.0%
Machinery & Equipment (<\$25,000)	15,218	3,707	14,000	9,000	16,700	2,700	19.3%
Repair & Maintenance Supplies	-	21	150	150	150	-	0.0%
Property & Liability Costs	4,112	3,353	4,652	4,149	4,857	205	4.4%
Financial Fees	78	94	800	800	800	-	0.0%
Permits	1,827	3,128	7,200	7,200	7,200	-	0.0%
Interfund Services Reimbursement	(153,225)	(155,921)	(159,415)	(159,415)	(162,604)	(3,188)	2.0%
Total Operations	(34,769)	(74,452)	82,037	76,534	100,836	18,800	22.9%
Capital						-	0.0%
Total Law Department	548,969	553,316	735,690	754,652	763,425	27,735	3.8%

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
		Personnel										
I=	81110	REGULAR PAY	410,753	447,347	477,235	479,299	517,764	180,570	519,294	516,561	542,389	569,509
-	81120	OVERTIME PAY	1,423	3,327	2,200	2,329	2,244	728	2,614	2,356	2,474	2,597
	81150	TEMPORARY WORK BY NON-CITY EMPLOYEES		165	1,060		1,060		1,060	1,060	1,060	1,060
	81199	VACANCY ADJUSTMENT			(16,490)		(16,943)			(18,080)	(18,984)	(19,933)
=	XWAGE	TOTAL WAGES	412,176	450,839	464,005	481,628	504,125	181,298	522,968	501,897	526,939	553,233
	81250	JUDICIAL COMMISSION-WARRANTS	221,691		300		300			300	300	300
=	XOFF	TOTAL OFFICIALS FEES	221,691		300		300			300	300	300
=	81410	FICA (EMPLOYER'S SHARE)	29,296	32,218	35,458	33,920	36,195	13,308	37,464	38,032	39,934	41,930
-	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	57,765	67,767	78,495	79,312	79,312	13,740	82,440	92,497	101,747	111,921
	81422	NEAR-SITE CLINIC				2,335	2,300	340	2,240	2,040	2,244	2,468
-	81425	VISION PREMIUMS	399	434	467	466	466	78	466	523	575	633
=	81430	DENTAL INSURANCE PREMIUMS	4,249	4,676	5,242	2,682	2,682	470	2,820	3,020	3,171	3,330
	81431	FSA ADMINISTRATION				115	115	48	115	115	115	115
=	81433	GROUP INSURANCE PREMIUMS				2,544	2,409	864	2,592	2,415	2,536	2,663
-	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(11,110)	(13,894)	(15,390)	(13,922)	(13,922)	(4,641)	(15,216)	(15,315)	(16,693)	(18,196)
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS				(1,301)	(1,301)	(434)	(1,409)	(1,366)	(1,434)	(1,506)
-	81444	EE VISION INSURANCE CONTRIBUTIONS				(88)	(88)	(29)	(96)	(97)	(102)	(107)
!	81450	RETIREMENT CONTRIBUTIONS	22,082	22,594	22,149	22,460	23,726	11,988	24,245	12,679	13,947	15,342
	81455	DEFERRED COMP MATCH	9,557					254	838			
	81456	TCRS CONTRIBUTIONS (CITY)		13,865	16,392	16,340	16,198	5,761	17,218	24,973	27,470	30,218
	81460	UNEMPLOYMENT CLAIMS	55	939		110						
	81470	WORKERS COMPENSATION PREMIUMS	224	656	794	980	1,136	1,302	1,433	875	919	965
	81475	WORKERS COMPENSATION CLAIMS	3,919	1,244		187						
	81482	CAR ALLOWANCE	2,400	2,400	2,400							
=	XBEN	TOTAL BENEFITS	118,836	132,899	146,007	146,140	149,228	43,049	155,150	160,392	174,429	189,776
=	XPER	TOTAL PERSONNEL	752,703	583,738	610,312	627,768	653,653	224,347	678,118	662,589	701,668	743,309
		Operations										
	82110	MAILING & OUTBOUND SHIPPING SERVICES	872	1,204	1,500	692	1,600	69	1,500	1,600	1,600	1,600
=	XTRC	TOTAL TRANSPORTATION CHARGES	872	1,204	1,500	692	1,600	69	1,500	1,600	1,600	1,600
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	245	867	2,100	21	2,200		2,200	2,200	2,200	2,200
!	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES	1,785	1,820	3,000	1,856	3,000	1,000	3,000	3,000	3,000	3,000
!	82240	TRANSCRIPTION FEES	4,880	2,219	8,400	5,363	8,400	1,320	8,400	8,400	8,400	8,400
	82250	TESTING & PHYSICALS	473	448	400		400		400	400	400	400
	82299	OTHER OPERATING SERVICES	87	76	100		100	13	100	100	100	100
=	XOPSV	TOTAL OPERATING SERVICES	7,470	5,430	14,000	7,240	14,100	2,333	14,100	14,100	14,100	14,100
	82310	LEGAL NOTICES			1,000		1,000		1,000	1,000	1,000	1,000
	82350	DUES FOR MEMBERSHIPS	3,213	5,296	8,000	5,009	8,000	707	8,000	8,000	8,000	8,000
	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)		1,154	1,000		1,200		1,000	1,000	1,000	1,000
	82371	EMERGENCY RELIEF		1,501								
	82390	PUBLICATIONS, NON-TRAINING	13,105	14,200	20,000	12,527	22,000	9,183	22,000	22,000	22,000	22,000
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBCITY	16,318	22,151	30,000	17,536	32,200	9,890	32,000	32,000	32,000	32,000

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	82450	TELEPHONE SERVICE	319	334	500	334	500	129	500	500	500	500
	82455	CELLULAR TELEPHONE SERVICE	2,269	1,966	3,250	2,274	3,250	773	3,250	4,000	4,000	4,000
	82470	INTERNET & RELATED SERVICES	492	671	750	796	900	271	900	900	900	900
=	XUTIL	TOTAL UTILITIES	3,080	2,971	4,500	3,404	4,650	1,173	4,650	5,400	5,400	5,400
+	82510	COMPUTER SERVICES	155	505	500	460	600	380	9,289	13,083	600	600
	1	Various Other	155	505	500	460	600	380	700	600	600	600
!	2	High IQ (new program est. April 2022)							8,589	12,483		
	*	Amount missing from detail										
!	82520	LEGAL SERVICES	57,055	14,698	44,000	1,350	74,000	17,500	65,411	74,000	74,000	74,000
!	82560	CONSULTANT SERVICES	26,050	36,450	50,000	34,200	50,000	11,667	50,000	50,000	50,000	50,000
	82599	OTHER CONTRACTUAL SERVICES	4,349						5,500	5,500	5,500	5,500
=	XCTS	TOTAL CONTRACTUAL SERVICES	87,609	51,653	94,500	36,010	124,600	29,547	124,700	142,583	130,100	130,100
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES		87		281	1,000	125	1,000	1,000	1,000	1,000
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES		87		281	1,000	125	1,000	1,000	1,000	1,000
	82740	EMPLOYEE WELLNESS PROGRAM			100		100		100	100	100	100
	82750	EMPLOYEE RECOGNITION/RECEPTIONS		211	400		400	600	600	600	400	400
	82780	TRAINING, OUTSIDE		40	3,000	20	3,000		3,000	3,000	3,000	3,000
	82790	TRAINING, IN-HOUSE	883	779	1,500		1,500	1,380	1,500	1,500	1,500	1,500
=	XEPG	TOTAL EMPLOYEE PROGRAMS	883	1,030	5,000	20	5,000	1,980	5,200	5,200	5,000	5,000
	82810	REGISTRATIONS	7,088	4,514	8,000	4,212	8,000	2,439	8,000	8,000	8,000	8,000
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	1,318	417	2,000		2,000	110	2,000	2,000	2,000	2,000
	82830	AIR TRAVEL	1,244	1,910	5,500	238	5,500	97	5,500	5,500	5,500	5,500
	82840	LODGING	5,824	2,498	7,000		7,000	749	7,000	7,000	7,000	7,000
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	887	584	2,500		2,500	80	2,500	2,500	2,500	2,500
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	16,361	9,923	25,000	4,450	25,000	3,475	25,000	25,000	25,000	25,000
	83110	OFFICE SUPPLIES	1,400	1,703	3,750	907	3,750	539	3,750	3,900	3,900	3,900
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	24	228	250		250		250	250	250	250
	83130	EMPLOYEE BENEVOLENCE ITEMS	204	303	500	314	500		500	500	500	500
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	645	273	700	253	700	243	700	700	700	700
=	XOFS	TOTAL OFFICE SUPPLIES	2,273	2,507	5,200	1,474	5,200	782	5,200	5,350	5,350	5,350
	83210	TRAINING SUPPLIES		135	500		500		500	500	500	500
	83260	UNIFORMS PURCHASED	270	131	300	59	300		300	500	400	400
=	XOPS	TOTAL OPERATING SUPPLIES	270	266	800	59	800		800	1,000	900	900
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)			500		500		500	500	500	500
=	XFUEL	TOTAL FUEL & MILEAGE			500		500		500	500	500	500
	83510	FURNITURE, FIXTURES (<\$25,000)	2,956	604	3,500	298	2,000		2,000	3,500	3,500	3,500
+	83530	MACHINERY & EQUIPMENT (<\$25,000)	33	9,442	3,000		3,000			3,000	3,000	3,000
	1	FY 2020 PER - Copier										
	2	Misc.	33	9,442	3,000		3,000			3,000	3,000	3,000
	*	Amount missing from detail										
	83540	COMPUTER HARDWARE (<\$25,000)	(535)	4,773	7,000	3,260	7,000	173	7,000	8,200	7,000	7,000
	83550	COMPUTER SOFTWARE (<\$25,000)	115	399	2,000	149	2,000			2,000	2,000	2,000

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	2,569	15,218	15,500	3,707	14,000	173	9,000	16,700	15,500	15,500
	83620	EQUIPMENT PARTS & SUPPLIES			150	21	150	59	150	150	150	150
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES			150	21	150	59	150	150	150	150
	85110	PROPERTY INSURANCE	1,193	1,095	1,150	1,079	1,138	1,138	1,138	1,195	1,255	1,317
	85111	FRAUD INSURANCE	446	445		602	1,149	1,148	1,148	1,205	1,266	1,329
	85112	INLAND MARINE INSURANCE	29	29	30	31	33	32	32	34	35	37
	85115	LIABILITY INSURANCE	480	1,010	1,003	520	586	585	585	614	645	677
	85116	E&O LIABILITY INSURANCE	1,051	1,020	1,071	656	753	753	753	791	830	872
	85119	UMBRELLA LIABILITY	413	429	450	465	493	493	493	518	544	571
	85140	SURETY/NOTARY BONDS	100	84	500		500			500	500	500
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	3,712	4,112	4,204	3,353	4,652	4,149	4,149	4,857	5,075	5,303
	85320	STATE FEES	1,744	1,627	1,800	2,346	2,000	170	2,000	2,000	2,000	2,000
	85325	FEDERAL FEES			300	390	300	168	300	300	300	300
	85340	RECORDING & FILING FEES	1,124	200	4,900	392	4,900	302	4,900	4,900	4,900	4,900
=	XPERM	TOTAL PERMITS	2,868	1,827	7,000	3,128	7,200	640	7,200	7,200	7,200	7,200
	85530	E-COMMERCE FEES	170	78	300	94	300	34	300	300	300	300
	85590	BOND COMPLIANCE	500		500		500		500	500	500	500
=	XFLF	TOTAL FINANCIAL FEES	670	78	800	94	800	34	800	800	800	800
	85990	MISCELLANEOUS	(54)	(1)								
=	XOBE	TOTAL OTHER BUSINESS EXPENSES	(54)	(1)								
	87510	REIMB OF INTERFUND SERVICES	(139,523)	(153,225)	(156,290)	(155,921)	(159,415)	(159,415)	(159,415)	(162,604)	(165,856)	(169,173)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(139,523)	(153,225)	(156,290)	(155,921)	(159,415)	(159,415)	(159,415)	(162,604)	(165,856)	(169,173)
=	XOP	TOTAL OPERATIONS	5,378	(34,769)	52,364	(74,452)	82,037	(104,986)	76,534	100,836	83,819	80,730
		Capital										
=	XTOT	TOTAL EXPENDITURES	758,081	548,969	662,676	553,316	735,690	119,361	754,652	763,425	785,487	824,039



City of Franklin, Tennessee

FY 2023 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Finance						
1	Paralegal	\$ 62,607	\$ 18,782	\$ -	\$ 81,389	
Total		\$ -	\$ -	\$ -	\$ -	\$ -
		<u>Compensation</u>	<u>Benefits</u>	<u>Expenses</u>	<u>Total</u>	
Total G/F Requests		\$ -	\$ -	\$ -	\$ -	\$ -

FranklinForward Allocations



A Safe, Clean, Livable City

\$ -



A Effective and Fiscally Sound City Government
Providing High Quality Service

\$ 81,389



Quality Life Experiences

\$ -



Sustainable Growth & Economic Prosperity

\$ -

Totals \$ 81,389

Traditional Allocations



Personnel \$ 81,389



Operations \$ -



Equipment \$ -



Capital \$ -

Total \$ 81,389

FY 2023 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2023	Department Priority:	1	of	1
	Department:	41400 LEGAL				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Paralegal				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
81100 SALARIES & WAGES		\$62,607	\$62,607
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$18,782	\$18,782
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$81,389	\$81,389

PURPOSE / DESCRIPTION OF REQUEST

Over the last few years, the City has seen an increase in the need for easement and deed drafting and condemnation filings, and simultaneously an increase in subpoenas and open records requests asking for email and body worn camera footage. The Law Department has one paralegal who is assigned to prepare draft easements, deeds, and condemnation filings and also to pull email from the City's ediscovery software and to watch body worn camera footage, but these tasks have increased such that the real property tasks and the email and body worn camera tasks can easily be divided among two employees.

SERVICE IMPLICATION

If approved, this position would aid the Law Department and the City by assigning one person to ediscovery and viewing body worn camera footage, among other tasks.



File #: 21-02994

DATE: March 31, 2022
TO: Budget & Finance Committee
FROM: Mike Lowe, Comptroller
Michael Walters Young, Budget and Analytics Manager

SUBJECT:

Budget Presentation - Finance

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning budget request for the Finance Department for FY 2022-2023.

BACKGROUND/STAFF COMMENTS:

Each year, the Budget & Finance Committee reviews the detailed budget of each City Department. At the meetings in February, March, and April, departmental staff makes a presentation of the plans for the next budget cycle and the requested funding for those anticipated needs. This provides the Committee with an idea of the size and scope of budget requests that may be included in the City Administrator's proposed budget, which is typically delivered at the May committee meeting.

FINANCIAL IMPACT:

The financial impact varies by department, depending on the increase in population, the required services, equipment replacement needs, and program enhancements.

RECOMMENDATION:

Staff recommends review of the budget materials. No action is required.



City of Franklin, Tennessee

FY 2023 Operating Budget Request

Finance Department

Kristine Brock, Assistant City Administrator/CFO

Mike Lowe, Comptroller

Michael Walters Young, Budget & Strategic Innovation Manager

Margaret Wilson, Financial Manager



City of Franklin, Tennessee - FY 2023 Budget Request

Finance Department

Slide 2

Outline

- Purpose of Department
- Organization Chart
- Base Budget Request
 - Personnel
 - Operations
 - Capital
- Program Enhancements
- Summary



City of Franklin, Tennessee - FY 2023 Budget Request

Finance Department

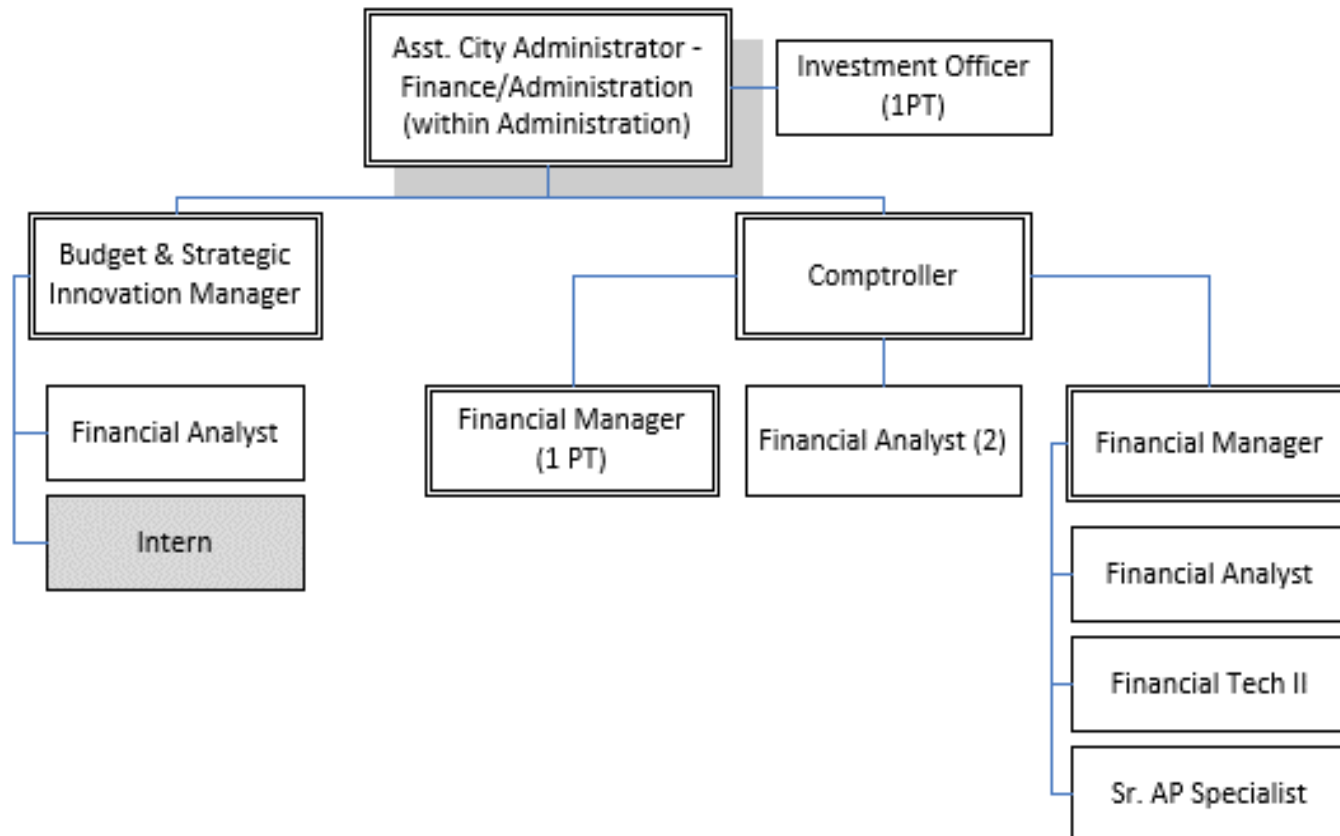
Slide 3

Purpose of Department

The Finance department oversees the security and management of the City's financial interests. The department helps the City Administrator prepare, implement and monitor the City's annual operating and capital budgets. The department also plans and executes the issuance of short-term and long-term borrowing.

The Finance department provides a variety of financial services for the City of Franklin. These include: (1) financial accounting and reporting, (2) budgeting and analytics, (3) investment of temporarily idle funds, (4) maintaining and reconciling City bank accounts, (5) issuing employee payroll, (6) issuing vendor payments, (7) internal audits, and (8) ensuring that the annual external financial audit is conducted.

Organization Chart





City of Franklin, Tennessee - FY 2023 Budget Request

Finance Department

Slide 5

Base Budget Request: Personnel

FY 2022:	\$1,071,640
FY 2023:	\$1,099,594
Increase:	\$ 27,954, or 2.6%

Some personnel costs increase in FY 2023 as a result of change in Medical Premiums and Retirement Benefit costs for Finance employees.



City of Franklin, Tennessee - FY 2023 Budget Request

Finance Department

Slide 6

Base Budget Request: Operations

FY 2022: \$-36,882*

FY 2023: \$-36,466*

Decrease: \$ 416

**(Operations Expenses are a negative due to Interfund Reimbursement Offset)*

Overall, the Operations budget will decrease due to no scheduled equipment replacements.



City of Franklin, Tennessee - FY 2023 Budget Request

Finance Department

Slide 7

Program Enhancement Requests

The department is requesting 3 program enhancements.

Personnel

- Assistant Comptroller	\$122,015
- AP/Payroll Specialist	\$ 66,210

Financial Software

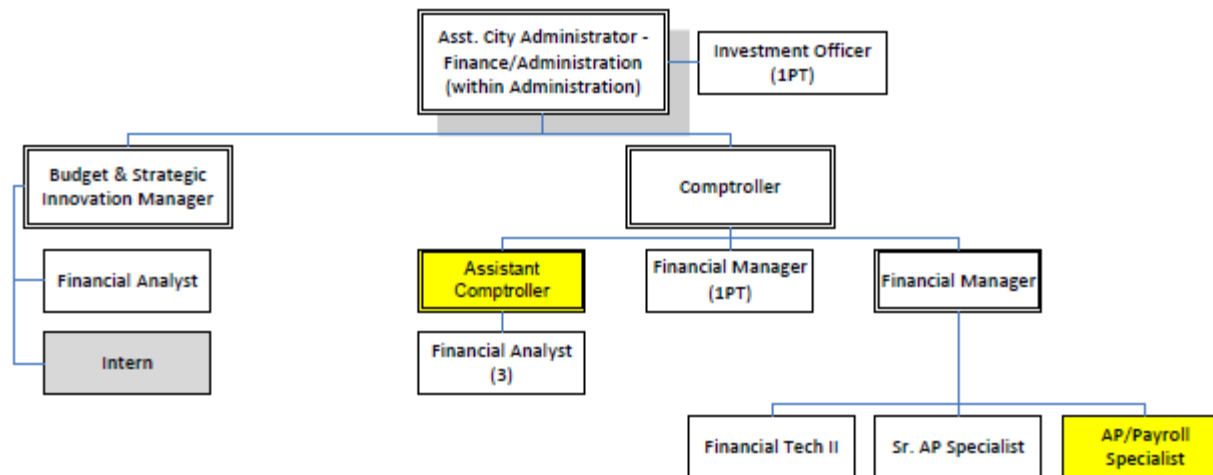
- <u>Replace Payroll Software</u>	<u>\$ 92,412</u>
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Total	<u>\$280,637</u>
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Program Enhancement Requests

Personnel

- Assistant Comptroller \$122,015 succession planning
- AP/Payroll Specialist \$ 66,210 additional internal controls





City of Franklin, Tennessee - FY 2023 Budget Request

Finance Department

Slide 9

Program Enhancement Requests

Financial Software

- Replace Payroll Software \$ 92,412

Software needs to be able to handle calculations and integrations from time and attendance system.

City of Franklin, Tennessee - FY 2023 Budget Request

Finance Department

Summary

The Finance department is poised in FY 2023 to continue its role in supporting the various boards and departments of the City to deliver the high quality of services our citizens have come to expect. We are proud of our accomplishments and will look to build upon them in the upcoming year.

30th Consecutive Year



12 Years



FY 2021 Audit

0

**Audit
Findings**



City of Franklin, Tennessee

FY 2023 Operating Budget

Finance

Mike Lowe, Comptroller

Michael Walters Young, Budget & Strategic Innovation Manager

Budget Summary

	2020 Actual	2021 Actual	2022		2023 Budget	2022 v. 2023	
			Budget	EOY		\$	%
Personnel	976,306	984,314	1,071,640	1,075,306	1,099,594	27,954	2.6%
Operations	-44,734	-67,367	-36,882	-8,340	-36,466	416	-1.1%
Capital	0	0	50,000	0	0	-50,000	-100.0%
Total	931,572	916,947	1,084,758	1,066,966	1,063,128	-21,630	-2.0%

Departmental Summary

The Finance Department oversees the security and management of the City's financial interests. The department helps the City Administrator prepare, implement and monitor the City's annual operating and capital budgets. The department also plans and executes the issuance of short-term and long-term borrowing.

The Finance Department provides a variety of financial services for the City of Franklin. These include: (1) financial accounting and reporting, (2) budgeting and analytics, (3) investment of temporarily idle funds, (4) maintaining and reconciling City bank accounts, (5) issuing employee payroll, (6) issuing vendor payments, (7) internal audits, and (8) ensuring that the annual external financial audit is conducted.



COVID-19 Response & Impact

The Finance Department has changed, along with all city departments, in response to the COVID emergency to the best of our ability. Finance employees transitioned to remote work while the City facilities were closed at the start of the pandemic. Once city facilities were reopened in a limited capacity, Finance employees returned on a rotating basis and continue to do so. Team meetings were and are being held virtually to maintain necessary social distancing. Finance will continue to operate in a manner best suited for the safety of the Finance Department and all City employees.

A key change was implemented during this period to allow remote approvals of vendor payments.



City of Franklin, Tennessee

FY 2023 Operating Budget

Finance

Mike Lowe, Comptroller

Michael Walters Young, Budget & Strategic Innovation Manager

FY 2023 Outlook

In 2021, the City received no audit findings from the 2020 audit. Successfully transitioned to remote work during the COVID-19 pandemic without loss of service delivery or quality of service offerings. Continued to spearhead new Statewide performance measurement initiative – the Benchmarking Alliance of Tennessee. Provided key leadership for financial reimbursement and management regarding COVID-19 grant programs. Developed COVID-19 Daily Case Reporting and spearheaded data reporting for majority of 2020. Along with City Administrator, hosted and mentored City's first Management Fellow. Spearheaded and successfully developed FY 2021 Annual Operating Budget. With IT, represented and presented continued progress of City's Data Analytics with progress at the Nashville Analytics Summit. With HR, overhauled personnel reporting, personnel order forms and benefit management to streamline internal accounting and personnel management. With Revenue Management and IT, close to implementation of electronic billing and payment program in early 2021.

For 2022, the department is focusing on the following financial best practices:

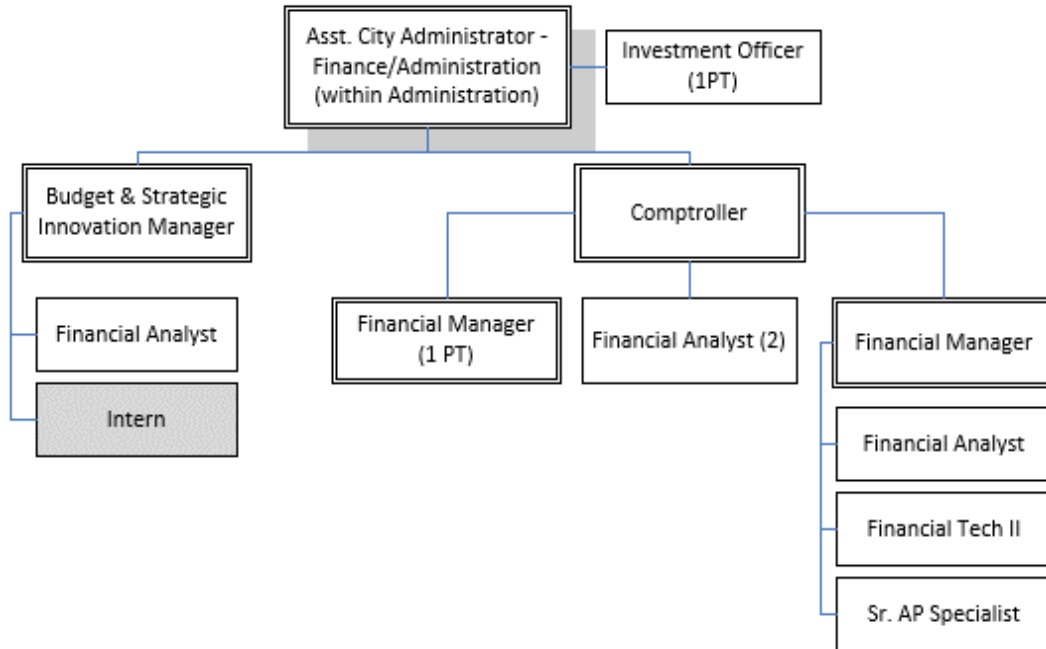
- The Budget and Analytics section is continuing work on refining the City's strategic planning and performance measurement systems, streamlining and organizing of the City's capital project accounting systems and making systemic improvements to the City's budget processes,
- The Processing (including Payroll and AP) section is focusing on improving payment and scanning processes, and
- The Accounting and Reporting section will continue to work with departments on financial policies development and updates.



City of Franklin, Tennessee

FY 2023 Operating Budget

Organizational Chart (Current)



White: Positions Authorized and budgeted in FY 2023

Gray: Positions Authorized and unbudgeted in FY 2023

Note: For detailed counts and authorized positions, please see table below entitled "Staffing by Position"

Staffing by Position

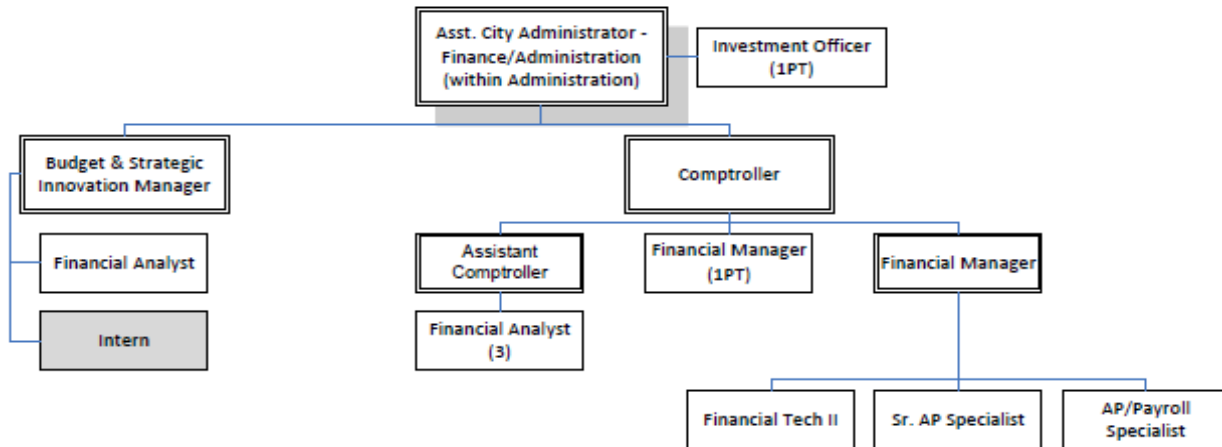
Budgeted Positions	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Investment Officer	Grade M	0	1	0	1	0	1	0	1	0	1
Comptroller	Grade K	1	0	1	0	1	0	1	0	1	0
Budget & Strat. Inn. Mgr.	Grade K	1	0	1	0	1	0	1	0	1	0
Financial Manager	Grade I	1	1	1	1	1	1	1	1	1	1
Financial Analyst	Grade H	4	0	4	0	4	0	4	0	4	0
Financial Tech. II	Grade F	1	0	1	0	1	0	1	0	1	0
Sr. AP Specialist	Grade F	1	0	1	0	1	0	1	0	1	0
Intern	Intern	0	1	0	1	0	0	0	0	0	0
Sub-total - Budgeted Positions		9	3	9	3	9	2	9	2	9	2
Authorized, Unbudgeted Positions											
Intern	Intern	0	0	0	0	0	1	0	1	0	1
Sub-total - Unbudgeted Positions		0	0	0	0	0	1	0	1	0	1
Total Authorized Positions		9	3	9	3	9	3	9	3	9	3



City of Franklin, Tennessee

FY 2023 Operating Budget

Organizational Chart (Proposed)



White: Positions Authorized and budgeted in FY 2023

Gray: Positions Authorized and unbudgeted in FY 2023

Note: For detailed counts and authorized positions, please see table below entitled "Staffing by Position"

Staffing by Position

Budgeted Positions	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Investment Officer	Grade M	0	1	0	1	0	1	0	1	0	1
Comptroller	Grade K	1	0	1	0	1	0	1	0	1	0
Budget & Strat. Inn. Mgr.	Grade K	1	0	1	0	1	0	1	0	1	0
Assistant Comptroller	Grade J	0	0	0	0	0	0	0	0	1	0
Financial Manager	Grade I	1	1	1	1	1	1	1	1	1	1
Financial Analyst	Grade H	4	0	4	0	4	0	4	0	4	0
Financial Tech. II	Grade F	1	0	1	0	1	0	1	0	1	0
Sr. AP Specialist	Grade F	1	0	1	0	1	0	1	0	1	0
AP/Payroll Specialist	Grade E	0	0	0	0	0	0	0	0	1	0
Intern	Intern	0	1	0	1	0	0	0	0	0	0
Sub-total - Budgeted Positions		9	3	9	3	9	2	9	2	11	2
Authorized, Unbudgeted Positions											
Intern	Intern	0	0	0	0	0	1	0	1	0	1
Sub-total - Unbudgeted Positions		0	0	0	0	0	1	0	1	0	1
Total Authorized Positions		9	3	9	3	9	3	9	3	11	3



City of Franklin, Tennessee

FY 2023 Operating Budget

Performance Measures

The City of Franklin has established **FranklinForward : A Vision for 2033**. This Strategic Plan has specific and demonstrable objectives for each department which, when achieved individually, will cohesively move Franklin forward to meet the challenges and demands of the future.

Each budget has a series of performance measures and benchmarks attached to it which demonstrate the workload, effectiveness and outcome of taxpayer support for the annual operations of the City of Franklin and its pursuit of the goals of the Strategic Plan. Together, these measures demonstrate a proper and diligent use of taxpayer dollars in the pursuit of a greater community.



FranklinForward : A Vision for 2033 | Objectives for Developing a Strategic Plan

Related Theme: An Effective and Fiscally Sound City Government Providing High Quality Service

Franklin government will seek diversification and efficiencies of revenue sources to fund its aspirations.

Goal: Franklin will create a climate for necessary taxes and fees by assuring an equitable and balanced commercial, industrial, and residential tax base without an over-dependence on a single dominant revenue source.

Baseline: To determine the optimal proportion of revenue sources necessary to balance equitable payment for growth.

Goal: Franklin will achieve the lowest cost of debt financing possible by retaining bond ratings of AAA from 2 out of 3 services (Moody's, Fitch, and S&P).

Baseline: As of 2012, Moody's and Standard & Poor's have rated Franklin at AAA.

Key:	
Strategic Plan: FranklinForward	
Sustainable Franklin	

Workload (Output) Measures

	2019	2020	2021	2022*	2023*
 Have City's rating affirmed by multiple rating agencies (maximum = 3)	2	2	2	2	2
 Increase use of electronic payments for payroll (percent paid by ACH)	100%	100%	100%	100%	100%
 Increase use of electronic payments for AP (percent paid by ACH/EFT)	55%	61%	64%	64%	64%
Vendor payments issued	3,184	3,323	2,932	3,000	3,000
Accounts Payable Transactions processed	5,748	6,391	6,328	6,000	6,000
Checks issued (non-payroll)	1,429	1,283	1,051	1,100	1,100

Efficiency Measures

	2019	2020	2021	2022*	2023*
Number of days to close fiscal year does not exceed 60	60	60	60	60	60

City of Franklin, Tennessee

FY 2023 Operating Budget

Performance Measures

Outcome (Effectiveness) Measures

	2019	2020	2021	2022*	2023*
Exceed the return on investments compared to benchmark (BAML - Bank of America/Merrill Lynch)	3.44% estimated to BAML's 3.53%	3.43% estimated to BAML's 3.48%	0.14% goal to estimated BAML's 0.10%	1.50% goal to estimated BAML's TBD	1.50% goal to estimated BAML's TBD
 Achieve the GFOA Annual Report award for financial reporting annually	28th consecutive (for FY 2018)	29th consecutive (for FY 2019)	30th consecutive (for FY 2020)	31st consecutive (for FY2021)*	32nd consecutive (for FY2022)*
 Achieve the GFOA Budget Report award annually	11th award (for FY 2018 budget)	12th award (for FY 2019 budget)	Not Submitted	13th award (for FY2021 budget)	14th award (for FY2022 budget)
 Goal: Franklin will achieve the lowest cost of debt financing possible by retaining bond ratings of AAA from 2 out of 3 services (Moody's, Fitch, and S&P).					
Target (# of rating agencies per FY)	2	2	2	2	2
Meets Target?	Yes	Yes	Yes	Yes	Yes
 # of months retaining the City's Triple AAA rating (earned December 1998)	246	258	270	282	294
Target (# of rating agencies per FY)	1	1	1	1	1
Meets Target?	Yes	Yes	Yes	Yes	Yes
# of months retaining the City's Revenue rating of Aa3 (at a minimum)	30	42	54	66	78
 Goal: Franklin will create a climate for necessary taxes and fees by assuring an equitable and balanced commercial, industrial, and residential tax base without an over-dependence on a single dominant revenue source.					
Residential & Farm Property (in millions)	\$ 2,307	\$ 2,384	\$ 2,458	\$ 2,532	\$ 2,608
Industrial & Commercial Property (in millions)	\$ 2,485	\$ 2,611	\$ 2,722	\$ 2,804	\$ 2,888
% Residential & Farm	48.1%	47.7%	47.5%	47.5%	47.5%
% Industrial & Commercial	51.9%	52.3%	52.5%	52.5%	52.5%
Meets Target?	Yes	Yes	Yes	TBD	TBD

* 2022 & 2023 estimated



City of Franklin, Tennessee

FY 2023 Operating Budget

Budget

	Actual 2020	Actual 2021	Budget 2022	EOY 2022	Budget 2023	Difference	
						\$	%
Personnel							
Salaries & Wages	734,880	730,425	799,474	799,631	784,776	(14,698)	-1.8%
Employee Benefits	241,426	253,889	272,166	275,675	314,818	42,652	15.7%
Total Personnel	976,306	984,314	1,071,640	1,075,306	1,099,594	27,954	2.6%
Operations							
Transportation Services	1,013	943	2,000	1,000	1,500	(500)	-25.0%
Operating Services	340	3,298	1,750	1,425	1,750	-	0.0%
Notices, Subscriptions, etc.	29,007	3,635	6,645	4,150	6,645	-	0.0%
Utilities	5,545	6,805	6,600	7,752	7,785	1,185	18.0%
Contractual Services	21,151	12,227	15,055	56,000	16,055	1,000	6.6%
Repair & Maintenance Services	3,332	214	3,000	500	3,000	-	0.0%
Employee programs	1,487	2,984	2,300	2,300	4,000	1,700	73.9%
Professional Development/Travel	14,526	4,818	18,100	16,450	23,050	4,950	27.3%
Office Supplies	4,351	3,379	6,100	4,650	6,300	200	3.3%
Operating Supplies	761	207	650	700	1,100	450	69.2%
Fuel & Mileage	-	66	-	50	50	50	0.0%
Machinery & Equipment (<\$25,000)	15,441	29,478	35,450	27,500	29,350	(6,100)	-17.2%
Repair & Maintenance Supplies	222	381	700	-	700	-	0.0%
Property & Liability Costs	4,629	4,406	5,622	5,568	5,896	274	4.9%
Permits	-	-	800	800	800	-	0.0%
Financial Fees	88,290	92,223	98,021	102,500	100,021	2,000	2.0%
Miscellaneous	-	-	10	-	10	-	0.0%
Interfund Reimbursements	(234,829)	(232,431)	(239,685)	(239,685)	(244,478)	(4,794)	2.0%
Total Operations	(44,734)	(67,367)	(36,882)	(8,340)	(36,466)	416	-1.1%
Machinery & Equipment (>\$25,000)						-	0.0%
Computer Software (>\$25,000)			50,000			(50,000)	-100.0%
Capital	-	-	50,000	-	-	(50,000)	-100.0%
Total Finance Department	931,572	916,947	1,084,758	1,066,966	1,063,128	(21,630)	-2.0%

	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	797,881	809,910	850,406	892,926
-	81120	OVERTIME PAY	2,920	1,087	3,000	1,985	3,060	591	1,750	3,213	3,374	3,542
	81199	VACANCY ADJUSTMENT			(26,787)		(26,901)			(28,347)	(29,764)	(31,252)
=	XWAGE	TOTAL WAGES	706,392	734,880	752,189	730,425	799,474	281,816	799,631	784,776	824,016	865,216
=	81410	FICA (EMPLOYER'S SHARE)	50,117	52,050	59,592	52,346	60,010	20,340	59,550	62,204	65,314	68,580
-	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	175,064	160,710	160,343	153,173	162,993	27,445	164,670	199,304	219,234	241,158
	81422	NEAR-SITE CLINIC				4,795	4,255	928	5,470	4,140	4,554	5,009
-	81425	VISION PREMIUMS	1,073	896	998	953	998	162	973	1,255	1,381	1,519
=	81430	DENTAL INSURANCE PREMIUMS	10,427	10,178	11,489	5,913	7,039	1,129	6,775	7,666	8,049	8,452
	81431	FSA ADMINISTRATION				125	134	48	115	134	134	134
=	81433	GROUP INSURANCE PREMIUMS				3,762	3,996	1,288	3,865	3,936	4,133	4,339
=	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(35,394)	(35,015)	(35,138)	(27,618)	(30,112)	(9,596)	(31,402)	(33,627)	(36,653)	(39,952)
	81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	2,400	2,000	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)	(4,228)	(4,098)	(4,303)	(4,518)
-	81444	EE VISION INSURANCE CONTRIBUTIONS				(186)	(200)	(68)	(221)	(244)	(256)	(269)
!	81450	RETIREMENT CONTRIBUTIONS	29,443	30,126	33,218	39,155	35,589	17,982	36,109	38,037	41,841	46,025
	81455	DEFERRED COMP MATCH	19,049	10,584	12,027	12,464	13,465	5,134	15,073	5,472	5,746	6,033
	81456	TCRS CONTRIBUTIONS (CITY)		9,690	15,746	11,112	14,691	4,982	14,682	28,237	31,061	34,167
	81470	WORKERS COMPENSATION PREMIUMS	227	207	364	1,425	1,861	2,040	2,244	401	421	442
	81475	WORKERS COMPENSATION CLAIMS				481						
=	XBEN	TOTAL BENEFITS	252,406	241,426	260,639	253,889	272,166	72,513	275,675	314,818	342,656	373,119
=	XPER	TOTAL PERSONNEL	958,798	976,306	1,012,828	984,314	1,071,640	354,329	1,075,306	1,099,594	1,166,672	1,238,335
		Operations										
!	82110	MAILING & OUTBOUND SHIPPING SERVICES	812	1,013	2,000	943	2,000	329	1,000	1,500	1,500	1,500
=	XTRC	TOTAL TRANSPORTATION CHARGES	812	1,013	2,000	943	2,000	329	1,000	1,500	1,500	1,500
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	106	62	600	1,871	1,000	912	1,000	1,000	1,000	1,000
	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES	1,597									
	82250	TESTING & PHYSICALS	172	202	500	128	500	173	225	500	450	450
	82299	OTHER OPERATING SERVICES	226	76	250	1,299	250	26	200	250	250	250
=	XOPSV	TOTAL OPERATING SERVICES	2,101	340	1,350	3,298	1,750	1,111	1,425	1,750	1,700	1,700
	82310	LEGAL NOTICES	20	29	300	38	300		50	300	300	300
	82350	DUES FOR MEMBERSHIPS	1,818	2,762	4,220	2,516	4,220	365	2,500	4,220	4,220	4,220
	82355	PROFESSIONAL STANDARDS / ACCREDITATION	1,725	1,185	1,225	610	1,225		1,100	1,225	1,225	1,225
	82371	EMERGENCY RELIEF		24,902								
	82390	PUBLICATIONS, NON-TRAINING	492	129	900	471	900		500	900	1,100	1,100
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	4,055	29,007	6,645	3,635	6,645	365	4,150	6,645	6,845	6,845
	82450	TELEPHONE SERVICE	1,437	1,427	1,500	1,439	1,500	376	1,510	1,510	1,510	1,510
	82455	CELLULAR TELEPHONE SERVICE	625	765	1,000	1,388	1,100	696	2,175	2,175	2,175	2,175
	82470	INTERNET & RELATED SERVICES	2,460	3,353	3,200	3,978	4,000	1,703	4,067	4,100	4,100	4,100
=	XUTIL	TOTAL UTILITIES	4,522	5,545	5,700	6,805	6,600	2,775	7,752	7,785	7,785	7,785
	82510	COMPUTER SERVICES	4,407	9,331	10,000	12,227	15,000	45,511	56,000	16,000	16,000	16,000

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	82560	CONSULTANT SERVICES		11,820								
	82599	OTHER CONTRACTUAL SERVICES	54		55		55			55		
=	XCTS	TOTAL CONTRACTUAL SERVICES	4,461	21,151	10,055	12,227	15,055	45,511	56,000	16,055	16,000	16,000
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	2,927	3,332	3,000	214	3,000		500	3,000	3,000	3,000
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	2,927	3,332	3,000	214	3,000		500	3,000	3,000	3,000
	82780	TRAINING, OUTSIDE	2,477	1,270	3,207	2,714	2,300	1,639	2,300	4,000	3,000	3,000
	82790	TRAINING, IN-HOUSE		217		270						
=	XEPG	TOTAL EMPLOYEE PROGRAMS	2,477	1,487	3,207	2,984	2,300	1,639	2,300	4,000	3,000	3,000
	82810	REGISTRATIONS	5,437	8,094	7,500	4,818	8,000	1,400	7,500	8,000	8,000	8,000
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	1,493	977	2,000		2,000	432	1,500	2,000	2,000	2,000
	82830	AIR TRAVEL	2,202	1,044	2,000		2,000	1,193	2,000	3,500	3,500	3,500
	82840	LODGING	4,685	3,736	5,000		5,000	357	4,500	7,000	7,000	7,000
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	473	585	1,000		1,000	218	900	2,500	2,500	2,500
	82890	OTHER TRAVEL EXPENSES	30	90	20		100		50	50	50	50
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	14,320	14,526	17,520	4,818	18,100	3,600	16,450	23,050	23,050	23,050
+	83110	OFFICE SUPPLIES	4,207	3,553	5,200	2,668	5,200	1,736	4,000	5,200	5,200	5,200
	1	Line Item 1	4,207	3,553	5,200	2,668	5,200	1,736	4,000	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	100	100
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	423	442	800	495	800	482	650	1,000	1,000	1,000
=	XOPS	TOTAL OFFICE SUPPLIES	4,981	4,351	6,100	3,379	6,100	2,218	4,650	6,300	6,300	6,300
	83210	TRAINING SUPPLIES	252		300	85	300		100	100	100	100
	83260	UNIFORMS PURCHASED	408	761	350		350	449	600	1,000	1,000	1,000
	83299	OTHER OPERATING SUPPLIES				122						
=	XOPS	TOTAL OPERATING SUPPLIES	660	761	650	207	650	449	700	1,100	1,100	1,100
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)				66		17	50	50	50	50
=	XFUEL	TOTAL FUEL & MILEAGE				66		17	50	50	50	50
	83510	FURNITURE, FIXTURES (<\$25,000)	515	1,023	500		500		500	1,000	1,000	1,000
!	83530	MACHINERY & EQUIPMENT (<\$25,000)	3,180		200	14,512	15,200	11,421	12,000	13,350	13,000	13,000
	83540	COMPUTER HARDWARE (<\$25,000)	6,351	2,403	10,000	14,794	14,750	7,007	15,000	10,000	16,000	16,000
	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)	12,543	15,441	15,700	29,478	35,450	18,428	27,500	29,350	35,000	35,000
	83620	EQUIPMENT PARTS & SUPPLIES	896	222	500	381	500			500	500	500
	83660	BUILDING MAINTENANCE SUPPLIES			200		200			200		
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	896	222	700	381	700			700	500	500
	85110	PROPERTY INSURANCE	1,193	1,095	1,150	1,079	1,138	1,138	1,138	1,195	1,255	1,317
	85111	FRAUD INSURANCE	669	643	738	876	1,683	1,682	1,682	1,766	1,854	1,947
	85112	INLAND MARINE INSURANCE	62	62	65	63	67	66	66	69	73	76
	85115	LIABILITY INSURANCE	720	737	1,449	757	858	857	857	900	945	992
	85116	E&O LIABILITY INSURANCE	1,575	1,473	1,547	954	1,104	1,103	1,103	1,158	1,216	1,277
	85119	UMBRELLA LIABILITY	619	619	650	677	722	722	722	758	796	836
	85140	SURETY/NOTARY BONDS			50		50			50	50	50

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	4,838	4,629	5,649	4,406	5,622	5,568	5,568	5,896	6,189	6,495
	85320	STATE FEES	400		800		800		800	800	800	800
=	XPERM	TOTAL PERMITS	400		800		800		800	800	800	800
	85510	BANKING FEES	23,353	20,290	22,000	19,273	22,000	7,735	19,000	24,000	24,000	24,000
+	85520	INVESTMENT FEES	60,646	48,000	56,580	56,950	60,000	17,188	67,500	60,000	60,000	60,000
	01	Investment Management (GPA/Tracker)	51,420	28,656	48,000	48,000	48,000		50,000	48,000	48,000	48,000
	02	Fifth Third/US Bank	9,226		6,080		9,500		15,000	9,500	9,500	9,500
	03	Continuing Disclosure Dissemination Agent		19,344	2,500		2,500		2,500	2,500	2,500	2,500
	4	Various				8,950		17,188				
	*	Amount missing from detail										
+	85525	FINANCIAL ADVISOR FEES	16,000	20,000	16,000	16,000	16,000	4,000	16,000	16,000	24,000	24,000
	1	GPA	16,000	20,000	16,000	16,000	16,000	4,000	16,000	16,000	24,000	24,000
	*	Amount missing from detail										
	85530	E-COMMERCE FEES	9		20		20			20	20	20
	85550	CASH SHORT/OVER	1		1		1			1	1	1
=	XFLF	TOTAL FINANCIAL FEES	100,009	88,290	94,601	92,223	98,021	28,923	102,500	100,021	108,021	108,021
	85990	MISCELLANEOUS			10		10			10	10	10
=	XOBE	TOTAL OTHER BUSINESS EXPENSES			10		10			10	10	10
	87510	REIMB OF INTERFUND SERVICES	(201,511)	(234,829)	(234,985)	(232,431)	(239,685)	(239,685)	(239,685)	(244,478)	(249,368)	(254,355)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(201,511)	(234,829)	(234,985)	(232,431)	(239,685)	(239,685)	(239,685)	(244,478)	(249,368)	(254,355)
=	XOP	TOTAL OPERATIONS	(41,509)	(44,734)	(61,298)	(67,367)	(36,882)	(128,752)	(8,340)	(36,466)	(28,518)	(33,199)
		Capital										
!	89550	COMPUTER SOFTWARE (>\$25,000)					50,000					
=	XMEQ	TOTAL MACHINERY & EQUIPMENT (>\$25,000)					50,000					
=	XCAP	TOTAL CAPITAL					50,000					
=	XTOT	TOTAL EXPENDITURES	917,289	931,572	951,530	916,947	1,084,758	225,577	1,066,966	1,063,128	1,138,154	1,205,136



City of Franklin, Tennessee

FY 2023 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Finance						
1	FY23 Assistant Comptroller	\$ 91,781	\$ 27,534	\$ 2,700	\$ 122,015	
2	FY23 AP-Payroll Specialist	\$ 50,931	\$ 15,279	\$ -	\$ 66,210	
3	FY23 Payroll Software	\$ -	\$ -	\$ 92,412	\$ 92,412	
	FY23 Total	\$ 142,712	\$ 42,814	\$ 95,112	\$ 280,637	
4	FY24 AP Automation	\$ -	\$ -	\$ 24,468	\$ 24,468	
5	FY25 FT Financial Manager	\$ 81,583	\$ 24,475	\$ -	\$ 106,058	
6	FY26 Accounting Software	\$ -	\$ -	\$ 500,000	\$ 500,000	
	Future Year Projections Total	\$ 81,583	\$ 24,475	\$ 524,468	\$ 630,526	
Total		\$ 224,295	\$ 67,289	\$ 619,580	\$ 911,163	\$ -
		Compensation	Benefits	Expenses	Total	
Total G/F Requests		\$ 224,295	\$ 67,289	\$ 619,580	\$ 911,163	\$ -

FranklinForward Allocations



A Safe, Clean, Livable City

\$ -



A Effective and Fiscally Sound City Government
Providing High Quality Service

\$ 911,163



Quality Life Experiences

\$ -



Sustainable Growth & Economic Prosperity

\$ -

Totals **\$ 911,163**

Traditional Allocations



Personnel \$ 294,283



Operations \$ 116,880



Equipment \$ -



Capital \$ 500,000

Total **\$ 911,163**

FY 2023 Program Enhancement Request Form

	Intended Year:	2023	Department Priority:	1	of	3
	Department:	41500 FINANCE				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Assistant Comptroller				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
81100 SALARIES & WAGES		\$91,781	\$91,781
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$27,534	\$27,534
Expenses			
82350 DUES FOR MEMBERSHIPS		\$1,000	\$1,000
82390 PUBLICATIONS, NON-TRAINING		\$200	\$200
82800 PROFESSIONAL DEVELOPMENT/TRAVEL		\$1,000	\$1,000
82810 REGISTRATIONS		\$500	\$500
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$122,015	\$122,015

PURPOSE / DESCRIPTION OF REQUEST

With the continual expansion of GASB requirements and on going reporting required, add an Assistant Comptroller would allow reporting duties, local, state, and federal levels, to be distributed between the Comptroller and Assistant Comptroller. The management of the day to day operations of the Finance Department would also be able to disburse more evenly. The Assistant Comptroller would back up the Comptroller when he/she is unavailable.

SERVICE IMPLICATION

FY 2023 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2023	Department Priority:	2	of	3
	Department:	41500 FINANCE				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	AP/Payroll Specialist				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
81100 SALARIES & WAGES		\$50,931	\$50,931
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$15,279	\$15,279
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$66,210	\$66,210

PURPOSE / DESCRIPTION OF REQUEST
With the increase of additional checks and balances that need to be performed for each Payroll and AP run, an additional person to aid is needed. The additional person would help maintain and strengthen internal controls, which would allow for a preparer, reviewer, and approver. The additional person, would also allow for Payroll and AP to have a back up for each process, which would allow those positions more flexibility when deciding to take personal time.

SERVICE IMPLICATION
This would be an addition of a position in a support position for Payroll and Accounts Payable. The position would report to the Financial Manager overseeing Payroll and Accounts Payable.

FY 2023 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2023	Department Priority:	3	of	3
	Department:	41500 FINANCE				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Replacement Payroll Software				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
			\$0
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>		\$0	\$0
Expenses			
82510 COMPUTER SERVICES	\$65,412	\$27,000	\$92,412
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$65,412	\$27,000	\$92,412

PURPOSE / DESCRIPTION OF REQUEST
With the City's recent shift to UKG Diminsions time keeping system, and the increase of additional use of pay codes for multiple departments, Finance believes that the payroll process would run more efficiently with a new payroll system. It would potentially allow the payroll system to talk directly with the time keeping system, which would also allow the use of additional pay codes for special circumstances in regards to Extra Duty for Police and Step up Pay for Fire.

SERVICE IMPLICATION
Payroll would have fewer manual calculations, which would reduce the possibility of errors. It would also reduce the amount of time that it is taking to process and review payroll because of the reduction of manual calculations.

2024

1

of

1

41500 FINANCE

An Effective and Fiscally Sound City Government Providing High Quality Service

AP Automation Program

AP Automation Program

REQUESTED PROGRAM ENHANCEMENT FUNDING[illegible]

To aid in the process of streamlining the Approval process for invoices received by all departments. AP Automation software would allow for AP to collect and begin the process for invoice approval by pre coding invoices prior to approval. Once the invoice, which is to be paid, is imported into the system, it will be pre-pcoded prior to being sent to the approver for review. Once the approver reviews the invoice, they are able to make changes to the coding or amount to be paid, approve the invoice, or deny the invoice. After the invoice is approved, all approved invoices will be imported into Great Plains and processed for Payment.

Accounts Payable would be able to process invoices in a more timely manner. AP would be able to keep track of which invoices have not been approved and need to be paid.

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2025	Department Priority:	1	of	1
	Department:	41500 FINANCE				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Full Time Manager Position				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL <u>FY23 Request</u>
Compensation			
81100 SALARIES & WAGES		\$81,583	\$81,583
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$24,475	\$24,475
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$106,058	\$106,058

PURPOSE / DESCRIPTION OF REQUEST
To Pre-plan for the retirement of Lou Davis. With her retirement, expected December 2024, we would like for the Financial Manager position to become full time. This will help maintain a balance of the work load in Finance.

SERVICE IMPLICATION
This would be an addition of a half of position, since the current position is only part time.

FY 2023 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2026	Department Priority:	1	of	1
	Department:	41500 FINANCE				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	New Accounting Software				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
89550 COMPUTER SOFTWARE (>\$25,000)		\$500,000	\$500,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$500,000	\$500,000

PURPOSE / DESCRIPTION OF REQUEST

To Pre-plan for the replacement of the accounting software for the City. With the use of Infor for Utility Billing and receipt of payments, to have an accounting software that would communicate with Infor would help reduce some manual integrations. We also want to be prepared for when or if Microsoft will stop supporting our version of Great Plains. This will be a multi-year implementation/purchase.

SERVICE IMPLICATION



File #: 21-02993

DATE: March 31, 2022
TO: Budget & Finance Committee
FROM: Brian Wilcox, Purchasing Manager
SUBJECT:

Budget Presentation - Purchasing

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the budget request for the Purchasing Department for FY 2022-2023.

BACKGROUND/STAFF COMMENTS:

Each year, the Budget & Finance Committee reviews the detailed budget of each City Department. At the meetings in February, March, and April, departmental staff makes a presentation of the plans for the next budget cycle and the requested funding for those anticipated needs. This provides the Committee with an idea of the size and scope of budget requests that may be included in the City Administrator's proposed budget, which is typically delivered at the May committee meeting.

FINANCIAL IMPACT:

The financial impact varies by department, depending on the increase in population, the required services, equipment replacement needs, and program enhancements.

RECOMMENDATION:

Staff recommends review of the budget materials. No action is required.



City of Franklin, Tennessee

FY 2023 Operating Budget Request

Purchasing

Brian Wilcox, Purchasing Manager



City of Franklin, Tennessee - FY 2023 Budget Request

Purchasing

Slide 2

Outline

- Focus of Purchasing**
- Mission of Purchasing**
- Values, Principles of Public Procurement**
- How Purchasing Supports Other Departments**
- Organization Chart**
- Base Budget Request**
 - Personnel**
 - Operations**
- Program Enhancement Requests**
- Closing Message**



City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Focus of Purchasing

The City of Franklin divides the purchasing function into two broad categories:

- > that which pertains to the design and/or construction of new infrastructure and facilities; and**
- > that which does not.**

The Purchasing Office focuses its attention on the purchase of goods and services that do not pertain to new construction and leaves to the Engineering Department and the Facilities Office purchasing that does pertain to new construction.



City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Mission of Purchasing

The mission of the City of Franklin Purchasing Office is:

- > to support the City's end-user departments in the policy-compliant procurement of non-construction-related products and services so that the City may fulfill its mission;**
- > to strive for the City to receive maximum value for every non-construction-related purchase of the City; and**
- > to strive to preserve and enhance the public trust in the manner in which the City conducts its non-construction-related purchasing.**



City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Values, Principles of Public Procurement

As part of its vision to help create a world in which public procurement practitioners are highly regarded members of a respected professional order, NIGP – The Institute for Public Procurement has embarked on the development of Public Procurement Principles and Practices (represented by the 4-P logo to the right).



NIGP has identified three pillars by which six values of public procurement should be directed: public trust; public service; and justice.

The values, listed in alphabetical order, are: accountability; ethics; impartiality; professionalism; service; and transparency.

On March 13, 2012, the City of Franklin Board of Mayor and Aldermen adopted (by Resolution No. 2012-15) the Values and Guiding Principles of the Public Procurement Profession.



City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Purchasing supports other departments by ...

> **Helping the departments procure the products and services they need to achieve their mission and goals, including:**

- Vehicles and off-road equipment

fire apparatus	police vehicles	dump trucks	refuse collection trucks
backhoes	front-end loaders	excavators	utility tractors
pick-up trucks	SUVs	sedans	grass mowers



City of Franklin, Tennessee - FY 2023 Budget Request

Purchasing

Purchasing supports other departments by ...

➤ **Helping the departments procure the products and services they need to achieve their mission and goals, including:**

- Technology

multifunction copiers	computer hardware
computer software	software support
user licenses	data storage



City of Franklin, Tennessee - FY 2023 Budget Request

Purchasing

Purchasing supports other departments by ...

➤ **Helping the departments procure the products and services they need to achieve their mission and goals, including:**

- Professional, consulting and other services

banking and other financial services	insurance and other risk management products and services	employee benefits
physical medical exam services	police and fire promotional process assessment services	grass mowing services
tennis instructional and programming services	skilled facility trades	fleet and field equipment repair services
emergency debris clearing and removal services	monitoring of emergency debris clearing and removal services	spill remediation services
water and wastewater sampling, testing and identification lab services	sanitary landfill disposal of biosolid sludge	document shredding services

Presentation to Budget & Finance Committee

April 13, 2022



City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Purchasing supports other departments by ...

> Helping the departments procure the products and services they need to achieve their mission and goals, including:

- Facility and field equipment

vehicle exhaust extraction system	self-contained breathing apparatus
two-way radio hardware	traffic signal controllers and other hardware
wheeled roll-out containers for trash (black bins) and recycling (blue bins)	algae control equipment for the City's raw water reservoir
water meters and transceivers	cardiac monitors and defibrillators



City of Franklin, Tennessee - FY 2023 Budget Request

Purchasing

Purchasing supports other departments by ...

➤ **Helping the departments procure the products and services they need to achieve their mission and goals, including:**

- Supplies

road salt	pine straw mulch	office supplies
fleet parts and supplies	PVC pipe and ductile iron fittings	trees, vegetation and other landscaping supplies
water and wastewater treatment chemicals	UV lamps and accessories for effluent disinfection	thermoplastic for pavement marking



City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Purchasing supports other departments by ...

- > Promoting and maintaining open lines of communication with designated representatives of each department**
- > Identifying, describing and promoting the use of best purchasing practices to be followed by City departments**
- > Representing the City at area vendor outreach events, and functioning as a centralized point of contact for suppliers, service providers and contractors that seek to do business with the City**



City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Purchasing supports other departments by ...

> In the field of public procurement:

- Staying abreast of new laws and evolving best practices**
- Pursuing professional development**
- Promoting and supporting the profession**

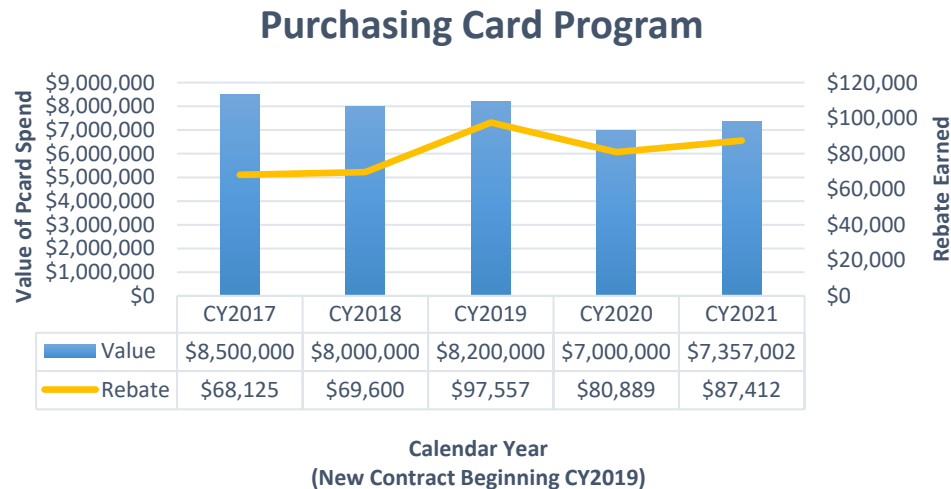


City of Franklin, Tennessee - FY 2023 Budget Request

Purchasing

Purchasing supports other departments by ...

> Administering the City's purchasing card program



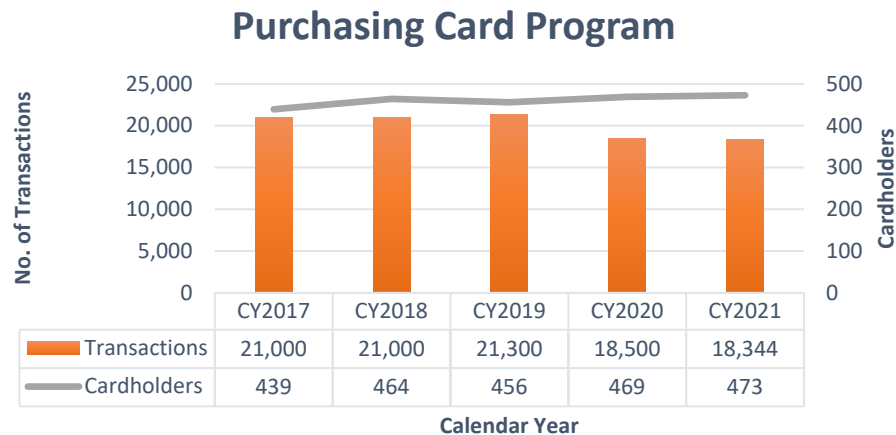


City of Franklin, Tennessee - FY 2023 Budget Request

Purchasing

Purchasing supports other departments by ...

> Administering the City's purchasing card program

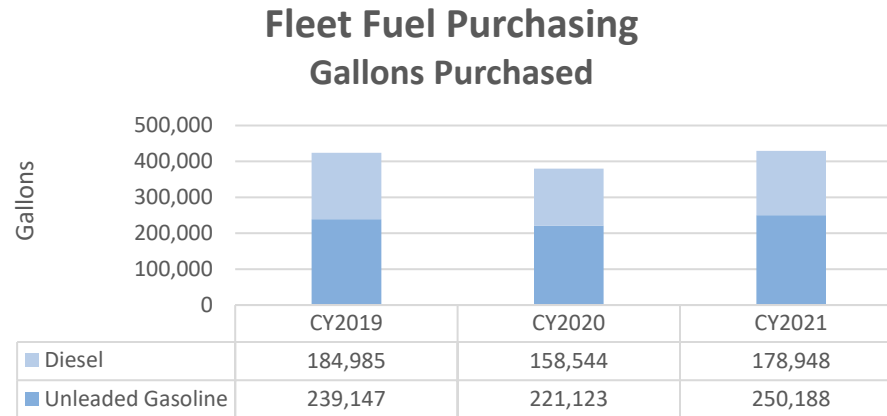




City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Purchasing supports other departments by ...

- > Administering the acquisition of fuel for the City's fleet of vehicles and equipment

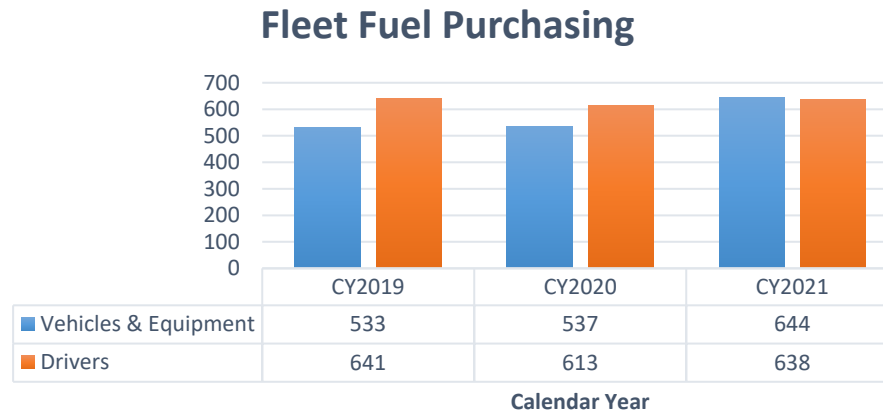




City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Purchasing supports other departments by ...

- > Administering the acquisition of fuel for the City's fleet of vehicles and equipment





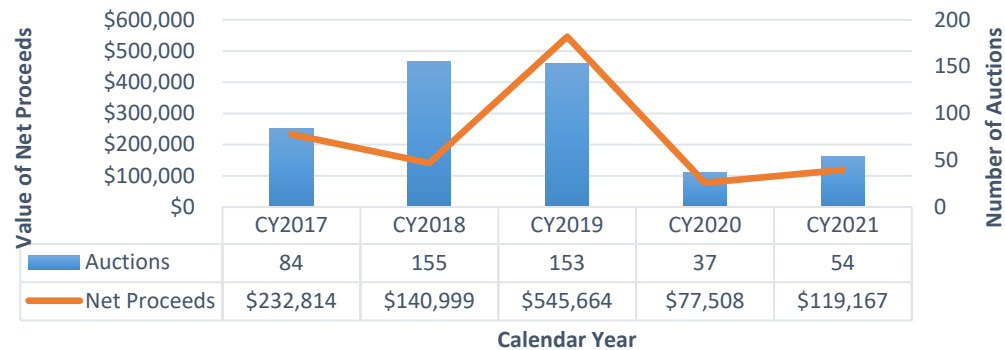
City of Franklin, Tennessee - FY 2023 Budget Request

Purchasing

Purchasing supports other departments by ...

- > Administering disposal of the City's surplus personal and seized property

Disposal of Surplus Personal and Seized Property

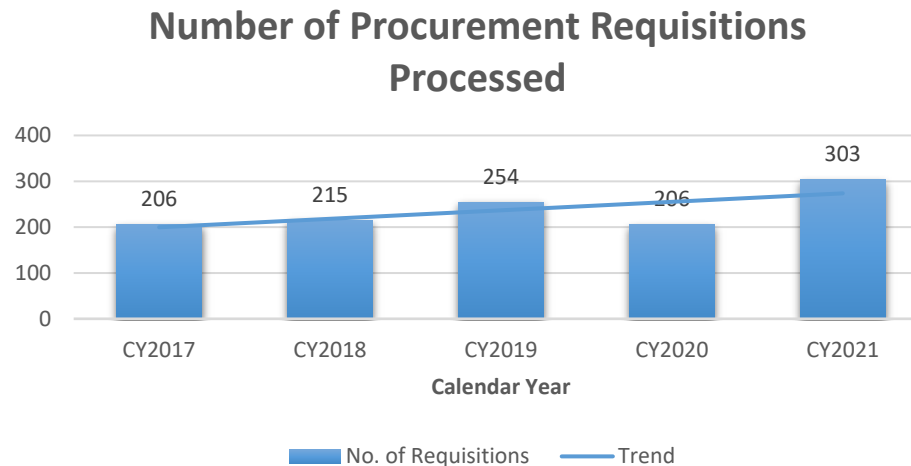




City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Purchasing supports other departments by ...

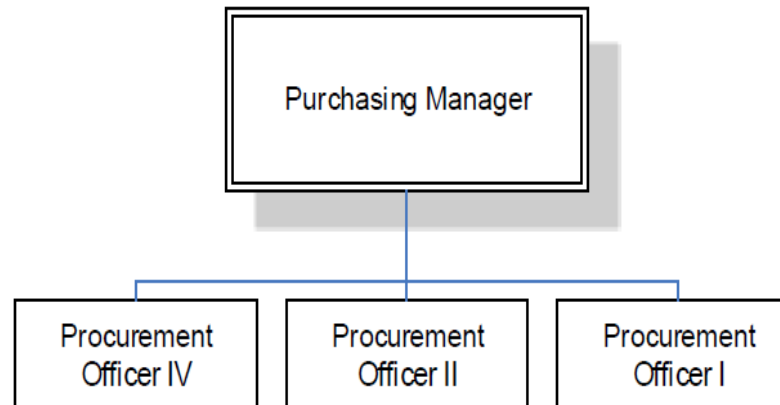
> Processing procurement requisitions





City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Organization Chart





City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Base Budget Request: Personnel

Budget FY2022 \$ 352,720

Budget FY2023 \$ 383,855

Total Personnel 4:

Purchasing Manager (incumbent: Brian Wilcox, since 2004)

Procurement Officer IV (incumbent: Suzanne Ward, since 2012)

Procurement Officer II (incumbent: Leslie Pewitt, since 2018)

Procurement Officer I (incumbent: Rachael DuVall, since 2021)



City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Base Budget Request: Operations

Budget FY2022 \$ 85,071 (\$ 22,518 w/ *interfund transfer*)

Budget FY2023 \$ 78,348 (\$ 13,919 w/ *interfund transfer*)

Most noteworthy changes from FY2022 to FY2023:

- >Spend analysis reduced by \$7,300 from \$22,300 to \$15,000
(subscription cost reduced by \$2,000 and \$5,300 as the need for more licenses and quarterly updates, respectively, is no longer being anticipated)**
- >Copier replacement \$5,000**
- >Travel expenses increased by \$990 from \$7,510 to \$8,500 for professional development**



City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Program Enhancement Requests

Total Enhancement Requests: 3

1. Procurement Requisition Approval Workflow Software	\$ 59,000
2. Electronic Access-Control Locks for Purchasing Office	\$ 8,887
3. Remote Diesel Fuel Sites Electronic Access Control Devices	\$ 15,200
Total	\$ 83,087



City of Franklin, Tennessee - FY 2023 Budget Request **Purchasing**

Public procurement is a team effort

Each year, the Purchasing Office asks the City to observe the month of March as “Procurement Month” and Mayor Moore is kind enough to proclaim it so. Following is an excerpt from that proclamation:

WHEREAS, the procurement function for the City of Franklin is a team effort whereby its success depends upon the efforts and cooperation of the City’s elected and appointed officials, department heads, departmental purchasing agents, staff of the City’s Engineering, Facilities, Fleet, Law and Purchasing departments, the Tennessee Department of General Services Central Procurement Office, and the community of suppliers, service providers and contractors that seek to do business with the City.

On behalf of the Purchasing Office staff, thank you to each member of the team that strives to make public procurement successful for the City of Franklin!



City of Franklin, Tennessee

FY 2023 Operating Budget

Purchasing

Brian Wilcox, Purchasing Manager

Budget Summary

	2020 Actual	2021 Actual	2022		2023 Budget	2022 v. 2023	
			Budget	EOY		\$	%
Personnel	290,706	293,250	352,720	331,838	383,855	31,135	8.8%
Operations	-30,220	-60,908	22,518	-9,248	13,919	-8,599	-38.2%
Capital	0	0	0	0	0	0	0.0%
Total	260,486	232,342	375,238	322,590	397,774	72,225	6.0%

Departmental Summary

Procurement of goods and services not pertaining to the design and/or construction of new infrastructure and facilities but that is valued at or above the public advertisement / sealed submittal threshold, currently \$25,000, is normally facilitated by the Purchasing Office, along with some procurements that are common to multiple departments. Since 2013, the Engineering Department and the Purchasing Office have consolidated to one web page named the “Business Opportunities” page, on the City’s public website where both construction-related and non-construction-related formal procurement solicitations, including invitations to bid, requests for proposals and requests for qualifications, are posted. In addition, among other tasks, the Purchasing Office:

- administers the City’s purchasing card program, which allows, within card-specific spending limits, for authorized purchases to be made by departmental staff by means of City-issued credit cards;
- administers, with support from Fleet Maintenance, fuel purchasing for the City’s vehicle and equipment fleet; and
- facilitates, with support from Fleet Maintenance and Police, on an as-needed basis the lawful disposal of surplus personal property of the City, and, at the discretion of the department, any unclaimed lost, stolen or seized personal property of others recovered by or turned over to the City.

More information about the Purchasing Office may be found on the City’s website.



COVID-19 Response & Impact

In response to the COVID-19 pandemic, Purchasing has:

- delayed until October of 2021 filling a vacancy in the position of Purchasing Officer I;
- delayed indefinitely acquisition of procurement requisition workflow software;
- implemented until December of 2021 a staffing schedule that, on a rotating basis, minimized the number of personnel in the office and maximized the number of personnel working remotely;
- recommended and implemented approved updates to the City’s Purchasing Policy pertaining to (a) how competitive pricing is not required for certain purchases made during a declared state of emergency, (b) permission to suspend during a declared state of emergency the City’s Purchasing Policy and/or the Purchasing Office’s standard purchasing procedures, and (c) how openings of sealed bids, proposals or other submittals received pursuant to a formal procurement solicitation may, on a case-by-case basis, be conducted virtually, with the ability for persons attending virtually to be viewed and/or heard to be restricted by the Purchasing Office;
- implemented new procedures for (a) processing requisitions, (b) collecting purchasing card supporting documentation, and (c) receiving mail and other inbound deliveries; and
- conducted quarterly meetings of, as well as one-on-one meetings with, the departmental purchasing agents virtually rather than in person.



City of Franklin, Tennessee

FY 2023 Operating Budget

Purchasing

FY 2022 Outlook

The Purchasing Office anticipates continuing to focus on its mission:

- to support the City's end-user departments in the policy-compliant procurement of non-construction-related products and services so that the City may fulfill its mission;
- to strive for the City to receive maximum value for every non-construction-related purchase of the City; and
- to strive to preserve and enhance the public trust in the manner in which the City conducts its non-construction-related purchasing.

Performance Measures

The City of Franklin has established **FranklinForward : A Vision for 2033**. This Strategic Plan has specific and demonstrable objectives for each department which, when achieved individually, will cohesively move Franklin forward to meet the challenges and demands of the future.

Each budget has a series of performance measures and benchmarks attached to it which demonstrate the workload, effectiveness and outcome of taxpayer support for the annual operations of the City of Franklin and its pursuit of the goals of the Strategic Plan. Together, these measures demonstrate a proper and diligent use of taxpayer dollars in the pursuit of a greater community.



FranklinForward : A Vision for 2033 | Objectives for Developing a Strategic Plan

Related Theme: An Effective and Fiscally Sound City Government Providing High Quality Service

Key:

Benchmarking Alliance of Tennessee



Workload (Output) Measures

	2019	2020	2021	2022*	2023*
Number of formal procurement solicitations processed by the Purchasing Office ^{1,2}	12	18	6	17	15
Number of City purchase orders prepared	88	81	93	90	90
Number of purchasing card transactions processed	20,385	20,363	17,526	19,000	19,000
Value of purchasing card transactions processed	\$ 7,718,273	\$ 7,747,624	\$ 6,739,793	\$ 7,400,000	\$ 7,400,000
Total organization purchasing dollar volume	\$ 74,131,240	\$ 118,607,334	\$ 126,049,000	\$ 120,000,000	\$ 122,000,000
Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Value of City's rebate received for total spend, net of credits (by calendar year)	\$ 97,557	\$ 80,889	\$ 87,412	\$ 88,000	\$ 88,000
Number electronic auctions of surplus property	161	73	49	70	70
Value of proceeds from electronic auctions of surplus property (before fee paid by City for electronic auction services)	\$ 323,377	\$ 391,642	\$ 186,087	\$ 200,000	\$ 250,000
Fee paid by City for electronic auction services	\$ 24,281	\$ 29,300	\$ 13,962	\$ 15,000	\$ 18,750
Number of rolling stock ⁶ items ordered in fiscal year	NA	36	3	27	30
Value of rolling stock ⁶ items ordered in fiscal year	NA	\$ 4,160,075	\$ 752,093	\$ 3,034,000	\$ 3,400,000
Number of formal protests received	1	0	0	0	0
Number of vendor outreach events attended	1	0	0	0	1
# of emergency ³ purchases reported to BOMA	1	1	6	3	3
# of sole-source ⁴ purchases reported to BOMA	10	12	4	10	10



City of Franklin, Tennessee

FY 2023 Operating Budget

Performance Measures

Efficiency Measures

	2019	2020	2021	2022*	2023*
Average number of calendar days (from receipt of card request to receipt of delivered card) for...					
... purchasing card	7	7	7	7	7
... fleet fuel driver number	1	1	1	1	1
... fleet fuel vehicle card	8	8	8	8	8
P-Card Purchasing Dollar Volume as a % of Total Purchasing Dollar Volume	10.41%	6.53%	5.35%	6.17%	6.07%
 Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD

Outcome (Effectiveness) Measures

	2019	2020	2021	2022*	2023*
Average number of calendar days from date of requisition to award of procurement for formal procurement solicitations ^{1,2} processed by the Purchasing Office					
	123	125	102	90	90
Target (90 Days)	90	90	90	90	90
Meets Target?	No	No	No	TBD	TBD
Average number of days from date of requisition approval to date of purchase order for rolling stock ⁶ items					
	NA	8	3	3	3
Target (3 City Business Days)	3	3	3	3	3
Meets Target?	NA	No	Yes	TBD	TBD

Notes

1 Involving sealed submittals (i.e., bids, proposals, and statements of qualifications) received pursuant to published legal notice.

2 The City's public advertisement / sealed submittal threshold is currently \$25,000, pursuant to Ordinance No. 2010-72.

3 Defined as impinging on public health, safety or welfare and valued at or greater than \$25,000.

4 Defined as valued at or greater than \$25,000.

5 (*) FY 2022 and FY 2023 data are estimates

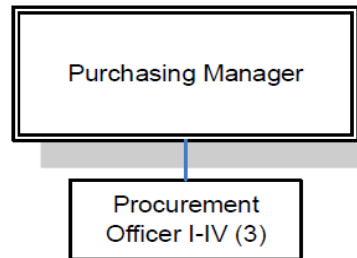
6 Rolling stock items defined as wheeled vehicles



City of Franklin, Tennessee

FY 2023 Operating Budget

Organizational Chart



Note: For detailed counts and authorized positions, please see table below entitled "Staffing by Position"

Staffing by Position

Budgeted Positions	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Purchasing Manager	Grade I	1	0	1	0	1	0	1	0	1	0
Procurement Officer I-IV	Grade E-H	0	0	3	0	2	0	3	0	3	0
Purchasing Analyst	Grade F	1	0	0	0	0	0	0	0	0	0
Purchasing Technician	Grade D	1	0	0	0	0	0	0	0	0	0
Sub-total - Budgeted Positions		3	0	4	0	3	0	4	0	4	0



City of Franklin, Tennessee

FY 2023 Operating Budget

Budget

	Actual 2020	Actual 2021	Budget 2022	EOY 2022	Budget 2023	Difference	
						\$	%
Personnel							
Salaries & Wages	201,352	209,454	249,941	243,235	263,171	13,230	5.3%
Employee Benefits	89,354	83,796	102,779	88,603	120,684	17,905	17.4%
Total Personnel	290,706	293,250	352,720	331,838	383,855	31,135	8.8%
Operations							
Transportation Services	(581)	-	50	-	50	-	0.0%
Operating Services	425	-	550	200	550	-	0.0%
Notices, Subscriptions, etc.	2,019	2,083	4,140	2,073	4,260	120	2.9%
Utilities	1,005	1,392	1,990	2,466	2,660	670	33.7%
Contractual Services	13,274	13,123	43,000	31,869	33,350	(9,650)	-22.4%
Repair & Maintenance Services	932	286	1,040	650	900	(140)	-13.5%
Employee Programs	-	-	100	49	100	-	0.0%
Professional Development/Travel	6,105	798	21,530	9,375	22,345	815	3.8%
Office Supplies	562	311	1,625	830	1,825	200	12.3%
Operating Supplies	-	-	100	-	100	-	0.0%
Fuel & Mileage	-	-	150	-	150	-	0.0%
Machinery & Equipment (<\$25,000)	2,488	4,539	8,100	3,100	9,230	1,130	14.0%
Property & Liability Costs	2,513	2,082	2,696	2,693	2,828	132	4.9%
Reimbursement of Interfund Trans.	(58,962)	(85,522)	(62,553)	(62,553)	(64,429)	(1,877)	3.0%
Total Operations	(30,220)	(60,908)	22,518	(9,248)	13,919	(8,599)	-38.2%
Capital	-	-	-	-	-	-	0.0%
Total Purchasing Department	260,486	232,342	375,238	322,590	397,774	22,535	6.0%

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
		Personnel										
I=	81110	REGULAR PAY	170,096	200,779	222,521	207,418	258,126	82,250	239,971	272,383	286,002	300,302
-	81120	OVERTIME PAY	64	573	300	2,036	306	1,231	3,264	321	337	354
	81199	VACANCY ADJUSTMENT			(7,163)		(8,491)			(9,533)	(10,010)	(10,511)
=	XWAGE	TOTAL WAGES	170,160	201,352	215,658	209,454	249,941	83,481	243,235	263,171	276,329	290,145
=	81410	FICA (EMPLOYER'S SHARE)	12,344	14,569	15,898	15,217	18,909	6,101	17,709	20,862	21,905	23,000
-	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	57,661	51,277	53,552	54,099	68,115	9,373	56,235	82,236	90,460	99,506
	81422	NEAR-SITE CLINIC				1,380	1,380	210	1,035	1,800	1,980	2,178
-	81425	VISION PREMIUMS	505	432	431	431	507	72	431	602	662	728
=	81430	DENTAL INSURANCE PREMIUMS	3,266	3,463	3,533	2,130	2,825	383	2,299	3,554	3,732	3,918
	81431	FSA ADMINISTRATION				38	38	16	38	38	38	38
=	81433	GROUP INSURANCE PREMIUMS				1,307	1,519	453	1,359	1,606	1,686	1,771
-	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(8,587)	(11,035)	(11,113)	(9,648)	(12,252)	(3,470)	(11,772)	(13,964)	(15,221)	(16,591)
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS				(1,301)	(1,789)	(434)	(1,550)	(2,049)	(2,151)	(2,259)
-	81444	EE VISION INSURANCE CONTRIBUTIONS				(86)	(102)	(29)	(99)	(118)	(124)	(130)
!	81450	RETIREMENT CONTRIBUTIONS	14,721	22,594	11,073	11,230	11,863	5,994	12,123	12,679	13,947	15,342
	81455	DEFERRED COMP MATCH	6,251	5,072	5,218	5,218	5,270	1,907	5,578	5,707	5,992	6,292
	81456	TCRS CONTRIBUTIONS (CITY)		2,941	5,948	3,356	5,879	1,393	4,478	7,683	8,451	9,296
	81470	WORKERS COMPENSATION PREMIUMS	40	41	43	425	617	672	739	47	49	52
=	XBEN	TOTAL BENEFITS	86,201	89,354	84,583	83,796	102,779	22,641	88,603	120,684	131,406	143,141
=	XPER	TOTAL PERSONNEL	256,361	290,706	300,241	293,250	352,720	106,122	331,838	383,855	407,735	433,286
		Operations										
	82110	MAILING & OUTBOUND SHIPPING SERVICES	2,314	(581)	50		50			50	50	50
=	XTRC	TOTAL TRANSPORTATION CHARGES	2,314	(581)	50		50			50	50	50
	82210	PRINTING & COPYING SERVICES, OUTSOURCED		185	200		200	62	100	200	200	200
	82250	TESTING & PHYSICALS	327	240	350		350		100	350	350	350
=	XOPSV	TOTAL OPERATING SERVICES	327	425	550		550	62	200	550	550	550
	82310	LEGAL NOTICES			50		50			50	50	50
+	82350	DUES FOR MEMBERSHIPS	1,232	1,252	2,825	1,552	2,490	473	1,523	2,580	2,600	2,910
	1	Various	733			14						
	10	Amazon Prime						13	13			
	2	Civic organization			320		320					
	3	NIGP	439	439	500	460	500	460	550	580	600	610
	4	TAPP	60		100	60	100		80	100	100	100
	5	MTPPA			100	60	100		80	100	100	100
	6	ICMA			700	693	715		800	800	800	800
	7	Certification fees (UPPCC, NIGP-CPP)			555		555			1,000	1,000	1,000
	8	Recertification fees (UPPCC, NIGP-CPP)			350	265						300
	9	FY 2020 PER - Procurment Officer IV		813	200		200					
	*	Amount missing from detail										
	82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)						25				
	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)			1,000		1,000			1,000	1,000	1,000
	82371	EMERGENCY RELIEF		254				90				
	82373	RECRUITMENT			50		50			50	50	50

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
+	82390	PUBLICATIONS, NON-TRAINING	495	513	550	531	550		550	580	600	600
	1	Various										
	2	NIGP 5-digit commodity code annual license renewal	495	513	550	531	550		550	580	600	600
	*	Amount missing from detail										
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLI QTY	1,727	2,019	4,475	2,083	4,140	588	2,073	4,260	4,300	4,610
+	82450	TELEPHONE SERVICE	365	334	675	584	1,290	184	1,200	1,200	1,200	1,200
	1	desk phones				650	690		1,200	1,200	1,200	1,200
	2	cell phone				(66)	600	184				
	3	Various - Corrections	365	334	675							
	*	Amount missing from detail										
	82455	CELLULAR TELEPHONE SERVICE				12			450	600	600	600
	82470	INTERNET & RELATED SERVICES	492	671	650	796	700	203	816	860	880	900
=	XUTIL	TOTAL UTILITIES	857	1,005	1,325	1,392	1,990	387	2,466	2,660	2,680	2,700
+	82510	COMPUTER SERVICES	14,298	13,274	22,245	13,123	43,000	304	31,869	33,350	34,095	34,950
	01	Various				(92)						
	02	consulting services for Great Plains										
!	04	e-procurement software					20,000		18,070	17,470	17,880	18,300
	05	Spend analysis	13,988		16,700	12,939	17,000		12,939	15,000	15,300	15,700
	06	Software for Tracking Certificates of Insurance										
	07	FY 2019 PER - Quarterly Updates of Spend Analysis			5,200		5,300					
	10	Adjustment from Workbooks										
	11	Zoom							360	380	390	400
	8	FY 2020 PER - Paramount WorkPlace Setup										
	9	Adobe renewals	310	13,274	345	276	700	304	500	500	525	550
	*	Amount missing from detail										
=	XCTS	TOTAL CONTRACTUAL SERVICES	14,298	13,274	22,245	13,123	43,000	304	31,869	33,350	34,095	34,950
+	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	743	932	1,020	286	1,040	104	650	900	950	1,000
	1	Various										
	2	Multi-function copier	743	932	1,020	286	1,040	104	650	900	950	1,000
	*	Amount missing from detail										
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	743	932	1,020	286	1,040	104	650	900	950	1,000
	82790	TRAINING, IN-HOUSE			100		100	49	49	100	100	100
=	XEPG	TOTAL EMPLOYEE PROGRAMS			100		100	49	49	100	100	100
+	82810	REGISTRATIONS	1,025	2,777	6,575	798	8,850	645	4,930	8,675	8,725	8,775
	1	Various				(1,802)						
	10	CPPB Exam Fee		315			315					
	11	Adjustments from Workbooks			(2,000)							
	2	Annual NIGP Forum & Expo	800	940	2,040	2,000	2,080	297	3,080	3,200	3,250	3,300
	3	Various NIGP seminars		510	1,630		1,660		700	2,800	2,800	2,800
	4	Various NIGP webinars	150		570	300	600	298	600	1,600	1,600	1,600
	5	Fall conference of TAPP			250	75	250	50	50	250	250	250
	6	Spring conference of TAPP	75		250	225	300		300	300	300	300
	7	Summary of Public Acts presented by UFMAS			25		25			25	25	25
	8	Various SkillPath webinars/seminars			750		500		200	500	500	500
	9	FY 2020 PER - Procurement Officer IV		1,012	3,060		3,120					
	*	Amount missing from detail										
+	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	248	396	2,550		2,550		825	2,550	2,550	2,550
	1	Various										
	2	Annual NIGP Forum & Expo	171	141	500		500			500	500	500

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	3	Various NIGP seminars			500		500		500	500	500	500
	4	Fall conference of TAPP			800		800			800	800	800
	5	Spring conference of TAPP	77		450		450		300	450	450	450
	6	Monthly MTPPA chapter meetings			100		100			100	100	100
	7	DBE Outreach Events			50		50			50	50	50
	8	Various SkillPath seminars		255	150		150		25	150	150	150
	*	Amount missing from detail										
+	82830	AIR TRAVEL	218	392	2,500		2,500		1,600	2,500	2,500	2,500
	1	Various										
	2	Annual NIGP Forum & Expo	218	392	1,000		1,000		1,300	1,300	1,300	1,300
	3	Possible NIGP Committee Meetings										
	4	NIGP Seminar			500		500		300	1,200	1,200	1,200
	5	FY 2020 PER - Procurement Officer IV			1,000		1,000					
	*	Amount missing from detail										
+	82840	LODGING	513	2,194	5,380		5,810		1,400	6,400	5,900	5,900
	1	Various										
	2	Annual NIGP Forum & Expo		1,880	2,100		2,500			3,600	3,000	3,000
	3	Various NIGP seminars			300		300		600	600	700	700
	4	Fall conference of TAPP	316		680		700			1,400	1,400	1,400
	5	Spring conference of TAPP	197		300		310		800	800	800	800
	6	Possible NIGP Committee Meetings										
	7	FY 2020 PER - Procurement Officer IV		314	2,000		2,000					
	*	Amount missing from detail										
+	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	28	346	1,650		1,700		620	2,100	2,100	2,100
	1	Various										
	2	Annual NIGP Forum & Expo		346	500		500			600	600	600
	3	Various NIGP seminars			200		200		300	400	400	400
	4	Fall conference of TAPP			200		200			400	400	400
	5	Spring conference of TAPP			150		200		300	300	300	300
	6	MTPPA annual banquet			200		200			200	200	200
	7	Various SkillPath seminars			50		50		20	50	50	50
	8	MTPPA meetings	28		150		150			150	150	150
	9	FY 2020 PER - Procurement Officer IV			200		200					
	*	Amount missing from detail										
	82890	OTHER TRAVEL EXPENSES			120		120			120	120	120
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	2,032	6,105	18,775	798	21,530	645	9,375	22,345	21,895	21,945
	83110	OFFICE SUPPLIES	471	392	1,000	288	1,000	97	700	1,000	1,000	1,000
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)			250		250		50	250	250	250
	83130	EMPLOYEE BENEVOLENCE ITEMS		15	100		100		50	100	100	100
+	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	88	155	225	23	275		30	475	275	275
	1	Various				23						
	2	refreshments for quarterly meetings of Departmental Purchasing Agents	88		200		250		30	250	250	250
	3	Halloween Candy			25		25			25	25	25
	4	Spring TAPP		155						200		
	*	Amount missing from detail										
=	XOFS	TOTAL OFFICE SUPPLIES	559	562	1,575	311	1,625	97	830	1,825	1,625	1,625
	83299	OTHER OPERATING SUPPLIES			100		100			100	100	100
=	XOPS	TOTAL OPERATING SUPPLIES			100		100			100	100	100
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)					100			100	100	100
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)			50		50			50	50	50
=	XFUEL	TOTAL FUEL & MILEAGE			50		150			150	150	150

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
+	83510	FURNITURE, FIXTURES (<\$25,000)			2,500	495	2,500		500	500	500	500
	1	Contingency					500		500	500	500	500
	2	Reconfiguration of outer office					2,000					
	3	various - corrections			2,500	495						
	*	Amount missing from detail										
+	83530	MACHINERY & EQUIPMENT (<\$25,000)	119		500		1,000			6,030	1,040	1,050
	1	Various	119		500					500	500	500
	2	Multi-function copier								5,000		
	3	For new position					500					
	4	Contingency					500			530	540	550
	*	Amount missing from detail										
+	83540	COMPUTER HARDWARE (<\$25,000)	22	2,488	6,600	3,955	4,600	2,532	2,600	2,700	11,000	2,800
	1	Contingency					2,300			2,700		2,800
	2	Scheduled Replacement				6,900					11,000	
	3	For new position					2,300	2,482	2,600			
	4	Various corrections	22	2,488	6,600	(2,945)		50				
	*	Amount missing from detail										
	83550	COMPUTER SOFTWARE (<\$25,000)			1,000	89						
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	141	2,488	10,600	4,539	8,100	2,532	3,100	9,230	12,540	4,350
	85110	PROPERTY INSURANCE	1,193	1,095	1,150	1,079	1,138	1,138	1,138	1,195	1,255	1,317
	85111	FRAUD INSURANCE	170	257		261	588	587	587	616	647	680
	85112	INLAND MARINE INSURANCE	29	29	30	30	32	32	32	34	35	37
!	85115	LIABILITY INSURANCE	183	295	580	226	300	299	299	314	330	346
	85116	E&O LIABILITY INSURANCE	401	589	618	284	386	385	385	404	424	446
	85119	UMBRELLA LIABILITY	157	248	260	202	252	252	252	265	278	292
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	2,133	2,513	2,638	2,082	2,696	2,693	2,693	2,828	2,969	3,118
	87510	REIMB OF INTERFUND SERVICES	(56,720)	(58,962)	(60,731)	(85,522)	(62,553)	(62,553)	(62,553)	(64,429)	(66,362)	(68,353)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(56,720)	(58,962)	(60,731)	(85,522)	(62,553)	(62,553)	(62,553)	(64,429)	(66,362)	(68,353)
=	XOP	TOTAL OPERATIONS	(31,589)	(30,220)	2,772	(60,908)	22,518	(55,092)	(9,248)	13,919	15,642	6,895
		Capital										
=	XTOT	TOTAL EXPENDITURES	224,772	260,486	303,013	232,342	375,238	51,030	322,590	397,774	423,377	440,181



City of Franklin, Tennessee

FY 2023 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Purchasing						
1	Procurement Requisition Approval Workflow Software	\$ -	\$ -	\$ 59,000	\$ 59,000	
2	Electronic Access-Control Locks for Purchasing Office	\$ -	\$ -	\$ 8,887	\$ 8,887	
3	Remote Diesel Fuel Sites Electronic Access Control Devices	\$ -	\$ -	\$ 15,200	\$ 15,200	
Total		\$ -	\$ -	\$ 83,087	\$ 83,087	\$ -
		Compensation	Benefits	Expenses	Total	
Total G/F Requests		\$ -	\$ -	\$ 83,087	\$ 83,087	\$ -

FranklinForward Allocations

	A Safe, Clean, Livable City	\$ -
	A Effective and Fiscally Sound City Government Providing High Quality Service	\$ 83,087
	Quality Life Experiences	\$ -
	Sustainable Growth & Economic Prosperity	\$ -
Totals		\$ 83,087

Traditional Allocations

	Personnel	\$ -
	Operations	\$ 83,087
	Equipment	\$ -
	Capital	\$ -
Total		\$ 83,087

FY 2023 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2023	Department Priority:	1	of	3
	Department:	41340 PURCHASING				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Procurement Requisition Approval Workflow Software				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
			\$0
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>			
	\$0	\$0	\$0
Expenses			
82510 COMPUTER SERVICES	\$25,000	\$34,000	\$59,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$25,000	\$34,000	\$59,000

PURPOSE / DESCRIPTION OF REQUEST

This software request would provide for a more efficient way to create and process procurement requisitions. Currently we have a paper process which is slow and inefficient. We also have incorporated the use of DocuSign as an attempt at a workflow tool. DocuSign has been useful to the departments but not so much to the Purchasing Office as it makes the editing process cumbersome. Procurement requisition workflow software that is integrated with our current financial software would allow this process to be performed electronically which will reduce the time it takes to create and process requisitions. Approval of this software request will benefit the Purchasing Office and all departments by reducing the cycle time it takes to purchase and receive items needed by the City. The electronic bidding software currently being pursued by Purchasing does not include requisition workflow.

SERVICE IMPLICATION

Failure to approve this software request would require us to continue with slow and inefficient processes for handling procurement requisitions which will result in continued delays in purchasing items needed by the City.

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2023	Department Priority:	2	of	3
	Department:	41340 PURCHASING				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Electronic Access-Control Locks for Purchasing Office				
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.						
REQUESTED PROGRAM ENHANCEMENT FUNDING						
Account Description		One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request		
Compensation						
				\$0		
				\$0		
Benefits						
Benefits auto-calculated at 30% of compensation -->>		\$0	\$0	\$0		
Expenses						
82660 BUILDING REPAIR & MAINTENANCE SERVICES		8,834.55		\$8,835		
83550 COMPUTER SOFTWARE (<\$25,000)			\$52	\$52		
				\$0		
				\$0		
				\$0		
				\$0		
				\$0		
				\$0		
				\$0		
				\$0		
				\$0		
				\$0		
				\$0		
TOTAL		\$8,835	\$52	\$8,887		
PURPOSE / DESCRIPTION OF REQUEST						
The purpose of this project would be: (a) to eliminate the need for keys to access the Purchasing suite; (b) to allow City employees other than Purchasing staffers, especially upper management, to be able to access the Purchasing suite as needed; (c) to limit access from the Purchasing suite to the HR suite; and (d) to allow more convenient access directly from the 3rd Ave. lobby of City Hall to the Purchasing suite.						
Electronic (ID-read) locks for access control to Purchasing Office for up to three doors:						
(a) for door between City Hall corridor and Purchasing (lowest priority) (\$3,052.06 (the aluminum/glass door requires more expensive hardware) plus controller and power supply),						
(b) for door between City Hall lobby and Purchasing (\$1,843.95 plus controller and power supply),						
(c) for door between Purchasing and HR interior hallway (\$1,843.92 plus controller and power supply) and						
(d) controller (\$1,252.74 if one or two doors; \$1,844.62 if three doors) and power supply (\$250)						
Total for all three doors: \$8,834.55;						
Total for two highest priority doors (door between City Hall lobby and Purchasing and door between Purchasing and HR interior hallway): \$5,190.61.						
Reader licenses for 12 months: \$52.32						
SERVICE IMPLICATION						
If this project is not approved: (a) the need for keys to access the Purchasing suite would persist; (b) City employees without a key to the Purchasing suite would remain unable to access the Purchasing suite as needed; (c) access from the Purchasing suite to the HR suite would remain difficult to control; and (d) access directly from the 3rd Ave. lobby of City Hall to the Purchasing suite would remain inconvenient.						

HISTORIC
FRANKLIN
TENNESSEE

Intended Year: **2023**

Department: **41340 PURCHASING**

Division:

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

Title: **Remote diesel fuel sites electronic access control devices**

Department Priority: **3** of **3**

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
83660 BUILDING MAINTENANCE SUPPLIES	15,200		\$15,200
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$15,200	\$0	\$15,200

PURPOSE / DESCRIPTION OF REQUEST

This request is for electronic access control devices (site and tank locks) at the City's stationary diesel fuel sites to allow for secure but convenient access for the delivery of diesel fuel for the generators.

SERVICE IMPLICATION

Without the electronic access control devices, someone in Purchasing must coordinate with the driver of the fuel delivery truck, as well as City staff, for someone to be at the remote site at the time of the delivery to allow the driver access. This task is time consuming and an inconvenience to the delivery drivers as well as City staff.



File #: 21-02991

DATE: March 31, 2022
TO: Budget & Finance Committee
FROM: Jessica Davey, Revenue & Licensing Manager
SUBJECT:

Budget Presentation - Revenue Management & Municipal Court

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the budget requests for the Revenue Management & City Court Departments for FY 2022-2023.

BACKGROUND/STAFF COMMENTS:

Each year, the Budget & Finance Committee reviews the detailed budget of each City Department. At the meetings in February, March, and April, departmental staff makes a presentation of the plans for the next budget cycle and the requested funding for those anticipated needs. This provides the Committee with an idea of the size and scope of budget requests that may be included in the City Administrator's proposed budget, which is typically delivered at the May committee meeting.

FINANCIAL IMPACT:

The financial impact varies by department, depending on the increase in population, the required services, equipment replacement needs, and program enhancements.

RECOMMENDATION:

Staff recommends review of the budget materials. No action is required.



City of Franklin, Tennessee
FY 2023 Operating Budget Request

Revenue Management & City Court

Jessica Davey

Revenue & Licensing Manager, City Court Clerk

Judge Deana Hood



City of Franklin, Tennessee - **FY 2023 Budget Request** **Revenue Management & City Court**

Slide 2

Outline

- Purpose of Department**
- Organization Chart**
- Base Budget Request**
 - Personnel**
 - Operations**
- Program Enhancements**
- Summary**

Purpose of Department

Revenue Management:

The Revenue Management department performs billing services, collection services, and provides customer service for the City of Franklin Utility Department (water and wastewater), Stormwater Division, and the Sanitation & Environmental Services Department. The department collects and processes business taxes, alcohol taxes, state shared taxes, and hotel/motel taxes. In addition, Revenue Management processes numerous permits for our citizens.



City of Franklin, Tennessee - FY 2023 Budget Request Revenue Management & City Court

Slide 4

Purpose of Department

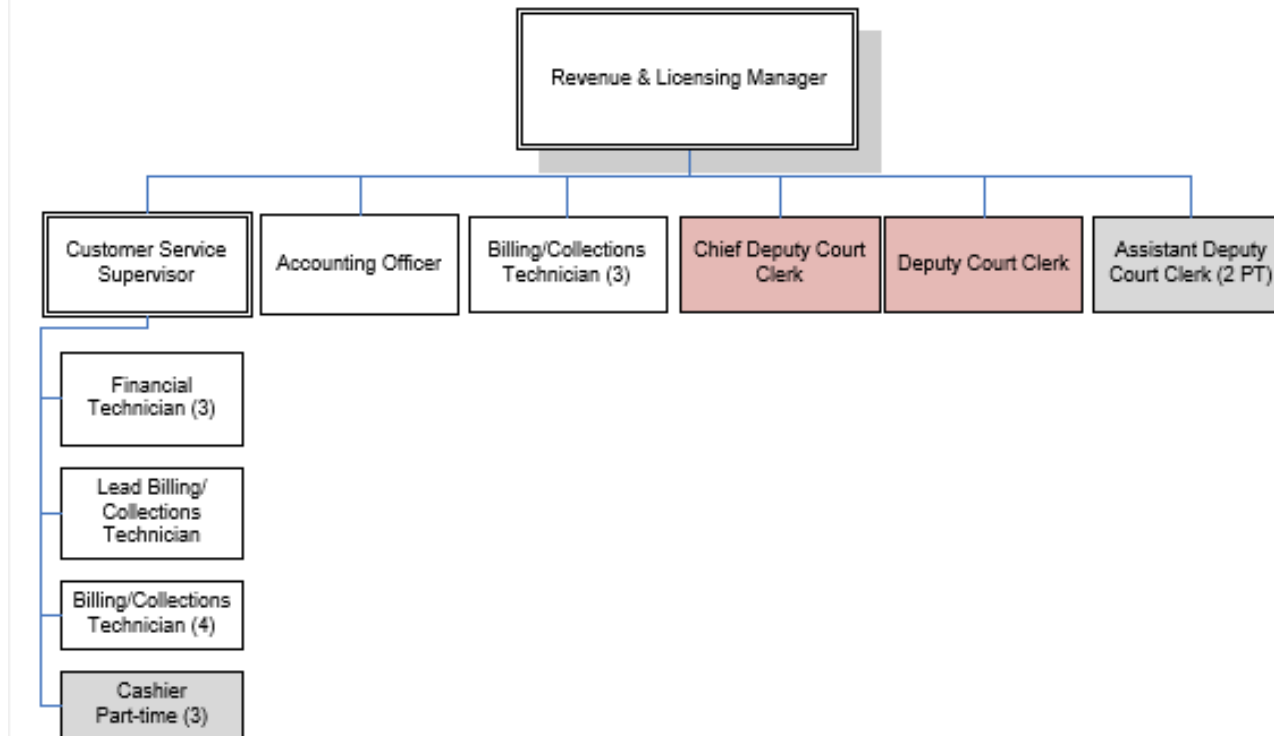
City Court:

Our mission is to effectively, efficiently, and accurately process city ordinance violations, to create and sustain customer-oriented quality service that provides maximum access to the court, and to promote public confidence in the court system.

City of Franklin, Tennessee - FY 2023 Budget Request

Revenue Management & City Court

Current Organization Chart

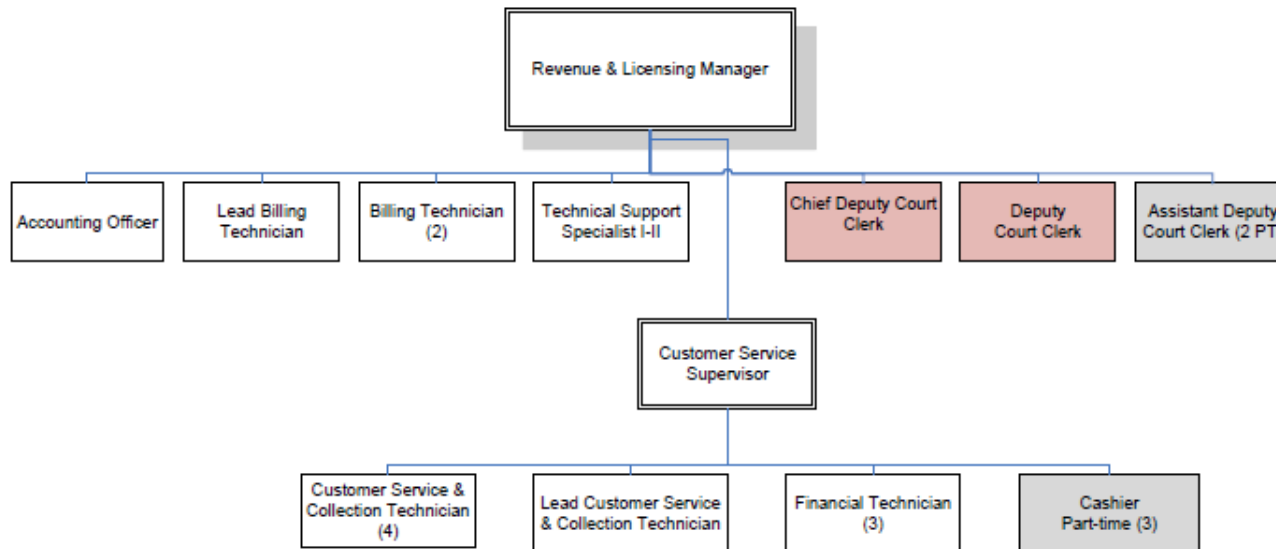


City of Franklin, Tennessee - FY 2023 Budget Request

Revenue Management & City Court

Slide 6

Proposed Organization Chart





City of Franklin, Tennessee - **FY 2023 Budget Request** **Revenue Management & City Court**

Slide 7

Base Budget Request: Personnel

Revenue Management:

We currently have budgeted 14 full-time and 2 part-time employees. In this year's budget we are requesting to reclass one position and add one new position (these requests are not in the figures below).

FY 2022: \$1,117,010

FY 2023: \$1,178,757

Increase of \$61,747 or 5.5% due to benefit deduction and election changes.



City of Franklin, Tennessee - FY 2023 Budget Request

Revenue Management & City Court

Slide 8

Base Budget Request: Personnel

City Court:

Authorized staffing currently consists of 2 full-time and 1 part-time employee. We are not requesting any additional personnel for FY2023.

FY 2022: \$232,204

FY 2023: \$211,051

Decrease of \$21,153 or 9.1% due to the retirement of a long-term staff member and the reclass of a position to a grade lower.



City of Franklin, Tennessee - FY 2023 Budget Request

Revenue Management & City Court

Slide 9

Base Budget Request: Operations

Revenue Management:

With Interfund Transfers:

FY 2022: (\$851,958)

FY 2023: (\$917,746)

Without Interfund Transfers:

FY 2022: \$544,763

FY 2023: \$506,909

Operational costs are decreasing \$37,854 or 6.9% from FY 2022 due to an increase in interfund reimbursements and the call center upgrade was not an ongoing expense.

City Court:

FY 2022: \$48,045

FY 2023: \$48,780

Operational costs are increasing by \$735 or 1.5% from FY22 as a result of inflation.

City of Franklin, Tennessee - FY 2023 Budget Request

Revenue Management & City Court

Slide 10

Program Enhancement Requests

Revenue Management:
Lead Billing Technician \$6,566

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
<u>Compensation</u>			
81110 REGULAR PAY		\$5,051	\$5,051
			\$0
<u>Benefits</u>			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$1,515	\$1,515

City of Franklin, Tennessee - FY 2023 Budget Request

Revenue Management & City Court

Slide 11

Program Enhancement Requests

Revenue Management: Technical Support Specialist \$59,092

REQUESTED PROGRAM ENHANCEMENT FUNDING			
Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
81110 REGULAR PAY		\$45,456	\$45,456
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$13,637	\$13,637



City of Franklin, Tennessee - FY 2023 Budget Request

Revenue Management & City Court

Slide 12

Program Enhancement Requests

City Court:

CTRIS Replacement Program \$287,198

Expenses

82510 COMPUTER SERVICES	\$243,120		\$243,120
82510 COMPUTER SERVICES		\$44,078	\$44,078



City of Franklin, Tennessee - FY 2023 Budget Request

Revenue Management & City Court

Summary

Revenue Management – We are actively rolling out an upgrade to our Cisco call center and the team is excited about the new features that will allow us to better serve our customers. The system will expand our reach to our citizens by utilizing a more modern and intuitive platform. Revenue Management looks forward to collecting input from all team members to look for more way to efficiently collect utilities and taxes.

City Court - City Court plans to implement new technology upgrades with improving efficiency and customer service as the focus of those changes. We look forward to utilizing an existing staff member in a new leadership role and new staff coming onboard to review all processes and look for areas to improve productivity.

We look forward to further opportunities to serve the City in 2023!



City of Franklin, Tennessee

FY 2023 Operating Budget

Revenue Management

Jessica Davey, Revenue & Licensing Manager

Budget Summary

	2020	2021	2022		2023	2022 v. 2023	
	Actual	Actual	Budget	EOY	Budget	\$	%
Personnel	1,020,658	1,068,002	1,117,010	1,091,984	1,178,757	61,747	5.5%
Operations	-885,186	-861,694	-851,958	-886,739	-917,746	-65,788	7.7%
Capital	0	0	0	0	0	0	0.0%
Total	135,472	206,308	265,052	205,245	261,011	-4,041	-1.5%

Departmental Summary

The Revenue Management department performs billing services, collection services, and provides customer service for the City of Franklin Utility Department (water and wastewater), Stormwater Division, and the Sanitation & Environmental Services Department. The department collects and processes business taxes, alcohol taxes, state shared taxes, and hotel/motel taxes. In addition, Revenue Management processes numerous permits for our citizens.



COVID-19 Response & Impact

As our region re-opened, Revenue Management staff returned to on-site work. We utilized remote work capabilities as needed to respond to the pandemic. Our ability to pivot to remote work allowed us to continue to keep the staff and public safe and to ensure a sanitary work environment.

FY 2023 Outlook

We are actively rolling out an upgrade to our Cisco call center and the team is excited about the new features that will allow us to better serve our customers. The system will expand our reach to our citizens by utilizing a more modern and intuitive platform. Revenue Management looks forward to collecting input from all team members to look for more way to efficiently collect utilities and taxes.

Performance Measures

The City of Franklin has established **FranklinForward** : A Vision for 2033. This Strategic Plan has specific and demonstrable objectives for each department which, when achieved individually, will cohesively move Franklin forward to meet the challenges and demands of the future.

Each budget has a series of performance measures and benchmarks attached to it which demonstrate the workload, effectiveness and outcome of taxpayer support for the annual operations of the City of Franklin and its pursuit of the goals of the Strategic Plan. Together, these measures demonstrate a proper and diligent use of taxpayer dollars in the pursuit of a greater community.



FranklinForward : A Vision for 2033 | Objectives for Developing a Strategic Plan

Related Theme: None Specific



City of Franklin, Tennessee

FY 2023 Operating Budget

Performance Measures (con't)

Key:

Sustainable Franklin



Franklin Citizens Survey



Workload (Output) Measures

	2019	2020	2021	2022*	2023*
Bills					
Number of property tax bills issued	33,000	33,458	33,857	34,286	34,715
Number of water & sewer bills issued	369,150	354,462	359,833	364,628	369,711
New requests for service (Total)	2,500	2,395	2,524	2,600	2,676
Water (Monthly Average)	\$ 50.75	\$ 49.97	\$ 52.48	\$ 54.60	\$ 56.72
Sewer (Monthly Average)	\$ 58.61	\$ 65.80	\$ 67.95	\$ 62.62	\$ 67.29
Irrigation (Monthly Average)	\$ 250.00	\$ 221.86	\$ 213.00	\$ 194.50	\$ 176.00
Delinquent Notices	-	2,575	2,906	3,237	3,568
Water Shutoffs	1,000	500	990	1,016	1,200
Electronic					
Web Pay	39,165	45,128	56,220	64,400	73,274
ACH/RPPS	82,595	80,973	78,558	71,896	74,522
Bank Draft	99,040	106,175	113,496	132,970	127,766
Lock Box	82,625	79,776	70,348	57,614	58,072
Paper					
Drop Box (2nd Avenue) / Mail	15,420	15,273	13,272	9,974	7,718
In-Person Transactions	16,725	10,692	7,708	7,582	7,000
Total Transactions	335,570	338,017	339,602	344,436	348,352
% of total transactions electronic	90.4%	92.3%	93.8%	94.9%	95.8%
% of total transactions paper	4.6%	4.5%	3.9%	2.9%	2.2%
% of total transactions in-person	5.0%	3.2%	2.3%	2.2%	2.0%

Efficiency Measures

	2019	2020	2021	2022*	2023*
Maintain utility billing error rate at or below 2%	0.10%	0.07%	0.06%	0.06%	0.06%

Outcome (Effectiveness) Measures

	2019	2020	2021	2022*	2023*
Collection Rate(s)					
Total Percent of Property Tax Collected Within One Year of Levy	98.80%	98.80%	99.10%	99.50%	99.80%
Total Percent of Property Tax Collected as a Percentage of Total Levy	99.90%	99.90%	99.10%	99.10%	99.50%
Utility Collections as a Percentage of Utilities Billed^	90.9%	95.4%	94.4%	94.5%	94.2%
Increase Electronic Versus Manual Payments by 1% by Fiscal Year Ending	90.00%	92.00%	93.00%	94.00%	95.00%

* 2022 and 2023 data estimated.

^Our data collection method changed as of 2022 and prior years have been updated to reflect this new measurement.

Franklin Citizens Survey

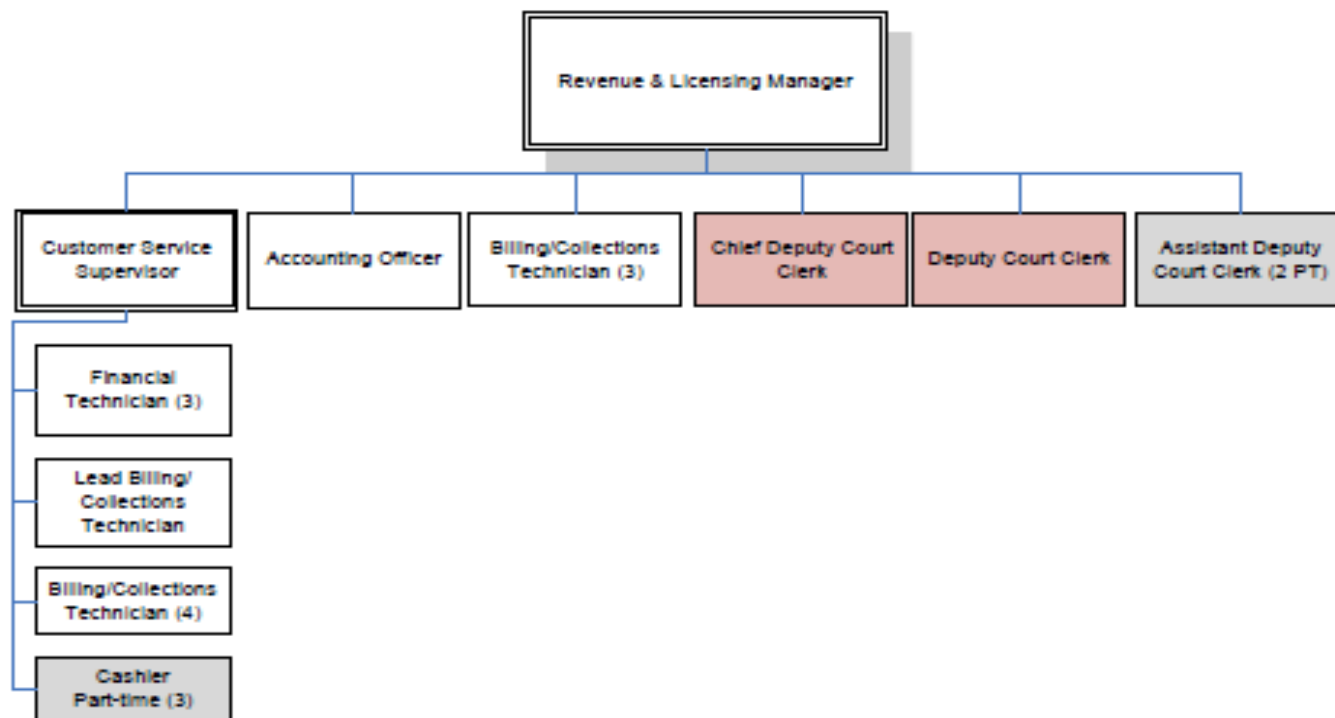
		2016 Citizens Survey		2019 Citizens Survey	
		Excellent/ Good	Fair/Poor	Excellent/ Good	Fair/Poor
☒	% rating the quality of Utility billing services	79%	21%	80%	20%



City of Franklin, Tennessee

FY 2023 Operating Budget

Organizational Chart



Revenue Management: Shaded in White

City Court: Shaded in Red

Gray: Positions Authorized and Unbudgeted in FY 2023

Note: For detailed counts and authorized positions, please see table below entitled "Staffing by Position"

Staffing by Position

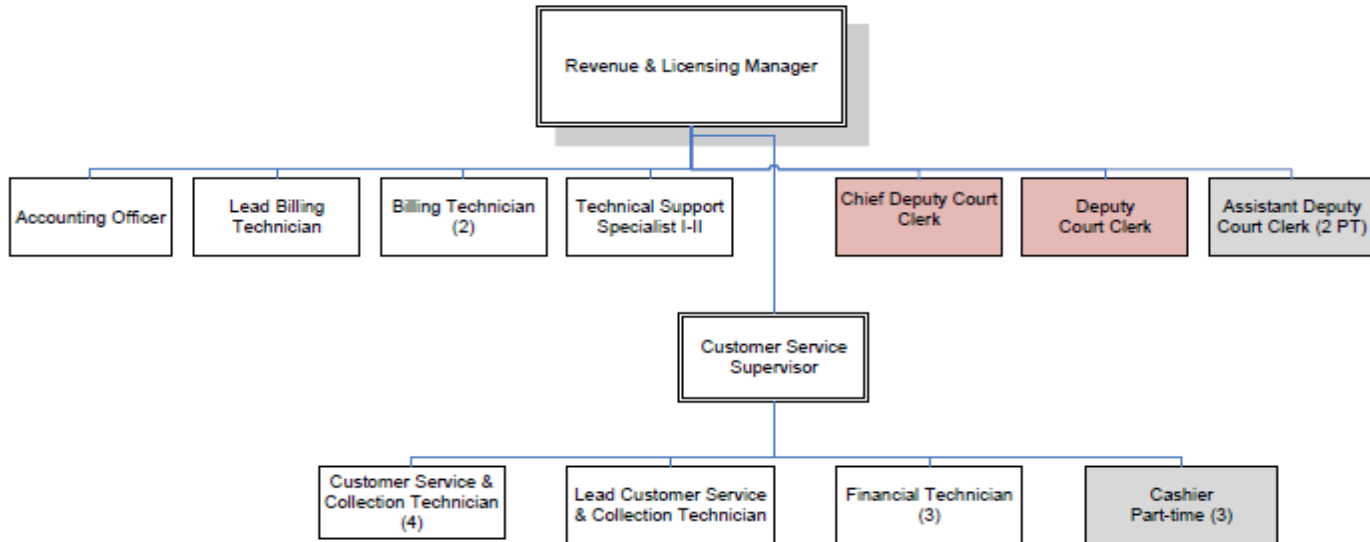
Budget Positions	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Revenue & Licensing Manager	Grade I	1	0	1	0	1	0	1	0	1	0
Asst City Recorder - Revenue Management	Grade G	0	0	0	0	0	0	0	0	0	0
Customer Service Supervisor	Grade G	1	0	1	0	1	0	1	0	1	0
Account Mgmt Supervisor	Grade F	1	0	0	0	0	0	0	0	0	0
Accounting Officer	Grade F	1	0	1	0	1	0	1	0	1	0
Lead Billing/Collections Technician	Grade E	0	0	1	0	1	0	1	0	1	0
Lead Billing Technician	Grade E	0	0	0	0	0	0	1	0	1	0
Financial Technician I	Grade D	3	0	3	0	2	0	3	0	3	0
Billing Technician	Grade D	0	0	0	0	0	0	2	0	2	0
Billing/Collections Technician	Grade D	7	0	7	0	7	0	4	0	4	0
Cashier Part-Time	Grade B	0	3	0	3	0	2	0	2	0	2
Sub-Total Budgeted Positions		14	3	14	3	13	2	14	2	14	2
Authorized, Unbudgeted Positions											
Financial Technician	Grade D	0	0	0	0	1	0	0	0	0	0
Cashier Part-Time	Grade B	0	0	0	0	0	1	0	1	0	1
Sub-Total Unbudgeted Positions		0	0	0	0	1	1	0	1	0	1
Total Authorized Positions		14	3	14	3	14	3	14	3	14	3



City of Franklin, Tennessee

FY 2023 Operating Budget

Organizational Chart



Revenue Management: Shaded in White

City Court: Shaded in Red

Gray: Positions Authorized and Unbudgeted in FY 2023

Note: For detailed counts and authorized positions, please see table below entitled "Staffing by Position"

Staffing by Position

Budget Positions	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Revenue & Licensing Manager	Grade I	1	0	1	0	1	0	1	0	1	0
Customer Service Supervisor	Grade G	1	0	1	0	1	0	1	0	1	0
Account Mgmt Supervisor	Grade F	1	0	0	0	0	0	0	0	0	0
Accounting Officer	Grade F	1	0	1	0	1	0	1	0	1	0
Lead Billing/Collections Technician	Grade E	0	0	1	0	1	0	1	0	0	0
Lead Cust. Serv. & Coll. Technician	Grade E	0	0	0	0	0	0	0	0	1	0
Lead Billing Technician	Grade E	0	0	0	0	0	0	0	0	1	0
Technical Support Specialist I-II	Grades E-F	0	0	0	0	0	0	0	0	1	0
Financial Technician I	Grade D	3	0	3	0	2	0	3	0	3	0
Billing Technician	Grade D	0	0	0	0	0	0	0	0	2	0
Cust. Service & Collection Technician	Grade D	0	0	0	0	0	0	0	0	4	0
Billing/Collections Technician	Grade D	7	0	7	0	7	0	7	0	0	0
Cashier Part-Time	Grade B	0	3	0	3	0	2	0	2	0	2
Sub-Total Budgeted Positions		14	3	14	3	13	2	14	2	15	2
Authorized, Unbudgeted Positions											
Financial Technician	Grade D	0	0	0	0	1	0	0	0	0	0
Cashier Part-Time	Grade B	0	0	0	0	0	1	0	1	0	1
Sub-Total Unbudgeted Positions		0	0	0	0	1	1	0	1	0	1
Total Authorized Positions		14	3	14	3	14	3	14	3	15	3



City of Franklin, Tennessee

FY 2023 Operating Budget

Budget

	Actual 2020	Actual 2021	Budget 2022	EOY 2022	Budget 2023	Difference	
						\$	%
Personnel							
Salaries & Wages	730,700	751,725	772,370	755,134	789,984	17,614	2.3%
Employee Benefits	289,958	316,277	344,640	336,850	388,772	44,132	12.8%
Total Personnel	1,020,658	1,068,002	1,117,010	1,091,984	1,178,757	61,747	5.5%
Operations							
Transportation Services	11,683	9,598	12,000	9,600	12,000	-	0.0%
Operating Services	2,433	1,510	1,950	1,800	2,450	500	25.6%
Notices, Subscriptions, etc.	425	665	2,150	1,052	2,218	68	3.2%
Utilities	3,015	4,410	6,100	5,585	6,325	225	3.7%
Contractual Services	168	-	58,260	56,510	2,200	(56,060)	-96.2%
Repair & Maintenance Services	216	2,741	1,200	1,215	1,300	100	8.3%
Employee programs	425	793	2,700	170	2,700	-	0.0%
Professional Development/Travel	741	1,936	5,770	4,363	6,015	245	4.2%
Office Supplies	14,966	12,339	17,600	13,200	18,700	1,100	6.3%
Operating Supplies	89	1,441	1,960	1,755	1,960	-	0.0%
Fuel & Mileage	117	110	200	-	200	-	0%
Machinery & Equipment (<\$25,000)	6,544	11,998	13,500	2,900	13,500	-	0.0%
Repair & Maintenance Supplies	207	162	-	150	165	165	0.0%
Property & Liability Costs	2,218	1,760	2,372	2,357	2,475	103	4.3%
Permits	12,094	12,000	12,000	12,000	16,200	4,200	35.0%
Financial Fees	401,788	380,932	407,001	397,325	418,501	11,500	2.8%
Miscellaneous	170	-	-	-	-	-	0.0%
Interfund Reimbursements	(1,342,485)	(1,304,089)	(1,396,721)	(1,396,721)	(1,424,655)	(27,934)	2.0%
Total Operations	(885,186)	(861,694)	(851,958)	(886,739)	(917,746)	(65,788)	7.7%
Capital							
Total Revenue Management	135,472	206,308	265,052	205,245	261,011	(4,041)	-1.5%

	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	752,780	724,457	779,188	746,342	793,733	271,063	750,993	813,642	854,324	897,040
=	81120	OVERTIME PAY	7,197	6,243	4,500	5,383	4,590	1,421	4,141	4,820	5,061	5,314
	81199	VACANCY ADJUSTMENT			(24,442)		(25,953)			(28,477)	(29,901)	(31,396)
=	XWAGE	TOTAL WAGES	759,977	730,700	759,246	751,725	772,370	272,484	755,134	789,984	829,484	870,958
=	81410	FICA (EMPLOYER'S SHARE)	54,995	52,936	53,036	54,222	58,708	19,702	54,347	62,612	65,743	69,030
=	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	188,589	169,532	172,158	190,330	219,413	35,698	214,187	237,810	261,591	287,750
	81422	NEAR-SITE CLINIC				5,412	5,200	860	5,160	5,220	5,742	6,316
=	81425	VISION PREMIUMS	1,224	1,031	1,105	1,133	1,309	206	1,234	1,368	1,505	1,655
=	81430	DENTAL INSURANCE PREMIUMS	13,764	13,491	13,382	8,032	9,213	1,533	9,196	10,128	10,634	11,166
	81431	FSA ADMINISTRATION				115	115	48	115	115	115	115
=	81433	GROUP INSURANCE PREMIUMS				4,174	4,681	1,579	4,738	4,833	5,075	5,328
=	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(39,862)	(35,737)	(39,655)	(34,772)	(38,965)	(12,120)	(39,390)	(39,157)	(43,073)	(47,380)
	81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	1,500	1,000	1,000	333	2,000	2,000	2,000	3,000	3,000	3,000
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS				(5,068)	(5,691)	(1,734)	(5,637)	(5,463)	(5,736)	(6,023)
=	81444	EE VISION INSURANCE CONTRIBUTIONS				(223)	(252)	(79)	(256)	(254)	(267)	(280)
!	81450	RETIREMENT CONTRIBUTIONS	66,246	67,783	75,611	67,081	59,315	29,969	60,613	76,074	83,682	92,050
	81455	DEFERRED COMP MATCH	19,525	7,403	8,575	8,635	8,744	3,644	10,671	5,280	5,544	5,822
	81456	TCRS CONTRIBUTIONS (CITY)		11,324	12,121	12,959	18,902	6,096	17,644	26,774	29,452	32,397
	81460	UNEMPLOYMENT CLAIMS				3,761						
	81470	WORKERS COMPENSATION PREMIUMS	379	374	393	153	1,948	2,025	2,228	433	455	477
	81475	WORKERS COMPENSATION CLAIMS		821								
=	XBEN	TOTAL BENEFITS	306,360	289,958	297,726	316,277	344,640	89,427	336,850	388,772	423,462	461,423
=	XPER	TOTAL PERSONNEL	1,066,337	1,020,658	1,056,972	1,068,002	1,117,010	361,911	1,091,984	1,178,757	1,252,946	1,332,381
		Operations										
+	82110	MAILING & OUTBOUND SHIPPING SERVICES	5,846	11,674	16,000	9,598	12,000	2,293	9,600	12,000	12,000	12,000
	1	Mailing (followup and notices)										
	2	Utility Billing Notices (changes coming)										
	3	Various	5,846	11,674	16,000	9,598	12,000	2,293	9,600	12,000	12,000	12,000
	4	Line Item 4										
	*	Amount missing from detail										
	82130	VEHICLE LICENSES & TITLES	9	9								
=	XTRC	TOTAL TRANSPORTATION CHARGES	5,855	11,683	16,000	9,598	12,000	2,293	9,600	12,000	12,000	12,000
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	1,391	1,224	300		1,200		600	1,200	1,200	1,200
	82240	TRANSCRIPTION FEES	309									
	82250	TESTING & PHYSICALS	915	238	500	407	250		200	250	500	500
	82260	UNIFORM RENTAL & SERVICES				155						
	82299	OTHER OPERATING SERVICES	785	971	500	948	500	263	1,000	1,000	1,000	1,000
=	XOPSV	TOTAL OPERATING SERVICES	3,400	2,433	1,300	1,510	1,950	263	1,800	2,450	2,700	2,700
	82310	LEGAL NOTICES	29		1,000		1,000		100	1,000	1,000	1,000
+	82350	DUES FOR MEMBERSHIPS	425	425	500	625	650	95	702	718	743	768
	1	Tn Assoc of Municipal Clerks (TAMCAR)										

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	2	CMFO										
	3	Int Assoc of Municipal Clerks (IIMC)										
	4	Govt Finance Officers Assoc (GFOA)										
	5	Various	425	425	500	625	650	40	575	575	600	600
	6	TGFOA						55	75	75	75	100
	7	Amazon Prime							52	68	68	68
	*	Amount missing from detail										
	82371	EMERGENCY RELIEF				40						
	82390	PUBLICATIONS, NON-TRAINING	269		500		500		250	500	500	500
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	723	425	2,000	665	2,150	95	1,052	2,218	2,243	2,268
I	82450	TELEPHONE SERVICE	1,087	1,003	1,300	1,935	2,400	441	2,000	2,400	2,400	2,400
	82455	CELLULAR TELEPHONE SERVICE				88	1,200	167	1,000	1,200	1,200	1,200
	82470	INTERNET & RELATED SERVICES	1,476	2,012	1,300	2,387	2,500	610	2,585	2,725	2,800	2,800
=	XUTIL	TOTAL UTILITIES	2,563	3,015	2,600	4,410	6,100	1,218	5,585	6,325	6,400	6,400
+	82510	COMPUTER SERVICES		168	2,650		56,260	152	56,260	200	200	200
	1	Impact Printer PM - Infoprint (IBM)										
	2	Various			2,650							
	5	Programming Support for Credit Cards										
	6	Programming Support for PT import to Hansen										
	7	Programming Support for BL interface										
	8	Adobe Licenses		168			200		200	200	200	200
I	9	Cisco Call Center Upgrade					56,060	152	56,060			
	*	Amount missing from detail										
+	82599	OTHER CONTRACTUAL SERVICES	250		2,000		2,000	215	250	2,000	2,000	2,000
	1	Bad Debt Collections - Transworld										
	2	Bad Debt Collections - To be Determined			2,000		2,000	215	250	2,000	2,000	2,000
	4	Various	250									
	*	Amount missing from detail										
=	XCTS	TOTAL CONTRACTUAL SERVICES	250	168	4,650		58,260	367	56,510	2,200	2,200	2,200
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	467	216		1,745						
+	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	1,194		1,200	996	1,200	267	1,215	1,300	1,300	1,350
	1	Copy Maintenance	1,194		1,200	996	1,200	267	1,215	1,300	1,300	1,350
	*	Amount missing from detail										
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	1,661	216	1,200	2,741	1,200	267	1,215	1,300	1,300	1,350
	82750	EMPLOYEE RECOGNITION/RECEPTIONS			1,000		1,000			1,000	1,000	1,000
+	82780	TRAINING, OUTSIDE	405	100	500	755	200		170	200	200	200
	1	MTAS fees (16 at \$50)	405	100	500	755	200		170	200	200	200
	*	Amount missing from detail										
	82790	TRAINING, IN-HOUSE	213	325	1,500	38	1,500			1,500	1,500	1,500
=	XEPG	TOTAL EMPLOYEE PROGRAMS	618	425	3,000	793	2,700		170	2,700	2,700	2,700
+	82810	REGISTRATIONS	325	175	2,400	1,936	3,670	298	4,013	3,890	2,570	2,570
	1	MTAS fees			1,000	1,000	1,000		1,200	1,200	1,200	1,200
	2	Rotary			400			298	298			
	3	TGFOA Fall Conference			400	400	800		350	525	525	525
	4	CMFO	325	175	600	536	1,200		1,320	1,320		
	5	CLE					500		550	550	550	550

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	6	BPR Annual Registration					170		170	170	170	170
	7	TGFOA Spring Conference							125	125	125	125
	*	Amount missing from detail										
+	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	100	(132)	200		200		215	225	250	250
	1	MTAS seminars/conferences										
	3	Various	100	(132)	200		200		215	225	250	250
	*	Amount missing from detail										
	82830	AIR TRAVEL	374				750			750	750	750
	82840	LODGING		662			750		110	750	750	750
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)		36	200		200		25	200	200	200
	82890	OTHER TRAVEL EXPENSES			200		200			200	200	200
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	799	741	3,000	1,936	5,770	298	4,363	6,015	4,720	4,720
	83110	OFFICE SUPPLIES	12,738	14,392	18,000	11,572	15,000	2,719	12,000	16,000	16,000	16,000
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)			1,000		1,000		100	1,000	1,000	1,000
	83130	EMPLOYEE BENEVOLENCE ITEMS	549	249	600	463	600	140	300	600	600	600
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	520	325	1,000	304	1,000	201	800	1,100	1,150	1,200
=	XOFS	TOTAL OFFICE SUPPLIES	13,807	14,966	20,600	12,339	17,600	3,060	13,200	18,700	18,750	18,800
	83260	UNIFORMS PURCHASED	2,036		1,800	1,288	1,800	82	1,600	1,800	1,900	2,000
	83299	OTHER OPERATING SUPPLIES	85	89	1,000	153	160	38	155	160	160	160
=	XOPS	TOTAL OPERATING SUPPLIES	2,121	89	2,800	1,441	1,960	120	1,755	1,960	2,060	2,160
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	195	117		110	200			200	200	200
=	XFUEL	TOTAL FUEL & MILEAGE	195	117		110	200			200	200	200
+	83510	FURNITURE, FIXTURES (<\$25,000)	3,296	1,857	5,000	200	5,000		500	5,000	5,000	5,000
	1	Chairs	3,296		5,000	200	5,000		500	5,000	5,000	5,000
	2	Lighting		1,857								
	*	Amount missing from detail										
+	83530	MACHINERY & EQUIPMENT (<\$25,000)	8,168	37		201						
	1	Cash Drawers										
	2	Copy Machine	8,168	37		201						
	*	Amount missing from detail										
+	83540	COMPUTER HARDWARE (<\$25,000)	4,764	4,650	8,500	11,506	8,500	214	2,400	8,500	8,500	8,500
	1	Computers, monitors, keyboards										
	2	Printers										
	3	Scanners										
	4	Various	4,764	4,650	8,500	11,506	8,500	214	2,400	8,500	8,500	8,500
	5	Line Item 5										
	*	Amount missing from detail										
	83550	COMPUTER SOFTWARE (<\$25,000)	74			91						
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)	16,302	6,544	13,500	11,998	13,500	214	2,900	13,500	13,500	13,500
	83620	EQUIPMENT PARTS & SUPPLIES		207		162		17	150	165	175	175
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES		207		162		17	150	165	175	175
	85110	PROPERTY INSURANCE	1,193	1,095	1,150	1,079	1,138	1,138	1,138	1,195	1,255	1,317
	85111	FRAUD INSURANCE	261	150	288	94	343	343	343	360	378	397
	85112	INLAND MARINE INSURANCE	29	29	30	30	32	32	32	34	35	37

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	85113	AUTO PHYSICAL DAMAGE		16	17	15	16	17	17	18	19	20
	85115	LIABILITY INSURANCE	280	172	338	81	175	175	175	184	193	203
	85116	E&O LIABILITY INSURANCE	614	344	361	102	225	225	225	236	248	260
	85117	VEHICLE LIABILITY INSURANCE		267	280	287	295	280	280	294	309	324
	85119	UMBRELLA LIABILITY	241	145	152	72	148	147	147	154	162	170
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	2,618	2,218	2,616	1,760	2,372	2,357	2,357	2,475	2,599	2,728
+	85330	UTILITY DISTRICT FEES	12,000	12,000	19,000	12,000	12,000	4,000	12,000	16,200	16,200	16,200
	1	Milcrofton - Sewer										
	2	MVUD Data Fee	12,000		19,000	12,000	12,000	4,000	12,000	16,200	16,200	16,200
	3	Milcrofton - Solid Waste										
	4	Milcrofton - Stormwater		12,000								
	*	Amount missing from detail										
	85340	RECORDING & FILING FEES		94								
=	XPERM	TOTAL PERMITS	12,000	12,094	19,000	12,000	12,000	4,000	12,000	16,200	16,200	16,200
	85510	BANKING FEES	23,353	20,290	20,000	19,273	22,000	4,567	22,225	23,500	24,000	24,000
+	85540	BILLING SERVICES	216,718	250,666	240,000	231,484	240,000	86,620	239,600	252,000	260,500	260,500
	3	HB&TS Billing			10,000	10,000	10,000		9,600	10,000	10,500	10,500
	5	Bill Presentment - Utility Bill Print Invoices	216,718	31,766	230,000	168,051	175,000	86,620	175,000	185,000	190,000	190,000
	6	Bill Presentment - Property Tax Notices		218,900		53,433	55,000		55,000	57,000	60,000	60,000
	*	Amount missing from detail										
	85550	CASH SHORT/OVER	1			35		(1)				
	85555	PROPERTY TAX BILLING SERVICES	127,720	130,832	140,000	130,140	145,000		135,500	143,000	147,000	147,000
	85570	BAD DEBT EXPENSE (NET OF RECOVERIES)	172		1		1			1	1	1
=	XFLF	TOTAL FINANCIAL FEES	367,964	401,788	400,001	380,932	407,001	91,186	397,325	418,501	431,501	431,501
	85990	MISCELLANEOUS	38	170								
=	XOBE	TOTAL OTHER BUSINESS EXPENSES	38	170								
	87510	REIMB OF INTERFUND SERVICES	(1,256,117)	(1,342,485)	(1,369,335)	(1,304,089)	(1,396,721)	(1,396,721)	(1,396,721)	(1,424,655)	(1,424,655)	(1,424,655)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(1,256,117)	(1,342,485)	(1,369,335)	(1,304,089)	(1,396,721)	(1,396,721)	(1,396,721)	(1,424,655)	(1,424,655)	(1,424,655)
=	XOP	TOTAL OPERATIONS	(825,203)	(885,186)	(877,068)	(861,694)	(851,958)	(1,290,966)	(886,739)	(917,746)	(905,407)	(905,053)
		Capital										
=	XTOT	TOTAL EXPENDITURES	241,134	135,472	179,904	206,308	265,052	(929,055)	205,245	261,011	347,539	427,328



City of Franklin, Tennessee

FY 2023 Operating Budget

Municipal Court

Jessica Davey, Revenue & Licensing Manager

Budget Summary

	2020	2021	2022		2023	2022 v. 2023	
	Actual	Actual	Budget	EOY	Budget	\$	%
Personnel	214,025	256,268	232,204	210,870	211,051	-21,153	-9.1%
Operations	62,871	58,262	48,045	44,979	48,780	735	1.5%
Capital	0	0	0	0	0	0	0.0%
Total	276,896	314,530	280,249	255,849	259,831	-20,418	-7.3%

Department Mission

Our mission is to effectively, efficiently, and accurately process city ordinance violations, to create and sustain customer-oriented quality service that provides maximum access to the court, and to promote public confidence in the court system.

Department Vision

Our vision is to provide those appearing and practicing before the court with fair, efficient, and expeditious means of proceeding with their business. We achieve our vision with competent, professional employees, continuing advancements in technology, and process improvement measures.



COVID-19 Response & Impact

As our region re-opened, City Court staff returned to on site work. We utilized remote work capabilities as needed to respond to the pandemic. Our ability to pivot to remote work allowed us to continue to keep the staff and public safe and to ensure a sanitary work environment. City Court transitioned back to in-person Court. In compliance with Tennessee Supreme Court orders, virtual court was and remains available upon request.

FY 2023 Outlook

For FY2023, City Court plans to implement new technology upgrades with improving efficiency and customer service as the focus of those changes. We look forward to utilizing an existing staff member in a new leadership role and new staff coming onboard to review all processes and look for areas to improve productivity.

Performance Measures

The City of Franklin has established **FranklinForward : A Vision for 2033**. This Strategic Plan has specific and demonstrable objectives for each department which, when achieved individually, will cohesively move Franklin forward to meet the challenges and demands of the future.

Each budget has a series of performance measures and benchmarks attached to it which demonstrate the workload, effectiveness and outcome of taxpayer support for the annual operations of the City of Franklin and its pursuit of the goals of the Strategic Plan. Together, these measures demonstrate a proper and diligent use of taxpayer dollars in the pursuit of a greater community.



City of Franklin, Tennessee

FY 2023 Operating Budget

Performance Measures



FranklinForward : A Vision for 2033 | Objectives for Developing a Strategic Plan

Related Theme:

Municipal Court provides general support of all four themes of FranklinForward.

Key:
Sustainable Franklin 

Workload (Output) Measures

	2019	2020	2021	2022*	2023*
Total Cases Filed	5,429	7,087	5,141	3,878	3,711
Types of Cases					
- Moving Violations	1,650	1,524	1,650	1,644	1,650
- Financial Responsibility	325	290	297	298	295
- License and Registration	600	511	570	496	500
- Codes Enforcement	120	57	86	20	15
- Failure to Appear	281	256	188	136	76
- Seat Belt	20	39	28	30	25
- Parking Violations - Cited	1,800	3,863	1,930	1,104	1,000
- Parking Violations - Warning	633	547	392	568	600

Efficiency Measures

	2019	2020	2021	2022*	2023*
Average # of days from issuance of Citation to Resolution (Non Traffic School)^	39.00	43.00	41.00	40.00	40.00

Outcome (Effectiveness) Measures

	2019	2020	2021	2022*	2023*
Municipal Court Collections as a percentage of Municipal Obligations Billed^	90.0%	89.0%	88.0%	90.0%	92.0%
 Goal: Deliver customer oriented quality service					
Deploy tool for online payments	YES	YES	YES	YES	YES
Percentage of customer inquiries responded to within 2 business days	100.0%	100.0%	100.0%	100.0%	100.0%

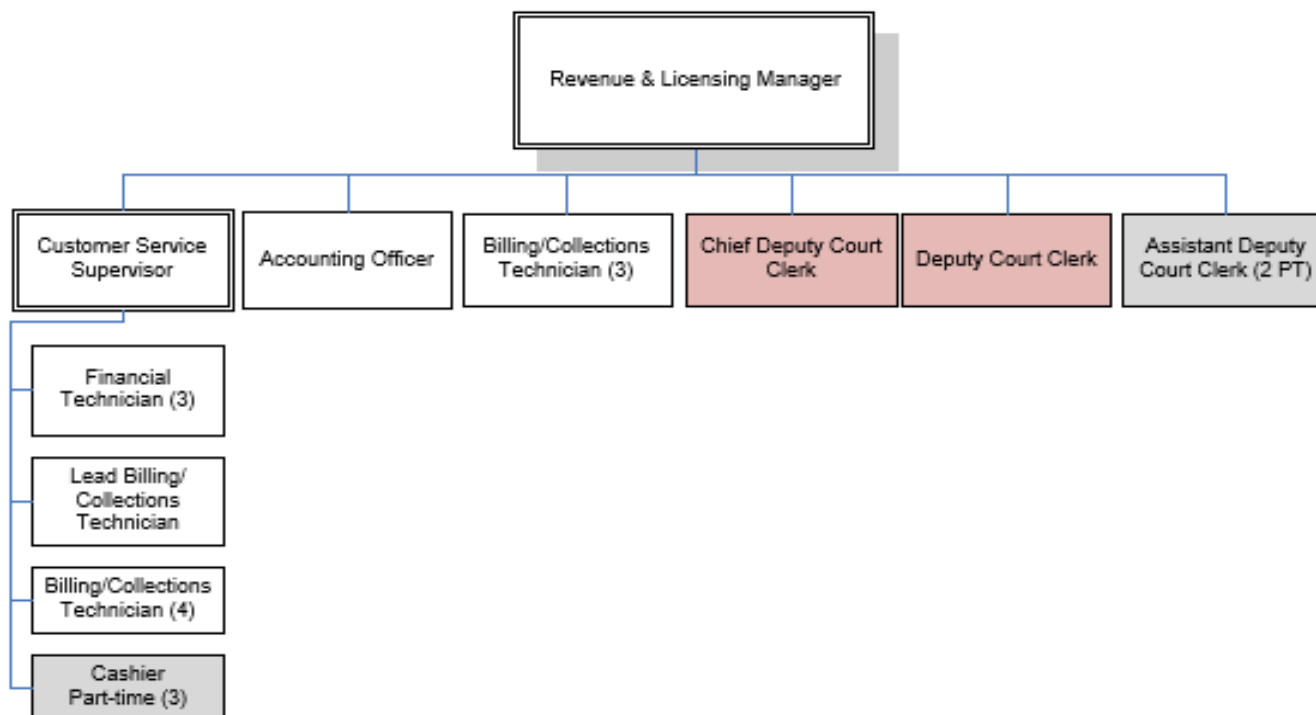
* 2022 and 2023 Data Estimated



City of Franklin, Tennessee

FY 2023 Operating Budget

Organizational Chart



Revenue Management: Shaded in White

City Court: Shaded in Red

Gray: Positions Authorized but Unbudgeted in FY 2023

Note: For detailed counts and authorized positions, please see table below entitled "Staffing by Position"

Staffing by Position

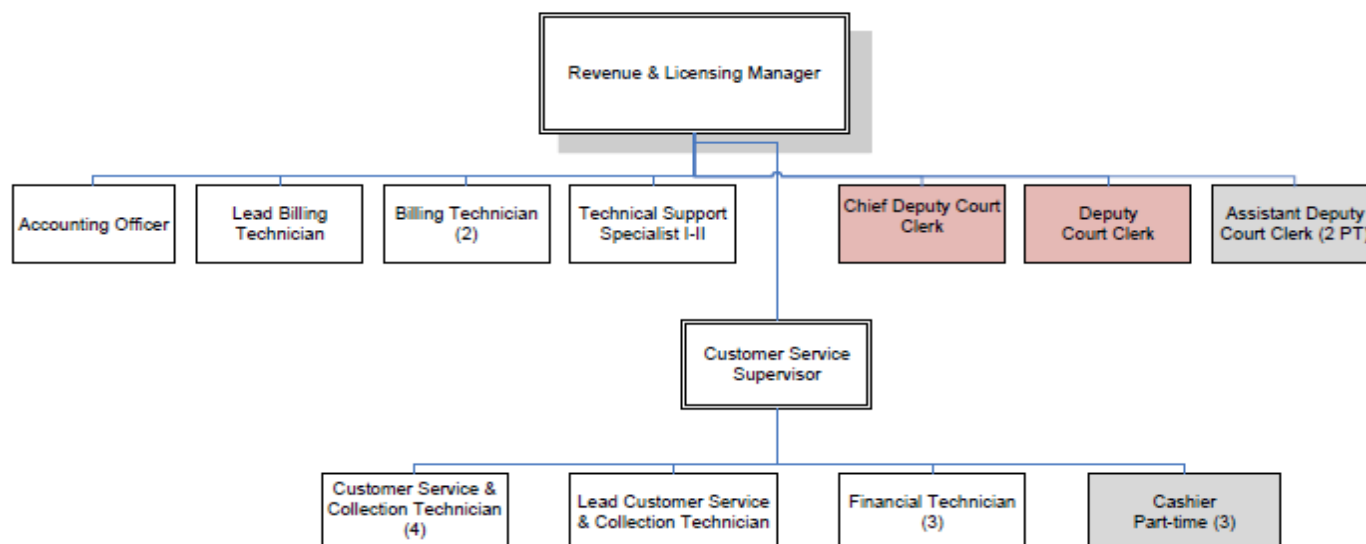
Budget Positions	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Chief Deputy Court Clerk	Grade F	1	0	1	0	1	0	1	0	1	0
Deputy Court Clerk	Grade D	1	2	1	1	1	0	1	0	1	0
Deputy Court Clerk/Cashier	Grade D	0	0	0	1	0	1	0	0	0	0
Assistant Deputy Court Clerk	Grade C	0	0	0	0	0	0	0	1	0	1
Court Security and Parking Enforcement Officer	Grade C	1	0	1	0	1	0	0	0	0	0
Sub-Total Budgeted Positions		3	2	3	2	3	1	2	1	2	1
Authorized, Unbudgeted Positions											
Deputy Court Clerk	Grade D	0	0	0	0	0	1	0	0	0	0
Assistant Deputy Court Clerk	Grade C	0	0	0	0	0	1	0	1	0	1
Sub-Total Unbudgeted Positions		0	0	0	0	0	1	0	1	0	1
Total Authorized Positions		3	2	3	2	3	2	2	2	2	2



City of Franklin, Tennessee

FY 2023 Operating Budget

Organizational Chart



Revenue Management: Shaded in White

City Court: Shaded in Red

Gray: Positions Authorized and Unbudgeted in FY 2023

Note: For detailed counts and authorized positions, please see table below entitled "Staffing by Position"

****Court's organizational chart is incorporated within Revenue Management. There are no changes to Court for FY23.**

Staffing by Position

Budget Positions	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Chief Deputy Court Clerk	Grade F	1	0	1	0	1	0	1	0	1	0
Deputy Court Clerk	Grade D	1	2	1	1	1	0	1	0	1	0
Deputy Court Clerk/Cashier	Grade D	0	0	0	1	0	1	0	0	0	0
Assistant Deputy Court Clerk	Grade C	0	0	0	0	0	0	0	1	0	1
Court Security and Parking Enforcement Officer	Grade C	1	0	1	0	1	0	0	0	0	0
Sub-Total Budgeted Positions		3	2	3	2	3	1	2	1	2	1
Authorized, Unbudgeted Positions											
Deputy Court Clerk	Grade D	0	0	0	0	0	1	0	0	0	0
Assistant Deputy Court Clerk	Grade C	0	0	0	0	0	1	0	1	0	1
Sub-Total Unbudgeted Positions		0	0	0	0	0	1	0	1	0	1
Total Authorized Positions		3	2	3	2	3	2	2	2	2	2



City of Franklin, Tennessee

FY 2023 Operating Budget

Budget

	Actual 2020	Actual 2021	Budget 2022	EOY 2022	Budget 2023	Difference \$	%
Personnel							
Salaries & Wages	132,870	160,919	138,415	118,082	121,701	(16,714)	-12.1%
Officials Fees	25,000	25,000	25,608	25,000	25,000	(608)	-2.4%
Employee Benefits	56,155	70,349	68,181	67,788	64,350	(3,831)	-5.6%
Total Personnel	214,025	256,268	232,204	210,870	211,051	(21,153)	-9.1%
Operations							
Transportation Services	5,503	3,134	4,000	4,400	4,650	650	16.3%
Operating Services	959	703	2,450	1,013	2,450	-	0.0%
Notices, Subscriptions, etc.	456	631	750	674	634	(116)	-15.5%
Utilities	1,706	1,882	625	1,160	1,250	625	100.0%
Contractual Services	41,326	42,344	12,300	11,750	12,925	625	5.1%
Repair & Maintenance Services	71	140	500	500	550	50	10.0%
Employee Programs	-	108	500	-	500	-	0.0%
Professional Development/Travel	-	60	2,700	675	3,130	430	15.9%
Office Supplies	2,467	1,862	3,200	2,700	3,475	275	8.6%
Operating Supplies	304	273	300	300	300	-	0.0%
Fuel & Mileage	-	-	700	-	700	-	0.0%
Machinery & Equipment (<\$25,000)	4,793	1,571	14,000	13,480	8,800	(5,200)	-37.1%
Repair & Maintenance Supplies	-	87	500	50	500	-	0.0%
Property & Liability Costs	2,666	2,266	2,520	2,777	2,916	396	15.7%
Financial Fees	2,620	3,201	3,000	5,500	6,000	3,000	100.0%
Debt Service and Lease Payments	-	-	-	-	-	-	#DIV/0!
Total Operations	62,871	58,262	48,045	44,979	48,780	735	1.5%
Capital	-	-	-	-	-	-	0.0%
Total Municipal Court	276,896	314,530	280,249	255,849	259,831	(20,418)	-7.3%

	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	99,586	130,363	191,243	158,721	142,709	41,842	117,609	125,672	131,956	138,553
-	81120	OVERTIME PAY	685	2,507	400	2,198	408	172	473	428	449	472
	81199	VACANCY ADJUSTMENT			(5,887)		(4,702)			(4,399)	(4,618)	(4,849)
=	XWAGE	TOTAL WAGES	100,271	132,870	185,756	160,919	138,415	42,014	118,082	121,701	127,787	134,176
=	81220	CITY JUDGE	25,000	25,000	25,108	25,000	25,608	8,333	25,000	25,000	25,000	25,000
=	XOFF	TOTAL OFFICIALS FEES	25,000	25,000	25,108	25,000	25,608	8,333	25,000	25,000	25,000	25,000
=	81410	FICA (EMPLOYER'S SHARE)	8,798	11,396	15,051	13,519	12,485	3,626	10,043	11,558	12,136	12,743
-	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	19,388	33,571	35,061	35,412	35,412	6,134	36,802	41,292	45,421	49,963
	81422	NEAR-SITE CLINIC				910	840	140	840	1,020	1,122	1,234
-	81425	VISION PREMIUMS	120	216	216	216	216	36	216	242	266	293
=	81430	DENTAL INSURANCE PREMIUMS	1,660	2,323	3,251	1,821	1,203	213	1,280	1,371	1,440	1,512
	81431	FSA ADMINISTRATION				38	38	16	38	38	38	38
=	81433	GROUP INSURANCE PREMIUMS				919	719	259	782	653	686	720
-	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(8,320)	(7,055)	(7,594)	(6,533)	(6,175)	(2,073)	(6,732)	(6,792)	(7,471)	(8,218)
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS				(1,057)	(650)	(217)	(705)	(683)	(717)	(753)
-	81444	EE VISION INSURANCE CONTRIBUTIONS				(43)	(41)	(14)	(44)	(45)	(50)	(54)
!	81450	RETIREMENT CONTRIBUTIONS	7,361	15,063	22,149	22,460	23,726	11,988	24,073	12,679	13,947	15,342
	81455	DEFERRED COMP MATCH	26									
	81456	TCRS CONTRIBUTIONS (CITY)		597	2,347	2,193		26	689	2,966	3,263	3,589
	81470	WORKERS COMPENSATION PREMIUMS	43	44	46	494	408	460	506	51	54	56
=	XBEN	TOTAL BENEFITS	29,076	56,155	70,527	70,349	68,181	20,594	67,788	64,350	70,135	76,465
=	XPER	TOTAL PERSONNEL	154,347	214,025	281,391	256,268	232,204	70,941	210,870	211,051	222,922	235,641
		Operations										
+	82110	MAILING & OUTBOUND SHIPPING SERVICES	3,525	5,503	4,000	3,134	4,000	1,024	4,400	4,650	4,800	4,800
1		Mail (followup)										
3		Various	3,525	5,503	4,000	3,134	4,000	1,024	4,400	4,650	4,800	4,800
*		Amount missing from detail										
=	XTRC	TOTAL TRANSPORTATION CHARGES	3,525	5,503	4,000	3,134	4,000	1,024	4,400	4,650	4,800	4,800
+	82210	PRINTING & COPYING SERVICES, OUTSOURCED	739	643	2,200	703	2,200		800	2,200	2,200	2,200
1		Print Information Sheets for PD										
2		Print forms for court	739	643	2,200	703	2,200		700	2,200	2,200	2,200
3		Various							100			
*		Amount missing from detail										
	82250	TESTING & PHYSICALS			250		250		200	250	250	250
	82299	OTHER OPERATING SERVICES	150	316				13	13			
=	XOPSV	TOTAL OPERATING SERVICES	889	959	2,450	703	2,450	13	1,013	2,450	2,450	2,450
+	82350	DUES FOR MEMBERSHIPS				200			234	234	234	234
1		Natl Assoc of Court Managers (NACM)										
2		Amazon Prime							34	34	34	34
3		Various				200			200	200	200	200

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	*	Amount missing from detail										
	82371	EMERGENCY RELIEF						90	90			
	82390	PUBLICATIONS, NON-TRAINING	406	456	750	431	750	251	350	400	425	425
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	406	456	750	631	750	341	674	634	659	659
	82450	TELEPHONE SERVICE	349	1,035	1,000	1,086		88	360	400	425	425
	82470	INTERNET & RELATED SERVICES	492	671	625	796	625	203	800	850	875	875
=	XUTIL	TOTAL UTILITIES	841	1,706	1,625	1,882	625	291	1,160	1,250	1,300	1,300
+	82510	COMPUTER SERVICES	31,301	32,236	35,000	33,204		76	450	500	525	525
+	82599	OTHER CONTRACTUAL SERVICES	11,240	9,090	6,700	9,140	12,300	2,810	11,300	12,425	12,500	12,500
	10	Various	5,220	5,320		140						
	2	Support for Court Software conversion (SQL)										
	3	Collections Contract Agent										
	4	SQL programming for online payments										
	5	SQL programming for PD interface										
	6	SQL programming for citation scanning interface										
	7	TBI - access to TJIS	2,500		2,500		2,300		2,300	2,425	2,500	2,500
	8	File Maintenance - General Sessions Records										
	9	Court Security	3,520	3,770	4,200	9,000	10,000	2,810	9,000	10,000	10,000	10,000
	*	Amount missing from detail										
=	XCTS	TOTAL CONTRACTUAL SERVICES	42,541	41,326	41,700	42,344	12,300	2,886	11,750	12,925	13,025	13,025
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	852	16	2,000	74						
+	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	53	55	500	66	500	3	500	550	600	600
	1	Copier maintenance/repair			500	66	500	3	500	550	600	600
	2	Line Item 2	53	55								
	*	Amount missing from detail										
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	905	71	2,500	140	500	3	500	550	600	600
	82780	TRAINING, OUTSIDE				108						
	82790	TRAINING, IN-HOUSE			500		500			500	500	500
=	XEPG	TOTAL EMPLOYEE PROGRAMS			500	108	500			500	500	500
+	82810	REGISTRATIONS	227		400	60	400		250	450	450	450
	1	TIES (TAC Conference - 2/year - REQUIRED)							50	50	50	50
	2	MTAS - continuing education										
	3	Various	227		400	60	400		200	400	400	400
	4	NACM Conference										
	*	Amount missing from detail										
+	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	262		700		700		250	900	900	900
	1	TIES (instate travel)	262						200	200	200	200
	2	MTAS (mostly in Middle Tn)			700		700		50	700	700	700
	*	Amount missing from detail										
+	82840	LODGING	304		1,200		1,200		125	1,330	1,340	1,340
	1	TIES							125	130	140	140
	2	Various	304		1,200		1,200			1,200	1,200	1,200
	3	NACM Conference										
	*	Amount missing from detail										
+	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	58		400		400		50	450	450	450
	1	TIES							50	50	50	50

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	2	Various	58		400		400			400	400	400
	3	NACM Conference										
	*	Amount missing from detail										
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	851		2,700	60	2,700		675	3,130	3,140	3,140
+	83110	OFFICE SUPPLIES	1,384	2,322	2,500	1,828	2,500	316	2,500	2,625	2,700	2,700
	1	Recurring office supplies	1,384	2,322	2,500	1,828	2,500	316	2,500	2,625	2,700	2,700
	*	Amount missing from detail										
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)		58					100	150	175	175
	83130	EMPLOYEE BENEVOLENCE ITEMS	43	87	200	34	200		100	200	200	200
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	23		500		500			500	500	500
=	XOFS	TOTAL OFFICE SUPPLIES	1,450	2,467	3,200	1,862	3,200	316	2,700	3,475	3,575	3,575
+	83260	UNIFORMS PURCHASED	2,537	(9)	300	157	300		300	300	300	300
	1	COF Attire for Staff (3 @ \$100)			300	157	300		300	300	300	300
	2	Various	2,537	(9)								
	3	Parking Enforcement Uniform										
	*	Amount missing from detail										
	83265	UNIFORMS, SPECIALIZED		203		116						
	83270	CONSUMABLE TOOLS		110								
=	XOPS	TOTAL OPERATING SUPPLIES	2,537	304	300	273	300		300	300	300	300
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	28		600		600			600	600	600
+	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)			100		100			100	100	100
	1	Mileage reimbursement for MTAS in 82820 above			100		100			100	100	100
	2	Line Item 2										
	*	Amount missing from detail										
=	XFUEL	TOTAL FUEL & MILEAGE	28		700		700			700	700	700
+	83510	FURNITURE, FIXTURES (<\$25,000)			3,000		3,000		800	3,000	3,000	3,000
	1	Chairs			3,000		3,000		600	3,000	3,000	3,000
	2	Various							200			
	*	Amount missing from detail										
!	83530	MACHINERY & EQUIPMENT (<\$25,000)					6,500		6,700			
+	83540	COMPUTER HARDWARE (<\$25,000)		4,793	2,000	1,571	4,500	3,201	5,980	5,800	3,250	3,250
	1	Desktop (computer, monitor, keyboard)										
	2	Printers										
	3	Court Software Server										
	4	Cashiering Equipment										
!	5	Scanner (1 replacement)				1,500	2,500		3,140			
	6	Copier Replacement (\$9,000 moved to lease)										
	7	Various		4,793	2,000	71	2,000	3,201	2,840	3,000	3,250	3,250
!	8	Surface Tablets (Qty2)								2,800		
	*	Amount missing from detail										
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<\$25,000)		4,793	5,000	1,571	14,000	3,201	13,480	8,800	6,250	6,250
	83620	EQUIPMENT PARTS & SUPPLIES	46		500	87	500		50	500	500	500
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	46		500	87	500		50	500	500	500
	85110	PROPERTY INSURANCE	1,193	1,095	1,150	1,079	1,138	1,138	1,138	1,195	1,255	1,317

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	85111	FRAUD INSURANCE	221	253	244	304	445	444	444	466	490	514
	85112	INLAND MARINE INSURANCE	210	207	217	56	228	228	228	239	251	264
	85115	LIABILITY INSURANCE	238	289	569	262	227	226	226	237	249	262
	85116	E&O LIABILITY INSURANCE	521	579	608	331	291	291	291	306	321	337
	85119	UMBRELLA LIABILITY	204	243	255	234	191	191	258	271	284	299
	85127	VEHICLE LIABILITY CLAIMS/DEDUCTIBLES					192	192	192	202	212	222
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	2,587	2,666	3,043	2,266	2,520	2,710	2,777	2,916	3,062	3,215
	85530	E-COMMERCE FEES	2,034	2,604	3,000	3,201	3,000	1,450	5,500	6,000	6,000	6,000
=	XFLF	TOTAL FINANCIAL FEES	2,034	2,604	3,000	3,201	3,000	1,450	5,500	6,000	6,000	6,000
	85990	MISCELLANEOUS		16								
=	XOBE	TOTAL OTHER BUSINESS EXPENSES		16								
=	XOP	TOTAL OPERATIONS	58,640	62,871	71,968	58,262	48,045	12,235	44,979	48,780	46,861	47,014
		Capital										
=	XTOT	TOTAL EXPENDITURES	212,987	276,896	353,359	314,530	280,249	83,176	255,849	259,831	269,783	282,655



City of Franklin, Tennessee

FY 2023 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Revenue Management						
1	Lead Billing Technician	\$ 5,051	\$ 1,515	\$ -	\$ 6,566	
2	New Technical Support Specialist	\$ 45,456	\$ 13,637	\$ -	\$ 59,092	
Total		\$ 50,507	\$ 15,152	\$ -	\$ 65,658	\$ -
		Compensation	Benefits	Expenses	Total	
Total G/F Requests		\$ 50,507	\$ 15,152	\$ -	\$ 65,658	\$ -

FranklinForward Allocations

	A Safe, Clean, Livable City	\$ -
	An Effective and Fiscally Sound City Government Providing High Quality Service	\$ 65,658
	Quality Life Experiences	\$ -
	Sustainable Growth & Economic Prosperity	\$ -
Totals		\$ 65,658

Traditional Allocations

	Personnel	\$ 65,658
	Operations	\$ -
	Equipment	\$ -
	Capital	\$ -
Total		\$ 65,658

2023

Department Priority: **1** of **2**

41310 REVENUE MANAGEMENT

An Effective and Fiscally Sound City Government Providing High Quality Service

Franklin*Forward* Theme:

Title:

Lead Billing Technician

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
81110 REGULAR PAY		\$5,051	\$5,051
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation --->	\$0	\$1,515	\$1,515
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$6,566	\$6,566

This request would reclassify a Billing/Collections Technician (Pay Grade D) to a Lead Billing Collections Technician (Pay Grade E) in the Revenue Management Department. The purpose of this reclassification is to provide leadership in the utility billing process, and oversight in related quality control and reporting activities. The Lead Billing Technician would also provide all billing technician training, coordinate with department manager to develop and implement new procedures, and serve as liasion to IT staff, satellite utility contacts, and Water Management Service team members.

Approval of this reclassification will result in increased efficiency and accuracy in the utility billing process. As the city continues to grow, the number of utility accounts and billing transactions continue to grow as well. The way in which our utility billing data is received and how customers wish to receive their bills is also changing. A Lead Technician is necessary to support and oversee the billing process, and to shepherd the billing team through growth and advancement.

FY 2023 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2023	Department Priority:	2	of	2
	Department:	41310 REVENUE MANAGEMENT				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	Technical Support Specialist I				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
81110 REGULAR PAY		\$45,456	\$45,456
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>	\$0	\$13,637	\$13,637
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$59,092	\$59,092

PURPOSE / DESCRIPTION OF REQUEST

This request is to add a position to the Revenue Management Department. The Technical Support Specialist (estimated Pay Grade E or F, level I or II) would provide support in the implementation of technological resources within the department. Further, this employee would serve as IT department liaison relative to application of software and technology and related troubleshooting. This employee would also facilitate the use of technology within the department and train department personnel in best practices for use of technology.

SERVICE IMPLICATION

Approval of this position would promote technological growth and advancement in the billing, collections, and customer service for City of Franklin utilities; taxes; licenses and permits. As the city continues to grow, the number of customers and accounts continue to grow as well. The way in which we receive data and information from our customers, and how they wish to receive bills, invoices, permits, and communications is also changing. Increasing efficiency through the use of technology leads to a better customer experience. A Technological Support Specialist is necessary to support, oversee, and shepherd the Revenue Management team through these technological enhancements.



City of Franklin, Tennessee

FY 2023 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
City Court						
1	CTRIS Replacement Program	\$ -	\$ -	\$ 287,198	\$ 287,198	
Total		\$ -	\$ -	\$ 287,198	\$ 287,198	\$ -
		Compensation	Benefits	Expenses	Total	
Total G/F Requests		\$ -	\$ -	\$ 287,198	\$ 287,198	\$ -

FranklinForward Allocations

	A Safe, Clean, Livable City	\$ -
	An Effective and Fiscally Sound City Government Providing High Quality Service	\$ 287,198
	Quality Life Experiences	\$ -
	Sustainable Growth & Economic Prosperity	\$ -
Totals		\$ 287,198

Traditional Allocations

	Personnel	\$ -
	Operations	\$ 287,198
	Equipment	\$ -
	Capital	\$ -
Total		\$ 287,198

FY 2023 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2023	Department Priority:	1	of	1
	Department:	41200 COURT				
	Division:					
	FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service				
	Title:	CTRIS Replacement Program				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
			\$0
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>			
	\$0	\$0	\$0
Expenses			
82510 COMPUTER SERVICES	\$243,120		\$243,120
82510 COMPUTER SERVICES		\$44,078	\$44,078
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$243,120	\$44,078	\$287,198

PURPOSE / DESCRIPTION OF REQUEST

City Court is seeking replacement case management software. Pricing above is based on a quote from Tyler Technologies; however, pricing is subject to change based on selected program. This quote was reflective of configuration, integration, and ongoing licensing (ongoing maintenance fees in future fiscal years will be reflected in IT's budget).

SERVICE IMPLICATION

The software will include real-time credit card intergration, an online payment option, upgraded reporting capabilities, integration with the Brazos e-ticketing software, automated processing for State required reporting, and many other upgrades and enhancements. These upgrades will provide a more modern platform and enhance the quality of customer service for our citizens.



File #: 21-02992

DATE: March 31, 2022
TO: Budget & Finance Committee
FROM: Jason Potts, IT Director
SUBJECT:

Budget Presentation - Information Technology

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the budget request for the Information Technology Department for FY 2022-2023.

BACKGROUND/STAFF COMMENTS:

Each year, the Budget & Finance Committee reviews the detailed budget of each City Department. At the meetings in February, March, and April, departmental staff makes a presentation of the plans for the next budget cycle and the requested funding for those anticipated needs. This provides the Committee with an idea of the size and scope of budget requests that may be included in the City Administrator's proposed budget, which is typically delivered at the May committee meeting.

FINANCIAL IMPACT:

The financial impact varies by department, depending on the increase in population, the required services, equipment replacement needs, and program enhancements.

RECOMMENDATION:

Staff recommends review of the budget materials. No action is required.



City of Franklin, Tennessee
FY 2023 Operating Budget Request

Information Technology

Jason Potts, Director



City of Franklin, Tennessee - FY 2023 Budget Request

Information Technology

Slide 2

Outline

- Purpose of Department
- Organization Chart
- Base Budget Request
 - Personnel
 - Operations
 - Capital
- Program Enhancements
- Summary



City of Franklin, Tennessee - FY 2023 Budget Request

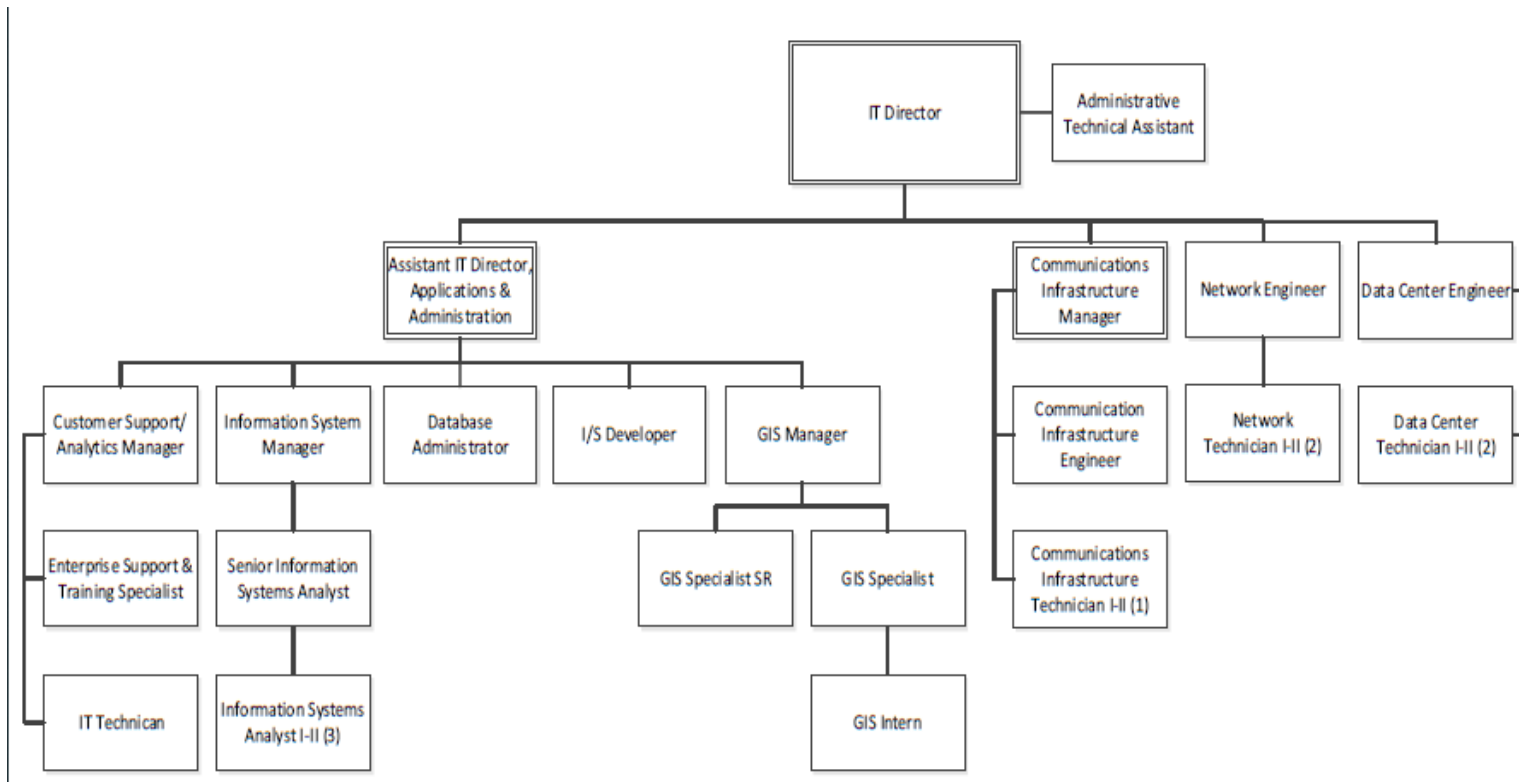
Information Technology

Slide 3

Purpose of Department

To provide innovative, reliable, and secure technology solutions that are aligned with City of Franklin's goals and objectives to enhance city services. Information Technology (IT) is focused on providing professional and prompt service to our community by strengthening the City of Franklin's technology infrastructure and delivering innovative solutions that meet our city's needs and goals.

Current Organization Chart





City of Franklin, Tennessee - FY 2023 Budget Request

Information Technology

Slide 5

Base Budget Request: Personnel

FY2022	\$2,677,250
FY2023	\$2,713,857

Increase of \$36,607 or 1.4%



City of Franklin, Tennessee - FY 2023 Budget Request

Information Technology

Slide 6

Base Budget Request: Operations

FY2022	\$1,702,425
FY2023	\$1,895,304

Increase of \$192,880 or 11.3%



City of Franklin, Tennessee - FY 2023 Budget Request

Information Technology

Slide 7

Base Budget Request: Capital

FY2022	\$100,000
FY2023	\$135,000

Increase of \$35,000 or 35%

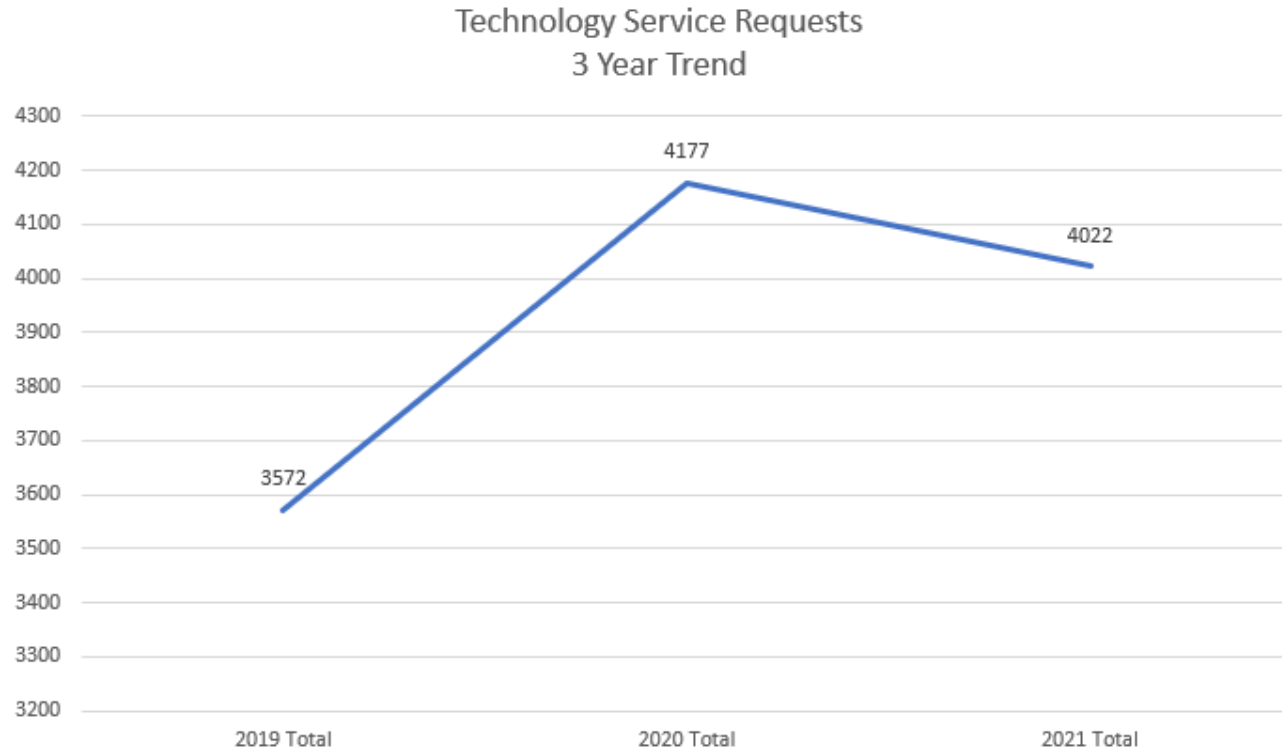
City of Franklin, Tennessee - FY 2023 Budget Request

Information Technology

Program Enhancement Summary					
Priority	Request	Compensation	Benefits	Expenses	Total
Information Technology					
1	IT Technician Positions	\$ 102,836	\$ 30,851	\$ -	\$ 133,687
2	Asst. IT Director - Infrastructure	\$ 116,160	\$ 34,848	\$ -	\$ 151,008
3	Cyber Security Tools	\$ -	\$ -	\$ 75,000	\$ 75,000
4	Traffic Switch Replacements	\$ -	\$ -	\$ 55,000	\$ 55,000
5	Battery Backup System for Public Works	\$ -	\$ -	\$ 15,000	\$ 15,000
6	Cargo Van	\$ -	\$ -	\$ 43,915	\$ 43,915
Total		\$ 218,996	\$ 65,699	\$ 188,915	\$ 473,610
		Compensation	Benefits	Expenses	Total
Total G/F Requests		\$ 218,996	\$ 65,699	\$ 188,915	\$ 473,610

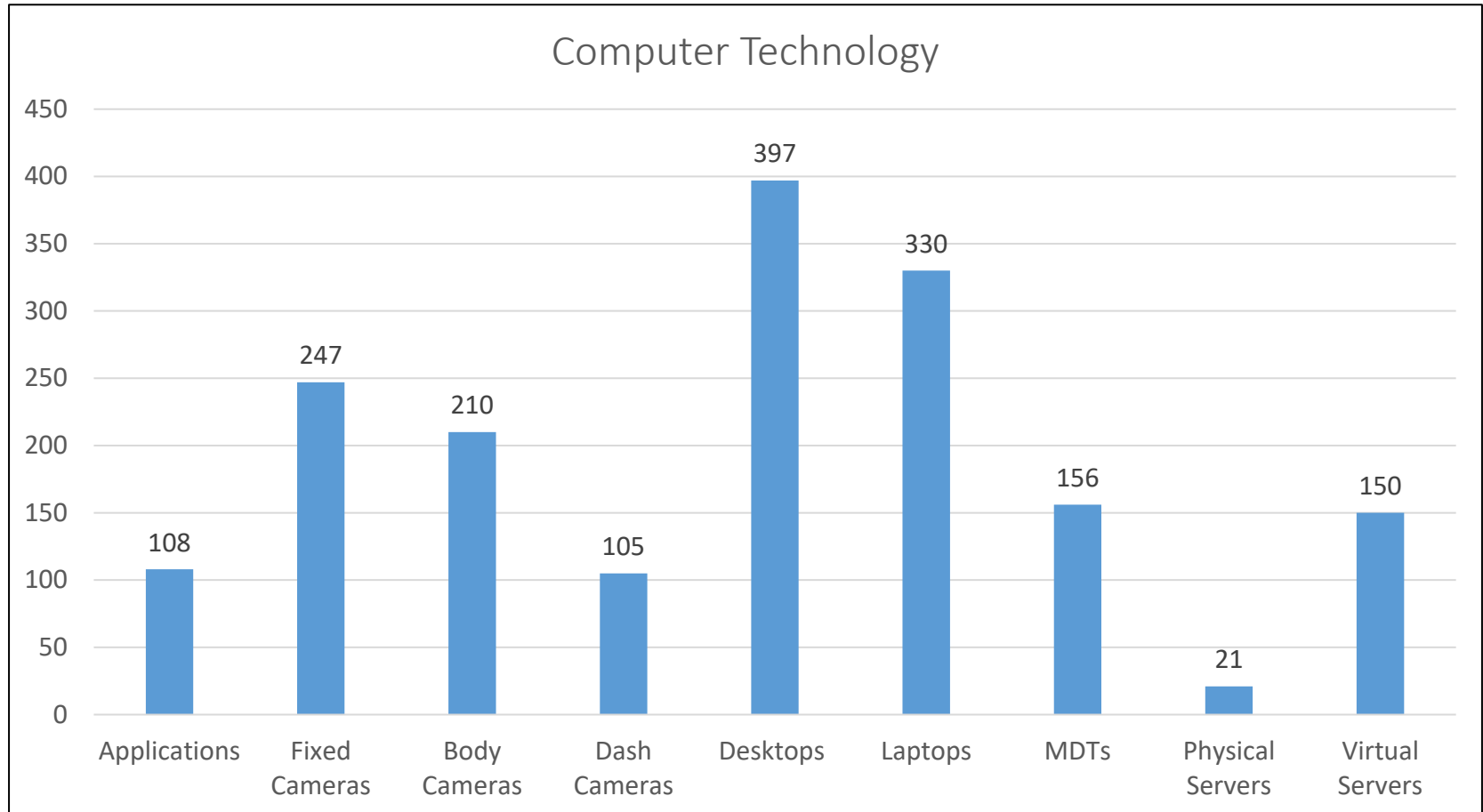
City of Franklin, Tennessee - FY 2023 Budget Request

Information Technology

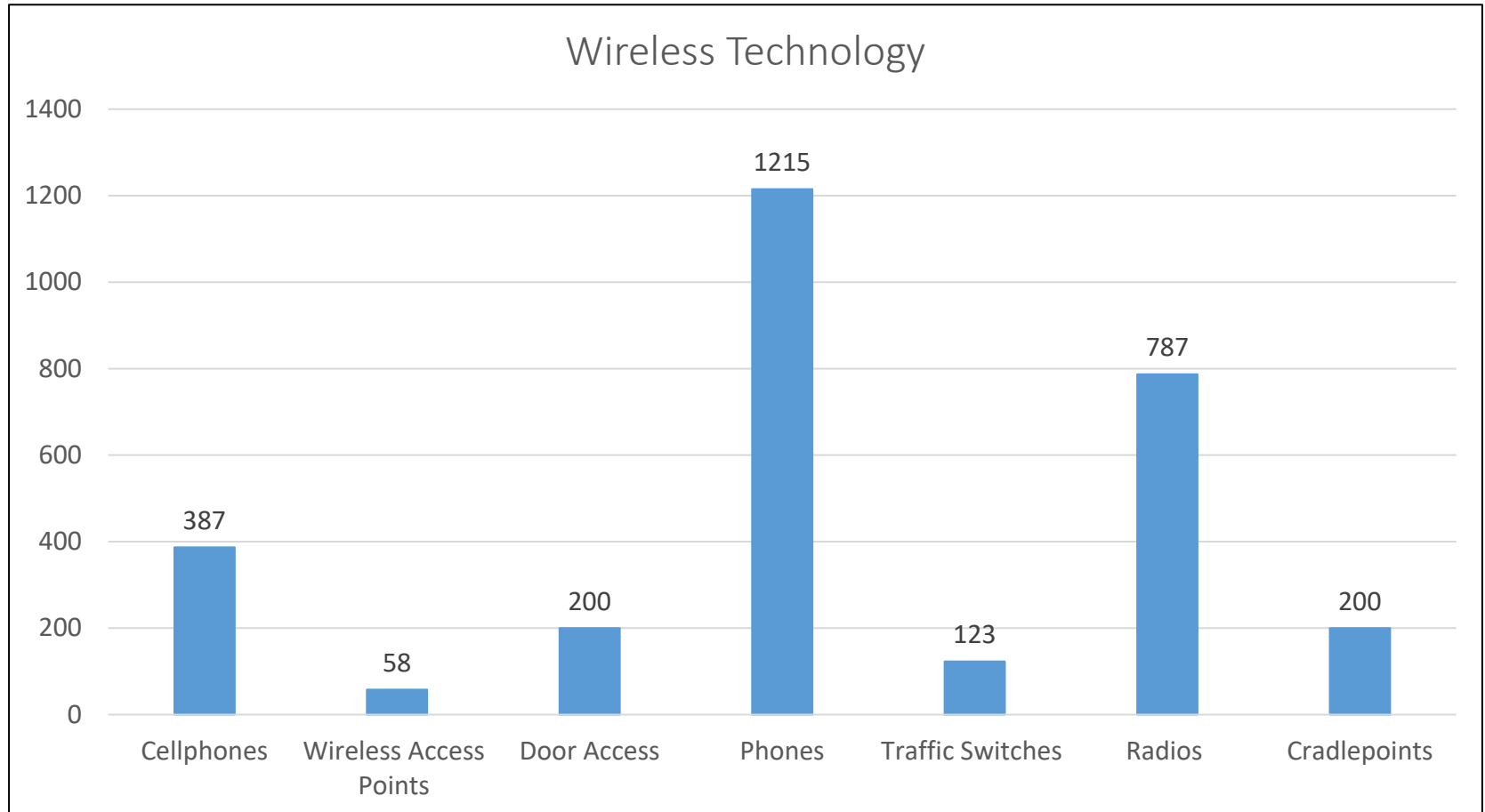


City of Franklin, Tennessee - FY 2023 Budget Request

Information Technology



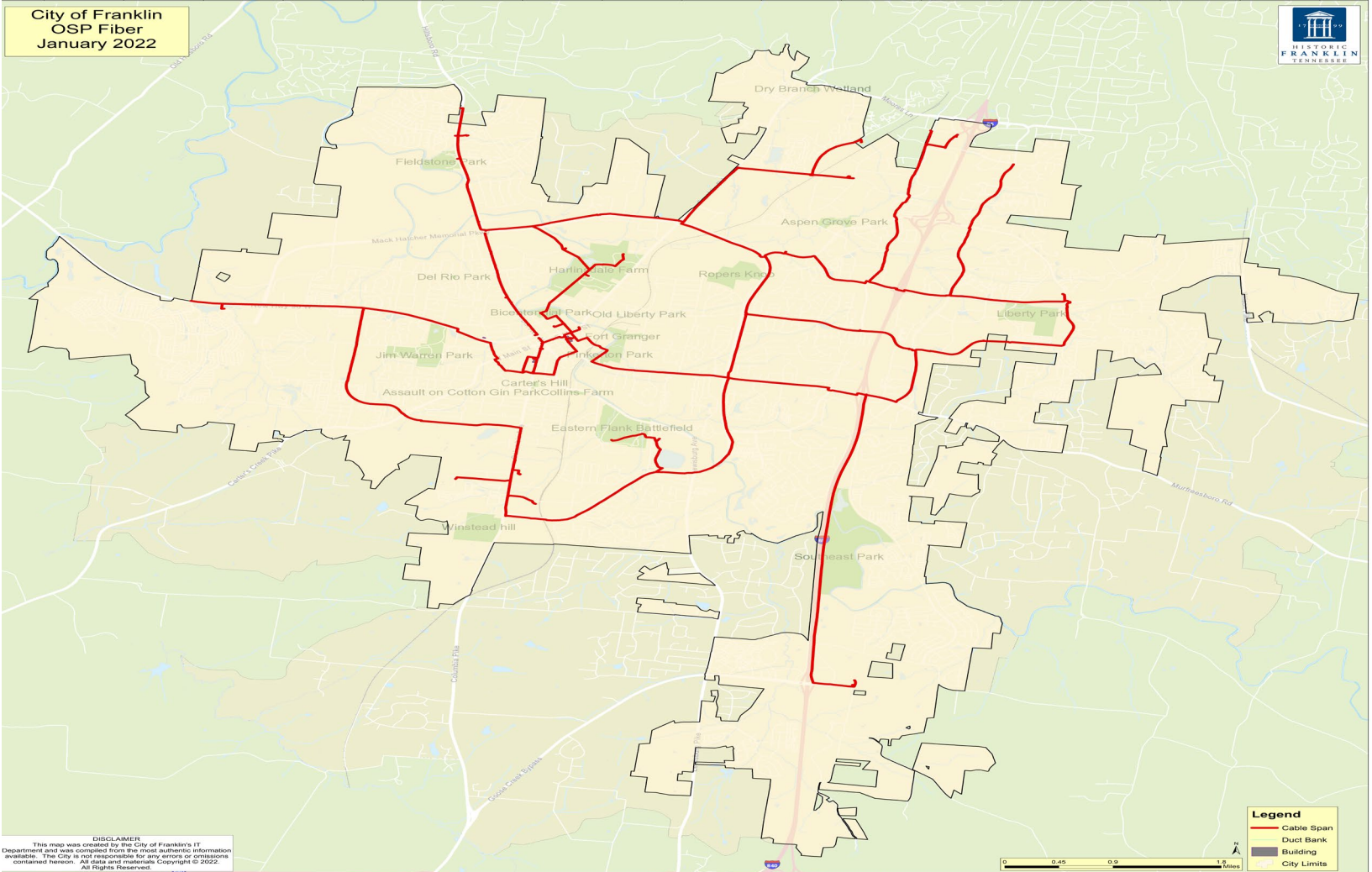
City of Franklin, Tennessee - FY 2023 Budget Request Information Technology





City of Franklin, Tennessee - FY 2023 Budget Request

Information Technology



City of Franklin, Tennessee - FY 2023 Budget Request

Information Technology

Slide 13

Over 20 Supported Facilities



- City Hall
- Eastern Flank
- Eight Fire Stations
- Fire Training Center
- Fleet Maintenance
- Harlinsdale Farms Barn and House
- Jim Warren Park Facilities
- Liberty Park
- Old Street Department
- Police Department
- Police Firing Range
- Public Works Offices
- Sanitation
- Skate Park
- Southeast Park
- Streets Traffic Office
- Three Radio Towers
- Transfer Station
- Wastewater
- Water Treatment Plant



City of Franklin, Tennessee

FY 2023 Operating Budget

Information Technology

Jason Potts, Director

Budget Summary

	2020	2021	2022		2023	2022 v. 2023	
	Actual	Actual	Budget	EOY	Budget	\$	%
Personnel	2,418,277	2,291,028	2,677,250	2,280,998	2,713,857	36,607	1.4%
Operations	1,417,319	1,125,503	1,702,425	1,233,528	1,895,304	192,880	11.3%
Capital	0	181,070	100,000	519,439	135,000	35,000	35.0%
Total	3,835,596	3,597,601	4,479,675	4,033,965	4,744,161	264,486	5.9%

Departmental Mission:

To provide innovative, reliable, and secure technology solutions that are aligned with City of Franklin's

Departmental Vision:

Information Technology (IT) is focused on providing professional and prompt service to our community by strengthening the City of Franklin's technology infrastructure, and delivering innovative solutions that meet our City's needs and goals.

Departmental Summary

The Information Technology (IT) Department's mission is to provide innovative, reliable and secure technology solutions that are aligned with City of Franklin's goals and objectives to enhance City services. Our vision requires IT to focus on providing professional and prompt service to our community by strengthening the City's technology infrastructure and delivering useful solutions that meet Franklin's



COVID-19 Response & Impact

COVID-19 increased the Information Technology (IT) Department's workflow as we gathered details and materials and deployed resources to staff to allow for remote work for those employees whose position permitted this functionality. We worked to maintain the secure transfer of data from all remote and onsite sources and enabled the City offices, the staff, and our citizens to stay connected while apart. Specifically, the department focused on:

- Adapting business processes for operations virtually
- Prioritizing and enhancing Emergency Services response for City team
- Conducting security and operational assessments for increase in virtual environment
- Training for colleagues and departments to adapt to electronic/virtual processes



City of Franklin, Tennessee

FY 2023 Operating Budget

Performance Measures

The City of Franklin has established **FranklinForward : A Vision for 2033**. This Strategic Plan has specific and demonstrable objectives for each department which, when achieved individually, will cohesively move Franklin forward to meet the challenges and demands of the future.

Each budget has a series of performance measures and benchmarks attached to it which demonstrate the workload, effectiveness and outcome of taxpayer support for the annual operations of the City of Franklin and its pursuit of the goals of the Strategic Plan. Together, these measures demonstrate a proper and diligent use of taxpayer dollars in the pursuit of a greater community.



FranklinForward : A Vision for 2033 | Objectives for Developing a Strategic Plan

Related Theme: An Effective and Fiscally Sound City Government Providing High Quality Service

The citizens of Franklin will be benefactors of City services that reflect efficiency while preserving the personal touch and engagement they have come to expect in our community.

Citizens will have online access to city services.

Goal: To enhance online services for citizens.

Baseline: Total Citizen interactions through online portal / fiscal year

Key:	
Strategic Plan: FranklinForward	
Sustainable Franklin	
Benchmarking Alliance of Tennessee	

Note: Measures shown herein are being revised. While the data is correct, new targets are being developed with the cooperation of Information Technology and the Finance Department to set more appropriate performance measures.

Workload (Output) Measures

	2019	2020	2021	2022	2023*
Number of Budgeted Positions Full-Time	23	24	25	25	25
 Benchmarking Alliance of Tennessee Average	TBD	TBD	TBD	TBD	TBD
Technology Service Requests	3572	4177	4022	4000	4000
Supported Technology Devices & Applications					
Applications				108	110
Cameras				247	250
Desktops				397	385
Laptops				330	350
Mobile Data Terminals (MDT's)				156	156
Physical Servers				21	21
Virtual Servers				150	150



City of Franklin, Tennessee

FY 2023 Operating Budget

Performance Measures

Workload (Output) Measures (con't)

	2019	2020	2021	2022	2023*
Supported Network Devices					
Cellphones				387	400
Wireless Access Points				58	60
Door Access				200	205
Phones				1215	1225
Network Switches				192	192
Radios				787	800
Wireless Radios				200	200
Supported Infrastructure					
City Facilities (Buildings)				26	26
Radio Towers				3	3
Intersections				123	125
Fiber (# of miles)				80	80

Efficiency Measures

	2019	2020	2021	2022*	2023*
TBD	TBD	TBD	TBD	TBD	TBD

Outcome (Effectiveness) Measures

	2019	2020	2021	2022*	2023*
 Total Citizen Interactions through Online Portal (per fiscal year)	TBD	TBD	TBD	TBD	TBD
Target	TBD	TBD	TBD	TBD	TBD
Meets Target?	TBD	TBD	TBD	TBD	TBD

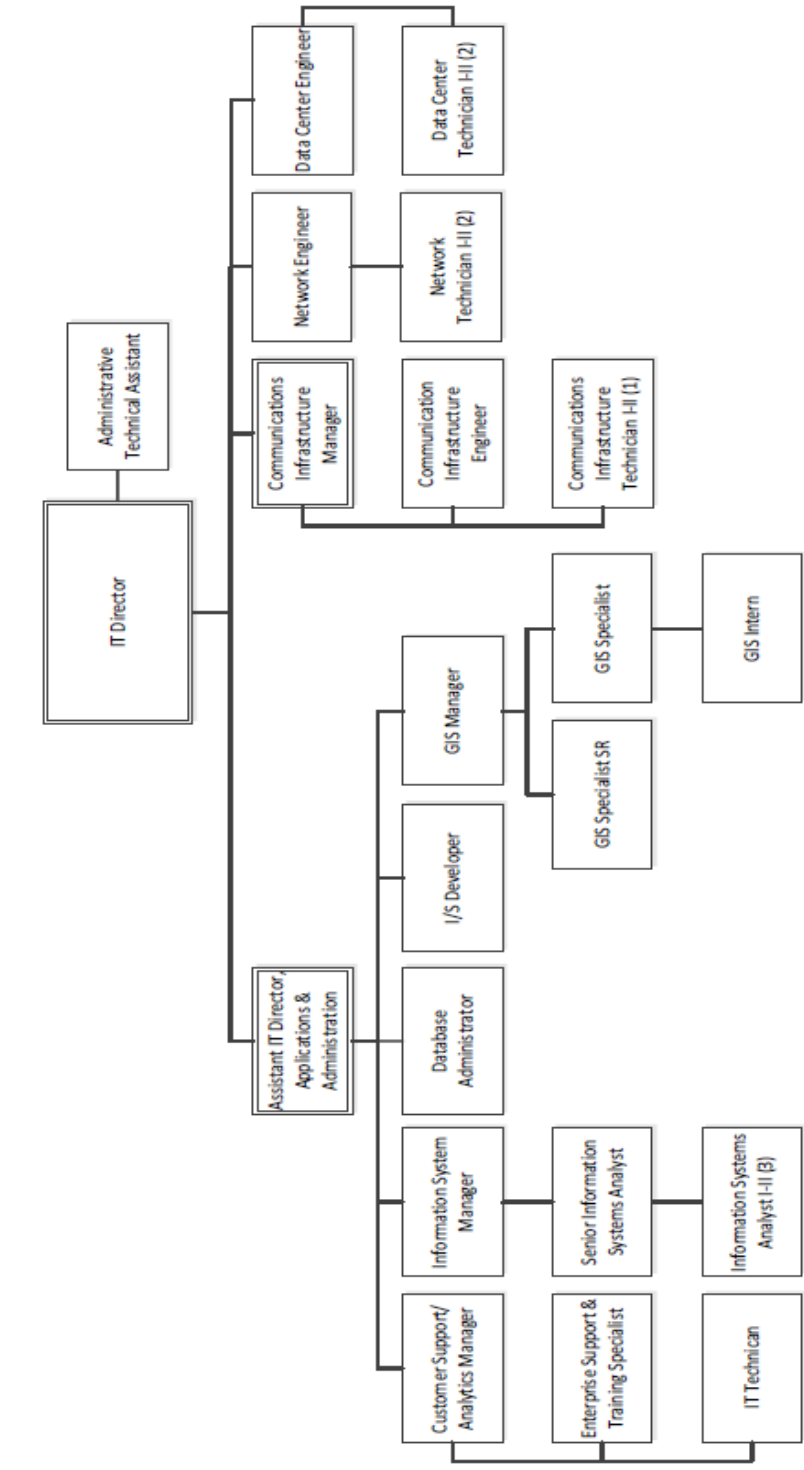
* 2022 & 2023 data estimated



City of Franklin, Tennessee

FY 2023 Operating Budget

Current Organizational Chart



Note: For detailed counts and authorized positions, please see table below entitled "Staffing by Position"



City of Franklin, Tennessee

FY 2023 Operating Budget

Current Staffing by Position

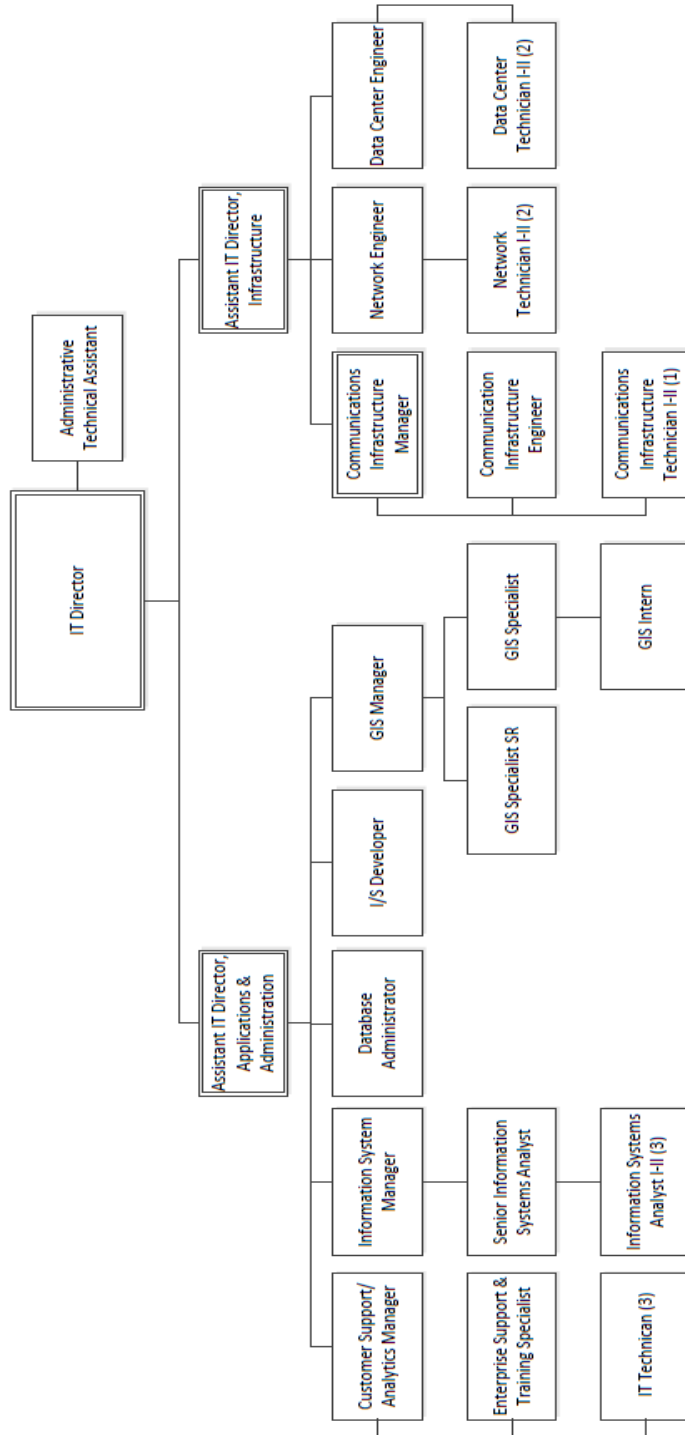
Budgeted Positions	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Info Technology Director	Grade M	1	0	1	0	1	0	1	0	1	0
Asst. IT Director - Applications & Admin.	Grade L	0	0	0	0	1	0	1	0	1	0
Asst. IT Director, Infrastructure & Admin	Grade L	1	0	1	0	0	0	0	0	0	0
Asst. IT Director, Applications	Grade L	1	0	1	0	0	0	0	0	0	0
Database Administrator	Grade J	0	0	0	0	1	0	1	0	1	0
Customer Support/Analytics Manager	Grade J	1	0	1	0	1	0	1	0	1	0
Information Systems Manager	Grade J	0	0	0	0	1	0	1	0	1	0
Information Systems Developer	Grade J	0	0	0	0	0	0	1	0	1	0
System/Database Manager	Grade J	1	0	1	0	0	0	0	0	0	0
Communications Infrastructure Manager	Grade J	1	0	1	0	1	0	1	0	1	0
GIS Manager	Grade J	1	0	1	0	1	0	1	0	1	0
Network Engineer	Grade I	1	0	1	0	1	0	1	0	1	0
Data Center Engineer	Grade I	1	0	1	0	1	0	1	0	1	0
Senior Information Systems Analyst	Grade I	1	0	1	0	1	0	1	0	1	0
Information Systems Analyst I-II	Grades G-H	3	0	3	0	3	0	3	0	3	0
Communication Infrastructure Engineer	Grade H	0	0	1	0	1	0	1	0	1	0
GIS Specialist Sr	Grade G	1	0	1	0	1	0	1	0	1	0
Enterprise Support & Training Specialist	Grade G	1	0	1	0	1	0	1	0	1	0
Communications Infrastructure Tech I-II	Grades F-G	2	0	1	0	1	0	1	0	1	0
Data Center Technician I-II	Grades F-G	1	0	1	0	2	0	2	0	2	0
Network Technician I-II	Grades F-G	2	0	2	0	2	0	2	0	2	0
GIS Specialist	Grade F	1	0	2	0	2	0	1	0	1	0
GPS/GIS Technician	Grade E	1	0	0	0	0	0	0	0	0	0
Administrative Technical Assistant	Grade E	0	0	0	0	1	0	1	0	1	0
IT Help Desk Administrator	Grade E	1	0	1	0	0	0	0	0	0	0
IT Technician	Grade E	0	0	1	0	1	0	1	0	1	0
GIS Intern	Intern	0	1	0	1	0	1	0	1	0	1
Sub-Total Budgeted Positions		23	1	24	1	25	1	25	1	25	1
Total Authorized Positions		23	1	24	1	25	1	25	1	25	1



City of Franklin, Tennessee

FY 2023 Operating Budget

Proposed Organizational Chart



Note: For detailed counts and authorized positions, please see table below entitled "Staffing by Position"



City of Franklin, Tennessee
FY 2023 Operating Budget

Staffing by Position

Budgeted Positions	Pay Grade	FY 2019		FY 2020		FY 2021		FY 2022		FY 2023	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Info Technology Director	Grade M	1	0	1	0	1	0	1	0	1	0
Asst. IT Director, Applications & Admin.	Grade L	0	0	0	0	1	0	1	0	1	0
Asst. IT Director, Infrastructure	Grade L	0	0	0	0	0	0	0	0	1	0
Asst. IT Director, Infrastructure & Admin	Grade L	1	0	1	0	0	0	0	0	0	0
Asst. IT Director, Applications	Grade L	1	0	1	0	0	0	0	0	0	0
Database Administrator	Grade J	0	0	0	0	1	0	1	0	1	0
Customer Support/Analytics Manager	Grade J	1	0	1	0	1	0	1	0	1	0
Information Systems Manager	Grade J	0	0	0	0	1	0	1	0	1	0
Information Systems Developer	Grade J	0	0	0	0	0	0	1	0	1	0
System/Database Manager	Grade J	1	0	1	0	0	0	0	0	0	0
Communications Infrastructure Manager	Grade J	1	0	1	0	1	0	1	0	1	0
GIS Manager	Grade J	1	0	1	0	1	0	1	0	1	0
Network Engineer	Grade I	1	0	1	0	1	0	1	0	1	0
Data Center Engineer	Grade I	1	0	1	0	1	0	1	0	1	0
Senior Information Systems Analyst	Grade I	1	0	1	0	1	0	1	0	1	0
Information Systems Analyst I-II	Grades G-H	3	0	3	0	3	0	3	0	3	0
Communication Infrastructure Engineer	Grade H	0	0	1	0	1	0	1	0	1	0
GIS Specialist Sr	Grade G	1	0	1	0	1	0	1	0	1	0
Enterprise Support & Training Specialist	Grade G	1	0	1	0	1	0	1	0	1	0
Communications Infrastructure Tech I-II	Grades F-G	2	0	1	0	1	0	1	0	1	0
Data Center Technician I-II	Grades F-G	1	0	1	0	2	0	2	0	2	0
Network Technician I-II	Grades F-G	2	0	2	0	2	0	2	0	2	0
GIS Specialist	Grade F	1	0	2	0	2	0	1	0	1	0
GPS/GIS Technician	Grade E	1	0	0	0	0	0	0	0	0	0
Administrative Technical Assistant	Grade E	0	0	0	0	1	0	1	0	1	0
IT Help Desk Administrator	Grade E	1	0	1	0	0	0	0	0	0	0
IT Technician	Grade E	0	0	1	0	1	0	1	0	3	0
GIS Intern	Intern	0	1	0	1	0	1	0	1	0	1
Sub-Total Budgeted Positions		23	1	24	1	25	1	25	1	28	1
Total Authorized Positions		23	1	24	1	25	1	25	1	28	1



City of Franklin, Tennessee

FY 2023 Operating Budget

Budget

	Actual 2020	Actual 2021	Budget 2022	EOY 2022	Budget 2023	Difference \$	%
Personnel							
Salaries & Wages	1,856,240	1,704,427	1,999,567	1,716,705	1,966,766	(32,801)	-1.6%
Employee Benefits	562,037	586,601	677,683	564,292	747,091	69,408	10.2%
Total Personnel	2,418,277	2,291,028	2,677,250	2,280,998	2,713,857	36,607	1.4%
Operations							
Transportation Services	698	136	785	200	822	37	4.7%
Operating Services	978	317	875	566	911	36	4.1%
Notices, Subscriptions, etc.	84,413	5,576	1,737	1,050	1,886	149	8.6%
Utilities	48,485	66,533	63,190	59,176	64,944	1,754	2.8%
Contractual Services	1,439,012	1,669,358	2,148,971	1,871,500	2,441,349	292,378	13.6%
Repair & Maintenance Services	2,642	29,946	11,000	6,750	6,500	(4,500)	-40.9%
Employee programs	17,375	9,296	20,200	10,620	20,200	-	0.0%
Professional Development/Travel	22,850	7,075	33,700	12,984	34,200	500	1.5%
Office Supplies	7,171	5,621	9,700	7,500	9,700	-	0.0%
Operating Supplies	2,173	838	3,700	-	3,700	-	0.0%
Fuel & Mileage	1,465	1,375	3,200	1,500	3,200	-	0.0%
Machinery & Equipment (<\$25,000)	348,402	213,723	215,000	168,625	135,000	(80,000)	-37.2%
Repair & Maintenance Supplies	68,183	38,483	121,300	28,000	121,300	-	0.0%
Property & Liability Costs	36,759	34,110	41,089	41,079	43,134	2,045	5.0%
Rentals	-	-	1,000	-	1,000	-	0.0%
Other Business Expenses	-	-	3,000	-	3,000	-	0.0%
Debt Service and Lease Payments	-	-	-	-	-	-	0.0%
Interfund Reimbursements	(663,287)	(956,884)	(976,022)	(976,022)	(995,542)	(19,520)	2.0%
Total Operations	1,417,319	1,125,503	1,702,425	1,233,528	1,895,304	192,880	11.3%
Machinery & Equipment (>\$25,000)	-	181,070	100,000	519,439	135,000	35,000	35.0%
Capital	-	181,070	100,000	519,439	135,000	35,000	35.0%
Total Information Technology	3,835,596	3,597,601	4,479,675	4,033,965	4,744,161	264,486	5.9%

	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	1,690,956	1,798,396	1,852,542	1,650,995	1,995,762	582,532	1,664,807	1,965,199	2,063,459	2,166,632
-	81120	OVERTIME PAY	40,447	50,891	19,000	53,432	19,380	18,269	51,898	20,349	21,366	22,435
+	81150	TEMPORARY WORK BY NON-CITY EMPLOYEES	18,869	6,953	50,000		50,000			50,000	50,000	50,000
	1	various	18,869	6,953	50,000		50,000			50,000	50,000	50,000
	2	DBA										
	3	Tech Writer										
	4	Adjustments from Workbooks										
	5	Line Item 5										
	*	Amount missing from detail										
	81199	VACANCY ADJUSTMENT			(63,649)		(65,575)			(68,782)	(72,221)	(75,832)
=	XWAGE	TOTAL WAGES	1,750,272	1,856,240	1,857,893	1,704,427	1,999,567	600,801	1,716,705	1,966,766	2,062,604	2,163,235
=	81410	FICA (EMPLOYER'S SHARE)	127,384	136,225	132,512	125,715	146,985	44,525	127,005	151,894	159,489	167,463
-	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	256,945	295,273	316,546	290,039	352,426	45,325	271,951	409,169	450,086	495,094
	81422	NEAR-SITE CLINIC				8,128	8,488	1,194	5,270	8,760	9,636	10,600
-	81425	VISION PREMIUMS	1,684	1,805	1,590	1,678	2,152	253	1,520	2,347	2,582	2,840
-	81430	DENTAL INSURANCE PREMIUMS	22,116	22,969	23,600	11,694	15,085	1,900	11,398	18,072	18,976	19,924
	81431	FSA ADMINISTRATION				218	192	80	192	192	192	192
-	81433	GROUP INSURANCE PREMIUMS				9,611	10,943	3,113	9,363	10,747	11,284	11,849
-	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(57,972)	(59,852)	(66,631)	(48,967)	(61,693)	(15,612)	(51,755)	(67,395)	(73,461)	(80,072)
	81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	1,200	4,400	2,000		2,000	2,000	2,000	2,000	2,000	2,000
-	81443	EE DENTAL INSURANCE CONTRIBUTIONS				(6,088)	(8,455)	(2,060)	(6,764)	(9,561)	(10,039)	(10,541)
-	81444	EE VISION INSURANCE CONTRIBUTIONS				(304)	(408)	(97)	(318)	(435)	(457)	(480)
-	81450	RETIREMENT CONTRIBUTIONS	110,410	128,034	155,597	156,920	154,218	77,920	157,593	164,827	181,310	199,441
	81455	DEFERRED COMP MATCH	33,803	23,368	18,012	18,999	18,511	4,941	14,636	13,650	14,333	15,049
	81456	TCRS CONTRIBUTIONS (CITY)		9,362	17,449	13,483	32,563	5,444	16,316	42,128	46,340	50,974
	81470	WORKERS COMPENSATION PREMIUMS	500	453	630	5,475	4,676	5,351	5,886	695	730	766
=	XBEN	TOTAL BENEFITS	496,070	562,037	601,305	586,601	677,683	174,277	564,293	747,091	813,001	885,099
=	XPER	TOTAL PERSONNEL	2,246,342	2,418,277	2,459,198	2,291,028	2,677,250	775,078	2,280,998	2,713,857	2,875,605	3,048,334
		Operations										
	82110	MAILING & OUTBOUND SHIPPING SERVICES	559	628	700	91	735	49	200	772	810	851
	82120	FREIGHT FOR INBOUND PURCHASED ITEMS		25	50		50			50	50	50
	82130	VEHICLE LICENSES & TITLES	45	45		45						
=	XTRC	TOTAL TRANSPORTATION CHARGES	604	698	750	136	785	49	200	822	860	901
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	36	106	125	106	130			130	130	130
	82240	TRANSCRIPTION FEES						50	50			
	82245	FINGERPRINTING FEES	35	70	100	120	108			116	124	134
	82250	TESTING & PHYSICALS	358	726	534	15	561	134	450	589	618	649
	82299	OTHER OPERATING SERVICES	87	76	76	76	76	66	66	76	76	76
=	XOPSV	TOTAL OPERATING SERVICES	516	978	835	317	875	250	566	911	948	989
	82310	LEGAL NOTICES			150		150			150	150	150
+	82350	DUES FOR MEMBERSHIPS	1,714	1,110	1,352	830	1,487	181	250	1,636	1,800	1,979
	1	Various	1,714	830	1,352	830	1,487	181	250	1,636	1,800	1,979
	2	Adjustments from Workbooks		280								
	*	Amount missing from detail										
	82371	EMERGENCY RELIEF	24	83,303		4,746		90	800			
	82390	PUBLICATIONS, NON-TRAINING			100		100					

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	1,738	84,413	1,602	5,576	1,737	271	1,050	1,886	2,050	2,229
	82410	ELECTRIC SERVICE	53,948	15,602	22,800	23,913	23,940	4,876	23,940	25,137	26,394	27,714
+	82450	TELEPHONE SERVICE	2,688	2,765	18,870	2,759	3,014	729	1,500	3,165	3,323	3,489
	1	Standard	2,688	2,765	2,870	2,759	3,014	729	1,500	3,165	3,323	3,489
	2	Emergency Services PER			16,000							
	*	Amount missing from detail										
+	82455	CELLULAR TELEPHONE SERVICE	15,427	15,616	23,590	15,151	16,236	7,604	16,236	16,642	17,058	17,484
	1	Standard	15,427	15,616	15,840	14,457	16,236	7,604	16,236	16,642	17,058	17,484
	2	Emergency Services PER			7,750	694						
	*	Amount missing from detail										
+	82470	INTERNET & RELATED SERVICES	7,147	14,502	41,764	24,710	20,000	4,791	17,500	20,000	20,000	20,000
	1	Standard	7,147	14,502	13,764	23,834	20,000	4,791	17,500	20,000	20,000	20,000
	2	Emergency Services PER			28,000	876						
	*	Amount missing from detail										
	82483	CONNECTION CHARGES										
=	XUTIL	TOTAL UTILITIES	79,210	48,485	107,024	66,533	63,190	18,000	59,176	64,944	66,775	68,687
+	82510	COMPUTER SERVICES	1,544,323	1,352,180	1,707,112	1,562,525	1,892,471	991,009	1,800,000	2,112,049	2,177,046	3,170,427
	01	Infor Public Sector		270,671	285,000	340,399	280,000			294,000	308,700	
	02	Motorola			50,000	30,000	50,000			274,300	289,400	305,400
	03	Microsoft Enterprise Application		321,916	330,000	324,003	350,000			363,000	383,000	405,000
	04	SmartNet			90,000	94,056	110,000			50,000	52,750	54,400
	05	ESRI		51,000	56,100	55,000	60,000			60,500	60,500	
	06	Operative IQ					11,866			12,222	12,588	
	07	Brazos E-citation					35,000			36,750	35,000	
	08	AppSpace (AS-OMNI-C-CL)				9,937						
	09	ESO-Medical					12,872			13,258	13,656	
	10	Hiring Solutions				4,200	17,000			17,000	17,000	
	11	Valimail (security subscription)				8,750	10,000			10,000	10,000	
	12	Docusign					15,500			15,774	16,471	
	13	OnBase		33,947	35,000	33,947	35,000			37,000	39,000	41,000
	14	Informacast Fusion					11,600			11,600	11,600	
	15	Duncan Parnell - GPS Hardware Upgrade				9,706						
	16	Locution-Alert Software					27,000			28,350	30,000	32,500
	17	EMERGENT, LLC - ADOBE - 9/1-8/31				92				2,000	2,200	2,200
	18	Webex				15,875						
	19	Nearmap				9,950						
	20	Crywolf		7,435	7,807	15,115	9,300			9,811	10,350	10,919
	21	Genetec Video & Physical Security				3,981				14,100	14,980	15,800
	22	LGA		25,272	5,000	26,973	28,800			28,800	10,000	10,000
	23	VMWare		627	27,000	22,799	27,000			72,000	33,000	36,000
	24	IronPort (all devices - WSA & SMA)			85,000	85,000	40,000					
	25	Trend Micro		7,710	7,710	6,960	8,000			13,200	14,000	14,700
	26	Helpdesk Solution			7,000	8,702	12,000			12,000	12,000	
	27	Xmedius (faxing software)		4,054	4,054	4,054	4,104			4,158	4,158	
	28	Quest Active Administrator & Security Explorer			4,800	4,288	4,800			5,100	5,400	5,700
	29	APC Service Agreement (MISSION CRITICAL)		53,932	54,000	27,007	30,000			32,000	34,000	36,000
	30	Metro E Internet Service			65,000	65,000	65,000			65,000	65,000	
	31	TriTech Software		73,943	77,640	77,431	81,522			85,598	85,598	
	32	PD Diverse			1,400	1,040	4,450			4,450	4,450	
	33	Crime Reports		3,588	3,588	7,176	3,588			3,588	3,588	
	34	Microsoft Tru-up			5,000		5,000			5,300	5,600	5,900
	35	SolarWinds			12,000	12,447	23,700			23,700	23,700	
	36	Back Up Software		8,546	9,000	26,808	27,000			38,500	41,000	43,550
	37	FireEye		21,242	22,304	21,242	23,419			23,500	24,500	25,000

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	38	Everbridge Notification System(reimb Williamson Co)		15,400	15,400	15,400	15,400			16,247	16,547	16,900
	39	Kronos		57,709	67,148	85,921	130,000			132,000	135,000	
	40	Trakstar		31,519	32,000	36,798	40,000			42,200	44,500	47,000
	41	Nimble Storage Maint		13,594	14,000	13,593	14,000					
	42	SSL Security Certificates		800	800	1,260	3,000			3,100	3,300	3,500
	43	Syn-Apps			6,000	1,000	6,000			6,000	6,000	
	44	TreeSize Pro			1,300		1,300			1,400	1,500	1,600
	45	Exagrid		8,124	8,200	8,366	13,000			13,715	14,500	15,300
	46	.GOV Renewal				800	800			800	800	
	47	IntuVision		19,615	7,000	10,000	13,000					
	48	thereportingsolution.com			3,000	3,000	3,000			3,000	3,000	
	49	PURCHASING SOFTWARE			6,000							
	50	IDT Software Renewals		26,467	31,500	31,064	31,500			33,075	31,500	
	51	RouteSmart			15,000		33,500			33,500	33,500	
	52	CAT BASE LICENSES		538	540	538	540			540	540	
	53	Identity Automation		1,500		18,330	20,000			20,100	20,200	
	54	Computer Resources Renewals		35,785	37,575	38,711	48,824			51,215	50,518	
	55	Computer Resources Support Services		1,958	3,000	1,000						
	56	GPSGATE (MY COMMERCE - DIGITAL RIVER)		2,389	2,400	1,537	2,400			2,400	2,400	
	57	PatchMyPC		2,130	2,130	2,130	2,130			2,130	2,130	
	58	LOKI PPK DGPS CORE & ASPSUITE		1,498	1,500	1,599	1,500			1,500	1,500	
	59	ESSENTIAL SECURITY SOLUTIONS		4,032	4,032	4,032						
	60	EDELIVERY VSM7 CAMERA LICENSES		3,274	3,274	3,274						
	61	Target Solutions					15,170			15,549	15,938	
	62	Actsoft					14,400			14,400	14,400	
	63	ESO Firehouse					11,936			12,294	12,663	
	64	Cradlepoint - Mobile Connectivity		13,645	13,700	13,700	32,000			33,760	35,560	37,515
	65	Cradlepoint SCADA		6,764	7,000	13,344						
	66	Adjustments from Workbooks		196,434	30,000							
	67	various	1,544,323	2,653	60,000	35,926	15,550	991,009	1,800,000	11,779	27,090	1,971,578
	68	Miscellaneous Credit Transactions				(158,336)						
	69	INACTIVE Net Motion			15,000	15,000						
	70	INACTIVE Fluke (Magnet)			15,000							
	71	INACTIVE Trimble Sketchup			2,000							
	72	INACTIVE LP360		1,398	1,400							
	73	INACTIVE ArcPad			1,000							
	74	INACTIVE PD Flat Earth		1,780	2,352	2,400						
	75	INACTIVE PD Arbitrator (vendor: Insight Public Sector)		8,343	10,000							
	76	INACTIVE See 82620 Trimble Warranty										
	77	INACTIVE Microsoft Power BI			5,000							
	78	INACTIVE CPAM Identiv (TEKLINKS/CSPIRE) WEB, BADGE		3,960	4,158	4,000						
	79	INACTIVE Data Domain			5,500							
	80	INACTIVE Knowbe4 Security Awareness Training Subscription		6,988	7,000							
	81	INACTIVE PD AOT Public			6,200	6,200						
	82	INACTIVE ISP Internet Circuit			15,600							
	83	Palo Alto								6,000	6,000	6,000
	84	IP Cam Live (streaming service for TOC cameras)								8,000	8,500	9,000
	85	High IQ								4,286	17,271	17,965
	*	Amount missing from detail										
	82540	ENGINEERING SERVICES		646								
+	82550	AERIAL PHOTOGRAPHY / MAPPING SERVICES	86,400		30,000	15,762				20,000	21,100	21,800
	3	NearMap	86,400		30,000	15,762				20,000	21,100	21,800
	*	Amount missing from detail										
+	82560	CONSULTANT SERVICES	107,427	74,015	65,000	67,413	235,000	21,470	50,000	287,800	280,800	418,100
	10	Enterprise Application (Infor)					75,000			75,000	75,000	
	11	Annual Technology Security Assessment					25,000			30,000	30,000	30,000

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	12	Customer Support								5,000	7,000	7,000
	13	Applications Development								15,000	12,000	10,000
	2	Infrastructure			15,000		15,000			15,000	15,000	15,000
	3	GIS			5,000		5,000			5,000	5,000	5,000
I	4	IS			20,000		20,000			20,000	20,000	20,000
	5	Microsoft Technical Account Management			65,000		65,000			72,800	76,800	81,100
	7	Various	107,427	74,015		67,000		21,470	50,000			210,000
	8	City Wide Scanning Project			30,000		30,000			50,000	40,000	40,000
	9	Adjustments from Workbooks			(70,000)	413						
	*	Amount missing from detail										
+	82599	OTHER CONTRACTUAL SERVICES	12,047	12,171	21,500	23,658	21,500		21,500	21,500	21,500	21,500
	1	Middle Tennessee Electric Wi-Fi pole rental	12,047		14,000		14,000			14,000	14,000	
	2	Tower Maintenance			7,500		3,200			3,200	3,200	
I	3	Various		12,171		23,658	4,300		21,500	4,300	4,300	21,500
	*	Amount missing from detail										
=	XCTS	TOTAL CONTRACTUAL SERVICES	1,750,197	1,439,012	1,823,612	1,669,358	2,148,971	1,012,479	1,871,500	2,441,349	2,500,446	3,631,827
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	1,560	1,539	1,500	2,107	1,500	109	250	1,500	1,500	1,500
+	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	1,245	1,103	9,500	418	9,500	909	1,500	5,000	5,000	9,500
	1	Plotter Maintenance			1,500		1,500			1,500	1,500	
	2	Konica Monthly Use	1,245		3,500		3,500			3,500	3,500	
	3	Trimble Warranty			4,500		4,500					
	4	Line Item 4		1,103		418		909	1,500			9,500
	*	Amount missing from detail										
	82649	FIBER OPTIC SERVICE				27,421		2,750	5,000			
+	82660	BUILDING REPAIR & MAINTENANCE SERVICES	1,935		200							
	1	Line Item 1	1,935		200							
	*	Amount missing from detail										
	82699	OTHER REPAIR & MAINTENANCE SERVICES										
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	4,740	2,642	11,200	29,946	11,000	3,768	6,750	6,500	6,500	11,000
+	82780	TRAINING, OUTSIDE	9,970	17,125	20,000	2,646	20,000		10,620	20,000	20,000	20,000
	12	Application Training		17,125	10,000		10,000		10,620	10,000	10,000	10,000
	2	Lynda.com Training Site - All IT	375									
	9	Network Training - Infrastructure	9,595		10,000	2,646	10,000			10,000	10,000	10,000
	*	Amount missing from detail										
	82790	TRAINING, IN-HOUSE	60	250	200	6,650	200			200	200	200
=	XEPG	TOTAL EMPLOYEE PROGRAMS	10,030	17,375	20,200	9,296	20,200		10,620	20,200	20,200	20,200
+	82810	REGISTRATIONS	9,531	8,192	15,500	6,075	15,500	471	5,000	15,500	15,500	15,500
	1	TN GIS User Group Conference - 3 GIS Employees			1,500		1,500			1,500	1,500	
	10	APCO Conference			500		500			500	500	
	11	Various	9,531	8,192		6,075		471	5,000			15,500
	12	Adjustments from Workbooks										
	2	ESRI Technical Certification training - GIS Spec I										
	3	Regional GIS Conference - Sr GIS Spec										
	4	ESRI Annual Conference - GIS Manager/GIS Spec I										
	5	FireHouse Conference - Software Analyst II			2,000		2,000			2,000	2,000	
	6	Inforum Conference - Systems/DBA Manager			2,000		2,000			2,000	2,000	
	7	OnBase Annual Conference			3,000		3,000			3,000	3,000	
	8	SharePoint Conference			2,500		2,500			2,500	2,500	
	9	Tritech Conference			4,000		4,000			4,000	4,000	
	*	Amount missing from detail										
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	613	1,769	1,500	1,000	1,500	123	500	1,500	1,500	1,500
+	82830	AIR TRAVEL	4,752	2,126	5,000		5,500	359	2,084	6,000	6,000	6,000
	1	Various	4,752	357	5,000		5,500		2,084	6,000	6,000	

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	2	Adjustments from Workbooks		1,769				359				6,000
	*	Amount missing from detail										
	82840	LODGING	8,859	8,537	8,000		8,500	1,401	5,000	9,000	9,000	9,000
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	1,244	2,226	2,500		2,500	65	400	2,000	2,000	2,000
	82890	OTHER TRAVEL EXPENSES	33		200		200			200	200	200
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	25,032	22,850	32,700	7,075	33,700	2,419	12,984	34,200	34,200	34,200
	83110	OFFICE SUPPLIES	6,011	6,025	7,000	5,597	7,000	975	5,000	7,000	7,000	7,000
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)			1,000		1,000	175	1,000	1,000	1,000	1,000
	83130	EMPLOYEE BENEVOLENCE ITEMS	150		200		200			200	200	200
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	990	1,146	1,500	24	1,500	575	1,500	1,500	1,500	1,500
=	XOFS	TOTAL OFFICE SUPPLIES	7,151	7,171	9,700	5,621	9,700	1,725	7,500	9,700	9,700	9,700
	83210	TRAINING SUPPLIES			500		500			500	500	500
+	83260	UNIFORMS PURCHASED	3,377	2,173	3,000	838	3,000			3,000	3,000	3,000
	1	Various	3,377	1,159	3,000	838	3,000			3,000	3,000	3,000
	2	Adjustments from Workbooks		1,014								
	*	Amount missing from detail										
	83299	OTHER OPERATING SUPPLIES	15		200		200			200	200	200
=	XOPS	TOTAL OPERATING SUPPLIES	3,392	2,173	3,700	838	3,700			3,700	3,700	3,700
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	2,715	1,465	3,000	1,375	3,000	410	1,500	3,000	3,000	3,000
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)			200		200			200	200	200
=	XFUEL	TOTAL FUEL & MILEAGE	2,715	1,465	3,200	1,375	3,200	410	1,500	3,200	3,200	3,200
	83510	FURNITURE, FIXTURES (<\$25,000)	11,160	6,430	5,000	508	5,000		3,500	5,000	5,000	5,000
+	83530	MACHINERY & EQUIPMENT (<\$25,000)	5,773	675		10,531			13,625			
	01	Fiber Trailer										
	02	Fiber Supplies (tools, etc.) see fiber optic supply code 83649										
	03	Work Bench Equipment										
	04	Network cable supplies										
	05	Konica MFD										
	06	Various	5,773	675		10,531			13,625			
	*	Amount missing from detail										
+	83540	COMPUTER HARDWARE (<\$25,000)	137,220	337,127	140,000	171,441	210,000	5,452	150,000	130,000	130,000	306,000
	02	Server Replacments			30,000		30,000			15,000	15,000	15,000
	03	Desktops & Laptops			30,000		32,000					
	04	KACE (PC maintenance appliance)										
	05	Radios and Radio Equipment										
	06	Network Gear			80,000		80,000			80,000	80,000	80,000
	07	CallManager VOIP upgrade materials										
	08	Base Station Upgrade										
	09	GPS Unit										
	10	Telephony DR										
	11	Fluke Network Tester										
	12	Various	137,220	192,102		44,996		5,452	150,000			173,000
	13	FY 2019 PER - Drone										
	14	FY 2020 PER - Backup Internet Circuit										
	15	FY 2020 PER - Traffic Switches Replacement										
	16	FY 2020 PER - GIS Plotter		145,025		126,445						
	17	IT Computer Hardware Replacement					31,000			35,000	35,000	38,000
	18	Wireless Access Points					37,000					
	20	Line Item 20										
	21	Line Item 21										
	*	Amount missing from detail										
+	83550	COMPUTER SOFTWARE (<\$25,000)	16,812	4,170		31,243			1,500			

Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
01	Mashal Sync Tool - GIS										
02	Xtools Extension for ArcGIS										
04	OnBase License										
05	Rockton - GP Extension										
06	Trend (laptop thumb drive encription)										
07	TreeSize Pro (disk space manaement software)										
08	Visual Studio										
09	OnBase Unity Platform										
10	CallManager Voice CUWL Licensing										
11	Various	16,812	4,170		31,243			1,500			
12	FY 2018 PER - OnBase Add-ons										
13	FY 2019 PER - Drone										
*	Amount missing from detail										
=	XMEU TOTAL MACHINERY & EQUIPMENT (<\$25,000)	170,965	348,402	145,000	213,723	215,000	5,452	168,625	135,000	135,000	311,000
83610	VEHICLE PARTS & SUPPLIES			3,000		3,000			3,000	3,000	3,000
83620	EQUIPMENT PARTS & SUPPLIES	13,620	10,106	3,000	1,225	3,000	624	3,000	3,000	3,000	3,000
+ 83649	FIBER OPTIC SUPPLIES	62,565	58,077	110,000	37,258	110,000	1,928	25,000	110,000	110,000	110,000
1	Long Lane/Lula Lighting										
2	WWTP to Mack Hatcher/Harpeth River										
3	Hillsboro/Mack Hatcher to Mack Hatcher/Franklin Road										
4	Hillsboro Road/Mack Hatcher to FS4										
5	Tower Sites										
6	Future Growth			110,000		110,000			110,000	110,000	110,000
7	Various	62,565	16,375		31,696		1,928	25,000			
8	Adjustments from Workbooks		41,702		5,562						
*	Amount missing from detail										
83660	BUILDING MAINTENANCE SUPPLIES			300		300			300	300	300
83699	OTHER REPAIR & MAINTENANCE PARTS & SUPPLIES			5,000		5,000			5,000	5,000	5,000
=	XRMS TOTAL REPAIR & MAINTENANCE SUPPLIES	76,185	68,183	121,300	38,483	121,300	2,552	28,000	121,300	121,300	121,300
85110	PROPERTY INSURANCE	1,193	1,095	1,150	1,079	1,138	1,138	1,138	1,195	1,255	1,317
85111	FRAUD INSURANCE	3,136	2,926	3,457	3,364	7,122	7,121	7,121	7,477	7,851	8,243
85112	INLAND MARINE INSURANCE	18,160	18,382	19,301	18,621	19,522	19,521	19,521	20,497	21,522	22,598
85113	AUTO PHYSICAL DAMAGE	161	150	158	169	182	194	194	204	214	225
85115	LIABILITY INSURANCE	3,543	3,352	6,592	2,909	3,630	3,629	3,629	3,810	4,001	4,201
85116	E&O LIABILITY INSURANCE	7,383	6,701	7,036	3,665	4,671	4,670	4,670	4,904	5,149	5,406
85117	VEHICLE LIABILITY INSURANCE	1,322	1,335	1,402	1,705	1,768	1,751	1,751	1,839	1,930	2,027
85119	UMBRELLA LIABILITY	2,900	2,818	2,959	2,598	3,056	3,055	3,055	3,208	3,368	3,537
=	XPLC TOTAL PROPERTY & LIABILITY COSTS	37,798	36,759	42,055	34,110	41,089	41,079	41,079	43,134	45,290	47,554
85240	EQUIPMENT RENTAL & LEASES	715		1,000		1,000			1,000	1,000	1,000
=	XRENT TOTAL RENTALS	715		1,000		1,000			1,000	1,000	1,000
85310	PERMITS	50									
=	XPERM TOTAL PERMITS	50									
85990	MISCELLANEOUS	419		3,000		3,000			3,000	3,000	3,000
=	XOBE TOTAL OTHER BUSINESS EXPENSES	419		3,000		3,000			3,000	3,000	3,000
+ 86600	LEASE/LOAN PRINCIPAL	106,362									
01	Delage - Disaster Recovery Equipment										
02	US Bank Sch 1 - \$1.0 Technology Equipment										
03	US Bank Sch 1 - \$1.0 Technology Equipment										

Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
04	US Bank Sch 2 - Technology Equipment										
05	BOA-Hardware										
06	2015 Chase - Infor UB Software										
07	2016 - IT Hardware (IPS/IDS Network Security Appliance & AeroFlex 3920)										
08	2016 - IT Software										
09	2017 - Disaster Recovery Hardware										
10	2017 - Data Domain Hardware										
11	2017 - Kuhl Cisco License										
12	2017 - Fire Eye Email Security										
13	2017 - Vehicle										
14	Line Item 14										
15	Line Item 15	106,362									
*	Amount missing from detail										
+ 86700	LEASE/LOAN INTEREST	813									
01	Delage - Disaster Recovery Equipment										
02	US Bank Sch 1 - \$1.0 Technology Equipment										
03	US Bank Sch 1 - \$1.0 Technology Equipment										
04	US Bank Sch 2 - Technology Equipment										
05	BOA-Hardware										
06	2015 Chase - Infor UB Software										
07	2016 - IT Hardware (IPS/IDS Network Security Appliance & AeroFlex 3920)										
08	2016 - IT Software										
09	2017 - Disaster Rcovery Hardware										
10	2017 - Data Domain Hardware										
11	2017 - Kuhl Cisco License										
12	2017 - FireEye Email Security										
13	2017 - Vehicle										
14	Line Item 14										
15	Line Item 15	813									
*	Amount missing from detail										
= XDSV	TOTAL DEBT SERVICE	107,175									
87510	REIMB OF INTERFUND SERVICES	(310,167)	(663,287)	(956,884)	(956,884)	(976,022)	(976,022)	(976,022)	(995,542)	(1,015,453)	(1,035,762)
= XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(310,167)	(663,287)	(956,884)	(956,884)	(976,022)	(976,022)	(976,022)	(995,542)	(1,015,453)	(1,035,762)
= XOP	TOTAL OPERATIONS	1,968,465	1,417,319	1,369,994	1,125,503	1,702,425	112,432	1,233,528	1,895,304	1,938,716	3,234,725
	Capital										
+ 89540	COMPUTER HARDWARE (>\$25,000)	39,762		148,000	181,070	100,000	84,685	519,439	135,000		
1	Fiber Equipment (truck, trailer & tools)										
10	Network Storage (SAN / NAS)										
11	IPS / IDS Replacement						84,685	84,685			
12	Network Core Switches & Routers (replacement @ DataCenter)							135,000	135,000		
13	Pure Storage							299,754			
14	Line Item 14				33,070						
2	Fiber and fiber supplies										
3	EMC VNX Platform (replace SAN @ PD & DR)										
4	IPS/IDS Security Appliance										
5	FY 2018 PER - Nimble Storage										
6	FY 2019 PER - Wireless Controllers										

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	7	FY 2020 PER - VSOM Additional Nodes	39,762									
I	8	UCS Server Replacement			148,000	148,000						
I	9	Physical Security					100,000					
	*	Amount missing from detail										
=	XMEO	TOTAL MACHINERY & EQUIPMENT (>\$25,000)	39,762		148,000	181,070	100,000	84,685	519,439	135,000		
=	XCAP	TOTAL CAPITAL	39,762		148,000	181,070	100,000	84,685	519,439	135,000		
=	XTOT	TOTAL EXPENDITURES	4,254,569	3,835,596	3,977,192	3,597,601	4,479,675	972,195	4,033,965	4,744,161	4,814,321	6,283,059



City of Franklin, Tennessee

FY 2023 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Information Technology						
1	IT Technician Positions	\$ 102,836	\$ 30,851	\$ -	\$ 133,687	
2	Asst. IT Director - Infrastructure	\$ 116,160	\$ 34,848	\$ -	\$ 151,008	
3	Cyber Security Tools	\$ -	\$ -	\$ 75,000	\$ 75,000	
4	Traffic Switch Replacements	\$ -	\$ -	\$ 55,000	\$ 55,000	
5	Battery Backup System for Public Works	\$ -	\$ -	\$ 15,000	\$ 15,000	
6	Cargo Van	\$ -	\$ -	\$ 43,915	\$ 43,915	
Total		\$ 218,996	\$ 65,699	\$ 188,915	\$ 473,610	\$ -
		Compensation	Benefits	Expenses	Total	
Total G/F Requests		\$ 218,996	\$ 65,699	\$ 188,915	\$ 473,610	\$ -

FranklinForward Allocations



A Safe, Clean, Livable City

\$ 145,000



A Effective and Fiscally Sound City Government
Providing High Quality Service

\$ 328,610



Quality Life Experiences

\$ -



Sustainable Growth & Economic Prosperity

\$ -

Totals

\$ 473,610

Traditional Allocations



Personnel \$ 284,695



Operations \$ 145,000



Equipment \$ 43,915



Capital \$ -

Total \$ 473,610

FY 2023 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2023	Department Priority:	1	of	6
	Department:	41350 INFORMATION TECHNOLOGY (IT)				
	Division:					
	FranklinForward Theme:	An Effective and Sound City Government Providing High Quality Service				
	Title:	IT Technician Positions				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
81100 SALARIES & WAGES		\$102,836	\$102,836
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$30,851	\$30,851
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$133,687	\$133,687

PURPOSE / DESCRIPTION OF REQUEST

Our team was responsible for the dispatching and work of over 5800 technology service request in 2021. These numbers do not represent any implementation of any projects, new technology being implemented or previous technology being revisited. Our team is made up of highly trained and talented IT personnel; however, many of the tickets they are required to work, do not allow us to use them to the best of their ability. This program enhancement is to request two entry level IT Technician Positions. These positions would be the first line of support, allowing us to answer customer request quicker and more efficiently. This will allow managers, analysts, and engineers to spend more time on architecture and project implementation on more complicated technology.

SERVICE IMPLICATION

FY 2023 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2023	Department Priority:	2	of	6
	Department:	41350 INFORMATION TECHNOLOGY (IT)				
	Division:					
	FranklinForward Theme:	An Effective and Sound City Government Providing High Quality Service				
	Title:	Assistant IT Director, Infrastructure				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
81100 SALARIES & WAGES		\$116,160	\$116,160
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$34,848	\$34,848
Expenses			
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$0	\$151,008	\$151,008

PURPOSE / DESCRIPTION OF REQUEST

Re-classification of existing position to Assistant Director of Technology Infrastructure. This request will enable each area of the department have an Assistant Director to support them. With a department of 25 FTE's this will enable more efficient operations, support to city staff, and more time for the IT Director to work with other directors and support strategic initiatives.

SERVICE IMPLICATION

FY 2023 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2023	Department Priority:	3	of	6
	Department:	41350 INFORMATION TECHNOLOGY (IT)				
	Division:					
	FranklinForward Theme:	A Safe, Clean, Livable City				
	Title:	Cyber Security Tools				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
81100 SALARIES & WAGES			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
89540 COMPUTER HARDWARE (>\$25,000)	\$75,000		\$75,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$75,000	\$0	\$75,000

PURPOSE / DESCRIPTION OF REQUEST

This enhancement request will add a layer of technology to help mitigate external and cloud breaches much faster with detection and response that spans from core to cloud to the network edge. The solution will layer into our current portfolio of security solutions with complete visibility, real-time detection, intelligent response and provide behavior-based analytics for reference and reporting purposes.

SERVICE IMPLICATION

FY 2023 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2023	Department Priority:	4	of	6
	Department:	41350 INFORMATION TECHNOLOGY (IT)				
	Division:					
	FranklinForward Theme:	A Safe, Clean, Livable City				
	Title:	Traffic Switch Replacement				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
81100 SALARIES & WAGES			\$0
			\$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
Expenses			
83540 COMPUTER HARDWARE (<\$25,000)	\$55,000		\$55,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$55,000	\$0	\$55,000

PURPOSE / DESCRIPTION OF REQUEST

Many of the network switches for the outdoor traffic system are upwards of 10 years old. They are past due for life cycle replacement. The first part of this project was started in 2020, this PER will complete the traffic switch replacement across the city. These devices provide the connectivity for all technology signal manipulation, video, etc for all intersections across Franklin.

SERVICE IMPLICATION

FY 2023 Program Enhancement Request Form

 HISTORIC FRANKLIN TENNESSEE	Intended Year:	2023	Department Priority:	5	of	6
	Department:	41350 INFORMATION TECHNOLOGY (IT)				
	Division:					
	FranklinForward Theme:	A Safe, Clean, Livable City				
	Title:	Battery Backup System for Public Works				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
Compensation			
			\$0
			\$0
Benefits			
<i>Benefits auto-calculated at 30% of compensation -->></i>	\$0	\$0	\$0
Expenses			
83540 COMPUTER HARDWARE (<\$25,000)	\$15,000		\$15,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$15,000	\$0	\$15,000

PURPOSE / DESCRIPTION OF REQUEST

This enhancement request will provide an enterprise battery backup system for the Public Works site to carry the network load in the event of power loss (Provide monitoring and notification of system operations). The load required for the the Public Works building (Water, Streets, Fleet) needs this enterprise type of battery backup system to carry the network gear that runs all connectivity to this site. The core SCADA (supervisory control and data acquisition) network also operates from the data center located at the Public Works facility.

SERVICE IMPLICATION

	Intended Year:	2023	Department Priority:	6	of	6
	Department:	41350 INFORMATION TECHNOLOGY (IT)				
	Division:					
	FranklinForward Theme:	An Effective and Sound City Government Providing High Quality Service				
	Title:	Cargo Van				

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.

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY23 Only)	Ongoing Annual Cost (FY23 & Future)	TOTAL FY23 Request
<u>Compensation</u>			
81100 SALARIES & WAGES			\$0
			\$0
<u>Benefits</u>			
Benefits auto-calculated at 30% of compensation -->>	\$0	\$0	\$0
<u>Expenses</u>			
89520 VEHICLES (>\$25,000)	\$33,915		\$33,915
89500 EQUIPMENT (>\$25,000)	\$10,000		\$10,000
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
TOTAL	\$43,915	\$0	\$43,915

PURPOSE / DESCRIPTION OF REQUEST

This enhancement will provide an additional vehicle for the IT Department. It will be used by staff to keep network/communications materials together and in a single place to work from when working on projects at outlying locations.

SERVICE IMPLICATION



File #: 21-02995

DATE: March 31, 2022
TO: Budget & Finance Committee
FROM: Eric Stuckey, City Administrator
Michael Walters Young, Budget and Analytics Manager

SUBJECT:

Budget Presentation - Misc. General Fund Budgets (General Expenses, Economic Development, Intrafund Transfers)

PURPOSE:

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the budget requests for Miscellaneous General Fund Departments (General Expenses, Economic Development & Interfund Transfers) for FY 2022-2023.

BACKGROUND/STAFF COMMENTS:

Each year, the Budget & Finance Committee reviews the detailed budget of each City Department. At the meetings in February, March, and April, departmental staff makes a presentation of the plans for the next budget cycle and the requested funding for those anticipated needs. This provides the Committee with an idea of the size and scope of budget requests that may be included in the City Administrator's proposed budget, which is typically delivered at the May committee meeting.

FINANCIAL IMPACT:

The financial impact varies by department, depending on the increase in population, the required services, equipment replacement needs, and program enhancements.

RECOMMENDATION:

Staff recommends review of the budget materials. No action is required.



City of Franklin, Tennessee
FY 2023 Operating Budget Request

Miscellaneous General Fund Departments

General Expenses
Economic Development
Interfund Transfers



City of Franklin, Tennessee - FY 2023 Budget Request

Miscellaneous General Fund Departments

Slide 2

Outline

- General Expenses
- Economic Development
- Interfund Transfers



City of Franklin, Tennessee - FY 2023 Budget Request

General Expenses

Slide 3

Purpose of Fund

The General Expenses budget includes all expenditures which are not attributable to one particular department.

Among these expenses include general wage increases/merit pay, the City's appropriations for Medical and Dental expenses, the City's dues for the Tennessee Municipal League, the annual audit, fuel hedging, the Citizen's Survey and other "shared" software services - such as the Strategic Plan (***Franklin Forward***) website. \$100,000 set aside for City support of Housing Initiatives in FY 2019 is included in FY 2023.

City of Franklin, Tennessee - FY 2023 Budget Request

General Expenses

Budget Request:

Budget Summary

	2020 Actual	2021 Actual	2022		2023 Budget	2022 v. 2023	
			Budget	EOY		\$	%
Personnel	-2,339,393	-933,860	849,473	-792,698	2,931,991	2,082,518	245.2%
Operations	320,279	182,287	283,071	95,541	286,454	3,383	1.2%
Capital	0	0	0	0	0	0	0.0%
Total	-2,019,114	-751,573	1,132,544	-697,157	3,218,445	2,085,901	184.2%

This budget will be revised with final estimates for wage increases and medical, dental and ancillary insurance amounts City-wide for presentation to the BOMA in May. It is inclusive of wage increases comparable to prior years, but the May recommendation will take into account the findings of the ongoing compensation study.



City of Franklin, Tennessee - FY 2023 Budget Request

Economic Development

Slide 5

Purpose of Department

This department is used to identify payments specifically related to economic development. An allocation is made for economic development of \$30,000 plus an additional amount for the Greater Nashville Regional Council of \$29,209. \$30,000 is included for continued funding of the business retention program being conducted by Williamson, Inc.

An additional allocation for the Williamson County Convention and Visitors Bureau is budgeted in the Hotel Tax Fund.



City of Franklin, Tennessee - FY 2023 Budget Request

Economic Development

Slide 6

Budget Detail

Budget Summary	Actual	Actual	Budget	EOY	Budget	Difference	
	2020	2021	2022	2022	2023	\$	%
Economic Development / Chamber Support	37,500	19,500	30,000	30,000	30,000	-	0.0%
Greater Nashville Regional Council	23,344	24,761	28,855	28,855	29,209	354	1.2%
Williamson Chamber - Business Retention / Development	30,000	27,000	30,000	30,000	30,000	-	0.0%
Total Expenditures	90,844	71,261	88,855	88,855	89,209	354	0.4%
Total	90,844	71,261	88,855	88,855	89,209	354	0.4%



City of Franklin, Tennessee - FY 2023 Budget Request

Interfund Transfers

Slide 7

Purpose of Department

Interfund Transfers reflects those funds transferred from the General Fund to be accounted for in other funds of the City.

Annually three appropriations happen reliably – the contribution from the Invest Franklin initiative for sidewalk gap enhancement from the General Fund to the Street Aid & Transportation Fund, the subsidy for the Transit Fund and more recently funding generated from growth in Local Option Sales Taxes for capital funding needs.

City of Franklin, Tennessee - FY 2023 Budget Request

Interfund Transfers

Slide 8

Budget Detail

Budget Summary	Actual 2020	Actual 2021	Budget 2022	EOY 2022	Budget 2023	Difference	
						\$	%
Personnel							
Salaries & Wages	-	-	-	-	-	-	0.0%
Employee Benefits	-	-	-	-	-	-	0.0%
Total Personnel	-	-	-	-	-	-	0.0%
Operations							
TRANSFER TO STREET AID & TRANSPORTATIC	250,000	250,000	300,000	300,000	250,000	(50,000)	-16.7%
TRANSFER TO SANITATION	-	900,000	61,209	61,209	-	(61,209)	-100.0%
TRANSFER TO HOTEL/MOTEL FUND	-	-	1,150,000	1,150,000	-	(1,150,000)	-100.0%
TRANSFER TO TRANSIT FUND	371,653	903,034	815,364	815,364	953,271	137,907	16.9%
TRANSFER TO CAPITAL IMPROVEMENT BOND	2,376,380	1,404,884	2,347,000	4,200,000	4,326,000	1,979,000	84.3%
TRANSFER TO WATER OPERATING	-	-	44,374	44,374	-	(44,374)	-100.0%
TRANSFER TO SEWER OPERATING	-	-	1,078,041	1,078,041	-	(1,078,041)	-100.0%
Total Operations	5,498,033	3,552,814	5,795,988	7,648,988	5,529,271	(266,717)	-4.6%
Capital						-	
Total Interfund Transfers	5,498,033	3,552,814	5,795,988	7,648,988	5,529,271	(266,717)	-4.6%

Note: Budget may be modified moving forward.



City of Franklin, Tennessee

FY 2023 Operating Budget

General Expenses

Budget Summary

	2020 Actual	2021 Actual	2022		2023 Budget	2022 v. 2023	
			Budget	EOY		\$	%
Personnel	-2,339,393	-933,860	849,473	-792,698	2,931,991	2,082,518	245.2%
Operations	320,279	182,287	283,071	95,541	286,454	3,383	1.2%
Capital	0	0	0	0	0	0	0.0%
Total	-2,019,114	-751,573	1,132,544	-697,157	3,218,445	2,085,901	184.2%

Department Summary

The General Expenses budget includes all expenditures which are not attributable to one particular department.

Among these expenses include general wage increases/merit pay, one-time contributions to the City's closed pension plan, the City's appropriations for Medical and Dental expenses, the City's dues for the Tennessee Municipal League, the annual audit, fuel hedging, and other "shared" software services - such as Socrata for the City's Strategic Plan website.



City of Franklin, Tennessee **FY 2023 Operating Budget**

Organizational Chart

There is no organization chart associated with General Expenses. It is supervised by personnel in the Administration, Finance and Human Resources Departments.

Staffing by Position

There are no staff formally associated with General Expenses. It is supervised by personnel in the Administration, Finance and Human Resources Departments.



City of Franklin, Tennessee

FY 2023 Operating Budget

Budget

	Actual 2020	Actual 2021	Budget 2022	EOY 2022	Budget 2023	Difference \$	%
Personnel							
Salaries & Wages	-	-	681,068	-	2,170,000	1,488,932	218.6%
Employee Benefits	(2,339,393)	(933,860)	168,405	(792,698)	761,991	593,586	352.5%
Total Personnel	(2,339,393)	(933,860)	849,473	(792,698)	2,931,991	2,082,518	245.2%
Operations							
Notices, Subscriptions, etc.	21,158	44,705	69,071	69,612	71,954	2,883	4.2%
Utilities	658	691	550	230	550	-	0.0%
Contractual Services	87,251	90,492	206,000	91,000	206,500	500	0.2%
Repair & Maintenance Services	-	879	1,000	1,100	1,000	-	0.0%
Employee programs	3,343	-	-	-	-	-	0.0%
Fuel & Mileage	164,846	26,497	-	(70,851)	-	-	0.0%
Machinery & Equipment (<\$25,000)	-	16,175	2,000	-	2,000	-	0.0%
Rentals	-	-	100	100	100	-	0.0%
Permits	-	348	350	350	350	-	0.0%
Financial Fees	43,023	2,500	2,500	2,500	2,500	-	0.0%
Other Business Expenses	-	-	1,500	1,500	1,500	-	0.0%
Debt Service and Lease Payments	-	-	-	-	-	-	0.0%
Total Operations	320,279	182,287	283,071	95,541	286,454	3,383	1.2%
Capital						-	0.0%
Total General Expenses	(2,019,114)	(751,573)	1,132,544	(697,157)	3,218,445	2,085,901	184.2%

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
		Personnel										
I +=	81110	REGULAR PAY			320,000		681,068			2,170,000	2,245,000	2,320,000
I	01	General salary increase (full-year)					1,700,000			1,850,000	1,925,000	2,000,000
	02	Merit pay program			100,000		100,000			100,000	100,000	100,000
	03	Additional Classification / Compensation			75,000		75,000			75,000	75,000	75,000
	04	Classification and Compensation plan					500,000					
	06	Phase 2, Water & Sewer										
	07	Temporary Assistance Work			25,000		25,000			25,000	25,000	25,000
	10	FY 2020 PER - Public Works Internship Program			5,000		20,000			20,000	20,000	20,000
	10A	Annual Transfer of wages out to GF Dept.										
I	11	FY 2022 ARP One-Time Premium Pay for Essential Workers					1,080,310					
	12	Line Item 12					(2,919,242)					
	5A	FY 2021 PER - Revenue Management Succession Planning			15,000							
	8	Leave Balance Reserve			100,000		100,000			100,000	100,000	100,000
	*	Amount missing from detail										
=	XWAGE	TOTAL WAGES			320,000		681,068			2,170,000	2,245,000	2,320,000
+=	81420	MEDICAL PREMIUMS - ACTIVE EEs/COBRA	(952,480)	(2,960,822)	703,050	(2,014,773)	163,355	(458,997)	(917,994)	756,190	786,810	820,490
	01	Medical Claims	5,366,892		9,150,000		9,500,000			11,071,500	12,178,650	13,396,515
	02	Admin Fees-Claims (BCBS)	194,986		423,500		465,850			512,435	563,679	620,046
	03	Admin Fees-Reinsurance (SunLife Financial)	236,066		500,000		550,000			605,000	665,500	732,050
	04	Refunds			(54,450)		(59,895)			(65,885)	(72,473)	(79,720)
	05	Departmental Allocations	(6,375,000)	(2,509,607)	(9,766,000)		(10,742,600)			(11,816,860)	(12,998,546)	(14,298,401)
	06	2015 - Health Insurance Tax			50,000		50,000			50,000	50,000	50,000
	07	Health Clinic			400,000		400,000			400,000	400,000	400,000
	08	Rebates (misc)										
	09	Consultant Fee										
	10	Various Credits										
	11	Various				(2,014,773)		(458,997)	(917,994)			
	12	HDHP HSA Plan Assistance										
	13	HDHP Savings (assumes only 10 indiv & 7 family)	(375,424)	(451,215)								
	*	Amount missing from detail										
	81421	MEDICAL PREMIUMS - RETIREES		978,255		326,638		183,043	366,086			
	81422	NEAR-SITE CLINIC				5,440		1,120	2,240			
	81423	NEAR-SITE CLINIC (RETIREE)				1,438						
=	81425	VISION PREMIUMS	(69,127)	(71,769)	(50,000)	(5,250)	(50,000)	(1,091)	(2,182)	(50,000)	(50,000)	(50,000)
	81426	VISION PREMIUMS - RETIREE				175		5	10			
+=	81430	DENTAL INSURANCE PREMIUMS	18,680	(68,359)	14,332	(14,036)	15,050	(47,387)	(94,774)	15,801	16,592	17,422
	1	Dental Claims			424,462	(30,000)	445,686	(31,500)		467,970	491,369	515,937
	2	Admin Fees-Claims			30,870		32,414			34,034	35,736	37,523
	3	Refunds										
	4	Departmental Allocations			(441,000)		(463,050)			(486,203)	(510,513)	(536,038)
	5	Line Item 5	18,680	(68,359)		15,964		(15,887)	(94,774)			
	*	Amount missing from detail										
=	81440	EE HEALTH INSURANCE CONTRIBUTIONS	(177,376)	(2,079)	(120,000)	(254)	(130,000)	(127)		(140,000)	(150,000)	(160,000)
+	81441	CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT			150,000		170,000			180,000	190,000	190,000
	1	Individual HSA Seed Money (60 x \$1,000 for FY 22)			50,000		60,000					
	2	Family HSA Seed Money (55 x \$2,000 for FY 22)			100,000		110,000			180,000	190,000	190,000
	*	Amount missing from detail										

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
	81442	RETIREE INSURANCE CONTRIBUTIONS		(214,654)		(232,937)		(73,042)	(146,084)			
=	81443	EE DENTAL INSURANCE CONTRIBUTIONS				(54)		(27)				
	81444	EE VISION INSURANCE CONTRIBUTIONS				(2)		(1)				
	81446	EE VOLUNTARY GROUP INSURANCE (LEAVE)				(204)		(12)				
	81447	RETIREE VISION INSURANCE CONTRIBUTIONS				(40)		(9)				
	81450	RETIREMENT CONTRIBUTIONS	1,500,000		1,000,000	1,000,000						
	81455	DEFERRED COMP MATCH	(61)	35								
	81456	TCRS CONTRIBUTIONS (CITY)				(1)		(3)				
=	XBEN	TOTAL BENEFITS	319,636	(2,339,393)	1,697,382	(933,860)	168,405	(396,528)	(792,698)	761,991	793,402	817,912
=	XPER	TOTAL PERSONNEL	319,636	(2,339,393)	2,017,382	(933,860)	849,473	(396,528)	(792,698)	2,931,991	3,038,402	3,137,912
		Operations										
+	82350	DUES FOR MEMBERSHIPS	33,666	24,579	47,530	44,705	59,071	53,612	59,612	61,954	63,534	63,559
	1	Tennessee Municipal League	9,102		22,950	17,340	17,687	17,687	17,687	18,041	18,401	18,401
	2	Nashville Area MPO Transportation Planning Dues	19,565	19,579	19,579	22,365	23,084	23,084	23,084	24,488	25,333	25,333
	3	Mayor's Caucus Government Affairs	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	4	Various	(1)		1							
	5	National League of Cities					6,000		6,000	6,250	6,500	6,500
	6	Regional Transportation Authority (RTA)					7,300	7,091	7,091	7,400	7,500	7,500
	7	Nashville Technology Council - City Membership						750	750	775	800	825
	*	Amount missing from detail										
+	82355	PROFESSIONAL STANDARDS / ACCREDITATION	4,000									
	1	Tennessee Municipal Benchmarking Project	4,000									
	*	Amount missing from detail										
	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)			10,000		10,000		10,000	10,000	10,000	10,000
	82385	SPECIAL CENSUS		(3,421)								
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	37,666	21,158	57,530	44,705	69,071	53,612	69,612	71,954	73,534	73,559
	82430	STORMWATER SERVICE	296	296	250	296	250	49	98	250	250	250
	82435	SOLID WASTE SERVICE	395	362	300	395	300	66	132	300	300	300
=	XUTIL	TOTAL UTILITIES	691	658	550	691	550	115	230	550	550	550
+	82510	COMPUTER SERVICES	26,496	26,496	45,000	26,496	45,000		45,000	45,000	45,000	45,000
	1	Socrata (performance.franklinn.gov)	26,496		30,000	30,000	30,000			30,000		
	2	IDT Enhancements			15,000	15,000	15,000			15,000		
	3	Various				(18,504)			45,000		45,000	45,000
	4	FY 2019 PER - Capital Projects Explorer		26,496								
	*	Amount missing from detail										
	82520	LEGAL SERVICES	11,121	1,005	15,000	6,493	15,000			15,000	15,000	15,000
	82530	AUDIT SERVICES	24,500	24,750	22,500	22,500	23,000	8,750	23,000	23,500	23,500	23,500
+	82560	CONSULTANT SERVICES	23,580				23,000		23,000	23,000	23,000	23,000
	1	various					15,000		23,000	15,000	23,000	23,000
	2	legislative support										
	3	Citizens Survey	9,900				8,000			8,000		
	4	Innovation Team	13,680									
	*	Amount missing from detail										
+	82599	OTHER CONTRACTUAL SERVICES	43,000	35,000		35,003	100,000			100,000	100,000	100,000
	1	Special Census										

Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
2	Various	43,000	35,000		35,003						
3	FY 2018 PER - Housing Initiatives					100,000			100,000	100,000	100,000
*	Amount missing from detail										
=	XCTS TOTAL CONTRACTUAL SERVICES	128,697	87,251	82,500	90,492	206,000	8,750	91,000	206,500	206,500	206,500
	82660 BUILDING REPAIR & MAINTENANCE SERVICES			1,000	879	1,000	550	1,100	1,000	1,000	1,000
=	XRMSV TOTAL REPAIR & MAINTENANCE SERVICES			1,000	879	1,000	550	1,100	1,000	1,000	1,000
	83315 FUEL HEDGING COSTS	(35,063)	164,846		26,497		(70,851)	(70,851)			
=	XFUEL TOTAL FUEL & MILEAGE	(35,063)	164,846		26,497		(70,851)	(70,851)			
	83530 MACHINERY & EQUIPMENT (<\$25,000)			2,000		2,000			2,000	2,000	2,000
	83540 COMPUTER HARDWARE (<\$25,000)				16,175						
=	XMEU TOTAL MACHINERY & EQUIPMENT (<\$25,000)			2,000	16,175	2,000			2,000	2,000	2,000
	85220 PROPERTY TAX-RENTAL PROPERTY			100		100		100	100	100	100
=	XRENT TOTAL RENTALS			100		100		100	100	100	100
	85310 PERMITS			250		250		250	250	250	250
	85340 RECORDING & FILING FEES			100	348	100		100	100	100	100
=	XPERM TOTAL PERMITS			350	348	350		350	350	350	350
	85590 BOND COMPLIANCE	2,500	2,500	2,500	2,500	2,500		2,500	2,500	2,500	2,500
=	XFLF TOTAL FINANCIAL FEES	2,500	2,500	2,500	2,500	2,500		2,500	2,500	2,500	2,500
	85990 MISCELLANEOUS			(187,865)		1,500		1,500	1,500	1,500	1,500
=	XOBE TOTAL OTHER BUSINESS EXPENSES			(187,865)		1,500		1,500	1,500	1,500	1,500
	86600 LEASE/LOAN PRINCIPAL	(6,186)									
1	MIT projects/server relocation, etc.	(6,186)									
2	2015 - Conversion of Capital to Lease										
*	Amount missing from detail										
+	86700 LEASE/LOAN INTEREST	(182)									
1	MIT projects/server relocation, etc.	(182)									
2	2015 - Conversion of Capital to Lease										
*	Amount missing from detail										
=	XDSV TOTAL DEBT SERVICE	(6,368)									
=	XOP TOTAL OPERATIONS	128,123	276,413	(41,335)	182,287	283,071	(7,824)	95,541	286,454	288,034	288,059
	Capital										

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
=	XTOT	TOTAL EXPENDITURES	447,759	(2,062,980)	1,976,047	(751,573)	1,132,544	(404,352)	(697,157)	3,218,445	3,326,436	3,425,971



City of Franklin, Tennessee

FY 2023 Operating Budget

Economic Development

Eric Stuckey, City Administrator

Budget Summary

	2020	2021	2022		2023	2022 v. 2023	
	Actual	Actual	Budget	EOY	Budget	\$	%
Expenditures	90,844	71,261	88,855	88,855	89,209	354	0.4%
Economic Development	90,844	71,261	88,855	88,855	89,209	354	0.4%

Department Summary

This department is used to identify payments specifically related to economic development via civic organization and government appropriations. An allocation is made to the Williamson Chamber of Commerce (Williamson, Inc.) for the Tourism division (supporting growth of new and existing businesses) in the amount of \$30,000, for the Williamson, Inc. Economic Development division (supporting the strategic plan in areas of career growth, outreach, and workforce development) in the amount of \$30,000, and to the Greater Nashville Regional Council in the amount of \$29,209.

An additional allocation for the Williamson County Convention and Visitors Bureau is budgeted in the Hotel Motel Tax Fund.



City of Franklin, Tennessee **FY 2023 Operating Budget**

Organizational Chart

There is no organization chart associated with Economic Development. It is supported by personnel within Administration.

Staffing by Position

There are no staff formally associated with Economic Development. It is supported by personnel within Administration.



City of Franklin, Tennessee

FY 2023 Operating Budget

Budget

	Actual 2020	Actual 2021	Budget 2022	EOY 2022	Budget 2023	Difference	
						\$	%
Economic Development / Chamber Support	37,500	19,500	30,000	30,000	30,000	-	0.0%
Greater Nashville Regional Council	23,344	24,761	28,855	28,855	29,209	354	1.2%
Nashville Area Chamber of Commerce	-	-	-	-	-	-	0.0%
Nashville Area MPO	-	-	-	-	-	-	0.0%
Williamson Chamber - Business Retention / Development	30,000	27,000	30,000	30,000	30,000	-	0.0%
Total Expenditures	90,844	71,261	88,855	88,855	89,209	354	0.4%
Ending Fund Balance	90,844	71,261	88,855	88,855	89,209	354	0.4%

Notes & Objectives

	Account	Label	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 2022	Estd 2022	Forecast 2023	Forecast 2024	Forecast 2025
		Operations										
+	87110	CONTRACTED SERVICES	78,327	90,844	90,748	71,261	88,855	30,000	88,855	89,209	90,669	92,203
	1	Williamson Chamber of Commerce-Econ Dev	25,000	37,500	27,000	19,500	30,000	15,000	30,000	30,000	30,000	30,000
	2	Greater Nashville Regional Council	23,327	23,344	24,748	24,761	28,855		28,855	29,209	30,669	32,203
	3	Nashville Area Chamber of Commerce			3,000							
	4	Nashville Area Metropolitan Planning Org			9,000							
	5	Special Event Grant Expenditures										
	6	Williamson, Inc. - Business Retention Efforts	30,000	30,000	27,000	27,000	30,000	15,000	30,000	30,000	30,000	30,000
	*	Amount missing from detail										
=	XAPP	TOTAL APPROPRIATIONS	78,327	90,844	90,748	71,261	88,855	30,000	88,855	89,209	90,669	92,203
=	XOP	TOTAL OPERATIONS	78,327	90,844	90,748	71,261	88,855	30,000	88,855	89,209	90,669	92,203
=	XTOT	TOTAL EXPENDITURES	78,327	90,844	90,748	71,261	88,855	30,000	88,855	89,209	90,669	92,203



City of Franklin, Tennessee

FY 2023 Operating Budget

Interfund Transfers

Budget Summary

	2020	2021	2022		2023	2022 v. 2023	
	Actual	EOY	Budget	EOY	Budget	\$	%
Personnel	0	0	0	0	0	0	0.0%
Operations	5,498,033	3,552,814	5,795,988	7,648,988	5,529,271	-266,717	-4.6%
Capital	0	0	0	0	0	0	0.0%
Total	5,498,033	3,552,814	5,795,988	7,648,988	5,529,271	-266,717	-4.6%

Department Summary

Interfund Transfers reflects those funds transferred from the General Fund to be accounted for in other funds of the City. Ongoing transfers appropriated here include:

- \$250,000 for State Street Aid & Transportation Aid Fund for funding Sidewalks Gaps as provided through the Invest Franklin initiative (2017).
- \$953,271 for the Transit Fund for ongoing support of the Franklin Transit Authority's operations.

An additional \$4,326,000 is being appropriated here for the Capital Projects Fund to support approved CIP related projects. This amount comes from the recognition of the .5% Local Option Sales Tax being received by the City of Franklin after three years going to Williamson County Government from April 2018-March 2021.



City of Franklin, Tennessee **FY 2023 Operating Budget**

Organization Chart

There is no organization chart associated with Interfund Transfers. It is supervised by personnel in the Finance Departments.

Staffing by Position

There are no staff formally associated with Interfund Transfers. It is supervised by personnel in the Finance Departments.



City of Franklin, Tennessee

FY 2023 Operating Budget

Interfund Transfers

	Actual 2020	Actual 2021	Budget 2022	EOY 2022	Budget 2023	Difference	
						\$	%
Personnel							
Salaries & Wages	-	-	-	-	-	-	0.0%
Employee Benefits	-	-	-	-	-	-	0.0%
Total Personnel	-	-	-	-	-	-	0.0%
Operations							
TRANSFER TO STREET AID & TRANSPORTATION	250,000	250,000	300,000	300,000	250,000	(50,000)	-16.7%
TRANSFER TO SANITATION	-	900,000	61,209	61,209	-	(61,209)	-100.0%
TRANSFER TO HOTEL/MOTEL FUND	-	-	1,150,000	1,150,000	-	(1,150,000)	-100.0%
TRANSFER TO TRANSIT FUND	371,653	903,034	815,364	815,364	953,271	137,907	16.9%
TRANSFER TO CAPITAL IMPROVEMENT BOND	2,376,380	1,404,884	2,347,000	4,200,000	4,326,000	1,979,000	84.3%
TRANSFER TO WATER OPERATING	-	-	44,374	44,374	-	(44,374)	-100.0%
TRANSFER TO SEWER OPERATING	-	-	1,078,041	1,078,041	-	(1,078,041)	-100.0%
Total Operations	5,498,033	3,552,814	5,795,988	7,648,988	5,529,271	(266,717)	-4.6%
Capital							
						-	
Total Interfund Transfers	5,498,033	3,552,814	5,795,988	7,648,988	5,529,271	(266,717)	-4.6%



City of Franklin
Monthly Reports for April 2022
EXECUTIVE SUMMARY

Schedule 1: Local Sales Tax (January 2022)

The local sales tax remittance from the State of Tennessee for January 2022 sales (received by the City in March 2022) was \$4,188,975 compared to \$3,007,164 for the same month in FY 2021, a monthly year over year increase of \$1,181,810 or 39.3%. January is the 10th 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 47.1%.

Schedule 2: Building Permits (February 2022)

2022 year-to-date is less than 2021 by 11.5%, and compared to 2022 budget is less by 5.7%.

Schedule 3: Road Impact Fees * (February 2022)

Combined 2022 year-to-date compared to 2021 is 58.6% more, and compared to 2022 budget is more by 175.4%. By quadrant, Arterial Area 2022 year-to-date compared to 2021 is 65.5% more, and compared to 2022 budget is more by 148.1%. Coll Area 1 2022 year-to-date compared to 2021 is 150.8% more, and compared to 2022 budget is more by 569.5%; Coll Area 2 2022 year-to-date compared to 2021 is 8.9% less, and compared to 2022 budget is more by 86.1%; Coll Area 3 2022 year-to-date compared to 2021 is 21.7% more, and compared to 2022 budget is more by 186.4%; Coll Area 4 2022 year-to-date compared to 2021 is 33.8% more, and compared to 2022 budget is less by 9.4%.

Schedule 4: Facilities Tax (City) * (February 2022)

2022 year-to-date compared to 2021 is 1.4% less, and compared to 2022 budget is more by 6.0%.

Schedule 5: Facilities Tax (County) * (February 2022)

2022 year-to-date compared to 2021 is 15.6% more, and compared to 2022 budget is 39.2% more.

Schedule 6: Gasoline Taxes (State Street Aid Fund) (January 2022)

The gasoline tax remittance from the State of Tennessee for January 2022 sales (received by the City in March 2022) was \$238,525 compared to \$209,692 for the same month in FY 2021, an increase of \$28,833 or 13.8%.

For budget comparisons, the City anticipated collections of \$207,151 for January 2022, a difference of \$31,374 more, or 15.1%. The year-to-date increase from last fiscal year is 13.8%.

Schedule 7: Hotel/Motel Tax (January 2022)

2022 year-to-date compared to 2021 is 113.6% more, and compared for 2022 budget is more by 78.2%.

Schedule 8: Conference Center (February 2022)

The City's ½ share of the gain for February 2022 was \$25,780. In February 2021, the City's ½ share of the loss was \$41,564.

Schedule 9: Summary of All Funds (January 2022)

As of January 2022, the City is showing a preliminary General Fund surplus of \$10.5 million.

* 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

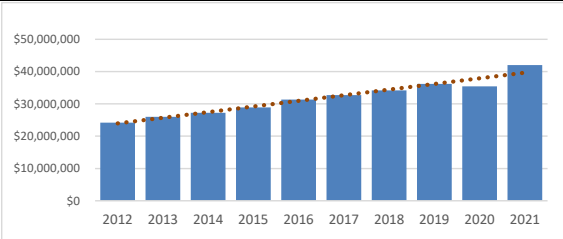
Account:

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 April 2022: The local sales tax remittance from the State of Tennessee for January 2022 sales (received by the City in March 2022) was \$4,188,975 compared to \$3,007,164 for the same month in 2021, a monthly year over year increase \$1,181,810, or 39.3% more. March receipts (January sales) are the seventh month of the FY 2022 fiscal year for both the City of Franklin and the State of Tennessee.

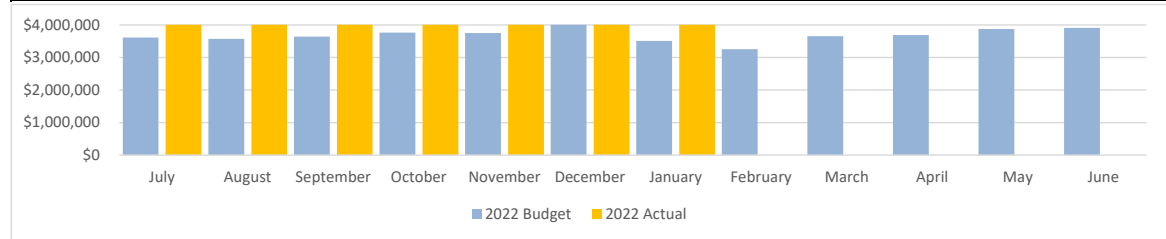
Yearly Summary



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	\$4,829,484	\$1,743,942	56.5%	\$1,078,689	28.8%
December	\$4,372,683	\$4,882,701	\$5,790,987	\$1,418,304	32.4%	\$908,286	18.6%
January	\$3,007,164	\$3,508,337	\$4,188,975	\$1,181,810	39.3%	\$680,638	19.4%
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					
Total		\$41,999,727	\$45,121,566	\$3,121,839	7.4%	\$3,121,839	7.4%
		Total		\$33,233,167	\$1,520,397	47.1%	\$928,330
				Average	Average	Average	Average
				\$10,642,779		\$6,498,313	
				Total		Total	



City of Franklin

Finance Department - Monthly Reports

Schedule 2:

Building Permits

Fund

General Fund

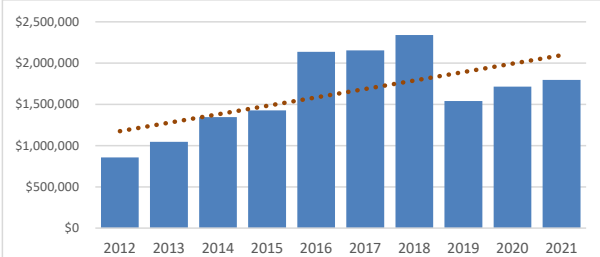
Account:

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 April 2022: 2022 year-to-date is less than 2021 by 11.5%, and compared to 2022 budget is less by 5.7%.

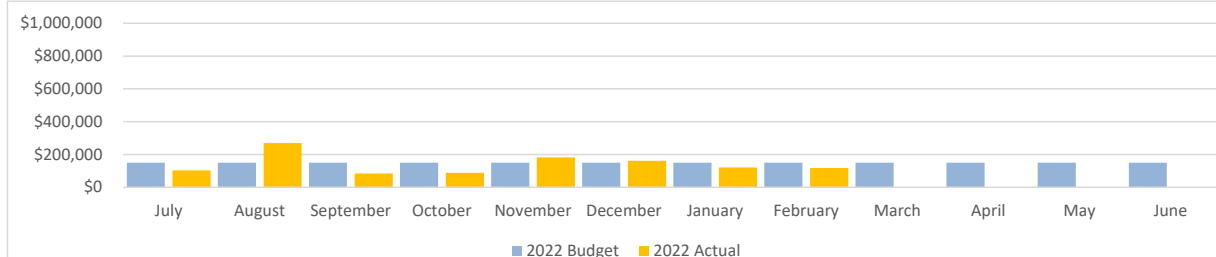
Yearly Summary



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	\$161,696	(\$30,740)	-16.0%	\$12,407	8.3%
January	\$192,867	\$149,289	\$120,661	(\$72,206)	-37.4%	(\$28,628)	-19.2%
February	\$83,859	\$149,289	\$117,358	\$33,499	39.9%	(\$31,931)	-21.4%
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	\$1,126,475	(\$18,233)	-11.5%	(\$8,479)	-5.7%
Total	Total	Total	Average	Average	Average	Average
			(\$145,866)		(\$67,835)	
			Total		Total	



City of Franklin

Finance Department - Monthly Reports

Schedule 3:

Road Impact Fees

Fund

Road Impact

Account:

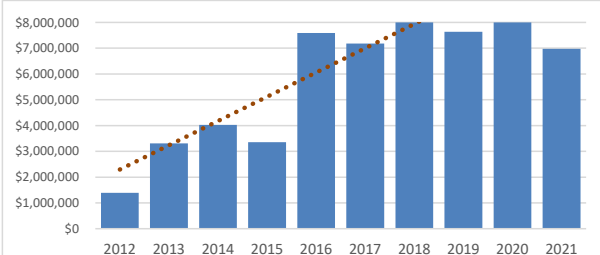
128-(32800-32804)-00000

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 April 2022: 2022 year-to-date compared to 2021 is 58.6% more, and compared to 2022 budget is more by 175.4%.

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.

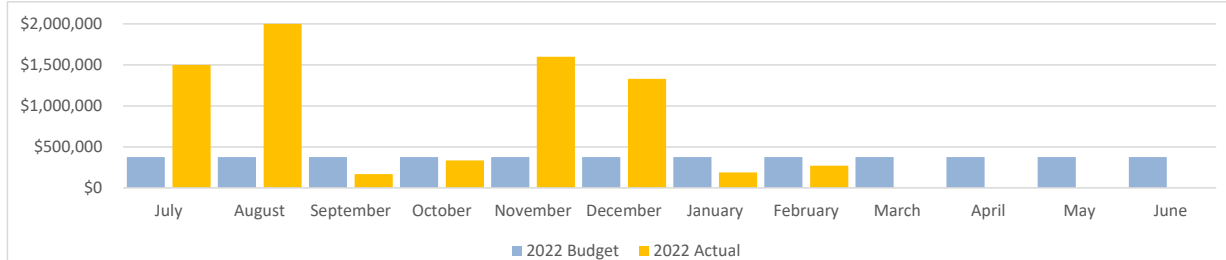
Yearly Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2012	\$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	\$1,328,834	\$360,912	37.3%	\$952,190	252.8%
January	\$669,382	\$376,644	\$188,648	(\$480,734)	-71.8%	(\$187,996)	-49.9%
February	\$240,025	\$376,644	\$270,840	\$30,815	12.8%	(\$105,804)	-28.1%
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	\$8,296,786	\$383,339	58.6%	\$660,454	175.4%
	Total	Total	Total	Average	Average	Average	Average
				\$3,066,708		\$5,283,634	
				Total		Total	



City of Franklin

Finance Department - Monthly Reports

Schedule 3A:

Arterial Area

Fund

Road Impact

Account:

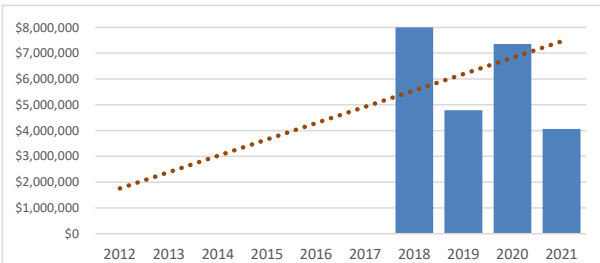
128-32800-00000

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.

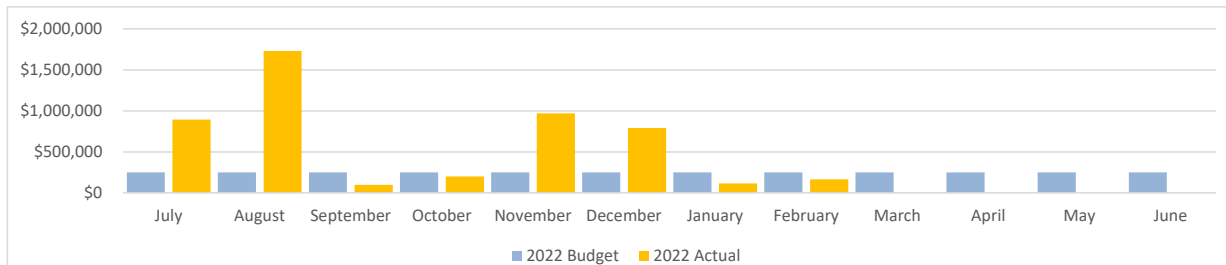
Monthly Report for April 2022: 2022 year-to-date compared to 2021 is 65.5% more, and compared to 2022 budget is more by 148.1%.

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



FY22 Month by Month 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

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	\$790,344	\$212,466	36.8%	\$540,344	216.1%
January	\$398,234	\$250,000	\$114,266	(\$283,968)	-71.3%	(\$135,734)	-54.3%
February	\$146,150	\$250,000	\$165,277	\$19,127	13.1%	(\$84,723)	-33.9%
March	\$194,972	\$250,000	\$0				
April	\$305,602	\$250,000	\$0				
May	\$314,574	\$250,000	\$0				
June	\$247,223	\$250,000	\$0				
	\$4,061,173	\$3,000,000	\$4,962,628	\$245,478	65.5%	\$370,329	148.1%
	Total	Total	Total	Average	Average	Average	Average
				\$1,963,826		\$2,962,628	
				Total		Total	



City of Franklin

Finance Department - Monthly Reports

Schedule 3B:

Coll Area 1

Fund

Road Impact

Account:

128-32801-00000

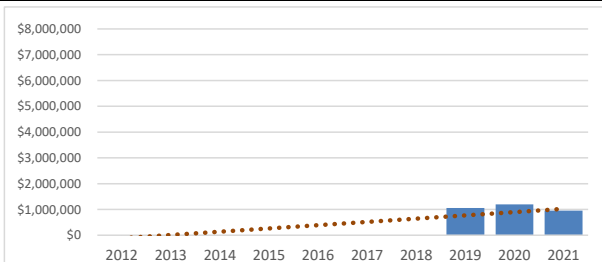
Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds 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 April 2022: 2022 year-to-date compared to 2021 is 150.8% more, and compared to 2022 budget are more by 569.5%.

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.

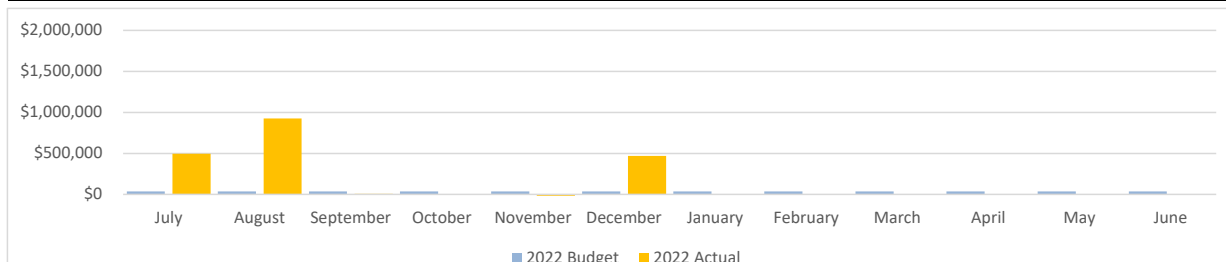
Yearly Summary



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	\$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	\$468,350	\$237,639	103.0%	\$433,252	1234.4%
January	\$23,380	\$35,098	\$4,242	(\$19,138)	-81.9%	(\$30,856)	-87.9%
February	\$42,288	\$35,098	-	(\$42,288)	-100.0%	(\$35,098)	-100.0%
March	\$31,864	\$35,098					
April	\$82,582	\$35,098					
May	\$83,214	\$35,098					
June	\$9,703	\$35,098					
	\$8,484	\$35,098	\$1,879,912	\$141,287	150.8%	\$199,891	569.5%
	Total	Total	Total	Average	Average	Average	Average
				\$1,130,293		\$1,599,128	
				Total		Total	



City of Franklin

Finance Department - Monthly Reports

Schedule 3C:

Coll Area 2

Fund

Road Impact

Account:

128-32802-00000

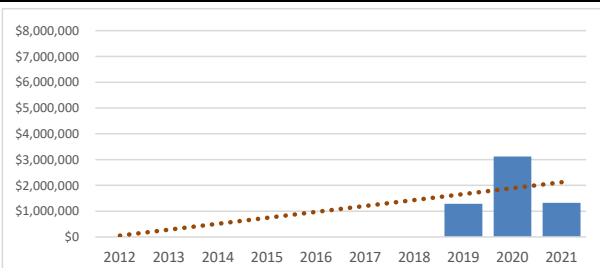
Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds 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 April 2022: 2022 year-to-date compared to 2021 is 8.9% less, and compared to 2022 budget is more by 86.1%.

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.

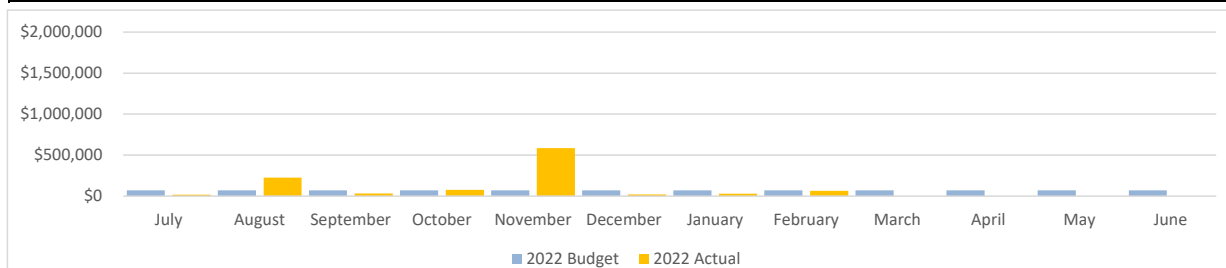
Yearly Summary



Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2012	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	\$20,040	(\$119,253)	-85.6%	(\$50,478)	-71.6%
January	\$190,988	\$70,518	\$30,060	(\$160,928)	-84.3%	(\$40,458)	-57.4%
February	\$33,083	\$70,518	\$64,581	\$31,498	95.2%	(\$5,937)	-8.4%
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	\$1,049,715	(\$12,769)	-8.9%	\$60,696	86.1%
	Total	Total	Total	Average	Average	Average	Average
				(\$102,148)		\$485,571	
				Total		Total	



City of Franklin

Finance Department - Monthly Reports

Schedule 3D:

Coll Area 3

Fund

Road Impact

Account:

128-32803-00000

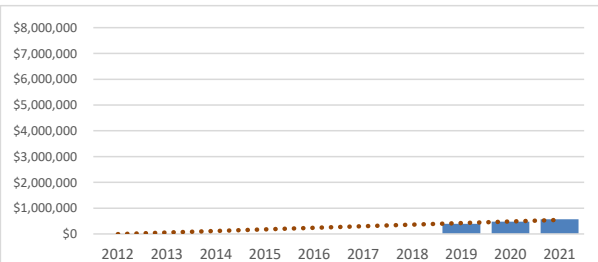
Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds 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 April 2022: 2022 year-to-date compared to 2021 is 21.7% more, and compared to 2022 budget are more by 186.4%.

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.

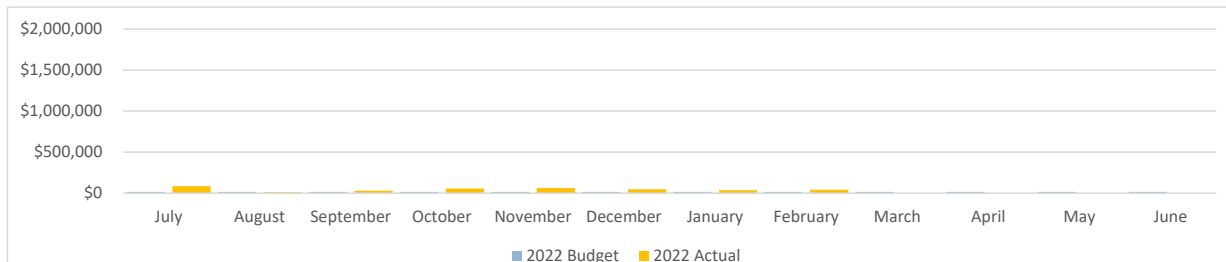
Yearly Summary



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			
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	\$46,760	\$26,720	133.3%	\$30,664	190.5%
January	\$53,440	\$16,096	\$36,740	(\$16,700)	-31.3%	\$20,644	128.3%
February	\$15,164	\$16,096	\$40,982	\$25,818	170.3%	\$24,886	154.6%
March	\$37,358	\$16,096					
April	\$31,547	\$16,096					
May	\$104,612	\$16,096					
June	\$96,713	\$16,096					
	\$573,304 Total	\$193,156 Total	\$368,778 Total	\$8,213 Average	21.7% Average	\$30,001 Average	186.4% Average
				\$65,704 Total		\$240,007 Total	



City of Franklin

Finance Department - Monthly Reports

Schedule 3E:

Coll Area 4

Fund

Road Impact

Account:

128-32804-00000

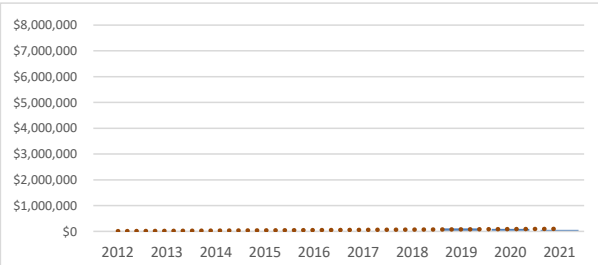
Summary: The Road Impact Fund is a special revenue fund created for the accounting of expenditures in accord with City Ordinance 88-13 on the proceeds of road impact fees from new development. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds 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 April 2022: 2022 year-to-date compared to 2021 is 33.8% more, and compared to 2022 budget is less by 9.4%.

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.

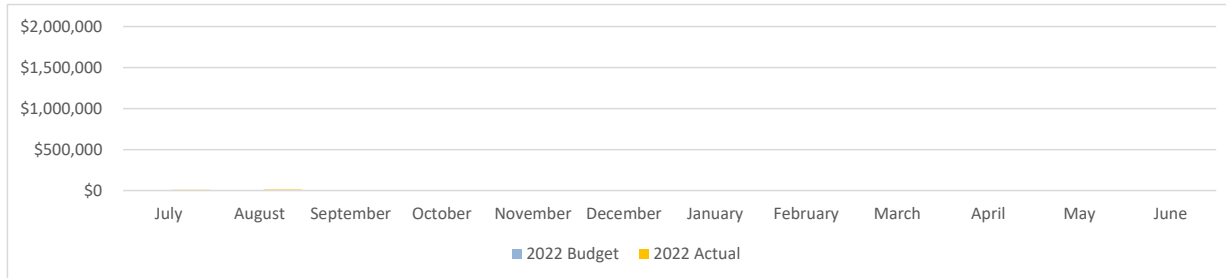
Yearly Summary



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			
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	\$3,340	\$3,340		(\$1,592)	-32.3%
January	\$3,340	\$4,932	\$3,340	\$0	0.0%	(\$1,592)	-32.3%
February	\$3,340	\$4,932	\$0	(\$3,340)	-100.0%	(\$4,932)	-100.0%
March	\$13,360	\$4,932					
April	\$6,680	\$4,932					
May	\$3,340	\$4,932					
June	\$7,515	\$4,932					
	\$57,615 Total	\$59,179 Total	\$35,753 Total	\$1,290 Average \$9,033 Total	33.8% Average	(\$462) Average (\$3,700) Total	-9.4% Average



City of Franklin

Finance Department - Monthly Reports

Schedule 4:

Facilities Tax (City)

Fund

Facilities Tax

Account:

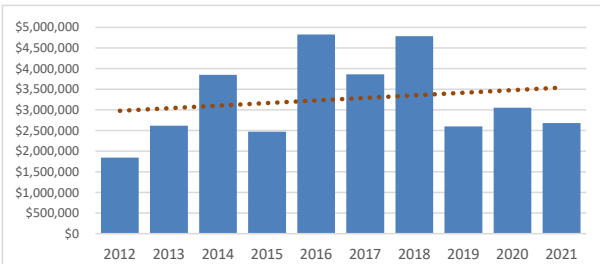
130-31600-00000

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 April 2022: 2022 year-to-date compared to 2021 is 1.4% less, and compared to 2022 budget is more by 6.0%.

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



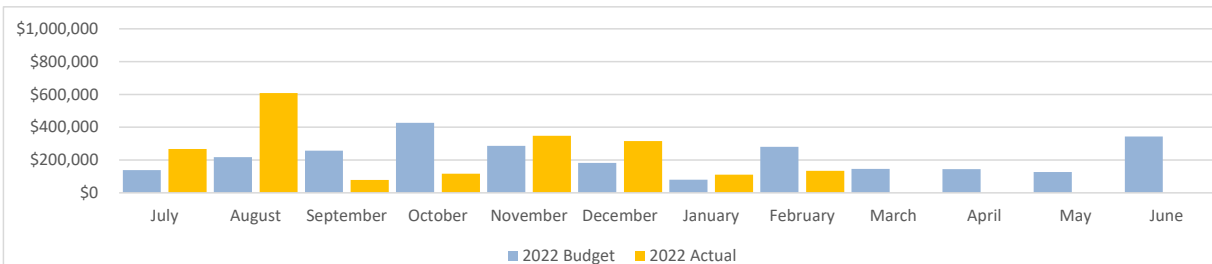
Fiscal Year	Amount	\$ Inc./ (Dec.) from Prior Year	% Inc./ (Dec.) from Prior Year
2012	\$1,845,690	(\$903,237)	-32.9%
2013	\$2,617,339	\$771,649	41.8%
2014	\$3,848,783	\$1,231,444	47.0%
2015	\$2,468,473	(\$1,380,310)	-35.9%
2016	\$4,827,968	\$2,359,495	95.6%
2017	\$3,864,453	(\$963,515)	-20.0%
2018	\$4,788,042	\$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	\$315,251	(\$77,409)	-19.7%	\$132,987	73.0%
January	\$284,889	\$80,110	\$110,770	(\$174,119)	-61.1%	\$30,660	38.3%
February	\$98,466	\$280,363	\$134,799	\$36,333	36.9%	(\$145,564)	-51.9%
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	\$1,980,284	(\$3,397)	-1.4%	\$13,967	6.0%
	Total	Total	Total	Average (\$27,178) Total	Average	Average \$111,735 Total	Average



City of Franklin

Finance Department - Monthly Reports

Schedule 5:

Facilities Tax (County)

Fund

Facilities Tax (County)

Account:

132-31600-00000

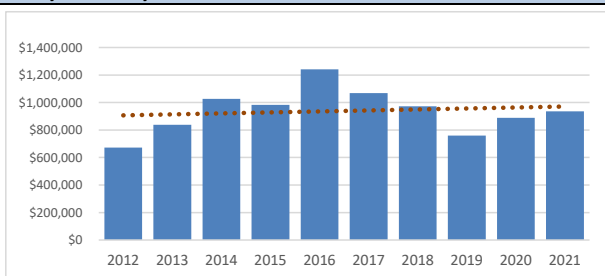
Summary: City's share of Williamson county's Adequate School Facilities Tax. 30% of the proceeds are distributed to the incorporated cities within the county, and an additional 30% is divided pro rata among the incorporated cities based on population in the last decennia census. All funds are to be used 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 April 2022: 2022 year-to-date compared to 2021 is 15.6% more, and compared to 2022 budget is 39.2% 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.

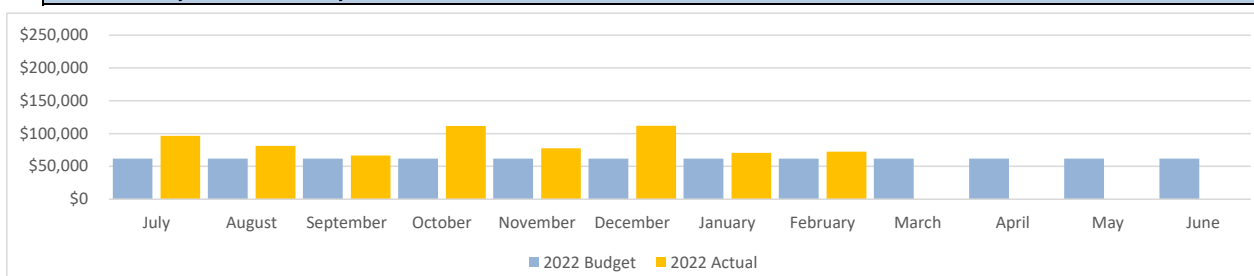
Yearly Summary



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	\$77,686	\$10,562	15.7%	\$15,798	25.5%
December	\$66,672	\$61,887	\$112,074	\$45,402	68.1%	\$50,187	81.1%
January	\$78,759	\$61,887	\$70,584	(\$8,175)	-10.4%	\$8,697	14.1%
February	\$85,447	\$61,887	\$72,495	(\$12,951)	-15.2%	\$10,608	17.1%
March	\$69,059	\$61,887					
April	\$118,831	\$61,887					
May	\$80,941	\$61,887					
June	\$70,479	\$61,887					
	\$935,555	\$742,649	\$689,121	\$11,610	15.6%	\$24,253	39.2%
	Total	Total	Total	Average	Average	Average	Average
				\$92,876		\$194,022	
				Total		Total	



City of Franklin

Finance Department - Monthly Reports

Schedule 6:

Gasoline Tax

Fund

Street Aid

Account:

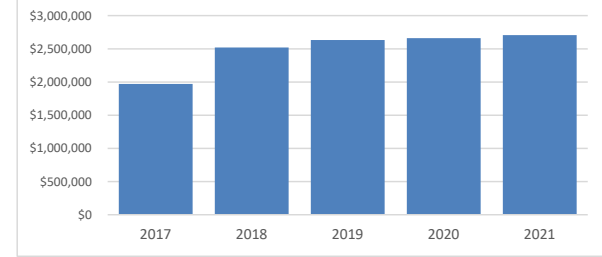
121-33220-00000

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 April 2022: The gasoline tax remittance from the State of Tennessee for January 2022 sales (received by the City in March 2022) was \$238,525 compared to \$209,692 for the same month in 2021, an increase of \$28,833 or 13.8%.

For budget comparisons, the City anticipated collections of \$207,151 for January 2022, a difference of \$31,374 more, or 15.1%.

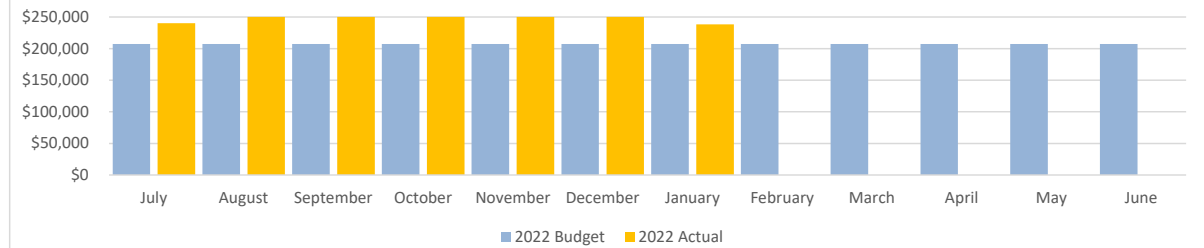
Yearly Summary



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	\$254,681	\$41,339	19.4%	\$47,530	22.9%
December	\$227,456	\$207,151	\$260,069	\$32,613	14.3%	\$52,918	25.5%
January	\$209,692	\$207,151	\$238,525	\$28,833	13.8%	\$31,374	15.1%
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	\$1,779,938 Total	\$30,792 Average	13.8% Average	\$47,126 Average	22.7% Average
				\$215,544 Total		\$329,882 Total	



City of Franklin

Finance Department - Monthly Reports

Schedule 7:

Hotel/Motel Tax

Fund

Hotel/Motel Fund

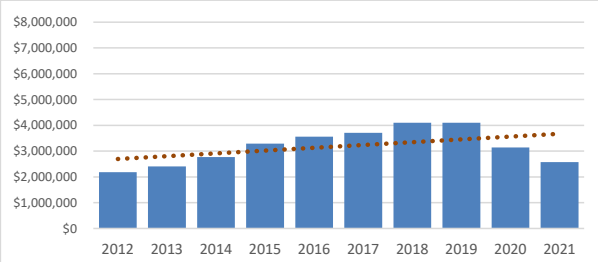
Account:

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 April 2022: 2022 year-to-date compared to 2021 is 113.6% more, and compared to 2022 budget is more by 78.2%.

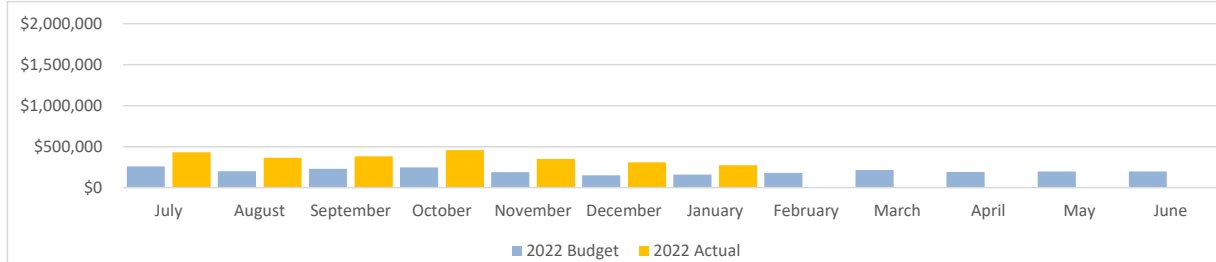
Yearly Summary



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	\$431,908	\$162,130	60.1%	\$172,505	66.5%
August	\$138,563	\$201,402	\$362,711	\$224,148	161.8%	\$161,309	80.1%
September	\$165,973	\$229,330	\$380,863	\$214,890	129.5%	\$151,533	66.1%
October	\$209,657	\$246,292	\$456,288	\$246,632	117.6%	\$209,996	85.3%
November	\$138,935	\$189,816	\$348,852	\$209,916	151.1%	\$159,036	83.8%
December	\$139,075	\$151,621	\$307,470	\$168,394	121.1%	\$155,849	102.8%
January	\$136,507	\$158,569	\$271,887	\$135,380	99.2%	\$113,318	71.5%
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 Total	\$2,419,080 Total	\$2,559,978 Total	\$194,499 Average \$1,361,490 Total	113.6% Average	\$160,506 Average \$1,123,545 Total	78.2% Average



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 April 2022: The gain for February 2022 was \$25,780 compared to a loss of \$41,564 for the same month in 2021, an increase of \$67,344.

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	602,836	336,567	499,051					3,916,573
House Profit	40,413	201,472	155,509	280,477	62,510	213,023	48,688	115,756					1,117,848
Less: Fixed Expenses	66,843	68,807	68,561	68,390	68,448	69,048	62,534	39,243					511,874
Net Income	(26,430)	132,665	86,948	212,087	(5,938)	143,975	(13,846)	76,513					605,974
Less: FF&E Reserve 5%	15,573	28,008	23,916	35,224	21,458	30,142	16,828	24,953					196,102
Net Cash Flow	(42,003)	104,657	63,032	176,863	(27,396)	113,833	(30,674)	51,560					409,872
City 1/2	(21,002)	52,329	31,516	88,432	(13,698)	56,917	(15,337)	25,780					204,936

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	111,037	28,577	67,344				



City of Franklin
Finance Department - Monthly Reports

Schedule 9:

Summary of All Funds - January 2022

Fund	Beg Fund Balance	Revenue	Expenditures	End Fund Balance	Change
General	\$65,481,510	\$57,030,181	\$46,498,668	\$76,013,023	\$10,531,513
Street Aid	\$771,402	\$3,096,763	\$1,228,629	\$2,639,536	\$1,868,134
Sanitation & Envir. Services.	\$2,051,128	\$6,255,330	\$5,577,017	\$2,729,441	\$678,313
Road Impact	\$25,741,274	\$7,703,335	\$732,294	\$32,712,315	\$6,971,041
Facilities Tax	\$11,022,953	\$1,960,685	\$53,753	\$12,929,885	\$1,906,932
County Facilities Tax	\$4,498,831	\$577,547	\$0	\$5,076,377	\$577,547
Stormwater	\$2,951,003	\$1,562,589	\$1,682,290	\$2,831,302	(\$119,701)
Drug	\$602,402	\$88,802	\$42,726	\$648,478	\$46,076
Hotel/Motel	\$5,927,371	\$2,664,009	\$788,679	\$7,802,702	\$1,875,330
Parkland Dedication	\$7,550,661	\$1,431,925	\$0	\$8,982,587	\$1,431,925
Transit	\$807,254	\$1,353,059	\$1,558,550	\$601,764	(\$205,490)
CDBG	\$114,745	\$137,296	\$98,338	\$153,703	\$38,958
Debt Service	\$937,169	\$12,673,538	\$2,789,682	\$10,821,025	\$9,883,856
Capital Projects - Fund 310 (Multi-Purpose)	\$10,635,065	\$2,296,307	\$3,015,627	\$9,915,745	(\$719,320)
Capital Projects - Fund 312 (2019 Bonds)	\$14,885,855	\$1,673,133	\$9,007,139	\$7,551,848	(\$7,334,007)
Water & Wastewater Operations	*	\$40,787,318	\$37,935,951	*	\$2,851,368
Water & Wastewater Dev. Fees	*	\$15,969,139	\$13,686,282	*	\$2,282,857

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