



DRAFT Meeting Minutes

Budget & Finance Committee

Thursday, June 16, 2022

3:00 PM

Board Room

CALL TO ORDER

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

Board Members Present: Clyde Barnhill, Jason Potts, Ann Petersen, Patrick Baggett

Board Members Absent: None

APPROVAL OF MINUTES

1. Consideration Of Approval Of Minutes Of The May 12, 2022 Budget & Finance Committee Meeting.

Sponsors: Lanaii Benne

A motion was made by Alderman Jason Potts, seconded by Alderman Ann Petersen to Approve the Minutes. The motion Passed 4-0.

NEW BUSINESS

2. Discussion of Fiscal Year 2022 Audit Planning

Sponsors: Kristine Brock, Mike Lowe, Margaret Wilson

3. Consideration Of Procurement Award To InfoSend, Inc. Of Anaheim, California, In The Total Estimated Annual Amount Of \$192,551.40 For Utility Bill Paper Printing, Mailing And Coordinated Electronic Presentment, Image Archival, Retrieval, E-Mailing And Related Services For A Term Of Award For The Revenue Management Division Of The Administration Department (Purchasing Office Procurement Solicitation No. 2022-005; \$175,000 Budgeted In 110-85540-41310 For Fiscal Year 2022; Contract No. 2022-0132).

Sponsors: Kristine Brock, Jessica Davey

A motion was made by Alderman Patrick Baggett, seconded by Alderman Jason Potts to Recommend Approval of the Procurement Award to the Board of Mayor and Aldermen. The motion Passed 4-0. This item is expected at the June 28, 2022 Board of Mayor and Aldermen meeting for consideration.

4. Consideration Of Resolution 2022-27, A Resolution Adopting An Uncollectible Accounts Receivable Write-Off Policy For The City Of Franklin.

Sponsors: Kristine Brock, Mike Lowe, Jessica Davey

A motion was made by Alderman Jason Potts, seconded by Alderman Ann Petersen to Recommend Approval of the Resolution to the Board of Mayor and Aldermen. The motion Passed 4-0. This item is expected at the June 28, 2022 Board of Mayor and Aldermen meeting for consideration.

5. Consideration Of Ordinance 2022-20, An Ordinance To Increase From \$25,000 To \$50,000 The Threshold Over Which Public Advertisement And Sealed Competitive Bids Or Proposals Are Required For Nonemergency, Nonproprietary Purchases.

Sponsors: Kristine Brock, Brian Wilcox

A motion was made by Alderman Ann Petersen, seconded by Alderman Jason Potts to Recommend Approval of the Ordinance to the Board of Mayor and Aldermen. The motion Passed 4-0. This item is expected at the June 28, 2022 Board of Mayor and Aldermen meeting for First Reading.

6. Discussion Of DRAFT Resolution 2022-40, A Resolution To Rescind Certain Resolutions And Granting New Authority For The City Administrator.

Sponsors: Eric Stuckey, Shauna Billingsley, Kristine Brock, Mike Lowe

A motion was made by Alderman Patrick Baggett, seconded by Alderman Ann Petersen to Recommend Approval of the Resolution to the Board of Mayor and Aldermen. The motion Passed 4-0. This item is expected at the June 28, 2022 Board of Mayor and Aldermen Work Session for discussion.

7. Consideration Of Resolution 2022-41, A Resolution Adopting A Revised Purchasing Policy For City Of Franklin Procurements Not Pertaining To New Construction.

Sponsors: Kristine Brock, Brian Wilcox

A motion was made by Alderman Jason Potts, seconded by Alderman Ann Petersen to Recommend Approval of the Resolution to the Board of Mayor and Aldermen. The motion Passed 4-0. This item is expected at the June 28, 2022 Board of Mayor and Aldermen Work Session for discussion.

8. Consideration Of Resolution 2022-42, A Resolution Adopting A Revised Vendor Protest Procedure For City Of Franklin Procurements Not Pertaining To New Construction.

Sponsors: Kristine Brock, Brian Wilcox

A motion was made by Alderman Jason Potts, seconded by Alderman Patrick Baggett to Recommend Approval of the Resolution to the Board of Mayor and Aldermen. The motion Passed 4-0. This item is expected at the June 28, 2022 Board of Mayor and Aldermen Work Session for discussion.

9. Financial Report For 3rd Quarter Of FY 2022

Sponsors: Mike Lowe, Margaret Wilson

10. Monthly Reports For June 2022

Sponsors: Mike Lowe, Margaret Wilson

OTHER BUSINESS

ADJOURN

A motion was made by Alderman Jason Potts, seconded by Alderman Ann Petersen to Adjourn. The motion Passed 4-0.