City of Franklin

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

Meeting Agenda

Budget & Finance Committee

Thursday, April 9, 2015 | **2:00 PM** | **Board Room**

Approval of Minutes

1. 15-0367 Consideration of Meeting Minutes from March 12, 2015.

2. 15-0340 Budget Presentation - Elected Officials

Sponsors: Eric Stuckey

Attachments: FY 2016 Budget Presentation - Elected Officials - B&F - 04092015
Elected Officials Budget - 41110 - Elected Officials 2015-16

3. 15-0336 Budget Presentation - Administration

Sponsors: Eric Stuckey

Attachments: FY 2016 Budget Presentation - Administration - B&F - 04092015
FY2016 Budget - Administration (Admin & Comm & CIP)
FY 2016 - Admin - PER Summary

4. 15-0337 Budget Presentation - Law

Sponsors: Shauna Billingsley

Attachments: FY 2016 Budget Presentation - Law - B&F - 04092015
FY2016 Budget - 41400 - Law

5. 15-0338 Budget Presentation - Facilities Management

Sponsors: Brad Wilson and Eric Stuckey

Attachments: FY 2016 Budget Presentation - PFM - B&F - 04092015
FY2016 Budget - 41320 - Project & Facilities Management
FY 2016 - Project & Facilities Man. - PER Summary

6. 15-0341 Budget Presentation - Revenue Management/City Court

Sponsors: Lawrence Sullivan

Attachments: FY 2016 Budget Presentation - Revenue Management - B&F - 04092015
FY2016 Budget - 41310 - Revenue Management
FY 2016 Budget Presentation - Court - B&F - 04092015
FY2016 Budget - 41200 - City Court
FY 2016 - Court - PER Summary

7. 15-0342 Budget Presentation - Human Resources

Sponsors: Shirley Harmon

Attachments: FY 2016 Budget Presentation - Human Resources - B&F - 04092015
FY2016 Budget - 41650 - Human Resources
FY 2016 - Human Resources - PER Summary

8. 15-0350 Budget Presentation - General Government

Sponsors: Eric Stuckey and Russ Truell

Attachments: FY 2016 - General Expenses - B&F - 04092015
FY2016 Budget - 45900 - General Expenses

9. 15-0343 Budget Presentation - Information Technology

Sponsors: Fred Banner

Attachments: FY 2016 Budget Presentation - IT - 04092015
FY2016 Budget - 41350 - Information Technology
FY 2016 - IT - PER Summary

10. 15-0344 Budget Presentation - Purchasing

Sponsors: Brian Wilcox

Attachments: FY 2016 Budget Presentation - Purchasing - B&F - 04092015
FY2016 Budget - 41340 - Purchasing
FY 2016 - Purchasing - PER Summary

11. 15-0345 Budget Presentation - Finance

Sponsors: Mike Lowe

Attachments: FY 2016 Budget Presentation - Finance - B&F - 04092015
FY2016 Budget - 41500 - Finance
FY 2016 - Finance - PER Summary

12. 15-0347 Budget Presentation - Conference Center

Sponsors: Russ Truell

Attachments: Cool Springs Conference Center budget FY15-16

13. 15-0281 Budget Presentation - Hotel/Motel Tax Fund

Attachments: FY 2016 - Hotel Motel Fund - B&F - 04092015

FY2016 Budget - 150 Hotel Motel

14. 15-0349 Budget Presentation - Road Impact Fee Fund

Sponsors: Eric Stuckey and Russ Truell

Attachments: FY 2016 - Road Impact Fund - B&F - 04092015

FY2016 Budget - Road Impact Fund

15. 15-0351 Budget Presentation - Parkland Dedication Fund

Sponsors: Eric Stuckey and Vernon Gerth

Attachments: FY 2016 - In Lieu of Parkland Fund - B&F - 04092015

FY2016 Budget - 155 - In Lieu of Parkland Fund

16. 15-0348 Budget Presentation - Debt Service Fund

Sponsors: Mike Lowe and Russ Truell

Attachments: FY 2016 - Debt Service Fund - B&F - 04092015

FY2016 Budget - 210 - Debt Service Fund

17. 15-0346 Budget Presentation - Appropriations

Sponsors: Eric Stuckey and Russ Truell

Attachments:
FY2016 Budget - 45920 - Appropriations
FY 2016 Budget Presentation - Appropriations - 04092015
ARC appropriations application
Boys & Girls Club request
Bridges Domestic Violence request
Community Child Care request
Community Housing Partnership request
Graceworks application
J L Clay Senior Center application
Second Harvest Food Bank
Sister Cities application
TN Rehab Center
Waves application
Williamson County library request
Gentry's Education Center request
RTA 91X Bus Route proposal
Animal Control letter
Mid Cumberland Homemaker Program
Mid Cumberland Meals on Wheels Program
Mid Cumberland Ombudsman Program and Dues
Transit Alliance
RTA 91X Bus Route alternate.pdf
15-0346 Franklin Health Services Report 2014 (2).pdf
15-0346 Health Dept appropriation request 2015-2016.pdf
15-0346Health Dept Application Addendum - 2015-2016.pdf

18. 15-0326 Consideration Of An Interlocal Agreement With Williamson County Regarding Reimbursement Of Animal Control Expenditures (COF Contract No. 2015-0074)(04/09/15 Budget & Finance 3-0)

Sponsors: Russ Truell

Attachments: Animal Control interlocal agreement

19. 15-0364 PUBLIC HEARING: Consideration of Ordinance 2015-07, an Ordinance to Amend the FY2015 Budget (04/28/15 BOMA 8-0) SECOND AND FINAL READING

Sponsors: Mike Lowe

Attachments: 2015-07 3rd Qtr FY2015 Budget Amendment Ordinance

20. 15-0361 Consideration Of Resolution 2015-22, A Resolution Of The Board Of Mayor And Aldermen For The City Of Franklin Employees' Pension Plan, Providing A Cost Of Living Adjustment To The Monthly Benefit For Retired Recipients (04/09/15 Budget & Finance 3-0)

Sponsors: Shirley Harmon, Russ Truell and Eric Stuckey

Attachments: cost of living adjustment for pension plan 2015-22

BLS CPI March 2015

21. 15-0366 Consideration Of Resolution 2015-01, A Resolution Declaring The Intent Of The City Of Franklin To Reimburse Itself For Certain Expenditures Relating To Public Works Projects With The Proceeds Of Bonds Or Other Debt Obligations To Be Issued By The City Of Franklin, Tennessee In An Approximate Amount Of $15,000,000. (04/09/15 Budget & Finance 3-0)

Sponsors: Russ Truell and Eric Stuckey

Attachments: Franklin 2015 Reimbursement Resolution

22. 15-0263 Monthly Reports for April

Sponsors: Russ Truell

Attachments: sales tax chart - March 2015

sales tax report - March 2015

Transit Monthly Statement February 2015.xlsx

Conference Center report - Feb 2015

Investment Report - February 2015

Fuel Hedging report February 2015

Construction Activities Report - Feb 2015

Other Business

Adjournment

ANYONE REQUESTING ACCOMMODATIONS DUE TO DISABILITIES SHOULD CONTACT A.D.A. COORDINATOR, AT 550-5721 AT LEAST 10 DAYS PRIOR TO THE MEETING, IF POSSIBLE.

Elected Officials

Dr. Ken Moore, Mayor

Outline

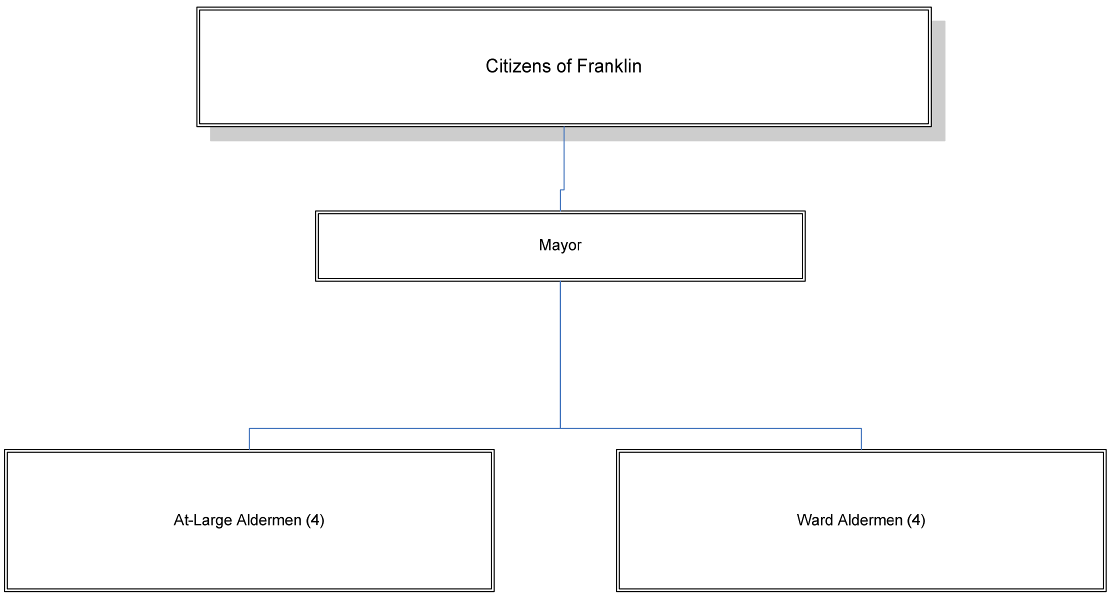
- Purpose of Department
- Organization Chart
- Base Budget Request
- Summary

Elected Officials

Purpose of Department

The City of Franklin is governed by its elected officials, the Board of Mayor and Aldermen. The Board is comprised of the Mayor and eight Aldermen. Four aldermen are elected from the four political divisions of the City called wards; four are elected at-large. This governing board is responsible for deciding on the city's policies and procedures by passing Resolutions, Ordinances and the Municipal Code.

Organization Chart



Elected Officials

Base Budget Request:

The Board of Mayor and Aldermen includes the Mayor and eight aldermen: four serving at-large, and four serving as ward aldermen.

The major increase in cost is for the municipal election. A municipal election will be held on Tuesday, October 27, 2015 for the offices of Mayor and At-Large Aldermen. The election is a function of the Williamson County Election Commission. Fees to conduct the election are approximately $42,000. This includes legal notices and expenditure reimbursements to the Williamson County Election Commission.

Summary

As elected community leaders, the Franklin Board of Mayor and Aldermen continues to strive to lead the community toward a vision based on four key themes:

- **A Safe, Clean, and Livable City**
- **Effective and Fiscally Sound City Government providing high-quality services**
- **Quality Life Experiences**
- **Sustainable Growth and Economic Prosperity**

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Elected Officials

Dr. Ken Moore, Mayor

Budget Summary

	2013	2014	2015		2016	2015 v. 2016	
	Actual	Actual	Budget	Estimated	Base Budget	$	%
Personnel	141,275	196,878	230,272	230,272	238,739	8,467	3.68%
Operations	42,131	100,618	59,893	58,605	103,194	43,301	72.30%
Capital	0	0	0	0	0	-	0.00%
Total	**183,406**	**297,496**	**290,165**	**288,877**	**341,933**	**51,768**	**17.84%**

Departmental Summary

The City of Franklin is governed by its elected officials, the Board of Mayor and Aldermen. The Board is comprised of the Mayor and eight Aldermen. Four Aldermen are elected from the four political divisions of the City called wards; four are elected at-large. This governing board is responsible for deciding on the city's policies and procedures by passing Resolutions, Ordinances and the Municipal Code, all of which are implemented by the various City Departments.

FY 2016 Outlook

The City will hold a municipal election on October 27, 2015 for the offices of Mayor and Aldermen at Large.

Performance Measures

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, beginning in FY 2015, The City of Franklin has established **Franklin*Forward* : 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.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

Theme:

Elected Officials support all four themes of the Strategic Plan.

Key:		
	Strategic Plan: Franklin*Forward*	
	Sustainable Franklin	
	Tennessee Municipal Benchmarking Project	

Workload (Output) Measures

		2012	2013	2014	2015*	2016*
	Number of Resolutions Passed	33	53	30	58	60
	Number of Ordinances Passed	26	36	55	27	30
	Meetings Held					
	- Work Sessions				23	22
	- Regular Meetings				12	12
	- Special Meetings				10	10

Efficiency Measures

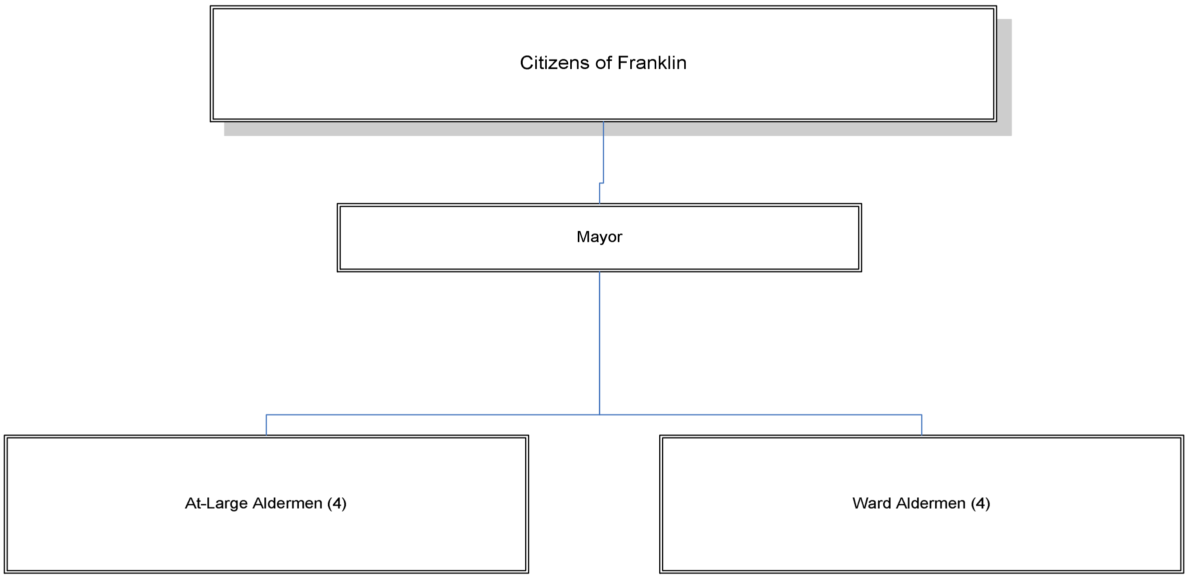
		2012	2013	2014	2015*	2016*
	TBD					

Outcome (Effectiveness) Measures

		2012	2013	2014	2015*	2016*
	Percent of BOMA Meetings with Perfect attendance	50%	54%	71%	70%	75

**2015 and 2016 data estimated.*

Organizational Chart



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

Staffing by Position

Position	Pay Grade	FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Mayor		1	0	1	0	1	0	1	0	1	0
Aldermen		8	0	8	0	8	0	8	0	8	0
Totals		**9**	**0**	**9**	**0**	**9**	**0**	**9**	**0**	**9**	**0**

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	Difference %
Personnel							
Officials Fees	56,697	104,087	129,267	129,267	129,267	-	0.0%
Employee Benefits	84,578	92,791	101,005	101,018	109,482	8,477	8.4%
Total Personnel	**141,275**	**196,878**	**230,272**	**230,285**	**238,749**	**8,477**	**3.7%**
Operations							
Transportation Services	-	-	220	200	200	(20)	-9.1%
Operating Services	-	-	620	600	600	(20)	-3.2%
Notices, Subscriptions, etc.	20,129	61,870	27,250	27,450	69,800	42,550	156.1%
Utilities	1,389	1,503	1,550	1,550	1,628	78	5.0%
Contractual Services	5,400	6,019	5,000	5,000	5,000	-	0.0%
Professional Development/Travel	5,020	5,821	15,966	14,166	18,010	2,044	12.8%
Office Supplies	9,767	8,654	6,715	6,700	7,320	605	9.0%
Operating Supplies	-	-	400	400	500	100	25.0%
Fuel & Mileage	257	-	250	250	250	-	0.0%
Machinery & Equipment (<$25,000)	-	16,349	1,500	1,500	1,520	20	1.3%
Property & Liability Costs	169	402	422	776	443	21	5.0%
Total Operations	**42,131**	**100,618**	**59,893**	**58,592**	**105,271**	**45,378**	**75.8%**
Capital	-	-	-	-	-	-	**0.0%**
Total Elected Officials	**183,406**	**297,496**	**290,165**	**288,877**	**344,020**	**53,855**	**18.6%**

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Personnel								
=	81210	MAYOR & ALDERMEN	56,697	104,087	129,267	86,060	129,267	129,267	129,267	129,267
=	XOFF	TOTAL OFFICIALS FEES	56,697	104,087	129,267	86,060	129,267	129,267	129,267	129,267
=	81410	FICA (EMPLOYER'S SHARE)	3,010	6,513	9,889	5,370	9,889	9,890	9,889	9,889
=	81420	MEDICAL PREMIUMS	95,811	102,617	109,609	64,132	109,609	120,570	132,627	145,890
=	81430	GROUP INSURANCE PREMIUMS	5,696	5,696	6,359	3,359	6,359	6,359	6,995	7,694
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(20,128)	(22,035)	(24,852)	(18,249)	(24,852)	(27,337)	(30,071)	(33,078)
	81470	WORKERS COMPENSATION PREMIUMS	189			13	13			
	81475	WORKERS COMPENSATION CLAIMS								
=	XBEN	TOTAL BENEFITS	84,578	92,791	101,005	54,625	101,018	109,482	119,440	130,395
=	XPER	TOTAL PERSONNEL	141,275	196,878	230,272	140,685	230,285	238,749	248,707	259,662
		Operations								
	82110	MAILING & OUTBOUND SHIPPING SERVICES			220	12	200	200	200	200
=	XTRC	TOTAL TRANSPORTATION CHARGES			220	12	200	200	200	200
	82210	PRINTING & COPYING SERVICES, OUTSOURCED			620		600	600	620	640
=	XOPSV	TOTAL OPERATING SERVICES			620		600	600	620	640
	82310	LEGAL NOTICES	17,273	17,247	17,500	14,327	17,500	17,850	18,207	18,571
	82320	CITY ELECTIONS		39,173				42,000		50,000
	82340	LEADERSHIP RETREATS	2,025		8,000		8,000	8,000	8,000	8,000
	82350	DUES FOR MEMBERSHIPS	175	700	1,000	525	1,000	1,000	1,000	1,000
	82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)	656	4,605	500	673	700	700	725	750
	82390	PUBLICATIONS, NON-TRAINING		145	250		250	250	250	250
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	20,129	61,870	27,250	15,525	27,450	69,800	28,182	78,571
	82455	CELLULAR TELEPHONE SERVICE	1,389	1,503	1,550	674	1,550	1,628	1,709	1,794
=	XUTIL	TOTAL UTILITIES	1,389	1,503	1,550	674	1,550	1,628	1,709	1,794
+	82560	CONSULTANT SERVICES		2,925	5,000		5,000	5,000	5,000	5,000
	1	Strategic Plan Consultant		2,925	5,000		5,000			
	2	Various						5,000	5,000	5,000
	*	Amount missing from detail								
	82599	OTHER CONTRACTUAL SERVICES	5,400	3,094						
=	XCTS	TOTAL CONTRACTUAL SERVICES	5,400	6,019	5,000		5,000	5,000	5,000	5,000
+	82810	REGISTRATIONS	2,450	1,325	9,600		9,600	11,600	11,600	11,600
	2	TML conferences			2,600		2,600	2,600	2,600	2,600
	3	Franklin Tomorrow Site Visits			4,000		4,000	6,000	6,000	6,000
	4	Chamber visits	2,450	1,325	3,000		3,000	3,000	3,000	3,000
	*	Amount missing from detail								
+	82830	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	1,207	1,252	1,306	320	1,306	1,310	1,320	1,340

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	1	TML Conference 2014 Chattanooga 2015 Nashville 2016 Gatlin'bg			806		806	810	820	840
	2	various	1,207	1,252	500		500	500	500	500
	*	Amount missing from detail				320				
	82830	AIR TRAVEL		679	1,800			1,800	1,800	1,800
+	82840	LODGING	1,223	2,565	2,160		2,160	2,200	2,250	2,300
	1	TML Conference			2,160		2,160	2,200	2,250	2,300
	2	various	1,223	2,565						
	*	Amount missing from detail								
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	140		1,000		1,000	1,000	1,100	1,100
	82890	OTHER TRAVEL EXPENSES			100		100	100	320	320
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	5,020	5,821	15,966	320	14,166	18,010	18,390	18,460
	83110	OFFICE SUPPLIES	442	516	515	215	500	520	540	550
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	5		500	125	500	600	650	700
	83130	EMPLOYEE BENEVOLENCE ITEMS	170		200		200	200	300	300
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	9,150	8,138	5,500	3,240	5,500	6,000	6,500	7,000
=	XOFS	TOTAL OFFICE SUPPLIES	9,767	8,654	6,715	3,580	6,700	7,320	7,990	8,550
+	83260	UNIFORMS PURCHASED			400		400	500	550	600
	1	City Logo Shirt for each Board member @$40 pp			400		400	500	550	600
	*	Amount missing from detail								
=	XOPS	TOTAL OPERATING SUPPLIES			400		400	500	550	600
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)	257		250	176	250	250	250	250
=	XFUEL	TOTAL FUEL & MILEAGE	257		250	176	250	250	250	250
	83510	FURNITURE, FIXTURES (<$25,000)			500		500	520	540	560
+	83540	COMPUTER HARDWARE (<$25,000)		16,349	1,000		1,000	1,000	1,000	19,000
	1	Misc		16,349	1,000		1,000	1,000	1,000	1,000
	2	Individual tablets or laptops for agenda review								18,000
	*	Amount missing from detail								
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)		16,349	1,500		1,500	1,520	1,540	19,560
	85110	PROPERTY INSURANCE	49							
	85111	FRAUD INSURANCE	2							
	85112	INLAND MARINE INSURANCE	22	14	15	30	30	16	17	17
	85113	AUTO PHYSICAL DAMAGE	8							
	85115	LIABILITY INSURANCE	41	244	256	517	517	269	282	296
	85116	E&O LIABILITY INSURANCE	32	144	151	229	229	159	166	175
	85119	UMBRELLA LIABILITY	15							
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	169	402	422	776	776	444	465	488

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
=	XOP	TOTAL OPERATIONS	42,131	100,618	59,893	21,063	58,592	105,272	64,896	134,113
		Capital								
=	XTOT	TOTAL EXPENDITURES	183,406	297,496	290,165	161,748	288,877	344,021	313,603	393,775

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Administration
(Administration / Communications / Capital Investment Planning)

Eric Stuckey, City Administrator

Administration: Lanaii Benne

Communications: Milissa Reierson

CIP: David Parker, P.E. City Engineer/CIP Executive

Outline

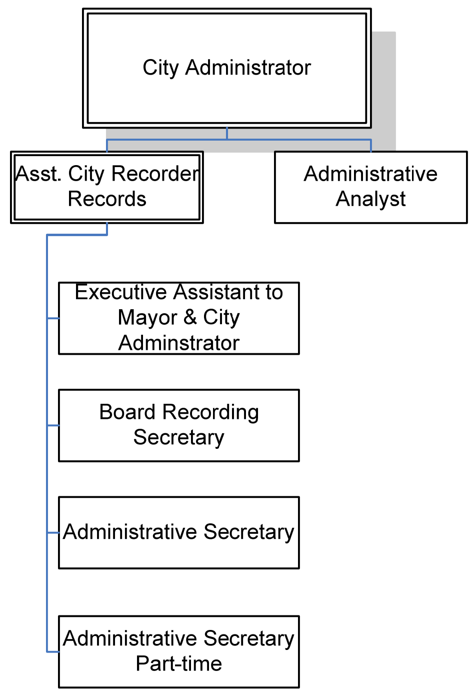
- Administration Division
- Communications Division
- Capital Investment Planning Division
- Program Enhancement Requests *(all divisions)*
- Summary

Purpose of Department

The Administration Office handles the general administration of the City and executes the policies and objectives of the Board of Mayor and Aldermen.

In addition to overseeing the day-to-day operations of the City, the City Administrator works closely with the Board and professional staff to chart the strategic direction of the City.

Organization Chart



Base Budget Request: Administration

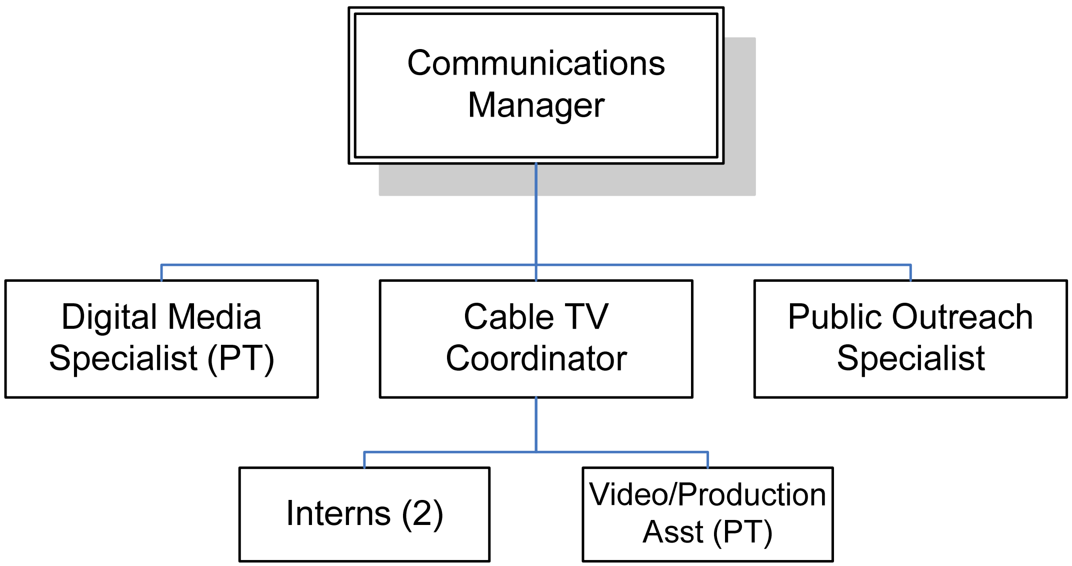
The Administration department currently employs 6 full time employees and 1 part time employee. A full time Administrative Analyst (Intern) position remains vacant.

The current budget includes funding for a Management Analyst position, which has remained unfilled.

Purpose of Department

The Communications Division was created in December 2008 to develop internal and external communications and citizen participation initiatives. The Division also handles all media relations for the City and manages the City's Government Access Channel, Franklin TV.

Organization Chart



Base Budget Request: Communications

Our division has a way of doing more with less. We've been able to keep equipment costs down while providing more programming, and communications services.

Purpose of Division

The Capital Investment Program(CIP) Division of the Administration Department coordinates and manages the current and future infrastructure capital projects' needs of the City of Franklin and prepares and presents the Capital Investment Program for approval by the Board of Mayor and Aldermen. We work with the other City Departments, elected officials, and the citizens of Franklin to ensure that our water, sanitary sewer, reclaimed (reuse) water, stormwater, streets and transportation, parks, public buildings, etc. infrastructure is designed and constructed properly and that it meets all local, state and federal standards and guidelines.

Purpose of Division

In addition, the CIP Division;

1. Works with the Law Department in the preparation and review of contracts/agreements, bonds, deeds, ordinances, resolutions, construction documents, assessment districts, an franchise agreements for the City.
2. Provides oversight and establishes policies/standards for the Stormwater Management Program (Ordinance) and the Transportation and Street Technical Standards for the City.
3. Fulfills the role of Road Impact Fee Administrator as outlined in the Road Impact Fee Ordinance.
4. Provides professional engineering assistance and advice to City departments and the Board of Mayor and Aldermen and is responsible for liaison with other municipal, county, state, and federal government entities and regulatory agencies.
5. Provides State Approval for water, wastewater and water reuse development projects for the Tennessee Department of Environment and Conservation (TDEC).
6. Provides Project Management for some of the City's major water and wastewater infrastructure improvements (i.e. Water Reclamation Facility & Water Treatment Plant Modifications and Expansions).

FY 2016 Outlook

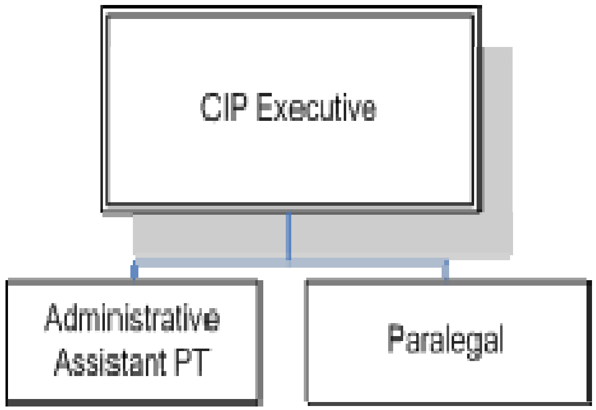
One of the main goals of the CIP Division is to prepare and present a proposed 5-year CIP Program to the Board of Mayor and Aldermen in a timely manner with the necessary information for the Board to make the hard decisions as to prioritization and funding for the City's infrastructure capital investments. It is anticipated that the FY 2017-2021 CIP Program will be completed and presented for review and approval by the end of the second quarter of FY 2016. After funding of a project, it is a part of the City Engineer's responsibilities to ensure the project is properly contracted for design and construction and is successfully completed.

The CIP Division (City Engineer) has been assigned the duties of Project Management for the various projects to be developed and constructed as a result of the City's Integrated Water Resources Plan (IWRP). This includes the designs for a modifications/upgrade to the City's Water Treatment Plant and the City's Water Reclamation Facility (Wastewater Treatment Plant). Both of thes projects are expected to be bid and under construction by the end of calendar year 2015. There are several sanitary sewer drainage basin studies that need to be conducted and/or updated in order to facilitate the planning for future sanitary sewer infrastructure to handle approved and anticipated developments.

In conjunction with the Water Management Department, the City Engineer anticipates completing the TDEC process of obtaining a new National Pollution Discharge Elimination System (NPDES) Permit for the City's Water Reclamation Facility's discharge to the Harpeth River. Also anticipate is the completion of the TDEC process to obtain a new Aquatic Resource Alteration Permit (ARAP) for the City's Water Treatment Plant's withdrawal from the Harpeth River.

The responsibilities of the CIP Division are continually refined as additional responsibilities are assigned. The Division will define necessary procedures and leverage the latest available technology resources to complete assigned tasks to increase the efficiency of staff.

Organization Chart



Base Budget Request: CIP Division

The CIP Division is made up of the City Engineer/CIP Executive (David Parker, PE), Paralegal (Shekinah Whitney), and a part time Administrative Assistant (Sarah Sappington). Sarah works only as needed on a call in basis. The proposed Personnel Base Budget for FY 2016 including some allowance for overtime for Shekinah and employee benefits is $214,696.

The Operations Base Budget request for the CIP Division for FY 2016 is $29,621. This is a reduction in the Operations portion of the Budget from FY 2015 of $1,334.

Summary: CIP Division

It appears that the next fiscal year is going to be a very busy year as the City receives the construction bids, awards the construction contracts and begins the construction phase of both the Water Treatment Plant Modifications and the Water Reclamation Facility Modifications, Expansion, and Upgrades. In addition the CIP Division will be involved with the Hillsboro Road Widening, Phase 2 Project and other improvements throughout the City. The City of Franklin is growing and it is exciting to be a part of this growth.

Program Enhancement Requests

Administration – City Departmental Pool Car ($22,440)

The vehicle requested is to replace the current vehicle, a 2000 Ford Crown Victoria with recurring repairs and maintenance issues.

Administration – Citizen Survey ($15,000-$75,000)

It has been many years since our last citizens survey. It is necessary to maintain and complete work on our Strategic Plan as well as to be responsive to citizen needs.

Communications – Increase Digital Media Specialist to Full – Time ($34,812)

This would add responsibility to current position. Position may be able to be funded through budget reductions.

Summary

The Administration team will continue to support the City organization in daily operations, strategic management / leadership, highly-effective communications to the community, and well-management infrastructure projects.

Our City team will continue to operate focused on our five key principles:

Excellence
Innovation
Teamwork
Integrity
Action-oriented

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Administration
Eric S. Stuckey, City Administrator

Budget Summary

	2013	2014	2015		2016	2015 v. 2016	
	Actual	Actual	Budget	Estimated	Base Budget	$	%
Personnel	470,738	477,805	488,390	465,826	539,131	50,741	10.39%
Operations	-49,240	-90,964	38,759	39,035	36,703	-2,056	-5.30%
Capital	0	0	0	0	0	-	0.00%
Total	**421,498**	**386,841**	**527,149**	**504,861**	**575,835**	**48,686**	**9.24%**

Departmental Summary

The Administration Office handles the general administration of the City and executes the policies and objectives of the Board of Mayor and Aldermen.

The Board of Mayor and Aldermen’s meeting agendas are currently available on the City’s website. Recently, the Board implemented the agenda software management program, Granicus. This web based program replaced the paper agenda packets and provides for a centralized electronic creation approach to compiling the agenda. Staff creates and submits agenda items online; agendas automatically populate and are viewable online, available to print, or are able to copy to external media. Board members, staff, and citizens are now able to access agendas and supporting documents through the software’s online interaction application. Agendas remain on the City’s website after the meeting, and the video clip is linked to the respective item on the agenda. This moves us towards our goal to eliminate paper agenda packets. Paper packets are no longer produced for the Board's meeting and committees; the agenda and most all supporting documents for Board meetings, work sessions, and committee meetings can now be accessed via the City’s website. This year we will produce only approximately 15 printed copies of the budget book and will also have it available for viewing on the City’s website.

The Administration Department continues to codify the Municipal Code on the City’s website. It is updated on a constant basis thru MuniCode, our contracted codifier of the code. Besides the value of making this information available to citizens 24/7, it is current and also minimizes the use and cost of paper products.

We continue to distribute scanned copies of signed ordinances and resolutions to city departments via email. This process continues to reduce our paper consumption and the employee’s time to process the distribution of the records.
In accordance with the City’s Records Retention Policy, the Administration Department continues to purge and destroy those files, records, and documents exceeding the recommended retention period. In the spring of each year the Administration Department hosts a “shred day” for all departments. In 2014, two and a half tons of expired records were destroyed. This continuing practice has eliminated a number of file cabinets, thereby saving the department valuable storage area space.

Administration

Eric S. Stuckey, City Administrator

FY 2016 Outlook

The Administration Department will continue to process the Board's agendas using the Granicus software system, monitoring for efficiency and supporting users of the system.

The preservation of historical records will also be reviewed. The City maintains historical record books (meeting minutes, ordinances, resolutions, etc.) dating back to the mid 1800's. Currently they are stored in fireproof cabinets; staff would like to pursue a more secure, safekeeping retention method such as professional scanning and storage of these records.

Performance Measures

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, beginning in FY 2015, The City of Franklin has established **Franklin*Forward* : 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.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

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.

Franklin will develop a quality level of service expectation for its citizens.

Goal: To have 90% citizen satisfaction rated excellent/good for services as reported by community survey.

Baseline: Data to be collected in next community survey.

Theme: Quality Life Experiences

Preserving dynamic, diverse, engaged neighborhoods: Franklin will be a place that offers a high quality of life for all citizens who choose to live and work here.

Citizens will recognize and celebrate the unique sense of community and cultural diversity that is Franklin.

Goal: To have 90% or better of citizens who consider Franklin's quality of life to be excellent/good.

Baseline: 94% of citizens responding to community survey considered the overall quality of life to be excellent/good. (Source: 2012 Community Survey by ASI for Franklin Tomorrow)

Franklin will facilitate the development and maintenance of housing options that meet the needs of people desiring to live and work in our community.

Franklin will decrease the percentage of households who are cost burdened by their housing costs in Franklin

Goal: Franklin will seek to improve housing diversity as identified through the 2013 Housing Analysis.

Baseline: Complete Housing Analysis and establish goals based on data from the analysis.

Creating desirable life experiences: Franklin will continue to be a destination to live and work that ranks among the best in the nation.

Goal: To improve ranking as one of the 100 Best Places to live in the United States.

Baseline: Ranked of 52 (CNN Money Magazine, 2012).

Goal: To increase inventory of transit hubs, park-and-ride sites, and alternative services in Franklin.

Baseline: Inventory of current transit hubs, number of park-and-ride parking slots, and description of

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Performance Measures

Goal: To achieve the American Association of Retirement Communities Seal of approval as one of the top places for retirees in the United States.

Baseline: City of Franklin has not yet received this recognition. (American Association of Retirement Communities)

Theme: Sustainable Grown & Economic Propserity

Franklin will strategically manage its growth and the value of its assets.

Goal: To have 80% or better of citizens reporting satisfaction with the managed growth of the community.

Baseline: Citizen Perception reported through community survey.

Key:		
	Strategic Plan: Franklin*Forward*	
	Sustainable Franklin	
	Tennessee Municipal Benchmarking Project	

Workload (Output) Measures

		2012	2013	2014	2015*	2016*
	Number of Agenda Packets reviewed	33	33	30	75	75
	Number of Sets of Minutes Produced	73	66	61	75	75
	Number of documents scanned into OnBase:					
	Resolutions					
	Current	33	46	58	58	60
	Proofing Prior Year Scans	23	1	0	0	0
	Ordinances					
	Current	26	37	31	27	30
	Proofing Prior Year Scans	75	1	0	0	0
	Sets of Minutes					
	Current	61	65	58	55	60
	Proofing Prior Year Scans	3	1	0		0

Efficiency Measures

		2012	2013	2014	2015*	2016*
	Distribute Agenda Packets to Board of Mayor and Aldermen on Thursday prior to the meeting date.					
	Percentage of time target met	85%	85%	85%	90%	92%

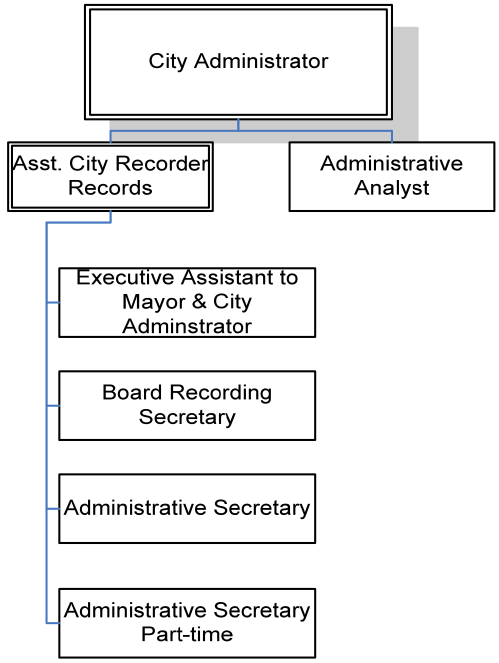
Outcome (Effectiveness) Measures

		2012	2013	2014	2015*	2016*
Preserving dynamic, diverse, engaged neighborhoods: Franklin will be a place that offers a high quality of life for all citizens who choose to live and work here.						
	Citizens will recognize and celebrate the unique sense of community and cultural diversity that is Franklin.					

Performance Measures

	2012	2013	2014	2015*	2016*
Franklin Baseline: 90% or better of citizens who consider Franklin's quality of life to be excellent/good.					
Overall quality of life to be excellent/good^	94%	94%	94%	94%	94%
Target	**90%**	**90%**	**90%**	**90%**	**90%**
Meets Target?	**Yes**	**Yes**	**Yes**	**Yes**	**Yes**
^Survey dated & needs to be updated					
Franklin will facilitate the development and maintenance of housing options that meet the needs of people desiring to live and work in our community.					
Franklin will decrease the percentage of households who are cost burdened by their housing costs in Franklin					
Franklin will seek to improve housing diversity as identified through the 2013 Housing Analysis.					
Baseline: Complete Housing Analysis and establish goals based on data from the analysis.					
Target	**N/A**	**TBD**	**TBD**	**TBD**	**TBD**
Meets Target?	**N/A**	**TBD**	**TBD**	**TBD**	**TBD**
Creating desirable life experiences: Franklin will continue to be a destination to live and work that ranks among the best in the nation.					
Improve ranking as one of the 100 Best Places to live in the United States.					
Franklin Ranking	52	52	42	42	42
Target *(Baseline 60 in 2010, Money Magazine)*	60	52	52	42	42
Meets Target?	**Yes**	**Yes**	**Yes**	**Yes**	**Yes**
Improve ranking as one of the top business-friendly cities in Tennessee.					
Franklin Ranking	N/A	2	3	2	2
Target *(Baseline from Beacon Center of Tennessee)*	**N/A**	**2**	**1**	**2**	**2**
Meets Target?	**N/A**	**Yes**	**No**	**Yes**	**Yes**
Achieve the American Association of Retirement Communities Seal of approval as one of the top places for retirees in the United States.					
Franklin Designation	N/A	No	No	No	No
Target *(Baseline from: http://the-aarc.org)*	**N/A**	**Yes**	**Yes**	**Yes**	**Yes**
Meets Target?	**N/A**	**No**	**No**	**No**	**No**
Franklin will strategically manage its growth and the value of its assets.					
80% or better of citizens reporting satisfaction with the managed growth of the					
Franklin Baseline: Citizen Perception reported through community survey; survey to be developed.					
Target	**N/A**	**80%**	**80%**	**80%**	**80%**
Meets Target?	**N/A**	**TBD**	**TBD**	**TBD**	**TBD**

Organizational Chart



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

Staffing by Position

Position	Pay Grade	FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
City Administrator	Grade P	1	0	1	0	1	0	1	0	1	0
Asst City Recorder - Admin	Grade G	1	0	1	0	1	0	1	0	1	0
Executive Assistant	Grade E	1	0	1	0	1	0	1	0	1	0
Recording Secretary to BOMA	Grade C	1	0	1	0	1	0	1	0	1	0
Administrative Secretary	Grade B	1	0	1	1	1	1	1	1	1	1
Administrative Analyst(Intern)	---	0	0	0	0	1	0	1	0	1	0
TOTALS		**5**	**0**	**5**	**1**	**6**	**1**	**6**	**1**	**6**	**1**

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	Difference %
Personnel							
Salaries & Wages	352,990	358,549	366,406	393,577	402,266	35,860	9.8%
Employee Benefits	117,748	119,256	121,984	105,724	136,866	14,882	12.2%
Total Personnel	**470,738**	**477,805**	**488,390**	**499,301**	**539,131**	**50,741**	**10.4%**
Operations							
Transportation Services	527	1,008	870	870	887	17	2.0%
Operating Services	3,207	2,189	20,900	9,000	20,900	-	0.0%
Notices, Subscriptions, etc.	2,473	775	7,130	16,768	7,190	60	0.8%
Utilities	10,999	11,112	10,570	10,750	11,032	462	4.4%
Contractual Services	3,150	80	11,050	8,050	11,275	225	2.0%
Repair & Maintenance Services	3,820	6,133	5,560	4,563	4,560	(1,000)	-18.0%
Employee programs	2,993	-	31,600	29,600	32,000	400	1.3%
Professional Development/Travel	15,271	538	16,275	14,531	18,720	2,445	15.0%
Office Supplies	14,050	13,473	15,050	15,050	15,160	110	0.7%
Operating Supplies	190	817	2,700	2,700	2,725	25	0.9%
Fuel & Mileage	37	77	325	200	225	(100)	-30.8%
Machinery & Equipment (<$25,000)	8,212	-	32,100	44,040	26,800	(5,300)	-16.5%
Repair & Maintenance Supplies	393	110	1,100	1,295	1,175	75	6.8%
Property & Liability Costs	3,344	6,275	8,704	6,713	9,139	435	5.0%
Permits	-	-	4,760	4,760	4,850	90	1.9%
Other Business Expenses	-	-	-	80	-	-	0.0%
Interfund Reimbursements	(117,906)	(133,551)	(129,935)	(129,935)	(129,935)	-	0.0%
Total Operations	**(49,240)**	**(90,964)**	**38,759**	**39,035**	**36,703**	**(2,056)**	**-5.3%**
Capital	-	-	-	-	-	**-**	**0.0%**
Total Administration	**421,498**	**386,841**	**527,149**	**538,336**	**575,835**	**48,686**	**9.2%**

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Personnel								
=	81110	REGULAR PAY	343,114	352,570	372,750	253,042	387,005	410,638	392,229	403,995
	81120	OVERTIME PAY	4,810	5,979	6,452	4,297	6,572	6,000	6,000	6,000
	81150	TEMPORARY WORK BY NON-CITY EMPLOYEES	5,066							
	81199	VACANCY ADJUSTMENT			(12,796)			(14,372)	(12,415)	(12,415)
=	XWAGE	TOTAL WAGES	352,990	358,549	366,406	257,339	393,577	402,266	385,814	397,580
=	81410	FICA (EMPLOYER'S SHARE)	23,243	23,647	24,898	16,007	24,481	31,414	30,006	30,906
=	81420	MEDICAL PREMIUMS	53,856	62,947	81,636	43,045	65,834	89,800	98,780	108,658
=	81430	GROUP INSURANCE PREMIUMS	4,655	4,804	5,552	3,554	5,436	5,552	6,107	6,718
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(10,963)	(14,202)	(17,635)	(12,073)	(18,465)	(19,399)	(21,338)	(23,472)
	81450	RETIREMENT CONTRIBUTIONS	38,264	32,101	16,629	14,098	16,629	18,292	20,121	22,133
	81455	DEFERRED COMP MATCH	3,515	5,078	6,023	4,266	6,932	6,324	6,640	6,972
	81470	WORKERS COMPENSATION PREMIUMS	378	81	81	77	77	83	86	89
	81475	WORKERS COMPENSATION CLAIMS								
	81482	CAR ALLOWANCE	4,800	4,800	4,800	3,323	4,800	4,800	4,800	4,800
=	XBEN	TOTAL BENEFITS	117,748	119,256	121,984	72,297	105,724	136,866	145,202	156,804
=	XPER	TOTAL PERSONNEL	470,738	477,805	488,390	329,636	499,301	539,132	531,016	554,384
		Operations								
	82110	MAILING & OUTBOUND SHIPPING SERVICES	499	974	650	402	650	663	650	650
!	82120	FREIGHT FOR INBOUND PURCHASED ITEMS	18	24	200		200	204	270	270
	82130	VEHICLE LICENSES & TITLES	10	10	20		20	20	20	20
=	XTRC	TOTAL TRANSPORTATION CHARGES	527	1,008	870	402	870	887	940	940
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	1,578	1,653	5,000			5,000	5,100	5,200
!+	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES	3,050	6,455	15,000	3,963	9,000	15,000	15,000	15,000
!	1	Holding	3,050	6,455	1,000			1,000	1,000	1,000
	2	Additional supplement to Municode published 4/2011 approximately $6,000								
	3	Archiving - Municode updates			9,000		9,000	9,000	9,000	9,000
	4	Archiving - digitize historical minutes books			5,000			5,000	5,000	5,000
	*	Amount missing from detail	0			3,963				
	82250	TESTING & PHYSICALS	327	536	900			900	900	900
	82260	UNIFORM RENTAL & SERVICES	27							
=	XOPSV	TOTAL OPERATING SERVICES	4,982	8,644	20,900	3,963	9,000	20,900	21,000	21,100
!+	82310	LEGAL NOTICES	253	164	200	229		200	200	200
	1	various	253	164	200			200	200	200
	2	Legal notices are to be sharged to 41100, Elected officials								
	*	Amount missing from detail				229				
	82340	LEADERSHIP RETREATS	500		500		500	510	520	530
!+	82350	DUES FOR MEMBERSHIPS	6,553	9,902	4,330	14,559	14,559	4,330	4,330	4,330
	1	Various	6,553	9,902	580		14,559	580	580	580
	2	Eric's TCMA			400			400	400	400
	3	Eric's ICMA			1,305			1,305	1,305	1,305
	4	Lanaii's TAMCAR			35			35	35	35
	5	Lanaii's IIMC			210			210	210	210
	6	Lanaii's ARMA			175			175	175	175

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	7	ICMA Performance Measurement Service			1,625			1,625	1,625	1,625
	*	Amount missing from detail	0			14,559				
+	82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)	1,621		1,500	158	1,500	1,500	1,500	1,500
!	1	Various	1,621		1,500		1,500	1,500	1,500	1,500
	3	BMI Music licensing for 2014								
	*	Amount missing from detail	0			158				
!	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)	8							
	82390	PUBLICATIONS, NON-TRAINING	1,022	775	600	209	209	650	700	700
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	9,958	10,841	7,130	15,155	16,768	7,190	7,250	7,260
	82410	ELECTRIC SERVICE		665		178	178	181	185	190
	82450	TELEPHONE SERVICE	6,655	5,704	6,200	2,943	6,200	6,325	6,400	6,450
	82451	800 MHZ ACCESS LINE SERVICE	81	130	70	72	72	74	76	78
	82455	CELLULAR TELEPHONE SERVICE	1,696	1,678	1,700	752	1,700	1,800	1,900	2,000
	82470	INTERNET & RELATED SERVICES	2,567	2,935	2,600	2,169	2,600	2,652	2,660	2,660
=	XUTIL	TOTAL UTILITIES	10,999	11,112	10,570	6,114	10,750	11,032	11,221	11,378
	82510	COMPUTER SERVICES		80	2,500		2,500	2,575	2,660	2,660
+	82560	CONSULTANT SERVICES	5,750	18,300	5,550		5,550	5,550	5,550	5,550
	1	Various	5,750	18,300	1,550		5,550	5,550	5,550	5,550
	4	Various			4,000					
	*	Amount missing from detail								
	82599	OTHER CONTRACTUAL SERVICES	3,150		3,000			3,150	3,200	3,250
=	XCTS	TOTAL CONTRACTUAL SERVICES	8,900	18,380	11,050		8,050	11,275	11,410	11,460
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	173	1,923	1,500	116	1,500	1,500	1,500	1,500
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	3,647	4,210	3,000	3,063	3,063	3,060	3,120	3,200
	82660	BUILDING REPAIR & MAINTENANCE SERVICES			1,060				1,060	1,060
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	3,820	6,133	5,560	3,179	4,563	4,560	5,680	5,760
+	82750	EMPLOYEE RECOGNITION/RECEPTIONS	2,993	3,801	4,600	4,150	4,600	5,000	5,200	5,400
	1	Various		3,801	600		600	600	600	600
	2	Holiday Lunch for COF employees	2,993		4,000		4,000	4,400	4,600	4,800
	*	Amount missing from detail				4,150				
	82780	TRAINING, OUTSIDE			5,000		5,000	5,000	5,000	5,000
+	82790	TRAINING, IN-HOUSE			22,000	4,200	20,000	22,000	22,000	22,000
	1	Consultant TBD			1,200					
	2	Consultant TBD			18,800					
	3	various	21,600	12,400	2,000		20,000	22,000	22,000	22,000
	*	Amount missing from detail	(21,600)	(12,400)		4,200				
=	XEPG	TOTAL EMPLOYEE PROGRAMS	2,993	3,801	31,600	8,350	29,600	32,000	32,200	32,400
!+	82810	REGISTRATIONS	24,325	2,943	4,175	1,229	4,025	4,525	4,525	4,545
	1	various	24,325	2,943	2,000		1,500	2,000	2,000	2,000
	2	Eric ICMA			330		330	330	330	350
	3	Eric TCMA			250		250	250	250	250
	4	Lanaii TAMCAR			320		320	320	320	320
	5	Lanaii IIMC			575		575	575	575	575
	6	TML Eric, Lanaii, and Vicki			700		1,050	1,050	1,050	1,050
	*	Amount missing from detail				1,229				
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	867	318	1,700	1,500	1,700	2,000	2,040	2,080
+	82830	AIR TRAVEL	3,357	1,078	3,500	395	3,700	4,420	3,900	4,000
	1	various	3,357	1,078	2,000		2,000	2,020	2,000	2,000

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	2	Eric - ICMA			500		500	600	700	800
	3	Lanaii - IIMC			1,000		1,200	1,800	1,200	1,200
	4	Leadership Retreat Travel								
	*	Amount missing from detail	(0)			395				
!+	82840	LODGING	3,369	1,495	5,600	1,461	5,000	6,425	6,100	6,350
	1	various	3,369	1,495	2,000		2,000	2,225	2,500	2,750
	2	Eric - ICMA			1,500		1,500	1,500	1,500	1,500
	3	Lanaii - IIMC			1,500		1,500	1,800	1,200	1,200
	4	Eric - TML			300			300	300	300
	5	Lanaii - TML			300			300	300	300
	6	Vicki - TML						300	300	300
	*	Amount missing from detail				1,461				
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	985	220	1,300	106	106	1,350	1,350	1,350
	82890	OTHER TRAVEL EXPENSES	8							
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	32,911	6,054	16,275	4,691	14,531	18,720	17,915	18,325
	83110	OFFICE SUPPLIES	3,188	4,213	5,500	3,463	5,500	5,500	5,900	5,900
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	87	293	350	153	350	360	360	360
	83130	EMPLOYEE BENEVOLENCE ITEMS	415	59	300		300	300	300	300
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	10,360	8,908	8,900	5,760	8,900	9,000	9,100	9,200
=	XOFS	TOTAL OFFICE SUPPLIES	14,050	13,473	15,050	9,376	15,050	15,160	15,660	15,760
	83210	TRAINING SUPPLIES		38	750		750	750	750	750
!+	83240	MEDICAL SUPPLIES	81	123	150	3	150	150	150	150
	1	Various	81	123	150		150	150	150	150
	2	April Order anticipated								
	*	Amount missing from detail	0			3				
	83260	UNIFORMS PURCHASED		779	800		800	825	850	850
	83299	OTHER OPERATING SUPPLIES	40		1,000	11	1,000	1,000	1,020	1,050
=	XOPS	TOTAL OPERATING SUPPLIES	121	940	2,700	14	2,700	2,725	2,770	2,800
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)		39	250		200	225	236	248
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)	37	38	75				75	75
=	XFUEL	TOTAL FUEL & MILEAGE	37	77	325		200	225	311	323
	83510	FURNITURE, FIXTURES (<$25,000)	4,770		4,500		4,500	4,750	5,000	5,000
+	83530	MACHINERY & EQUIPMENT (<$25,000)			1,200		1,000	1,050	1,100	1,150
	1	Photocopier								
	2	Line Item 2	372	364	1,200		1,000	1,050	1,100	1,150
	*	Amount missing from detail	(372)	(364)						
+	83540	COMPUTER HARDWARE (<$25,000)	5,848	2,116	9,400	7,878	7,878	4,000	4,400	4,600
	1	Various	5,848	2,116	1,200		4,978	1,600	2,000	4,600
	10	Teresa Stevens desktop							1,200	
	11	Board Room Laptop						1,200		
	2	Linda Fulwider Desktop change to dockport in FY 2015			250		250			
	3	Vicki Parr Desktop			1,000		1,000			
	4	Lanaii Benne Desktop change to dockport in FY 2015			1,650		1,650			
	5	smart board in Board Room (pc only; no monitor)			800					
	6	Angela Jackson / Information Desk desktop						1,200		
	7	Eric Laptop							1,200	
	8	Board Room Projectors (3 @ $1500 each)			4,500					
	9	misc								
	*	Amount missing from detail	(0)			7,878				

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
+	83550	COMPUTER SOFTWARE (<$25,000)			17,000	30,662	30,662	17,000	17,000	17,000
	1	Granicus annual fee for monthly maintenance			17,000		30,662	17,000	17,000	17,000
	*	Amount missing from detail				30,662				
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)	10,618	2,116	32,100	38,540	44,040	26,800	27,500	27,750
	83620	EQUIPMENT PARTS & SUPPLIES	194	66	400	1,295	1,295	450	450	450
	83643	SIGN SUPPLIES			200			200	200	200
	83660	BUILDING MAINTENANCE SUPPLIES	199	44	500			525	550	600
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	393	110	1,100	1,295	1,295	1,175	1,200	1,250
	85110	PROPERTY INSURANCE	1,084	3,935	4,535	4,438	4,438	4,762	5,000	5,250
	85111	FRAUD INSURANCE	34		34		34	36	37	39
	85112	INLAND MARINE INSURANCE	484	80	500	136	136	525	551	579
	85113	AUTO PHYSICAL DAMAGE	189	13	190	12	12	200	209	220
	85115	LIABILITY INSURANCE	917	799	920	1,281	1,281	966	1,014	1,065
	85116	E&O LIABILITY INSURANCE	712	1,145	1,500	566	566	1,575	1,654	1,736
	85117	VEHICLE LIABILITY INSURANCE	1,145	241	275	249	249	289	303	318
	85119	UMBRELLA LIABILITY	342		700			735	772	810
	85120	PROPERTY DAMAGE COSTS	(1,564)			(3)	(3)			
	85140	SURETY/NOTARY BONDS		62	50			53	55	58
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	3,343	6,275	8,704	6,679	6,713	9,141	9,595	10,075
	85320	STATE FEES			4,640		4,640	4,730	4,780	4,850
	85340	RECORDING & FILING FEES			120		120	120	120	120
=	XPERM	TOTAL PERMITS			4,760		4,760	4,850	4,900	4,970
	85990	MISCELLANEOUS				80	80			
=	XOBE	TOTAL OTHER BUSINESS EXPENSES				80	80			
	87510	REIMB OF INTERFUND SERVICES	(117,906)	(133,551)	(129,935)	(129,935)	(129,935)	(129,935)	(123,349)	(126,138)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(117,906)	(133,551)	(129,935)	(129,935)	(129,935)	(129,935)	(123,349)	(126,138)
=	XOP	TOTAL OPERATIONS	(14,254)	(44,587)	38,759	(32,097)	39,035	36,705	46,203	45,413
		Capital								
=	XTOT	TOTAL EXPENDITURES	456,484	433,218	527,149	297,539	538,336	575,837	577,219	599,797

Communications

Milissa Reierson, Communications Manager

Budget Summary

	2013	2014	2015		2016	2015 v. 2016	
	Actual	Actual	Budget	Estimated	Base Budget	$	%
Personnel	291,654	314,354	313,072	311,847	317,389	4,317	1.38%
Operations	8,557	2,879	18,822	18,717	17,558	-1,264	-6.72%
Capital	0	0	0	0	0	-	0.00%
Total	**300,211**	**317,233**	**331,894**	**330,564**	**334,947**	**3,053**	**0.92%**

Departmental Summary

The Communications Division was created within the City Administrator's Office in December 2008 to develop internal and external communications and citizen participation initiatives. The Division also handles all media relations for the City and manages the City's Government Access Channel, Franklin TV.

We have worked continuously to promote the City, disseminate information to citizens and maintain standards for professional excellence. This year the Communications Division launched a new and improved website and produced the "Happy" video that was seen around the world with more than 72,000 views.

Follow the City of Franklin on

FY 2016 Outlook

The Communications division is working on equipping the board room with robotic cameras for more streamlined taping. We are also working to get upgraded projectors and wireless viewing systems to upgrade the audio-video services in the boardroom.

If we are able to get the digital media specialist position full time, we will have more capability to do more in-house videos for departments, both training and public relations type videos. We will be able to tape more Franklin Insiders as well. We will also have the capability for more in-house graphics work to keep our Website fresh, and for brochures. With our growing social media presence, this position can also help manage our many social media channels.

Performance Measures

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, beginning in FY 2015, The City of Franklin has established **Franklin*Forward* : 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.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

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

Franklin will have a dynamic social media presence to increase effective communication with the public.

Goal: To continue to increase the public's use of social media forms of communication with the City of Franklin.

Baseline: Current communication contacts with citizens through website hits-32,662; social media: Facebook followers- 7,462, Twitter followers - 4350, YouTube views - 38,664.

Theme: Quality Life Experiences

Franklin will promote a strong arts, cultural, and historical community to serve the citizens of Franklin as well as visitors to our community.

Goal: To increase participation by 10% annually at permitted arts and cultural events in Franklin.

Baseline: The total estimated attendance at City of Franklin events. Track annually the estimated number of attendees at BOMA permitted events.

Goal: Increase annually the number of events that satisfy all the criteria identified on the application for permit.

Baseline: To be established from those applicants that meet all criteria identified on the application for permit. (Special Events Committee applications).

Key:	
Strategic Plan: Franklin*Forward*	
Sustainable Franklin	
Tennessee Municipal Benchmarking Project	

Workload (Output) Measures

	2011	2012	2013	2014	2015
Average Page views to City website	138,087	84,033	31,014	149,882	160,000
Special Events Processed by City	47	53	50	55	55
Film Permits Processed by the City	0	14	20	25	22
Goal: Provide proactive and timely information					
Number of Press Releases (excluding Police & Fire)	57	46	30	43	40
Goal: Produce informative programming for Franklin TV					

Performance Measures

Local programming produced for Franklin TV (not including meetings)	34	35	47	43	45
Produced programming for YouTube (Social Media Program titled Franklin Insider	N/A	N/A	57	23	45

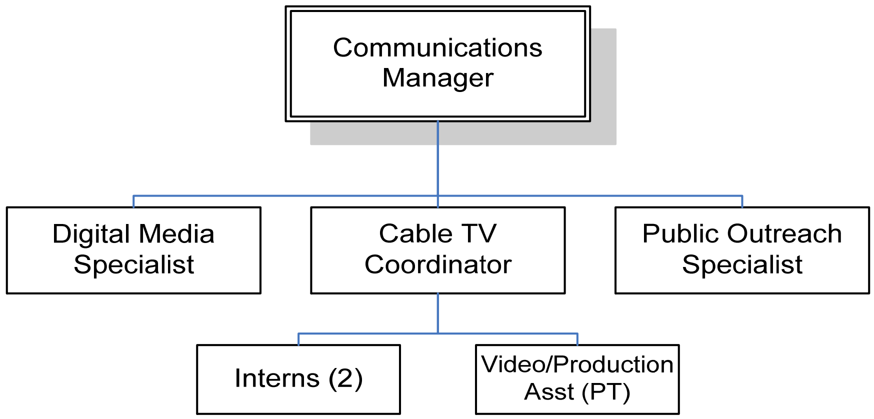
Efficiency Measures

	2011	2012	2013	2014	2015
Social Media interaction/capita	Measure under development				
Social Media interaction/week	Measure under development				

Outcome (Effectiveness) Measures

	2011	2012	2013	2014	2015
Increase the public's use of social media forms of communication with the City of Franklin by at least 10					
Average visits to City's website	47,315	32,662	13,718	149,882	160,000
Target	**N/A**	**32,662**	**32,662**	**50,000**	**160,000**
Meets Target?	**N/A**	**Yes**	**No**	**Yes**	**TBD**
Facebook (number of followers)	4720	6,969	8,589	14,224	14,224
Target	**No Target**	**No Target**	**7,462**	**9,450**	**15,646**
Meets Target?	**N/A**	**N/A**	**Yes**	**Yes**	**TBD**
Twitter (number of followers)	2,366	3,798	6,081	10,300	11,330
Target	**No Target**	**No Target**	**4,350**	**6,690**	**11,330**
Meets Target?	**N/A**	**N/A**	**Yes**	**Yes**	**TBD**
YouTube (upload views)	10,903	27,142	102,200	198,377	217,225
Target	**No Target**	**No Target**	**38,664**	**112,420**	**217,225**
Meets Target?	**N/A**	**N/A**	**Yes**	**Yes**	**TBD**
Franklin will promote a strong arts, cultural, and historical community to serve the citizens of Franklin as well as visitors to our community.					
Increase participation by 10% annually at permitted arts and cultural events in Franklin.					
Baseline: The total estimated attendance at City of Franklin events. Track annually the estimated number of attendees at BOMA permitted events.	*N/A*	*N/A*	*N/A*	*Baseline to be established*	
Meets Target?	**N/A**	**N/A**	**N/A**	**TBD**	**TBD**
Increase annually the number of events that satisfy all the criteria identified on the application for permit.					
Baseline: To be established from those applicants that meet all criteria identified on the application for permit. (Special Events Committee applications).	*N/A*	*N/A*	*N/A*	*Baseline to be established*	
Meets Target?	**N/A**	**N/A**	**N/A**	**TBD**	**TBD**

Organizational Chart



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

Staffing History

Position	Pay Grade	FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Communications Manager	Grade I	1	0	1	0	1	0	1	0	1	0
Cable TV Production Operations Supervisor	Grade G	1	0	1	0	1	0	1	0	1	0
Public Outreach Specialist	Grade G	1	0	1	0	1	0	1	0	1	0
Digital Media Specialist	Grade C	0	0	0	0	0	1	0	1	0	1
Video/Production Assistant	Grade B	0	1	0	1	0	1	0	1	0	1
Intern	---	0	3	0	3	0	2	0	2	0	2
TOTALS		**3**	**4**	**3**	**4**	**3**	**4**	**3**	**4**	**3**	**4**

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	Difference %
Personnel							
Salaries & Wages	221,060	242,906	248,294	252,417	247,154	(1,140)	-0.5%
Employee Benefits	70,594	71,448	64,778	59,430	70,235	5,457	8.4%
Total Personnel	**291,654**	**314,354**	**313,072**	**311,847**	**317,389**	**4,317**	**1.4%**
Operations							
Transportation Services	62	187	410	490	620	210	51.2%
Operating Services	201	938	210	200	215	5	2.4%
Notices, Subscriptions, etc.	14,840	13,333	20,420	21,104	20,930	510	2.5%
Utilities	1,954	2,095	2,550	2,555	2,755	205	8.0%
Contractual Services	14,250	31,024	23,860	23,860	19,200	(4,660)	-19.5%
Repair & Maintenance Services	1,183	1,484	2,200	2,200	2,300	100	4.5%
Employee programs	30	260	500	500	500	-	0.0%
Professional Development/Travel	3,920	2,017	9,900	8,400	10,210	310	3.1%
Office Supplies	2,454	1,557	2,500	2,800	3,100	600	24.0%
Operating Supplies	18,035	11,003	17,010	17,010	17,310	300	1.8%
Fuel & Mileage	286	201	400	250	360	(40)	-10.0%
Machinery & Equipment (<$25,000)	15,931	18,654	12,200	12,200	12,700	500	4.1%
Repair & Maintenance Supplies	-	84	100	100	100	-	0.0%
Operational Units	9,025	4,847	4,000	4,000	4,100	100	2.5%
Property & Liability Costs	765	4,427	4,649	5,135	5,245	596	12.8%
Other Business Expenses	7	-	-	-	-	-	0.0%
Interfund Service Reimbursements	(74,386)	(89,232)	(82,087)	(82,087)	(82,087)	-	0.0%
Total Operations	**8,557**	**2,879**	**18,822**	**18,717**	**17,558**	**(1,264)**	**-6.7%**
Capital	-	-	-	-	-	**-**	**0.0%**
Total Communications Departmer	**300,211**	**317,233**	**331,894**	**330,564**	**334,947**	**3,053**	**0.9%**

Notes:

Personnel: The Communications office has increased its workload tremendously in the last year by writing, producing and shooting several in-house, award winning video programs. Our social media followers have increased immensely on all channels. This is largely in part to the addition of our digital media specialist and the digital storytelling we are providing for the City. We would like to bring this position on full time. We are reducing our budget in the intern area to help fund this and several departments have volunteered funds as well.

Operations: Since 2001, the City has not had any major equipment purchases for our television production and much of the equipment needs replacing and updating. We are in the process of purchasing robotic cameras for the boardroom to tape all the meetings with less staff and have budgeted an allowance for repairs and replacement fees if needed.

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Personnel								
=	81110	REGULAR PAY	221,060	242,906	257,112	164,892	252,188	256,118	261,240	266,465
	81150	TEMPORARY WORK BY NON-CITY EMPLOYEES				150	229			
	81199	VACANCY ADJUSTMENT			(8,818)			(8,964)	(9,143)	(9,326)
=	XWAGE	TOTAL WAGES	221,060	242,906	248,294	165,042	252,417	247,154	252,097	257,139
=	81410	FICA (EMPLOYER'S SHARE)	16,296	17,860	19,275	12,098	18,503	19,593	19,985	20,385
=	81420	MEDICAL PREMIUMS	36,265	38,322	40,818	23,364	35,733	44,900	49,390	54,329
=	81430	GROUP INSURANCE PREMIUMS	3,412	3,553	2,483	2,226	3,404	2,483	2,731	3,004
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(6,828)	(7,917)	(8,493)	(5,911)	(9,040)	(8,493)	(9,362)	(9,643)
	81450	RETIREMENT CONTRIBUTIONS	21,260	17,742	10,574	10,574	10,574	11,631	12,795	14,074
	81470	WORKERS COMPENSATION PREMIUMS	189	121	121	256	256	121	129	133
	81475	WORKERS COMPENSATION CLAIMS		1,767						
=	XBEN	TOTAL BENEFITS	70,594	71,448	64,778	42,607	59,430	70,235	75,668	82,282
=	XPER	TOTAL PERSONNEL	291,654	314,354	313,072	207,649	311,847	317,390	327,765	339,421
		Operations								
	82110	MAILING & OUTBOUND SHIPPING SERVICES	52	172	410	232	300	420	430	440
	82120	FREIGHT FOR INBOUND PURCHASED ITEMS		5		190	190	200	210	220
	82130	VEHICLE LICENSES & TITLES	10	10						
=	XTRC	TOTAL TRANSPORTATION CHARGES	62	187	410	422	490	620	640	660
	82210	PRINTING & COPYING SERVICES, OUTSOURCED		821						
	82250	TESTING & PHYSICALS	196	117	210		200	215	225	235
	82260	UNIFORM RENTAL & SERVICES	5							
=	XOPSV	TOTAL OPERATING SERVICES	201	938	210		200	215	225	235
	82310	LEGAL NOTICES		88		333	333			
	82330	CITIZENS ACADEMIES	4,012	4,411	5,000	4,021	4,021	5,000	5,000	5,000
+	82350	DUES FOR MEMBERSHIPS	1,460	795	4,000		4,000	4,100	4,200	4,300
	1	Organization Dues			2,500		2,500	2,600	2,700	2,800
	2	Subscription for TV Eyes			1,500		1,500	1,500	1,500	1,500
	3	Various	1,460	795						
	*	Amount missing from detail								
+	82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)	5,013	5,848	8,400		8,250	8,800	8,900	9,000
	1	Various	5,013	5,848						
	10	United Way			500		500	500	500	500
	11	BMI license			350		600	600	600	600
	12	ASCAP license			400					
	2	State of the City			1,000		1,000	1,100	1,200	1,300
	3	Tree Lighting			1,200		1,200	1,200	1,200	1,200
	4	Promo Items			2,000		2,000	2,000	2,000	2,000
	5	Advertising			600		600	1,000	1,000	1,000
	6	Social Media (FB, Hootsuite, etc.)			1,500		1,500	1,500	1,500	1,500
	7	EMMA			600		600	600	600	600
	8	Fotolia, Graphic River, etc.			250		250	300	300	300

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	*	Amount missing from detail								
+	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)	4,110	1,510	2,500		2,500	2,500	2,500	2,500
	5	Various	4,110	1,510	2,500		2,500	2,500	2,500	2,500
	*	Amount missing from detail								
	82390	PUBLICATIONS, NON-TRAINING	245	681	520	1,850	2,000	530	540	550
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	14,840	13,333	20,420	6,204	21,104	20,930	21,140	21,350
	82450	TELEPHONE SERVICE	6	72	50	55	55	55	55	55
	82455	CELLULAR TELEPHONE SERVICE	1,916	2,019	2,500	987	2,500	2,700	2,850	3,000
+	82470	INTERNET & RELATED SERVICES	32	4						
	3	Various	32	4						
	*	Amount missing from detail								
=	XUTIL	TOTAL UTILITIES	1,954	2,095	2,550	1,042	2,555	2,755	2,905	3,055
+	82510	COMPUTER SERVICES		22,950	10,000		10,000	7,000	7,400	7,800
	2	Visions service contract			6,600		6,600	7,000	7,400	7,800
	3	Various		22,950	3,400		3,400			
	*	Amount missing from detail								
+	82560	CONSULTANT SERVICES	14,250	4,949	10,000		10,000	10,200	10,200	10,200
	1	various projects	14,250	4,949	10,000		10,000	10,200	10,200	10,200
	*	Amount missing from detail								
+	82599	OTHER CONTRACTUAL SERVICES		3,125	3,860		3,860	2,000	2,000	2,000
	1	NAXOS and Killer Tracks Music Library			3,860		3,860	2,000	2,000	2,000
	3	Various		3,125						
	*	Amount missing from detail								
=	XCTS	TOTAL CONTRACTUAL SERVICES	14,250	31,024	23,860		23,860	19,200	19,600	20,000
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	52		200		200	200	200	200
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	1,131	1,484	2,000	369	2,000	2,100	2,200	2,300
	82699	OTHER REPAIR & MAINTENANCE SERVICES								
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	1,183	1,484	2,200	369	2,200	2,300	2,400	2,500
+	82750	EMPLOYEE RECOGNITION/RECEPTIONS	30		500		500	500	500	500
	1	Trophies for contests, certificates, framing, etc.			500		500	500	500	500
	2	Various	30							
	*	Amount missing from detail								
	82780	TRAINING, OUTSIDE		260						
=	XEPG	TOTAL EMPLOYEE PROGRAMS	30	260	500		500	500	500	500
+	82810	REGISTRATIONS	949	620	3,000		3,000	3,100	3,200	3,300
	1	Various	949	620	3,000		3,000	3,100	3,200	3,300
	*	Amount missing from detail								
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	377	183	300		300	310	320	330
+	82830	AIR TRAVEL	1,322	457	2,500		2,000	2,600	2,700	2,800
	1	Various	1,322	457	2,500		2,000	2,600	2,700	2,800
	*	Amount missing from detail								
+	82840	LODGING	1,115	649	3,000		2,500	3,100	3,200	3,300
	1	Various	1,115	649	3,000		2,500	3,100	3,200	3,300
	*	Amount missing from detail								
+	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	157	108	1,100		600	1,100	1,100	1,100
	4	Various	157	108	1,100		600	1,100	1,100	1,100

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	*	Amount missing from detail								
	82890	OTHER TRAVEL EXPENSES								
	82899	TRAVEL OFFSET								
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	3,920	2,017	9,900		8,400	10,210	10,520	10,830
	83110	OFFICE SUPPLIES	1,050	911	1,200	451	1,200	1,500	1,500	1,500
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	7		100		100	100	100	100
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	1,397	646	1,200	1,291	1,500	1,500	1,500	1,500
=	XOFS	TOTAL OFFICE SUPPLIES	2,454	1,557	2,500	1,742	2,800	3,100	3,100	3,100
	83210	TRAINING SUPPLIES			210		210	210	210	210
	83260	UNIFORMS PURCHASED		230						
	83265	UNIFORMS, SPECIALIZED	391	313	800	607	800	800	800	800
+	83299	OTHER OPERATING SUPPLIES	17,644	10,460	16,000		16,000	16,300	16,500	16,750
	1	Tapes stock			16,000		16,000	16,300	16,500	16,750
	2	various	17,644	10,460						
	4	Misc operating supplies								
	*	Amount missing from detail								
=	XOPS	TOTAL OPERATING SUPPLIES	18,035	11,003	17,010	607	17,010	17,310	17,510	17,760
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	244	201	400	114	250	360	378	397
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)	42							
=	XFUEL	TOTAL FUEL & MILEAGE	286	201	400	114	250	360	378	397
	83510	FURNITURE, FIXTURES (<$25,000)		161						
+	83530	MACHINERY & EQUIPMENT (<$25,000)	13,667	15,549	8,000		8,000	8,200	8,400	8,600
	1	Various	13,667	15,549					8,400	8,600
	15	2015 equipment			8,000		8,000			
	4	2016 Equipment						8,200		
	*	Amount missing from detail								
+	83540	COMPUTER HARDWARE (<$25,000)	1,853	2,894	3,200		3,200	3,300	2,000	2,000
	10	Replacement desktop for Monique			1,200					
	13	Replacement laptop for Milissa						1,300		
	9	Various	1,853	2,894	2,000		3,200	2,000	2,000	2,000
	*	Amount missing from detail								
+	83550	COMPUTER SOFTWARE (<$25,000)	411	50	1,000		1,000	1,200	1,500	1,500
	1	Various	7							
	3	Misc software	404	50	1,000		1,000	1,200	1,500	1,500
	*	Amount missing from detail								
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)	15,931	18,654	12,200		12,200	12,700	11,900	12,100
	83620	EQUIPMENT PARTS & SUPPLIES		84	100		100	100	100	100
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES		84	100		100	100	100	100
	84550	STUDIO PRODUCTION	9,025	4,847	4,000	165	4,000	4,100	4,200	4,300
=	XOPU	TOTAL OPERATIONAL UNITS	9,025	4,847	4,000	165	4,000	4,100	4,200	4,300
	85110	PROPERTY INSURANCE	169	746	783	923	923	822	863	906
	85111	FRAUD INSURANCE	5							
	85112	INLAND MARINE INSURANCE	76	487	511	116	511	537	564	592
	85113	AUTO PHYSICAL DAMAGE	29	10	11	10	11	12	12	13

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	85115	LIABILITY INSURANCE	143	2,650	2,783	3,044	3,044	3,196	3,356	3,524
	85116	E&O LIABILITY INSURANCE	111	293	308	393	393	413	433	455
	85117	VEHICLE LIABILITY INSURANCE	179	241	253	249	253	266	279	293
	85119	UMBRELLA LIABILITY	53							
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	765	4,427	4,649	4,735	5,135	5,246	5,507	5,783
	85990	MISCELLANEOUS	7			43				
=	XOBE	TOTAL OTHER BUSINESS EXPENSES	7			43				
	87510	REIMB OF INTERFUND SERVICES	(74,386)	(89,232)	(82,087)	(82,087)	(82,087)	(82,087)	(82,087)	(82,087)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(74,386)	(89,232)	(82,087)	(82,087)	(82,087)	(82,087)	(82,087)	(82,087)
=	XOP	TOTAL OPERATIONS	8,557	2,879	18,822	(66,644)	18,717	17,559	18,538	20,583
		Capital								
=	XTOT	TOTAL EXPENDITURES	300,211	317,233	331,894	141,005	330,564	334,949	346,303	360,004

Capital Investment Planning (CIP)

David Parker, CIP Executive / City Engineer

Budget Summary

	2013 Actual	2014 Actual	2015 Budget	2015 Estimated	2016 Base Budget	2015 v. 2016 $	2015 v. 2016 %
Personnel	188,107	205,105	212,051	223,542	214,696	2,645	1.25%
Operations	-28,955	-21,511	-17,155	-28,369	-18,499	-1,344	7.83%
Capital	0	0	0	0	0	-	0.00%
Total	**159,152**	**183,594**	**194,896**	**195,173**	**196,197**	**1,301**	**0.67%**

Departmental Summary

The CIP Division of the Administration Department coordinates and manages the current and future infrastructure capital projects' needs of the City of Franklin and prepares and presents the Capital Investment Program for approval by the Board of Mayor and Aldermen. We work with the other City Departments, elected officials, and the citizens of Franklin to ensure that our water, sanitary sewer, reclaimed (reuse) water, stormwater, streets and transportation, parks, public buildings, etc. infrastructure is designed and constructed properly and that it meets all local, state and federal standards and guidelines.

In addition, the CIP Division;

- Works with the Law Department in the preparation and review of contracts/agreements, bonds, deeds, easements, ordinances, resolutions, franchise agreements, assessment districts, and construction documents for the City.
- Provides oversight and establishes policies/standards for the Stormwater Management Program (Ordinance) and the Transportation and Street Technical Standards for the City.
- Fulfills the role of Road Impact Fee Administrator as outlined in the Road Impact Fee Ordinance.
- Provides professional engineering assistance and advice to City departments and the Board of Mayor and Aldermen and is responsible for liaison with other municipal, county, state, and federal government entities and regulatory agencies.
- Provides State Approval for water, wastewater and water reuse development projects for the Tennessee Department of Environment and Conservation (TDEC).
- Provides Project Management for some of the City’s major water and wastewater infrastructure improvements (i.e. Water Reclamation Facility & Water Treatment Plant Modifications and Expansions).

Capital Investment Planning (CIP)

David Parker, CIP Executive / City Engineer

FY 2016 Outlook

One of the main goals of the CIP Division is to prepare and present a proposed 5-year CIP Program to the Board of Mayor and Aldermen in a timely manner with the necessary information for the Board to make the hard decisions as to prioritization and funding for the City's infrastructure capital investments. It is anticipated that the FY 2017-2021 CIP Program will be completed and presented for review and approval by the end of the second quarter of FY 2016. After funding of a project, it is a part of the City Engineer's responsibilities to ensure the project is properly contracted for design and construction and is successfully completed.

The CIP Division (City Engineer) has been assigned the duties of Project Management for the various projects to be developed and constructed as a result of the City's Integrated Water Resources Plan (IWRP). This includes the designs for a modifications/upgrade to the City's Water Treatment Plant and the City's Water Reclamation Facility (Wastewater Treatment Plant). Both of these projects are expected to be bid and under construction by the end of calendar year 2015. There are several sanitary sewer drainage basin studies that need to be conducted and/or updated in order to facilitate the planning for future sanitary sewer infrastructure to handle approved and anticipated developments.

In conjunction with the Water Management Department, the City Engineer anticipates completing the TDEC process of obtaining a new National Pollution Discharge Elimination System (NPDES) Permit for the City's Water Reclamation Facility's discharge to the Harpeth River. Also anticipate is the completion of the TDEC process to obtain a new Aquatic Resource Alteration Permit (ARAP) for the City's Water Treatment Plant's withdrawal from the Harpeth River.

The responsibilities of the CIP Division are continually refined as additional responsibilities are assigned. The Division will define necessary procedures and leverage the latest available technology resources to complete assigned tasks to increase the efficiency of staff.

Performance Measures

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, beginning in FY 2015, The City of Franklin has established **Franklin*Forward* : 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.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

Theme: None Specific

CIP provides general support of all four themes of Franklin*Forward* .

Key:	
Strategic Plan: Franklin*Forward*	
Sustainable Franklin	
Tennessee Municipal Benchmarking Project	

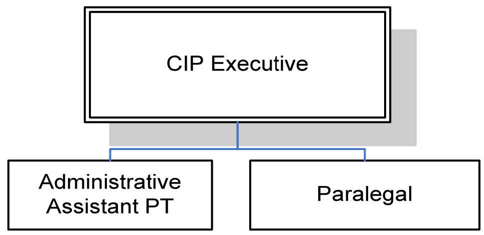
Workload (Output) Measures

	Calendar	2012	2013	2014	2015*	2016**
	Contracts	**107**	**90**	**96**	17	98
	Resolutions	**22**	**38**	**34**	10	31
	Ordinances	**12**	**9**	**8**	2	10
	# of State Approval Projects (TDEC) Worked On	22	46	86	15	51
	The CIP Division of Administration has interaction on the majority of all capital investment projects from the initiation to completion. This interaction is handled throughout the year as needed and is unquantifiable.					

* This is year to date as of March 10, 2015

** Projection based on the average of years 2012 through 2014. It is impossible to know the number of each of these measures that will be needed per year, but each contract, resolution, ordinance, approval and other documents that may be brought forth will be done as needed and in a timely manner.

Organizational Chart



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

Staffing by Position

Position	Pay Grade	FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
CIP Executive	Grade M	1	0	1	0	1	0	1	0	1	0
Paralegal	Grade F	0	0	0	0	1	0	1	0	1	0
Admin Asst (Part-Time)	Grade D	1	0	0	1	0	1	0	1	0	1
TOTALS		**2**	**0**	**1**	**1**	**2**	**1**	**2**	**1**	**2**	**1**

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	%
Personnel							
Salaries & Wages	149,356	167,342	175,544	189,769	175,868	324	0.2%
Employee Benefits	38,751	37,763	36,507	33,773	38,828	2,321	6.4%
Total Personnel	**188,107**	**205,105**	**212,051**	**223,542**	**214,696**	**2,645**	**1.2%**
Operations							
Transportation Services	56	10	210	210	200	(10)	-4.8%
Operating Services	-	80	200	100	200	-	0.0%
Notices, Subscriptions, etc.	3,505	1,679	1,705	1,122	1,740	35	2.1%
Utilities	(789)	572	1,750	1,750	1,750	-	0.0%
Contractual Services	-	10,000	10,000	-	10,000	-	0.0%
Repair & Maintenance Services	82	71	150	126	155	5	3.3%
Employee programs	-	-	-	33	-	-	0.0%
Professional Development/Travel	6,853	6,894	9,140	9,140	9,140	-	0.0%
Office Supplies	1,127	830	1,670	720	1,660	(10)	-0.6%
Operating Supplies	-	87	300	-	300	-	0.0%
Fuel & Mileage	850	850	900	820	850	(50)	-5.6%
Machinery & Equipment (<$25,000)	-	2,063	2,700	2,750	1,000	(1,700)	-63.0%
Repair & Maintenance Supplies	25	-	-	-	-	-	0.0%
Property & Liability Costs	1,176	1,496	1,620	1,930	1,726	106	6.5%
Permits	831	823	620	1,050	900	280	45.2%
Interfund Reimbursements	(42,671)	(46,966)	(48,120)	(48,120)	(48,120)	-	0.0%
Total Operations	**(28,955)**	**(21,511)**	**(17,155)**	**(28,369)**	**(18,499)**	**(1,344)**	**7.8%**
Capital	-	-	-	-	-	**-**	**0.0%**
Total CIP Division	**159,152**	**183,594**	**194,896**	**195,173**	**196,197**	**1,301**	**0.7%**

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Personnel								
=	81110	REGULAR PAY	149,252	167,169	179,767	123,707	189,199	180,147	180,147	180,147
+	81120	OVERTIME PAY	104	173	1,946	29	570	2,026	2,050	2,050
	1	Administrative Assistant Part-time- 80 hours @ $17.20 per hour			1,376			1,376	1,400	1,400
	2	Shekinah overtime- anticipate 20 hours @ $32.58 per hour	104	173	570		570	650	650	650
	*	Amount missing from detail				29				
	81199	VACANCY ADJUSTMENT			(6,169)			(6,305)	(6,305)	(6,305)
=	XWAGE	TOTAL WAGES	149,356	167,342	175,544	123,736	189,769	175,868	175,892	175,892
=	81410	FICA (EMPLOYER'S SHARE)	10,554	11,780	12,443	8,263	12,638	12,578	13,084	13,477
=	81420	MEDICAL PREMIUMS	12,088	13,514	20,427	11,696	17,888	22,470	24,717	27,188
=	81430	GROUP INSURANCE PREMIUMS	1,256	1,222	1,423	936	1,432	1,433	1,565	1,722
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(2,344)	(2,143)	(3,764)	(2,617)	(4,002)	(4,140)	(4,554)	(5,010)
	81450	RETIREMENT CONTRIBUTIONS	17,008	11,828	3,525	3,525	3,525	3,878	4,265	4,692
	81455	DEFERRED COMP MATCH		1,529	2,214	1,566	2,260	2,373	2,492	2,741
	81470	WORKERS COMPENSATION PREMIUMS	189	33	239	33		247	254	262
	81475	WORKERS COMPENSATION CLAIMS					33			
=	XBEN	TOTAL BENEFITS	38,751	37,763	36,507	23,402	33,774	38,838	41,823	45,072
=	XPER	TOTAL PERSONNEL	188,107	205,105	212,051	147,138	223,543	214,707	217,715	220,964
		Operations								
	82110	MAILING & OUTBOUND SHIPPING SERVICES	46		200		200	200	200	200
	82130	VEHICLE LICENSES & TITLES	10	10	10		10		10	10
=	XTRC	TOTAL TRANSPORTATION CHARGES	56	10	210		210	200	210	210
	82210	PRINTING & COPYING SERVICES, OUTSOURCED			100		100	100	200	200
	82250	TESTING & PHYSICALS		80	100			100	100	100
=	XOPSV	TOTAL OPERATING SERVICES		80	200		100	200	300	300
	82310	LEGAL NOTICES			500			510	510	530
+	82350	DUES FOR MEMBERSHIPS	2,229	1,576	1,065	957	1,053	1,080	1,105	1,120
	1	Chamber of Commerce								
	2	American Water Works Association (AWWA)			195		195	200	205	205
	3	American Society of Civil Engineers (ASCE)- Lifetime Membership 2014								
	4	American Public Works Association (APWA)			190		190	195	200	205
	5	International Transportation Engineers (ITE)			290		282	290	300	300
	6	National Society of Professional Engineers (NSPE)			265		261	265	270	275
	7	US Green Building Council (USGBC)			500					
	8	Water Environment Federal (WEF)			125		125	130	130	135
	9	Various	2,229	1,576						
	*	Amount missing from detail			(500)	957				
	82371	EMERGENCY RELIEF	1,190							
+	82390	PUBLICATIONS, NON-TRAINING	86	103	140	46	69	150	140	145
	1	Tennessean Newspaper	86	103	140		69	150	140	145
	*	Amount missing from detail				46				
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	3,505	1,679	1,705	1,003	1,122	1,740	1,755	1,795

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	82450	TELEPHONE SERVICE	(1,447)		850		850	850	850	850
	82455	CELLULAR TELEPHONE SERVICE	658	572	650	376	650	650	650	650
	82470	INTERNET & RELATED SERVICES			250		250	250	250	250
=	XUTIL	TOTAL UTILITIES	(789)	572	1,750	376	1,750	1,750	1,750	1,750
	82520	LEGAL SERVICES		10,000						
	82560	CONSULTANT SERVICES			10,000			10,000	10,000	10,000
=	XCTS	TOTAL CONTRACTUAL SERVICES		10,000	10,000			10,000	10,000	10,000
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	82	71	150	126	126	155	160	160
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	82	71	150	126	126	155	160	160
	82750	EMPLOYEE RECOGNITION/RECEPTIONS				33	33			
=	XEPG	TOTAL EMPLOYEE PROGRAMS				33	33			
	82810	REGISTRATIONS	820	2,860	3,000	325	3,000	3,000	3,000	3,000
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	290	295	500	101	500	500	500	500
	82830	AIR TRAVEL	1,570	1,264	1,500	393	1,500	1,500	1,500	1,500
	82840	LODGING	3,950	2,380	3,500	1,929	3,500	3,500	3,500	3,500
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)		87	540	58	540	540	540	540
	82890	OTHER TRAVEL EXPENSES	223	8	100		100	100	100	100
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	6,853	6,894	9,140	2,806	9,140	9,140	9,140	9,140
	83110	OFFICE SUPPLIES	915	148	900	209		790	790	790
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)			50			50	50	50
	83130	EMPLOYEE BENEVOLENCE ITEMS			100			100	100	100
+	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	212	682	620	105	720	720	720	720
	1	Chamber Luncheons @ $35.00 per meeting			420		420	420	420	420
	2	Allowance for other meals	212	682	200		300	300	300	300
	*	Amount missing from detail				105				
=	XOFS	TOTAL OFFICE SUPPLIES	1,127	830	1,670	314	720	1,660	1,660	1,660
	83260	UNIFORMS PURCHASED		87	100			100	100	100
	83299	OTHER OPERATING SUPPLIES			200			200	200	200
=	XOPS	TOTAL OPERATING SUPPLIES		87	300			300	300	300
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	850	850	900	328	820	850	851	893
=	XFUEL	TOTAL FUEL & MILEAGE	850	850	900	328	820	850	851	893
	83530	MACHINERY & EQUIPMENT (<$25,000)		85						
+	83540	COMPUTER HARDWARE (<$25,000)		1,635	1,500	747	1,500	1,000	1,000	1,000
	1	Laptop Computer for DP								
	2	Various		1,635	1,500		1,500	1,000	1,000	1,000
	*	Amount missing from detail				747				
+	83550	COMPUTER SOFTWARE (<$25,000)		343	1,200	1,250	1,250			
	1	OnBase OCR Software		343	1,200		1,250			
	*	Amount missing from detail				1,250				
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)		2,063	2,700	1,997	2,750	1,000	1,000	1,000
	83620	EQUIPMENT PARTS & SUPPLIES	25							
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	25							

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	85110	PROPERTY INSURANCE	260	746	783	923	923	822	863	906
	85111	FRAUD INSURANCE	8							
	85112	INLAND MARINE INSURANCE	116	6	6	30	30	30	32	35
	85113	AUTO PHYSICAL DAMAGE	45	51	54	53	53	57	60	63
	85115	LIABILITY INSURANCE	220	284	298	468	468	313	329	345
	85116	E&O LIABILITY INSURANCE	171	168	176	207	207	185	194	204
	85117	VEHICLE LIABILITY INSURANCE	274	241	253	249	249	266	279	293
	85119	UMBRELLA LIABILITY	82							
	85140	SURETY/NOTARY BONDS			50			53	55	58
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	1,176	1,496	1,620	1,930	1,930	1,726	1,812	1,904
+	85320	STATE FEES	545	400	400		600	400	600	400
	1	DP State License (Due 6/2012; 6/2014; 6/2016; etc.)					200		200	
	2	DP State Privilege Tax			400		400	400	400	400
	3	Various	545	400						
	*	Amount missing from detail								
	85340	RECORDING & FILING FEES	286	423	220	168	450	500	500	500
=	XPERM	TOTAL PERMITS	831	823	620	168	1,050	900	1,100	900
	87510	REIMB OF INTERFUND SERVICES	(42,671)	(46,966)	(48,120)	(48,120)	(48,120)	(48,120)	(50,607)	(52,002)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(42,671)	(46,966)	(48,120)	(48,120)	(48,120)	(48,120)	(50,607)	(52,002)
=	XOP	TOTAL OPERATIONS	(28,955)	(21,511)	(17,155)	(39,039)	(28,369)	(18,499)	(20,569)	(21,990)
		Capital								
=	XTOT	TOTAL EXPENDITURES	159,152	183,594	194,896	108,099	195,174	196,208	197,146	198,974

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Administration (Administration Division, Communications, Capital Investment Planning)						
1 (Admin)	Pool Car	$ -	$ -	$ 22,440	**$ 22,440**	$ -
2 (Admin)	Citizen Survey	$ -	$ -	$ 75,000	**$ 75,000**	$ -
1 (Comm.)	Full-Time Digital Media Specialist	$ 21,645	$ 6,494	$ 675	**$ 28,814**	$ -
Total		$ 21,645	$ 6,494	$ 98,115	**$ 126,254**	$ -

	Compensation	Benefits	Expenses	Total	Funded
Total G/F Requests	$ 21,645 *(+.5FTE)*	$ 6,494	$ 98,115	**$ 126,254**	**$ -**

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: 1 of 1

Department: 41300 ADMINISTRATION

Division:

Title: City Pool Car

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
83520 VEHICLES (<$25,000)	$22,440		$22,440
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$22,440	$0	$22,440

PURPOSE / DESCRIPTION OF REQUEST

This request would replace the current pool car, a 2000 Ford Crown Victoria.

The purpose of this vehicle is for City employees in any department to use when attending area conferences, performing city required errands, or traveling to project sites. The current vehicle is 15 years old and is experiencing repairs on a more frequent basis. Employees are encouraged to use the pool car, saving the City mileage reimbursement for use of personal vehicles on City business.

The departments which frequently use the vehicle include Administration, Communications, Planning (for conference and site location trips), Purchasing (for conference and city related errand trips), along with other departments located within City Hall for business related errands (recordings and filings at the County building, meetings at Eastern Flank, etc.).

SERVICE IMPLICATION

Failure to approve this vehicle will result in continued costs for repairs and maintenance.

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

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

Department: **41300 ADMINISTRATION**

Division:

Title: **Citizen Survey**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82380 HOUSEHOLD & BUSINESS SURVEYS	$75,000		$75,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$75,000	$0	$75,000

PURPOSE / DESCRIPTION OF REQUEST

All organizations require feedback to properly evaluate their operations. Whether positive and affirming or demonstrating a need to improve, citizen surveys are a vital tool for City's to know how well citizens, ratepayers and taxpayers think we are doing.

The figure shown above is actually the high-end of a range for a citizen survey. From sampling of other cities and firms which provide survey services, anywhere between $15,000 and $75,000 is necessary to perform a statistically accurate and viable survey of our residents.

We desire to have this survey performed during FY 2016 and then begin a pattern of surveying the community every other year.

SERVICE IMPLICATION

Aside from following industry standards for improvement and being accountable to our citizens, a citizen survey is essential to completing and maintaining elements of **Franklin*Forward***, the City's strategic plan.

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

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

Department:	**41330 COMMUNICATIONS**
Division:	
Title:	**Full Time Digital Media 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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
81110 REGULAR PAY		$45,386	**$45,386**
81110 REGULAR PAY		-$23,741	**-$23,741**
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$6,494	**$6,494**
Expenses			
82455 CELLULAR TELEPHONE SERVICE		$675	**$675**
		$0	**$0**
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	**$0**	**$28,814**	**$28,814**

PURPOSE / DESCRIPTION OF REQUEST

This request would add bring the Digital Media Specialist position on full time and give this position more responsibility. In the last two years our video production capability has improved by shooting videos out in the field highlighting our staff, procedures and new equipment. By placing these videos on social media it has helped to more than triple our reach to thousands of citizens on Facebook, Twitter and YouTube. Our videos have received national attention and have been viewed around the world. They have also won a couple awards. Our City is seen as being on the "cutting edge" in communicating with citizens on social media and these videos show our city in the best possible light. This position will help highlight the services the City has to offer in a friendly, conversational way that our citizens can understand and value. This position will also help with graphics, social media management, and website content. This will cut down on the money we have to pay to outside vendors for these services.

We are studying several opporunities to make this position revenue neutral. These include:
- With the boardroom going robotic with cameras, the money we paid to interns (who will no longer be needed) (**$9,408.30**) can now help fund this position.
- We have also reduced our budget by **$3,600** in computer services and will roll that number into our consultant services if we need updates or changes to the website.
- Several departments have offered to help fund this position including Fire, Parks, Water Managment, Sanitation and Engineering.

SERVICE IMPLICATION

Failure to approve this position will result less videos being produced and the Communications division unable to fulfill requests for videos for or about their departments both internally and externally.

Law Department

Shauna Billingsley

Outline

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

Purpose of Department

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

City of Franklin, Tennessee - FY 2016 Budget Request

Law Department

These duties include:

1. Directing professionals and other employees in the Law Department in the provision of legal services to the City.
2. Supervising 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. Attending and providing legal counsel to Board of Mayor and Aldermen meetings and committee meetings as may be required.
4. Directing 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. Applying in the name of the City for injunctive or other extraordinary relief as authorized by law.

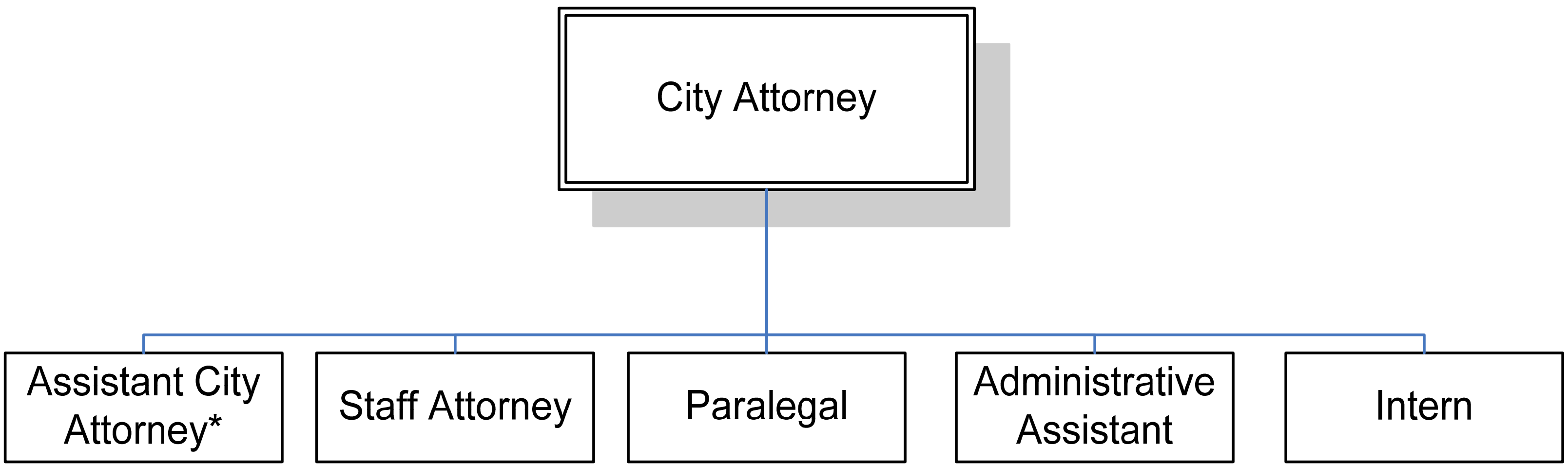
Law Department

6. Assisting in development of administrative policies, rules, and regulations.
7. Representing the City in legal issues at administrative hearings, in meetings with government officials, and in professional educational organizations.
8. Recommending and arranging for retention of special counsel in cases involving extensive or specialized litigation.

City of Franklin, Tennessee - **FY 2016 Budget Request**

Law Department

Organization Chart



* = Unfunded

Base Budget Request: Personnel

Position	Pay Grade
City Attorney	Grade M
Assistant City Attorney	Grade K*
Staff Attorney I	Grade J
Paralegal	Grade F
Administrative Assistant	Grade D
Intern	---

*unfunded

Base Budget Request: Operations

The Law Department's budget has remained consistent through the Department's inception in 2006.

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 also contains a line item for outside counsel and for consultants.

Program Enhancement Requests

I would like to move Kristen Corn up to the Assistant City Attorney position. This would allow me to delegate more work load to her. I would like to delegate all Planning and Development related issues to Mrs. Corn, including what she already has (BOZA, Stormwater, HZC, City Court).

City of Franklin, Tennessee - FY 2016 Budget Request
Law Department

Summary

Workload (Output) Measures	FY 2012 Actual	FY 2013 Actual (as of 4/13)	FY 2014 3/1/201 to 3/1/2014	FY 2015 3/1/2014 to 3/1/2015	FY 2016 Goal
Number of Ordinances Drafted/Reviewed	N/A	21	29	28	all
Number of Resoultions Drafted/Reviewed	N/A	34	59	67	all
Number of Contracts Drafted/Reviewed	N/A	140	197	259	all
Legal Opinions Distributed (Goal : Distribute 1 every month)	N/A	9	9	12	13
Total Number of Litigation Cases Opened/Closed	N/A	97	154	120/104	as many as needed
Number of Other Tasks Created/Completed	N/A	802	607/540	665/666	as many as needed

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Law

Shauna R. Billingsley, City Attorney

Budget Summary

	2013	2014	2015		2016	2015 v. 2016	
	Actual	Actual	Budget	Estimated	Base Budget	$	%
Personnel	266,340	324,491	337,703	334,791	359,497	21,794	6.45%
Operations	17,446	139,239	62,383	37,843	68,976	6,593	10.57%
Capital	0	0	0	0	0	0	0.00%
Total	**283,786**	**463,730**	**400,086**	**372,634**	**428,473**	**28,387**	**7.10%**

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.

Performance Measures

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, beginning in FY 2015, The City of Franklin has established **Franklin*Forward* : 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.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

Theme:

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

Key:	
	Strategic Plan: Franklin*Forward*
	Sustainable Franklin
	Tennessee Municipal Benchmarking Project

Workload (Output) Measures

		FY 2012 Actual	FY 2013 Actual (as of 4/13)	FY 2014 3/1/201 to 3/1/2014	FY 2015 3/1/2014 to 3/1/2015	FY 2016 Goal
	Number of Ordinances Drafted/Reviewed	N/A	21	29	28	all
	Number of Resolutions Drafted/Reviewed	N/A	34	59	67	all
	Number of Contracts Drafted/Reviewed	N/A	140	197	259	all
	Legal Opinions Distributed *(Goal : Distribute 1 every month)*	N/A	9	9	12	13
	Total Number of Litigation Cases Opened/Closed	N/A	97	154	120/104	as many as needed
	Number of Other Tasks Created/Completed	N/A	802	607/540	665/666	as many as needed

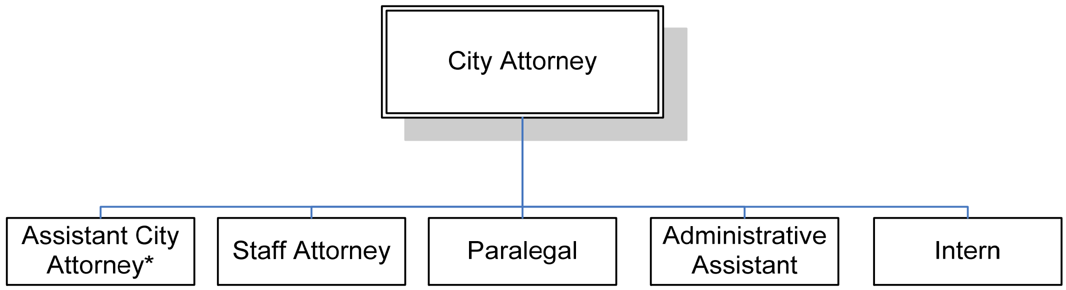
Efficiency Measures

		2012	2013	2014	2015	2016
	TBD					

Outcome (Effectiveness) Measures

		2012	2013	2014	2015	2016
	TBD					

Organizational Chart



* = Unfunded

Note: For detailed counts and authorized positions, please see following page entitled

Staffing by Position

Position	Pay Grade	FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
City Attorney	Grade M	1	0	1	0	1	0	1	0	1	0
Assistant City Attorney	Grade K	0	0	0	0	0	0	0	0	0	0
Staff Attorney I	Grade J	1	0	1	0	1	0	1	0	1	0
Paralegal	Grade F	1	0	1	0	1	0	1	0	1	0
Administrative Assistant	Grade D	0	0	0	0	1	0	1	0	1	0
Intern	---	0	0	0	1	0	1	0	0	0	1
TOTALS		**3**	**0**	**3**	**1**	**4**	**1**	**4**	**0**	**4**	**1**

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	Difference %
Personnel							
Salaries & Wages	198,647	241,250	257,066	262,165	263,556	6,490	2.5%
Employee Benefits	67,693	83,241	80,637	72,626	95,941	15,304	19.0%
Total Personnel	**266,340**	**324,491**	**337,703**	**334,791**	**359,497**	**21,794**	**6.5%**
Operations							
Transportation Services	629	813	1,340	1,340	1,400	60	4.5%
Operating Services	5,039	9,962	9,250	9,000	9,290	40	0.4%
Notices, Subscriptions, etc.	14,520	15,242	18,250	18,250	18,270	20	0.1%
Utilities	1,861	1,868	3,610	3,610	3,640	30	0.8%
Contractual Services	48,186	176,270	90,900	65,900	95,920	5,020	5.5%
Employee programs	2,890	309	3,750	3,830	3,840	90	2.4%
Professional Development/Travel	11,086	12,144	11,700	11,700	11,700	-	0.0%
Office Supplies	3,869	2,796	4,600	4,600	4,610	10	0.2%
Operating Supplies	431	185	650	650	650	-	0.0%
Fuel & Mileage	24	-	400	400	420	20	5.0%
Machinery & Equipment (<$25,000)	5,643	8,654	8,000	8,000	8,360	360	4.5%
Repair & Maintenance Supplies	-	10	150	150	150	-	0.0%
Property & Liability Costs	1,126	2,090	2,650	2,780	2,783	133	5.0%
Financial Fees	-	-	-	500	500	500	0.0%
Permits	1,212	1,237	5,400	5,400	5,710	310	5.7%
Interfund Services Reimbursements	(79,070)	(92,341)	(98,267)	(98,267)	(98,267)	-	0.0%
Total Operations	**17,446**	**139,239**	**62,383**	**37,843**	**68,976**	**6,593**	**10.6%**
Capital	**-**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Total Law Department	**283,786**	**463,730**	**400,086**	**372,634**	**428,473**	**28,387**	**7.1%**

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Personnel								
=	81110	REGULAR PAY	198,635	241,237	263,983	181,477	262,155	269,737	270,283	278,392
	81120	OVERTIME PAY	12	13	2,000	6	10	2,200	2,200	2,200
	81150	TEMPORARY WORK BY NON-CITY EMPLOYEES						1,060	1,060	1,060
	81199	VACANCY ADJUSTMENT			(8,917)			(9,441)	(9,460)	(9,744)
=	XWAGE	TOTAL WAGES	198,647	241,250	257,066	181,483	262,165	263,556	264,083	271,908
=	81410	FICA (EMPLOYER'S SHARE)	13,951	16,864	19,490	12,334	17,815	20,635	20,677	21,297
=	81420	MEDICAL PREMIUMS	36,265	43,506	47,241	31,377	34,466	51,965	57,162	62,878
=	81430	GROUP INSURANCE PREMIUMS	3,263	3,619	3,936	2,484	3,385	3,936	4,330	4,763
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(7,373)	(9,125)	(10,107)	(8,318)	(11,927)	(11,118)	(12,229)	(13,452)
	81450	RETIREMENT CONTRIBUTIONS	17,008	23,656	14,098	14,098	22,909	24,366	26,803	29,483
	81455	DEFERRED COMP MATCH	1,990	2,280	3,538	2,445	3,531	3,715	3,901	4,096
	81470	WORKERS COMPENSATION PREMIUMS	189	41	41	47		42	43	44
	81475	WORKERS COMPENSATION CLAIMS					47			
	81482	CAR ALLOWANCE	2,400	2,400	2,400	1,661	2,400	2,400	2,400	2,400
=	XBEN	TOTAL BENEFITS	67,693	83,241	80,637	56,128	72,626	95,941	103,087	111,509
=	XPER	TOTAL PERSONNEL	266,340	324,491	337,703	237,611	334,791	359,497	367,170	383,417
		Operations								
	82110	MAILING & OUTBOUND SHIPPING SERVICES	612	813	1,340	531	1,340	1,400	1,430	1,450
	82120	FREIGHT FOR INBOUND PURCHASED ITEMS	17							
=	XTRC	TOTAL TRANSPORTATION CHARGES	629	813	1,340	531	1,340	1,400	1,430	1,450
	82210	PRINTING & COPYING SERVICES, OUTSOURCED			500		500	540	550	560
	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES	1,654		1,500		1,500	1,500	1,530	1,560
!	82240	TRANSCRIPTION FEES	3,258	9,727	7,000	1,335	7,000	7,000	7,150	7,300
	82250	TESTING & PHYSICALS	127	235	250			250	250	250
=	XOPSV	TOTAL OPERATING SERVICES	5,039	9,962	9,250	1,335	9,000	9,290	9,480	9,670
	82310	LEGAL NOTICES		50	1,000	28	1,000	1,000	1,000	1,000
	82350	DUES FOR MEMBERSHIPS	4,324	4,434	4,000	929	4,000	4,000	4,080	4,150
	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)	250	108	250		250	270	270	280
	82390	PUBLICATIONS, NON-TRAINING	9,946	10,650	13,000	6,957	13,000	13,000	13,250	13,500
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	14,520	15,242	18,250	7,914	18,250	18,270	18,600	18,930
	82450	TELEPHONE SERVICE	213	238	300	97	300	320	330	340
	82455	CELLULAR TELEPHONE SERVICE	1,363	1,304	3,000	561	3,000	3,000	3,060	3,120
	82470	INTERNET & RELATED SERVICES	285	326	310	241	310	320	330	340
=	XUTIL	TOTAL UTILITIES	1,861	1,868	3,610	899	3,610	3,640	3,720	3,800
	82510	COMPUTER SERVICES			400		400	420	430	440
	82520	LEGAL SERVICES	48,186	152,070	60,000	24,575	60,000	60,000	62,000	64,000
	82560	CONSULTANT SERVICES		18,400	25,000			30,000	30,600	31,300
	82599	OTHER CONTRACTUAL SERVICES		5,800	5,500		5,500	5,500	5,500	5,500
=	XCS	TOTAL CONTRACTUAL SERVICES	48,186	176,270	90,900	24,575	65,900	95,920	98,530	101,240

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	82750	EMPLOYEE RECOGNITION/RECEPTIONS	190	309	250	330	330	340	350	360
	82780	TRAINING, OUTSIDE	2,700		2,500	2,099	2,500	2,500	2,550	2,600
	82790	TRAINING, IN-HOUSE			1,000	328	1,000	1,000	1,025	1,050
=	XEPG	TOTAL EMPLOYEE PROGRAMS	2,890	309	3,750	2,757	3,830	3,840	3,925	4,010
	82810	REGISTRATIONS	4,751	3,504	4,200	1,160	4,200	4,200	4,300	4,400
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	533	661	500	304	500	500	510	520
	82830	AIR TRAVEL	2,241	1,166	2,500	1,475	2,500	2,500	2,550	2,600
	82840	LODGING	3,347	6,181	3,500	1,914	3,500	3,500	3,570	3,650
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	214	632	1,000	416	1,000	1,000	1,020	1,040
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	11,086	12,144	11,700	5,269	11,700	11,700	11,950	12,210
	83110	OFFICE SUPPLIES	3,342	2,005	3,500	1,393	3,500	3,500	3,500	3,500
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	52		250	25	250	250	250	250
	83130	EMPLOYEE BENEVOLENCE ITEMS		185	400	80	400	400	410	420
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	475	606	450	166	450	460	470	480
=	XOFS	TOTAL OFFICE SUPPLIES	3,869	2,796	4,600	1,664	4,600	4,610	4,630	4,650
	83210	TRAINING SUPPLIES	431	88	500		500	500	500	500
	83260	UNIFORMS PURCHASED		97	150	150	150	150	160	170
=	XOPS	TOTAL OPERATING SUPPLIES	431	185	650	150	650	650	660	670
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)	24		400		400	420	420	420
=	XFUEL	TOTAL FUEL & MILEAGE	24		400		400	420	420	420
	83510	FURNITURE, FIXTURES (<$25,000)	2,264	3,534	3,000		3,000	3,180	3,180	3,180
	83530	MACHINERY & EQUIPMENT (<$25,000)	487	1,654	2,000	127	2,000	2,000	2,000	2,000
	83540	COMPUTER HARDWARE (<$25,000)	2,892	3,123	3,000	1,182	3,000	3,180	4,000	3,000
	83550	COMPUTER SOFTWARE (<$25,000)		343						
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)	5,643	8,654	8,000	1,309	8,000	8,360	9,180	8,180
	83620	EQUIPMENT PARTS & SUPPLIES		10	150		150	150	150	150
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES		10	150		150	150	150	150
	85110	PROPERTY INSURANCE	337	746	776	923	923	815	856	898
	85111	FRAUD INSURANCE	11							
	85112	INLAND MARINE INSURANCE	151	6	36	30	30	38	40	42
	85113	AUTO PHYSICAL DAMAGE	59							
	85115	LIABILITY INSURANCE	285	1,027	1,027	920	920	1,078	1,132	1,189
	85116	E&O LIABILITY INSURANCE	222	311	311	407	407	327	343	360
	85119	UMBRELLA LIABILITY	106							
	85120	PROPERTY DAMAGE COSTS	(545)							
	85140	SURETY/NOTARY BONDS	500		500	50	500	525	551	579
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	1,126	2,090	2,650	2,330	2,780	2,783	2,922	3,068
	85320	STATE FEES	1,354	800	1,200	507	1,200	1,200	1,200	1,200
	85325	FEDERAL FEES			200	177	200	270	275	280
	85340	RECORDING & FILING FEES	(142)	437	4,000	156	4,000	4,240	4,300	4,400
=	XPERM	TOTAL PERMITS	1,212	1,237	5,400	840	5,400	5,710	5,775	5,880

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	85590	BOND COMPLIANCE				500	500	500	500	500
=	XFLF	TOTAL FINANCIAL FEES				500	500	500	500	500
	87510	REIMB OF INTERFUND SERVICES	(79,070)	(92,341)	(98,267)	(98,267)	(98,267)	(98,267)	(98,267)	(98,267)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(79,070)	(92,341)	(98,267)	(98,267)	(98,267)	(98,267)	(98,267)	(98,267)
=	XOP	TOTAL OPERATIONS	17,446	139,239	62,383	(48,194)	37,843	68,976	73,605	76,561
		Capital								
=	XTOT	TOTAL EXPENDITURES	283,786	463,730	400,086	189,417	372,634	428,473	440,775	459,978

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE 1799

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

Department: **41400 LEGAL**

Division:

Title: **Reclassification**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
81000 PERSONNEL	$0	$7,447	$7,447
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$2,234	$2,234
Expenses			
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$0	$9,681	$9,681

PURPOSE / DESCRIPTION OF REQUEST

I would like to move Kristen Corn up to the Assistant City Attorney position. This would allow me to delegate more work load to her. I would like to delegate all Planning and Development related issues to Mrs. Corn, including what she already has (BOZA, Stormwater, HZC, City Court).

SERVICE IMPLICATION

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Project & Facilities

Brad Wilson

Outline

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

Purpose of Department

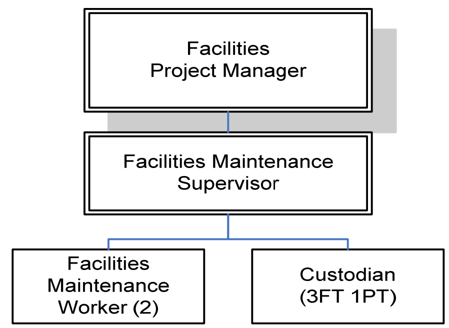
This department is responsible for the development, facilitation, design , planning, scheduling, implementation and management of city facilities and projects. Our mission is to manage our city facilities in a sustainable and economical environment where ever possible. The department strives for a safe and healthy environment for all staff and the community within the facilities we manage and the new structures built within the community. Facilities has worked to bring under one facility our streets, fleet and water departments, the start of a prototypical LEED Firehall and the quick build of another along with other worth wild projects.

City of Franklin, Tennessee - FY 2016 Budget Request
Project and Facilities Management

Organization Chart

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Organizational Chart



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

Staffing by Position

Position	Pay Grade	FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Facilities Project Manager	Grade I	1	0	1	0	1	0	1	0	1	0
Facilities Maintenance Spvsr	Grade F	1	0	1	0	1	0	1	0	1	0
Facilities Maintenance Worker	Grade C	1	0	1	0	2	0	2	0	2	0
Custodian	Grade B	3	1	3	1	3	1	3	1	3	1
Totals		**6**	**1**	**6**	**1**	**7**	**1**	**7**	**1**	**7**	**1**

Base Budget Request: Personnel

Currently there are no additional staffing needs required for the 2016 budget. With the growth of departments and staff it does put a drain on the current staff but we fill the positions are currently correct. Facilities has not had any turnover in at least the last 10 years.

Base Budget Request: Operations

Facilities is currently working with a number of departments both within City Hall and the surround community. There is not ever a day that something does not break down, is torn up or just basically quits. This budget represents the cost of maintaining the current infrastructure in regards to cost related to operations of specific facilities. This past year we added an additional maintenance worker to help our supervisor. The budget presented also incorporates harder utility cost to some of the current facilities we operate full time and others that have not been deemed surplus as of yet. With new facilities comes new and additional testing requirements, pest control contracts, IT infrastructure cost, cleaning cost etc. along with unsuspected cost relating to updating and maintenance of current facilities. The 2016 budget is actually five (5) percent less than the 2015 budget.

Base Budget Request: Capital

Currently Facilities is not seeking any additional funds for its capital budget.

Program Enhancement Requests

Currently there are a total of eighteen (18) program enhancement request relating to mainly the city hall facility and a few at out lying fire hall facilities. Most are in space enhancements such as administration to develop a better space for receiving guests to the City Administrators and Mayors office, privacy type units in the water department for more personnel one on one services with utility clients, enlargement to the engineering suite due to more personnel and better working environments, finance offices for additional space for needed personnel and planning to create a better environment and space for working with developers and clients on upcoming developments within the city. Other items are mainly on the maintenance and replacement side from painting facilities both interior and exterior since some have never been painted since they were constructed to others that are experiencing problems with current equipment and upgrades are mainly needed.

Summary

There is a lot going on with the Facilities department regarding future enhancements and keeping the facilities up to current codes and guidelines not to mention repairs that need to be made. We are blessed and thankful for being able to have been able to remodel a prime piece of real estate into a facility that now is home to hundreds of our employees that work on our vehicles, take care of our water and make our streets safe for people to travel. On the other hand we are still dealing with an older City Hall that everyday cost us more money it seems in repairs and or deciding what makes sense to repair. Facilities will continue to take the funds provided and use in the very wisest way possible.

Project & Facilities Management

Brad Wilson, Director

Budget Summary

	2013 Actual	2014 Actual	2015 Budget	2015 Estimated	2016 Base Budget	2015 v. 2016 $	2015 v. 2016 %
Personnel	357,349	376,397	417,192	379,489	434,970	17,778	4.26%
Operations	276,802	353,573	645,855	315,449	577,814	-68,041	-10.54%
Capital	0	0	37,000	36,559	0	(37,000)	-100.00%
Total	**634,151**	**729,970**	**1,100,047**	**731,497**	**1,012,784**	**-87,263**	**-7.93%**

Department Goals

Project and Facilities Management is responsible for the development, facilitation, design, planning, scheduling, and management of city facilities and projects. These projects cover a wide spectrum ranging from major new construction and large remodels to small projects designed to improve, repair, or enhance existing city facilities or systems. The group is also responsible for the maintenance of City Hall, Parking Garages, Police Headquarters and the new Public Works Facility and also assists other outlying groups such as Fire, Parks and Sanitation & Environmental Services.

FY 2016 Outlook

Department Goals

In the coming fiscal year, our goal remains to maintain a safe and healthy environment for City of Franklin staff and community. We also strive to share project information with contractors, consultants, and citizens. Security accessibility will be a priority in new construction and remodel projects of municipal buildings.

Projects

Continuing projects for fiscal year 2014-15 include the design of the prototypical fire hall designs for Westhaven and Berry Farms, access control systems at city facilities, and miscellaneous maintenance and build outs at existing facilities. There is also discussion of the possible development of the Household Hazardous Waste Facility at the Sanitation and Environmental Services Complex as well as a new Station 8 Fire Hall in the Westhaven community.

Proposed projects within City Hall include the expansion of the Building and Neighborhood Services department, reconfiguration of areas within the departments of Finance, Engineering, and Planning and Sustainability, and miscellaneous minor remodels to accommodate intra-department functions.

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Project and Facilities Management: Strategic Plan First

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, beginning in FY 2015, The City of Franklin has established **Franklin*Forward* : 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

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.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

Theme: A Safe Clean and Livable City

A Safe Clean and Livable City

Franklin will be a model for environmental quality and a sustainable city.

Goal: Franklin will reduce government agency use of electricity by 20% by

Baseline: Current annual kilowatt consumption by Franklin municipal facilities and operations for 2012 was 17.9 million kWh for cost of $2.78 million (Finance Department).

Key:		
	Strategic Plan: Franklin*Forward*	
	Sustainable Franklin	
	Tennessee Municipal Benchmarking Project	

Workload (Output) Measures

		2012	2013	2014	2015*	2016*
	Number of Buildings Maintained			Data being collected		
	Gross Square Footage of Municipal Buildings (Gen. Fund)			Data being collected		
	Number of Hours Served					
	- Employees			Data being collected		
	- Contractors			Data being collected		
	Number of Requests taken			Data being collected		
	Average Daytime Number of People in Buildings			Data being collected		
	Utilities					
	- Gas (therms)			Data being collected		
	- Electricity (kW)			Data being collected		

Efficiency Measures

		2012	2013	2014	2015*	2016*
	G.S.F./Average daily # of people			Data being collected		
	People served/Custodian			Data being collected		
	Average time to complete a routine request			Data being collected		

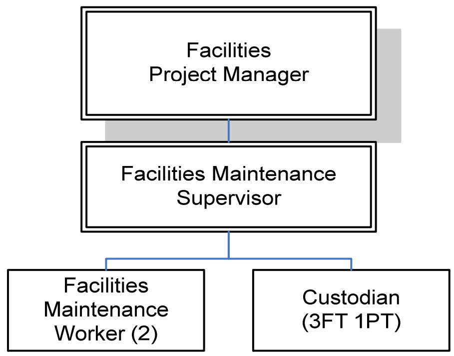
Project and Facilities Management: Strategic Plan First

Outcome (Effectiveness) Measures

	2012	2013	2014	2015*	2016*
Percentage of routine requests completed in 2-3 days	Data being collected				
Reduce government agency use of electricity by 20% by 2020.					
City of Franklin Electric Use (Annually)	17,900,000	TBD	TBD	TBD	TBD
Target ***(In Kilowatt hours - Source: Finance Department)***	**17,900,000**	**17,452,500**	**17,005,000**	**16,557,500**	**16,143,563**
Meets Target?	**Yes**	**TBD**	**TBD**	**TBD**	**TBD**

** 2015 and 2016 data estimated.*

Organizational Chart



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Staffing by Position

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Facilities Maintenance Spvsr	Grade F	1	0	1	0	1	0	1	0	1	0
Facilities Maintenance Worker	Grade C	1	0	1	0	2	0	2	0	2	0
Custodian	Grade B	3	1	3	1	3	1	3	1	3	1
Totals		**6**	**1**	**6**	**1**	**7**	**1**	**7**	**1**	**7**	**1**

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	Difference %
Personnel							
Salaries & Wages	244,650	255,281	301,972	267,690	309,835	7,863	2.6%
Employee Benefits	112,699	121,116	115,220	111,799	125,135	9,915	8.6%
Total Personnel	**357,349**	**376,397**	**417,192**	**379,489**	**434,970**	**17,778**	**4.3%**
Operations							
Transportation Services	50	155	50	221	250	200	400.0%
Operating Services	4,050	4,364	5,025	5,938	3,610	(1,415)	-28.2%
Notices, Subscriptions, etc.	45	220	30	45	45	15	50.0%
Utilities	151,624	142,292	224,740	231,190	235,810	11,070	4.9%
Contractual Services	24,312	24,250	31,950	70,942	72,443	40,493	126.7%
Repair & Maintenance Services	160,714	271,331	553,405	180,305	379,125	(174,280)	-31.5%
Office Supplies	2,075	2,027	1,150	1,450	1,750	600	52.2%
Operating Supplies	3,602	2,067	2,000	2,100	2,400	400	20.0%
Fuel & Mileage	2,134	4,163	5,500	6,635	4,650	(850)	-15.5%
Machinery & Equipment (<$25,000)	1,614	9,418	10,500	2,600	11,600	1,100	10.5%
Repair & Maintenance Supplies	56,101	58,273	69,500	51,280	105,400	35,900	51.7%
Operational Units	-	-	-	17,500	17,850	17,850	0.0%
Property & Liability Costs	33,665	13,730	14,523	17,901	15,249	726	5.0%
Rentals	141	1,338	1,000	800	1,000	-	0.0%
Permits	350	693	300	360	450	150	50.0%
Financial Fees	-	109	-	-	-	-	0.0%
Other Business Expenses	-	202	-	-	-	-	0.0%
Interfund Reimbursements	(163,675)	(181,059)	(273,818)	(273,818)	(273,818)	-	0.0%
Total Operations	**276,802**	**353,573**	**645,855**	**315,449**	**577,814**	**(68,041)**	**-10.5%**
Machinery & Equipment (>$25,000)	-	-	37,000	36,559	-	(37,000)	-100.0%
Capital	-	-	37,000	36,559	-	**(37,000)**	**100.0%**
Total Proj. & Fac. Management	**634,151**	**729,970**	**1,100,047**	**731,497**	**1,012,784**	**(87,263)**	**-7.9%**

Notes:

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Personnel								
=	81110	REGULAR PAY	237,459	248,491	306,394	182,564	261,061	314,855	315,911	325,388
	81120	OVERTIME PAY	7,191	6,790	6,000	4,730	6,628	6,000	6,365	6,556
	81199	VACANCY ADJUSTMENT			(10,422)			(11,020)	(11,057)	(11,389)
=	XWAGE	TOTAL WAGES	244,650	255,281	301,972	187,294	267,689	309,835	311,219	320,555
=	81410	FICA (EMPLOYER'S SHARE)	17,849	18,343	22,780	13,485	19,269	24,086	24,167	24,892
=	81420	MEDICAL PREMIUMS	61,043	70,043	77,285	40,571	77,285	85,014	93,515	102,866
=	81430	GROUP INSURANCE PREMIUMS	5,281	5,507	5,831	3,335	5,831	5,831	6,414	7,056
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(11,627)	(14,913)	(16,123)	(10,723)	(16,123)	(17,735)	(19,509)	(21,460)
	81450	RETIREMENT CONTRIBUTIONS	38,264	41,398	24,672	24,672	24,672	27,139	29,853	32,838
	81470	WORKERS COMPENSATION PREMIUMS	1,889	738	775	865		800	821	850
	81475	WORKERS COMPENSATION CLAIMS					865			
=	XBEN	TOTAL BENEFITS	112,699	121,116	115,220	72,205	111,799	125,135	135,261	147,042
=	XPER	TOTAL PERSONNEL	357,349	376,397	417,192	259,499	379,488	434,970	446,480	467,597
		Operations								
	82110	MAILING & OUTBOUND SHIPPING SERVICES		7		21	21	50	52	54
	82120	FREIGHT FOR INBOUND PURCHASED ITEMS	10	128		11				
	82130	VEHICLE LICENSES & TITLES	40	20	50	18	200	200	200	200
=	XTRC	TOTAL TRANSPORTATION CHARGES	50	155	50	50	221	250	252	254
+	82210	PRINTING & COPYING SERVICES, OUTSOURCED	1,846	392	1,700		750	750	750	750
	1	Plan coping and scanning for misc. projects	1,046		1,000		750	750	750	750
	2	Various	800	392	700					
	*	Amount missing from detail								
+	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES	2,018	3,627	2,900		2,800	2,860	2,920	3,200
	1	Shredding Services			2,900		2,800	2,860	2,920	3,200
	2	Various	2,018	3,627						
	*	Amount missing from detail								
	82245	FINGERPRINTING FEES			100				100	100
	82250	TESTING & PHYSICALS		245	325	202	202		325	325
	82260	UNIFORM RENTAL & SERVICES	172	100		2,186	2,186			
	82299	OTHER OPERATING SERVICES	14							
=	XOPSV	TOTAL OPERATING SERVICES	4,050	4,364	5,025	2,388	5,938	3,610	4,095	4,375
	82310	LEGAL NOTICES		141		50				
+	82350	DUES FOR MEMBERSHIPS	45	45	30		45	45	45	45
	1	Sams Club	30		30		45	45	45	45
	2	Various	15	45						
	*	Amount missing from detail								
	82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)		34						
	82371	EMERGENCY RELIEF								
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	45	220	30	50	45	45	45	45
+	82410	ELECTRIC SERVICE	127,409	115,339	189,920	132,000	176,100	179,622	183,162	187,522
	1	Various	127,409	115,339	144,000	132,000				
	2	Public Works Electric			37,920		36,000	36,720	37,454	38,300
	3	Streets Building			4,000		8,700	8,874	9,000	9,125
	4	Water Dept. (Hill Property)			4,000		11,400	11,628	11,860	12,097
	5	City Hall					120,000	122,400	124,848	128,000
	6	Theatre								

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	*	Amount missing from detail								
+	82420	WATER & SEWER SERVICE	5,295	4,798	6,700		10,050	10,204	10,407	10,615
	1	Various	5,295	4,798	5,500					
	2	Public Works Facility			450		1,174	1,198	1,222	1,246
	3	Streets Building			500		1,750	1,738	1,772	1,808
	4	Water Dept. (Hill Property)			250		526	536	547	558
	5	City Hall					6,600	6,732	6,866	7,003
	6	Theatre								
	*	Amount missing from detail								
+	82430	STORMWATER SERVICE	2,193	2,193	5,580		6,963	7,101	7,244	7,389
	1	Various	2,193	2,193	2,500					
	2	Public Works Facility			1,080		3,342	3,408	3,477	3,546
	3	Streets Building			1,000		1,002	1,022	1,042	1,064
	4	Water Dept. (Hill Property)			1,000		427	436	445	453
	5	City Hall					2,192	2,235	2,280	2,326
	6	Theatre								
	*	Amount missing from detail								
+	82435	SOLID WASTE SERVICE	5,851	5,322	9,050		14,810	15,173	15,382	15,676
	1	Various	5,851	5,322	5,750					
	2	Public Works Facility			300		9,060	9,241	9,426	9,614
	3	City Hall Miscellanous Dumpster fees for projects			1,000		500	500	500	500
	4	Streets Building			1,000		100	100	100	100
	5	Water Dept. (Hill Property)			1,000		50	50	50	50
	6	City Hall					5,100	5,282	5,306	5,412
	7	Theatre								
	*	Amount missing from detail								
+	82440	NATURAL GAS SERVICE	5,371	8,699	7,860		16,919	17,255	17,602	17,954
	1	Various	5,371	8,699	5,500					
	2	Public Works			360		5,895	6,012	6,133	6,255
	3	Streets Building			1,000		1,352	1,379	1,407	1,435
	4	Water Dept. (The Hill)			1,000		732	746	761	776
	5	City Hall					8,940	9,118	9,301	9,488
	6	Theatre								
	*	Amount missing from detail								
+	82450	TELEPHONE SERVICE	1,546	1,769	2,530		1,920	1,958	2,797	2,837
	1	Various	1,546	1,769	1,650					
	2	Public Works			480				800	800
	3	Streets Building			200					
	4	Water Dept. (The Hill)			200					
	5	City Hall					1,920	1,958	1,997	2,037
	*	Amount missing from detail								
+	82455	CELLULAR TELEPHONE SERVICE	3,623	3,707	2,500		3,480	3,549	3,620	3,693
	1	Staff Phones	2,179		2,500		3,480	3,549	3,620	3,693
	2	Various	1,444	3,707						
	*	Amount missing from detail								
+	82470	INTERNET & RELATED SERVICES	336	465	600		948	948	948	948
	1	Comcast			600		600	600	600	600
	2	Internet					348	348	348	348
	3	Various	336	465						
	*	Amount missing from detail								
=	XUTIL	TOTAL UTILITIES	151,624	142,292	224,740	132,000	231,190	235,810	241,162	246,634
	82540	ENGINEERING SERVICES	11,400	1,100						
+	82560	CONSULTANT SERVICES					350	500	500	500
	1	Various								
	2	Misc. Engineering Consultants					350	500	500	500
	*	Amount missing from detail								

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
+	82599	OTHER CONTRACTUAL SERVICES	12,912	23,150	31,950	8,179	70,592	71,943	73,116	38,229
	1	Some sub contract labor misc. outsourse labor			12,000		2,000	2,000	2,000	2,000
	10	CISCO ultra clean					4,651	4,651	4,744	4,838
	11	Cisco Smartnet License Requirements					3,304	3,500	3,500	3,500
	12	Electric Charger Contracts					500	500	500	500
	13	Tyco City Hall Fire Systems Testing				2,645	2,646	2,700	2,754	2,809
	14	Fire Dept. Firy Systems Testing				3,334	3,334	3,400	3,468	3,538
	15	PD Clean Agent Testing				2,200	2,400	2,400	2,400	2,400
	16	Police Headquarters/Southeast Pky/Hill Property Turf Management					34,000	34,680	35,374	
	2	Pest Control City Hall			4,800		4,800	4,896	4,896	4,896
	3	Pest Control PD			2,500		1,200	1,224	1,248	1,273
	3247	Public Works Pest Control			150		2,230	2,275	2,320	2,366
	5	Geo Thermal Maintenance			6,000		3,060	3,121	3,184	3,247
	7	various	12,912	23,150						
	8	CISCO restroom cleaning and misc.			6,500		1,907	1,945	1,984	2,023
	9	CISCO floor matts					4,560	4,651	4,744	4,839
	*	Amount missing from detail								
=	XCTS	TOTAL CONTRACTUAL SERVICES	24,312	24,250	31,950	8,179	70,942	72,443	73,616	38,729
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	119	604	600	788	800	1,000	1,000	1,000
+	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	39,912	56,708	71,815	1,580	79,590	78,195	78,938	82,325
	1	Maintenance Contract for GEN PACKS, CH, PD, IT, PW, SW Fire all units $9050			18,000		24,457	25,966	26,485	27,015
	12	Police Dept Clean Agent Testing			2,400		2,400			2,546
	13	Police Dept AAON Maintenance Contract			4,015		4,015	4,015	4,015	4,015
	14	Installation Camera System both garages 2 per level fixed units.								
	15	Simplex Grinnell for fire testing at PD			3,000					
	16	ADT at City Hall			9,300		9,300	9,300	9,300	9,300
	17	Police Dept LU (Speed Gates) Maintenance Contract			1,500		6,500	4,500	4,500	4,500
	18	Ground repair at PD Cistern Water Replacement					700			
	19	Garage Sweeper Maintenance Agreement			3,000	1,580	2,000	2,000	2,000	2,000
	2	Maintenance Contract for Water Quality unit PD $2550			2,600		1,500	2,600	2,600	2,600
	20	AED Maintenance Units					1,700	1,734	1,768	1,804
	3	Green Roof PD Contract 2 years plus additional plantings			13,500		12,518	13,580	13,770	14,045
	4	Maintenance Contract and Service Agreement PD Evidence Elect. Shel								
	6	Window Cleaning PD $ 3500 Parking Garages $ 2400			6,000		6,000	6,000	6,000	6,000
	7	Kone Elevator Maintenance PD, 2nd & 4th PG Maint/Permits			8,500		8,500	8,500	8,500	8,500
	8	Various	39,912	56,708						
	*	Amount missing from detail								
	82640	PAVING & REPAIR SERVICES		1,500						
	82652	LANDSCAPING SERVICES	42	7,708	4,590	6,966	7,000	5,900	6,018	6,140
	82653	IRRIGATION SERVICES		240	500	698	900	750	750	750
+	82660	BUILDING REPAIR & MAINTENANCE SERVICES	119,750	203,120	475,900		92,015	293,280	114,240	116,524
	1	Remodel and work at City Hall								
	12	Public Works Facility Cleaning Contract			16,800		29,015	34,000	34,680	35,373
	13	PD Swale Repair, Rear Drainage Ditch Repair, Dead Shrub Replace			21,500			21,500		
	14	City Hall Miscellaneous Projects			100,000			40,000	40,800	41,616
	15	Water Line at Thru The Green and S/E Services			95,000			110,000		
	16	City Hall Cleaning Contract			34,000			38,000	38,760	39,535
	17	City Hall Human Resources Remodel. Incls EST 10 Cubes								
	18	City Hall Training Room Remodel			41,000		24,000			
	19	Painting of Fire Training Towers, Exteriors 2 & 5, Interior 5								
	2	Garage Lighting								
	20	Police Dept. Cleaning Contact			39,000		39,000	39,780		
	21	Public Works Additional Fence Repair								
	22	General Maintenace of Parking Garages at 2nd and 4th Ave.						10,000		
	23	City Hall Roof Top HVAC units change out for energy efficiency (EST)								

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	24	City Hall to bring under current ADA guidelines (Doors&Restrooms)								
	25	City Hall Administrative area remodel (Finishes,Cubicles,Offices)								
	26	City Hall Restrooms (South End at Training Room)								
	3	Garage Camera System								
	4	Various	119,750	203,120						
	5	City Hall Revenue, Planning and Engineering Buildout. Incls FFE *demo/mech								
	6	City Hall IT Services Move to Old PD server area.								
	7	City Hall Water Department Remodel. Includes EST 8 Cubes			55,000					
	8	City Hall Channel 10 Move of area to location near studio.								
	9	City Hall Building/Neighborhood Services "One Stop Shop" 7 cubicles included			73,600					
	*	Amount missing from detail								
	82684	PUMP STATION REPAIR SERVICES								
	82699	OTHER REPAIR & MAINTENANCE SERVICES	891	1,451		801				
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	160,714	271,331	553,405	10,833	180,305	379,125	200,946	206,739
_										
_										
	83110	OFFICE SUPPLIES	1,834	954	250	871	950	1,000	1,020	1,060
	83130	EMPLOYEE BENEVOLENCE ITEMS				54				
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	241	1,073	900	448	500	750	765	780
=	XOFS	TOTAL OFFICE SUPPLIES	2,075	2,027	1,150	1,373	1,450	1,750	1,785	1,840
	83240	MEDICAL SUPPLIES			150			100	100	100
	83250	SAFETY SUPPLIES	85	179	300	170	200	250	250	250
+	83260	UNIFORMS PURCHASED	539	703	750		1,200	1,250	1,275	1,300
	1	Needed staff uniforms for facilities	539	703	750		1,200	1,250	1,275	1,300
	*	Amount missing from detail								
	83270	CONSUMABLE TOOLS	2,978	1,185	800	325	700	800	800	800
	83281	AMMUNITION								
	83299	OTHER OPERATING SUPPLIES								
=	XOPS	TOTAL OPERATING SUPPLIES	3,602	2,067	2,000	495	2,100	2,400	2,425	2,450
+	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	2,134	4,163	5,500		6,635	4,650	4,797	4,958
	1	Diesel fuel for PD Generators			2,000		475	1,800	1,890	1,985
	2	Diesel fuel for City Hall, MIT and Fire Generators			2,500		325	1,750	1,785	1,828
	3	Fuel for Maintenance Vehicles			1,000		835	1,100	1,122	1,145
	4	Various	2,134	4,163			5,000			
	*	Amount missing from detail								
	83315	FUEL HEDGING COSTS								
=	XFUEL	TOTAL FUEL & MILEAGE	2,134	4,163	5,500		6,635	4,650	4,797	4,958
+	83510	FURNITURE, FIXTURES (<$25,000)		2,663	10,000			9,000		
	1	Administration/Maintenance - Folding Chairs and Tables			10,000			9,000		
	3	Various		2,663						
	*	Amount missing from detail								
+	83530	MACHINERY & EQUIPMENT (<$25,000)	911	5,436	500		500	500	500	500
	1	Public Works, City Hall Powerd Floor Scrubber								
	2	Trailer for Maintenance								
	3	Vacuums / Blower Vac / Misc.			500		500	500	500	500
	4	Various	911	5,436						
	*	Amount missing from detail								
+	83540	COMPUTER HARDWARE (<$25,000)	703	1,319			2,100	2,100	2,100	2,100
	1	Computers scheduled to be replaced this year					2,100	2,100	2,100	2,100
	2	Various	703	1,319						
	*	Amount missing from detail								
	83550	COMPUTER SOFTWARE (<$25,000)								
=	XMEQ	TOTAL MACHINERY & EQUIPMENT (<$25,000)	1,614	9,418	10,500		2,600	11,600	2,600	2,600

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	83610	VEHICLE PARTS & SUPPLIES								
+	83620	EQUIPMENT PARTS & SUPPLIES	1,571	6,875	7,000		7,000	30,000	30,000	30,000
	1	Possible replacement of HVAC condensors and heat unit at CH			7,000		7,000	30,000	30,000	30,000
	2	Various	1,571	6,875						
	3	Line Item 3								
	*	Amount missing from detail								
+	83654	GROUNDS MAINTENANCE SUPPLIES			400		200	200	220	240
	1	Gly 4 Chemical			400		200	200	220	240
	*	Amount missing from detail								
+	83660	BUILDING MAINTENANCE SUPPLIES	54,512	51,398	62,100		44,080	75,200	83,700	84,312
	1	PD Air Filters			4,500		4,150	4,000	4,500	4,500
	10	PD Electrical Relays and Occupancy Sensors			1,000		385	500	1,000	1,000
	11	Housekeeping equipment			300			500	300	300
	12	City Hall Household Items.			36,000		28,500	32,000	36,000	36,000
	13	Public Works Household Items			12,000		4,565	30,000	30,600	31,212
	14	Flags for City			1,500		1,200	1,000	1,500	1,500
	15	Public Works Light Bulbs			900		465	300	500	500
	16	Public Works Air Filters			600		150	500	1,000	1,000
	17	City Properties Wax Materials					1,800	2,000	2,000	2,000
	2	PD Urinal Filters			1,600		1,200	1,400	1,600	1,600
	3	PD T-5 light bulbs budgeting approx. 60			1,500		565	1,000	2,500	2,500
	4	PD Can Light Bulbs 40			500		600	500	500	500
	6	PDCistern Filters			1,200		500	1,000	1,200	1,200
	7	PD Ultraviolet Bulbs			500			500	500	500
	8	Various	54,512	51,398						
	*	Amount missing from detail								
+	83699	OTHER REPAIR & MAINTENANCE PARTS & SUPPLIES	18							
	1	Misc. Maintenance and HVAC recovery equipment	18							
	*	Amount missing from detail								
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	56,101	58,273	69,500		51,280	105,400	113,920	114,552
	84920	2ND AVE PARKING GARAGE OPERATIONS				17,425	17,500	17,850	18,207	18,571
=	XOPU	TOTAL OPERATIONAL UNITS				17,425	17,500	17,850	18,207	18,571
	85110	PROPERTY INSURANCE	7,439	11,424	12,100	14,057	14,057	12,705	13,340	14,007
	85111	FRAUD INSURANCE	232							
	85112	INLAND MARINE INSURANCE	3,320	66	70	163	163	74	77	81
	85113	AUTO PHYSICAL DAMAGE	1,293	24	27	40	40	28	30	31
	85115	LIABILITY INSURANCE	6,291	1,090	1,144	1,804	1,804	1,201	1,261	1,324
	85116	E&O LIABILITY INSURANCE	4,888	644	676	798	798	710	745	783
	85117	VEHICLE LIABILITY INSURANCE	7,856	482	506	995	995	531	558	586
	85118	LAW ENFORCEMENT LIABILITY INSURANCE					44			
	85119	UMBRELLA LIABILITY	2,346							
	85140	SURETY/NOTARY BONDS								
	85170	EASEMENTS ACQUIRED								
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	33,665	13,730	14,523	17,857	17,901	15,249	16,011	16,812
	85220	PROPERTY TAX-RENTAL PROPERTY								
	85240	EQUIPMENT RENTAL & LEASES	141	1,338	1,000	330	800	1,000	1,000	1,000
	85250	STORAGE RENTAL								
	85260	VEHICLE RENTAL (INSIDE WILLIAMSON COUNTY)								
=	XRENT	TOTAL RENTALS	141	1,338	1,000	330	800	1,000	1,000	1,000
+	85310	PERMITS	55	573	300	300	300	300	300	300
	1	Elevator Permits City Parking Garages, PD, Public Works	55	573	300	300	300	300	300	300
	*	Amount missing from detail								

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	85320	STATE FEES	295	120		60	60	150	150	150
=	XPERM	TOTAL PERMITS	350	693	300	360	360	450	450	450
	85580	LATE CHARGES		109						
=	XFLF	TOTAL FINANCIAL FEES		109						
	85990	MISCELLANEOUS		202						
	85991	MISCELLANEOUS-DONATIONS								
	85999	COST CONTAINMENT MEASURES								
=	XOBE	TOTAL OTHER BUSINESS EXPENSES		202						
	87510	REIMB OF INTERFUND SERVICES	(163,675)	(181,059)	(273,818)	(273,818)	(273,818)	(273,818)	(119,858)	(119,153)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(163,675)	(181,059)	(273,818)	(273,818)	(273,818)	(273,818)	(119,858)	(119,153)
=	XOP	TOTAL OPERATIONS	276,802	353,573	645,855	(82,478)	315,449	577,814	561,453	540,856
		Capital								
	89220	BUILDING DESIGN & CONSTRUCTION				4,530				
=	XBLDG	TOTAL BUILDINGS				4,530				
=	89520	VEHICLES (>$25,000)				36,559	36,559			
+	89530	MACHINERY & EQUIPMENT (>$25,000)			37,000					
	2	3/4 Ton Truck			37,000					
	3									
	4									
	*	Amount missing from detail								
	89532	MACHINERY & EQUIPMENT (>$25,000) GRANT								
	89550	COMPUTER SOFTWARE (>$25,000)								
=	XMEO	TOTAL MACHINERY & EQUIPMENT (>$25,000)			37,000	36,559	36,559			
=	XCAP	TOTAL CAPITAL			37,000	41,089	36,559			
=	XTOT	TOTAL EXPENDITURES	634,151	729,970	1,100,047	218,110	731,496	1,012,784	1,007,933	1,008,453

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Project & Facilities Management						
	City Hall Additional Access Control Systems	$ -	$ -	$ 54,000	**$ 54,000**	$ -
	City Hall Administration Office Upgrade	$ -	$ -	$ 34,600	**$ 34,600**	$ -
	City Hall Architectural Services	$ -	$ -	$ 225,000	**$ 225,000**	$ -
	City Hall Boardroom Upgrade	$ -	$ -	$ 19,850	**$ 19,850**	$ -
	City Hall Finance Office Remodel/Upgrades	$ -	$ -	$ 45,360	**$ 45,360**	$ -
	City Hall HR Office Remodel/Upgrades	$ -	$ -	$ 29,895	**$ 29,895**	$ -
	City Hall Planning Dept. Upgrades	$ -	$ -	$ 59,785	**$ 59,785**	$ -
	City Hall Revenue Dept. Upgrades	$ -	$ -	$ 34,075	**$ 34,075**	$ -
	Fire Painting of Fire Training Towers	$ -	$ -	$ 23,500	**$ 23,500**	$ -
	Fire Painting of Exterior Station 2	$ -	$ -	$ 3,900	**$ 3,900**	$ -
	Fire Painting Station 5 Exterior	$ -	$ -	$ 3,000	**$ 3,000**	$ -
	Fire Painting of Station 5 Interior	$ -	$ -	$ 2,200	**$ 2,200**	$ -
	Police COF PD Community Room Enhancement	$ -	$ -	$ 7,500	**$ 7,500**	$ -
	Police Replace PD Community Room Furniture	$ -	$ -	$ 39,000	**$ 39,000**	$ -
	Police Install Lettering to Front of PD Facility	$ -	$ -	$ 15,000	**$ 15,000**	$ -
	Police Headquarters Camera Changeout Program	$ -	$ -	$ 84,000	**$ 84,000**	$ -
	Police Misc. Painting of Common Areas at PD	$ -	$ -	$ 14,500	**$ 14,500**	$ -
	2nd Ave Parking Lights Retro	$ -	$ -	$ 37,000	**$ 37,000**	$ -
Total		$ -	$ -	$ 732,165	**$ 732,165**	$ -

	Compensation	Benefits	Expenses	Total	Funded
Total G/F Requests	$ -	$ -	$ 732,165	**$ 732,165**	$ -
	(0 FTE)				

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **1** of

Department: **41320 PROJECT AND FACILITIES MANAGEMENT**

Division: **Administration**

Title: **Installation of Additional Access Control Systems**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$54,000		$54,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$54,000	$0	$54,000

PURPOSE / DESCRIPTION OF REQUEST

This is a budgeted number to look to have access control systems installed on all mall interior doors, doors leading to administration, doors leading to water department, interior entry door at administration and requried back infrastructure equipment.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE 1799

Department Priority: **1** of

Department:	**41320 PROJECT AND FACILITIES MANAGEMENT**
Division:	**Administration**
Title:	**Administration Office Upgrade**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	**TOTAL FY16 Request**
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$34,600		$34,600
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$34,600	$0	$34,600

PURPOSE / DESCRIPTION OF REQUEST

Remodel of current Administration office. Work to include the demolition of interior wall as you enter to the left, miscellaneous ceiling systems and glass wall at Erics office. New work will be to create a reception area to the left as you enter, new entrance to a larger admistrative conference room, reinstallation of the glass wall and door in the main administrative area for control purposes, move of City Administrator to current conference for additonal space for office and smaller private meeting space, new carpet, base, paint in front area, conference room, copy room, hall to kitchen. Along with review and reconfiguration of HVAC and electrical systems. Quote includes for 2 cubicles.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **1** of

Department:	**41320 PROJECT AND FACILITIES MANAGEMENT**
Division:	**Administration**
Title:	**City Hall Architectural Services**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	**TOTAL FY16 Request**
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$225,000		$225,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$225,000	$0	$225,000

PURPOSE / DESCRIPTION OF REQUEST

Budget to start the archtectural process for a new City Hall facility. This would start a process for this budget year to work on a design, charatte, and work to a point of construction documents that is not figured as part of this budget number.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **1** of

Department: **41320 PROJECT AND FACILITIES MANAGEMENT**

Division: **Administration**

Title: **Boardroom Upgrade**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$19,850		$19,850
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$19,850	$0	$19,850

PURPOSE / DESCRIPTION OF REQUEST

Installation of new carpet and base along with paint and ceiling tile changes. Existing seating to remain the same.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

Department Priority: **1** of

Department:	**41320 PROJECT AND FACILITIES MANAGEMENT**
Division:	**Administration**
Title:	**Finance Office Remodel/Enhancement**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	**TOTAL FY16 Request**
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	**$0**
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$45,360		**$45,360**
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	**$45,360**	**$0**	**$45,360**

PURPOSE / DESCRIPTION OF REQUEST

Remodel of current Finance office. Work to include the demolition of all interior walls as you enter to the right of the lobby area consisting of drywall, ceiling, grid, carpet, base and some electrical. Revitilizing the space with new ceiling grid and tile, carpet, base, paint, electrical and HVAC modifications. Painting of lobby and front office area along with the change out of carpet, base, ceiling tile in space. Budget also includes 5 eight by eight cubicle spaces. The back section of Finance including purchasing is not included in this quote.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **1** of

Department:	**41320 PROJECT AND FACILITIES MANAGEMENT**
Division:	**Administration**
Title:	**HR Office Upgrades**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	**TOTAL FY16 Request**
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	**$0**
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$29,895		**$29,895**
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	**$29,895**	**$0**	**$29,895**

PURPOSE / DESCRIPTION OF REQUEST

Space will undergo a change with carpet and base, paint and new ceiling tile, in the main area only, offices back to the directors office space along with HR conference rooms. Upgrade work includes three work stations.The back of HR that runs along 3rd Ave is not figured as part of this budget.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **1** of

Department:	**41320 PROJECT AND FACILITIES MANAGEMENT**
Division:	**Administration**
Title:	**Planning Dept Enhancements**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$59,785		$59,785
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$59,785	$0	$59,785

PURPOSE / DESCRIPTION OF REQUEST

Remodel of current Planning dept. office. Work to include the demolition of miscellaneous interior walls as you enter to the space back to the larger work area at the end of the hall, removal of the front bathroom, removal of existing conference room. Space to be configured into a larger more open space with access to the CDCR space from planning. Installation of new ceiling systems, carpet/base and paint. Miscellaneous electrical, mechanical and plumbing changes are budgeted within. Budget includes the purchase of four cubicle systems.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **1** of

Department:	**41320 PROJECT AND FACILITIES MANAGEMENT**
Division:	**Administration**
Title:	**City Hall Revenue Dept Upgrades**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$34,075		$34,075
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$34,075	$0	$34,075

PURPOSE / DESCRIPTION OF REQUEST

Request is being made to modify the front area space to create a more personnal type meeting area. As you enter you will be lead to individual spaces such as you see in a hospital for privacy while giving personnel information. A wall will be built to block off the work going on in the rear. Four new offices are requested within this buildout. Work would basically consist of demolition of most of the area where staff now is set up leaving the offices to the left as you enter the main space. Carpet and base along with ceiling grid and tile work will be required in the buildout. Five Thousand dollars is included for furnishings.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **1** of

Department:	**41320 PROJECT AND FACILITIES MANAGEMENT**
Division:	**Administration**
Title:	**Painting of Fire Training Towers**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	**TOTAL FY16 Request**
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	**$0**
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$23,500		**$23,500**
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	**$23,500**	**$0**	**$23,500**

PURPOSE / DESCRIPTION OF REQUEST

Hard Budget number to repaint all metal on two training towers used by the COF Fire Department located at the training center on Century Court. Towers have never been painted since constructed. Paint is down to bear metal at some locations. Painting needs to take place to protect integrity of the facility.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **1** of

Department:	**41320 PROJECT AND FACILITIES MANAGEMENT**
Division:	**Administration**
Title:	**Painting of Exterior Station 2**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$3,900		$3,900
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$3,900	$0	$3,900

PURPOSE / DESCRIPTION OF REQUEST

Hard number to paint the exterior of COF Fire Station 2. Facility has not been painted since the last addition was built. Paint on metal is starting to fade and show age with some areas close to being at raw metal. Caulking of areas will help as well with integrity of facility where water has seeped into the building in the past.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **1** of

Department:	**41320 PROJECT AND FACILITIES MANAGEMENT**
Division:	**Administration**
Title:	**Painting Station 5 Exterior**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	**TOTAL FY16 Request**
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	**$0**
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$3,000		**$3,000**
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	**$3,000**	**$0**	**$3,000**

PURPOSE / DESCRIPTION OF REQUEST

Hard Number to paint the exterior of COF Fire Station 5. Facility has not been painted since about the time it was built. Paint has faded on all metal surfaces and cauling is needed at areas to help protect the integrity of the structure.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **1** of

Department:	**41320 PROJECT AND FACILITIES MANAGEMENT**
Division:	**Administration**
Title:	**Painting of Station 5 Interior**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	**TOTAL FY16 Request**
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	**$0**
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$2,200		**$2,200**
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	**$2,200**	**$0**	**$2,200**

PURPOSE / DESCRIPTION OF REQUEST

Hard Number painting of Interior of Station 5 that has not been painted since the time the facility was constructed. Painting of walls to be of same color. Areas to be painted are Main Hallways, Eating Area, TV Area, Kitchen, two locker rooms and two halls to bay from living quarters.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE 1799

Department Priority: **1** of

Department: **41320 PROJECT AND FACILITIES MANAGEMENT**
Division: **Administration**
Title: **COF PD Community Room Enhancement**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	**TOTAL FY16 Request**
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	**$0**
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$7,500		**$7,500**
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	**$7,500**	**$0**	**$7,500**

PURPOSE / DESCRIPTION OF REQUEST

This is a budgeted amout to work with an organization that can rework the audio system in the police community room. Many times there are large groups that come in the facility and need to have the use of a audio system. The system that was designed for the space does not work and can hardly be heard when there is such a function. The cities own staff has to bring in a portable PA system if you want to hear what is going on. I believe we need to increase the speakers in the room and possibly up size the amp.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

Department Priority: **1** of

Department:	**41320 PROJECT AND FACILITIES MANAGEMENT**
Division:	**Administration**
Title:	**Replace PD Community Room Furniture**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$39,000		$39,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$39,000	$0	$39,000

PURPOSE / DESCRIPTION OF REQUEST

Hard budget number to replace furniture in the COF PD Community Room that is starting to show some major wear with tables that are becoming more wobley from the major amount of use and chairs that are old and frayed looking. Furniture gets constant use and is now about 6 years old. This replaces all the tables (with modesty panels) and chairs.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **1** of

Department: **41320 PROJECT AND FACILITIES MANAGEMENT**
Division: **Administration**
Title: **Install Lettering to Front of PD Facility**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$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

Budgetary number to add sizeable lettering to the top of the front facade at PD that may state "FRANKLIN POLICE DEPARTMENT" OR 'FRANKLIN POLICE HEADQUARTERS'

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

Department Priority: **1** of

Department: **41320 PROJECT AND FACILITIES MANAGEMENT**
Division: **Administration**
Title: **Police Headquarters Camera Changeout 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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$84,000		$84,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$84,000	$0	$84,000

PURPOSE / DESCRIPTION OF REQUEST

Hard number to change out the camera to a CISCO formatted camera that will work with current COF infrastruture. Current cameras have been failing at the facility for the last 3 years and are now at a point that most are not working. This changes out a total of 30 interior units, 10 PTZ cameras and 8 exterior units to HD type cameras. Current back of house or infrastructure is applicable for the new installations. Staff will make the change outs. I have priced a rental on a boom lift to install.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE 1799

Department Priority: 1 of

Department: 41320 PROJECT AND FACILITIES MANAGEMENT
Division: Administration
Title: Misc. Painting of Common Areas at PD

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$14,500		$14,500
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$14,500	$0	$14,500

PURPOSE / DESCRIPTION OF REQUEST

Hard budget number to repaint areas that are approximately 6 years old that have seen the most use within the facility. These areas include but are not limited too the community room and break room along with the mens locker room, briefing room, entry areas and doors from the rear parking deck and lower parking deck and recieving areas along with some individual stair ways.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE 1799

Department Priority: of

Department: 41320 PROJECT AND FACILITIES MANAGEMENT
Division: Administration
Title: 2nd Ave Parking Lights Retro

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	**TOTAL FY16 Request**
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82660 BUILDING REPAIR & MAINTENANCE SERVICES	$37,000		$37,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$37,000	$0	$37,000

PURPOSE / DESCRIPTION OF REQUEST

2nd Avenue Parking Garage Interior Lights changed to LED Units .

SERVICE IMPLICATION

Revenue Management

Lawrence Sullivan

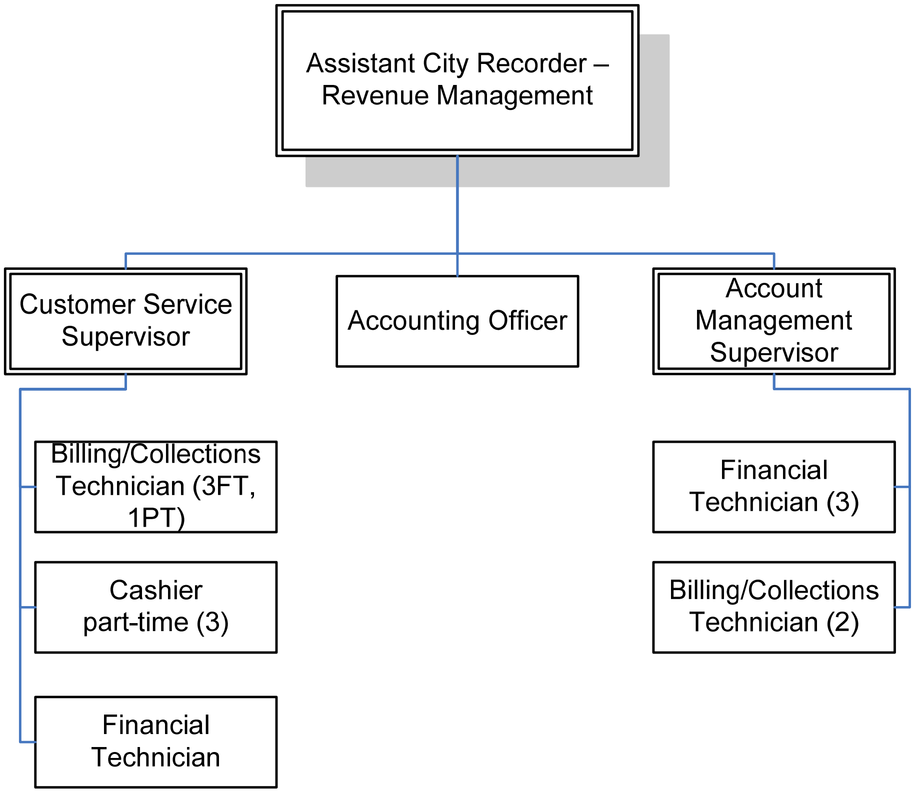
Outline

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

Purpose of Department

The Revenue Management Team performs the billing, collections and customer service for the City of Franklin water/wastewater/stormwater & sanitation services, business tax, alcohol taxes, state shared taxes, hotel/motel taxes, and numerous permits.

Organization Chart



Base Budget Request: Personnel

We will maintain the current staffing level of 13 full time positions, plus 3 full time equivalent positions staffed by part time employees (currently 6 people in a rotation).

Our team of part time staff allows us to expand and contract staffing levels as needed as well as provides a pool of candidates for future job openings. During 2015 we cross trained a part time staff member to support our twice weekly Court sessions, a very productive and cost effective use of existing personnel. We will seek other such opportunities in FY 2016 to increase our productivity and contribution without increased staffing expense.

Base Budget Request: Operations

Sixty-four percent of our operating costs are related to billing fulfillment for our utility customers. Our costs are split into two categories: In house utility billing (36%), partnered utility billing with other Districts (28%), totaling $370,000 for FY 2015. We have examined and successfully renegotiated some of these relationships, but have found that for the 2500 mutual customers in the Milcrofton Utility District, it is more cost effective to bring the billing service in house for a first year net savings of $70,000; year two savings of $90,000.

Base Budget Request: Capital

Included in the Facilities Budget, we have requested a modest capital expenditure to better utilize our space for more effective service and increased cross utilization of staff. The modification will also lend itself to an improved first impression (utilizing our glass walls) to make our space more inviting to our customers.

Program Enhancement Requests

We will continue to work toward digital billing fulfillment options that will enhance our service to customers at no increase in net cost to the City.

Summary

Through our plan to absorb billing services in house without an increase in personnel, we are able to reduce our 2016 operations budget request by 4 percent from our 2015 budget, resulting in a nominal overall increase of less than 1%.

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Revenue Management
Lawrence Sullivan, Assistant City Recorder

Budget Summary

	2013	2014	2015		2016	2015 v. 2016	
	Actual	Actual	Budget	Estimated	Base Budget	$	%
Personnel	978,672	991,072	803,083	812,555	827,850	24,767	3.08%
Operations	-812,245	-631,783	-620,384	-596,353	-644,335	-23,951	3.86%
Capital	0	0	0	0	0	-	0.00%
Total	**166,427**	**359,289**	**182,699**	**216,202**	**183,515**	**816**	**0.45%**

Departmental Summary

The Revenue Management group performs the billing, collections and customer service for City of Franklin water/wastewater/storm water/sanitation & environmental services bills; business tax; alcohol taxes; state shared taxes; hotel/motel taxes; and, numerous permits.

FY 2016 Outlook

For 2016, we have the expectation to reduce our dependance on and/or fees paid in the budget catagory of "Utility District Fees"; or, costs associtated with the billing of multi-district customers. The Revenue Management team projects to absorb any related increase in billing and customer service with no increase in staffing over that of 2015.

We also hope improve our customer billing and payment options by expanding our digital billing capabilities where the costs of service should be offset by savings in the reduction of mailing and fulfillment costs.

Performance Measures

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, beginning in FY 2015, The City of Franklin has established **Franklin*Forward* : 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.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

Theme: None Specific

Revenue Management provides general support of all four themes of Franklin*Forward* .

Key:	
Strategic Plan: Franklin*Forward*	
Sustainable Franklin	
Tennessee Municipal Benchmarking Project	

Workload (Output) Measures

	2012	2013	2014	2015*	2016*
Bills					
Number of property tax bills issued	27,933	28,308	28,904	29,500	29,800
Number of water & sewer bills issued	201,659	208,554	210,495	211,000	212,000
New requests for Service (Total)	2,779	2,550	2,463	2,468	2,500
Water (Monthly Average)	41.65	42.06	41.03	44.89	44.89
Sewer (Monthly Average)	43.23	43.94	44.63	47.66	47.66
Irrigation (Monthly Average)	275.81	202.96	156.61	235.81	235.81
Delinquent Notices	37,991	38,438	38,138	37,934	38,000
Water Shutoffs	1,574	1,598	1,432	903	900
Customer Transactions					
Electronic					
Web Pay	13,541	16,379	18,594	20,536	20,536
ACH/RPPS	63,085	66,550	68,575	69,000	69,000
Bank Draft	54,869	61,130	63,739	64,500	64,500
Lock Box	93,423	89,628	86,516	89,434	89,434
Paper					
Drop Box (2nd Avenue) / Mail	21,023	20,949	22,399	24,000	24,000
In-Person Transactions	15,992	15,357	14,779	15,000	15,000
Total Transactions	261,933	269,993	274,602	282,470	282,470
% of total transactions electronic	85.9%	86.6%	86.5%	86.2%	86.2%
% of total transactions paper	8.0%	7.8%	8.2%	8.5%	8.5%
% of total transactions in-person	6.1%	5.7%	5.4%	5.3%	5.3%

Performance Measures

Efficiency Measures

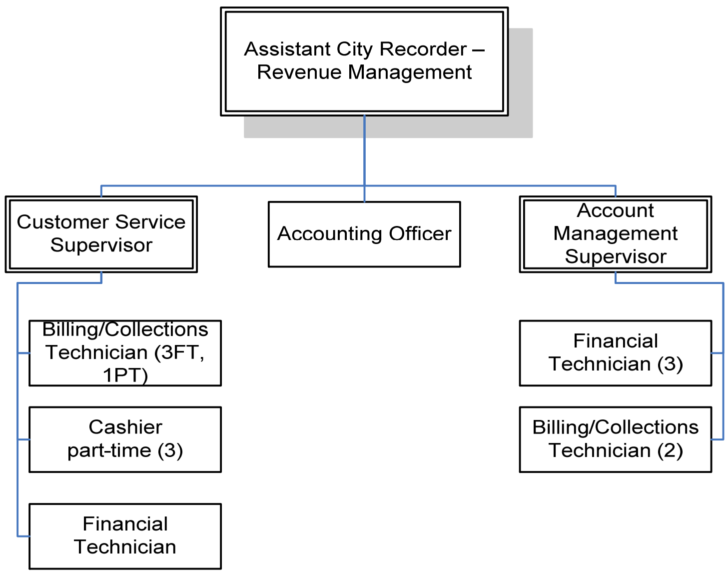
		2012	2013	2014	2015*	2016*
	Cost of processing bills (mailing and printing)					
	Maintain utility billing error rate at or below 5.3 errors per 10,000 billed items.	5.10%	5.00%	4.90%	4.80%	0.00%

Outcome (Effectiveness) Measures

		2012	2013	2014	2015*	2016*
	Collection Rate(s)					
	Property Tax Collections as a Percentage of Property Taxes Billed	98.3%	98.5%	98.4%	98.0%	98.0%
	Tennessee Statewide Benchmarking Average	***96.5%***	***95.3%***	***95.9%***	***TBD***	***TBD***
	Utility Collections as a Percentage of Utilities Billed	101.8%	99.5%	94.3%	97.0%	97.0%
	Tennessee Statewide Benchmarking Average	***98.1%***	***98.5%***	***87.3%***	***TBD***	***TBD***
	Increase Electronic Versus Manual Payments by 1% by Fiscal Year Ending	75.70%	76.60%	79.90%	81.00%	0.00%

** 2015 and 2016 data estimated.*

Organizational Chart



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

Staffing by Position

Position	Pay Grade	FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Asst City Recorder - Rev. Mgmt	Grade G	1	0	1	0	1	0	1	0	1	0
Asst City Recorder - Billing / Collection	---	1	0	1	0	0	0	0	0	0	0
Account Mgmt Supervisor	Grade F	1	0	1	0	1	0	1	0	1	0
Customer Service Supervisor	Grade F	1	0	1	0	1	0	1	0	1	0
Accounting Officer	Grade E	1	0	1	0	1	0	1	0	1	0
Billing / Collection Supervisor	---	1	0	1	0	0	0	0	0	0	0
Financial Technician I	Grade D	3	0	3	0	4	0	4	0	4	0
Billing/Collections Technician	Grade C	6	0	6	0	6	1	5	1	5	1
Cashier Part-Time	Grade B	0	4	0	4	0	3	0	5	0	5
TOTALS		**15**	**4**	**15**	**4**	**14**	**4**	**13**	**6**	**13**	**6**

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	Difference %
Personnel							
Salaries & Wages	719,140	754,020	621,008	657,801	632,114	11,106	1.8%
Employee Benefits	259,532	237,052	182,075	154,754	195,736	13,661	7.5%
Total Personnel	**978,672**	**991,072**	**803,083**	**812,555**	**827,850**	**24,767**	**3.1%**
Operations							
Transportation Services	9,452	8,557	10,600	10,600	11,150	550	5.2%
Operating Services	36	1,167	2,000	2,095	2,050	50	2.5%
Notices, Subscriptions, etc.	558	350	3,100	3,100	5,600	2,500	80.6%
Utilities	3,143	2,631	2,000	2,000	2,750	750	37.5%
Contractual Services	2,424	2,446	2,200	2,600	5,700	3,500	159.1%
Repair & Maintenance Services	394	381	400	400	600	200	50.0%
Employee programs	-	-	1,600	1,600	2,050	450	28.1%
Professional Development/Travel	368	1,115	3,180	3,180	2,600	(580)	-18.2%
Office Supplies	15,530	14,281	24,200	24,200	25,425	1,225	5.1%
Operating Supplies	1,723	1,097	1,600	1,600	4,080	2,480	155.0%
Machinery & Equipment (<$25,000)	-	9,369	9,500	11,000	16,000	6,500	68.4%
Repair & Maintenance Supplies	-	339	-	55	-	-	0.0%
Property & Liability Costs	3,870	3,665	6,015	6,657	6,316	301	5.0%
Permits	118,810	125,570	140,777	160,000	54,300	(86,477)	-61.4%
Financial Fees	219,065	325,990	348,600	350,716	393,200	44,600	12.8%
Interfund Reimbursements	(1,187,618)	(1,128,741)	(1,176,156)	(1,176,156)	(1,176,156)	-	0.0%
Total Operations	**(812,245)**	**(631,783)**	**(620,384)**	**(596,353)**	**(644,335)**	**(23,951)**	**3.9%**
Capital	-	-	-	-	-	-	**0.0%**
Total Revenue Management	**166,427**	**359,289**	**182,699**	**216,202**	**183,515**	**816**	**0.4%**

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Personnel								
=	81110	REGULAR PAY	718,428	752,414	639,986	453,138	655,935	651,932	664,971	678,270
	81120	OVERTIME PAY	712	1,606	3,000	1,217	1,866	3,000	3,000	3,000
	81199	VACANCY ADJUSTMENT			(21,978)			(22,818)	(23,274)	(23,739)
=	XWAGE	TOTAL WAGES	719,140	754,020	621,008	454,355	657,801	632,114	644,697	657,531
=	81410	FICA (EMPLOYER'S SHARE)	53,460	56,226	48,037	33,606	48,672	49,873	50,870	51,888
=	81420	MEDICAL PREMIUMS	130,379	110,999	98,624	68,829	76,976	108,486	119,335	131,269
=	81430	GROUP INSURANCE PREMIUMS	11,386	9,940	9,371	6,149	8,390	9,371	10,308	11,339
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(22,285)	(21,263)	(18,463)	(16,770)	(24,045)	(20,309)	(22,340)	(24,574)
	81450	RETIREMENT CONTRIBUTIONS	80,784	70,968	31,721	31,721	31,721	34,893	38,382	42,221
	81455	DEFERRED COMP MATCH	5,430	9,979	12,602	8,823	12,743	13,232	13,894	14,588
	81470	WORKERS COMPENSATION PREMIUMS	378	203	183	296		190	195	201
	81475	WORKERS COMPENSATION CLAIMS					296			
=	XBEN	TOTAL BENEFITS	259,532	237,052	182,075	132,654	154,753	195,736	210,644	226,932
=	XPER	TOTAL PERSONNEL	978,672	991,072	803,083	587,009	812,554	827,850	855,341	884,463
		Operations								
+	82110	MAILING & OUTBOUND SHIPPING SERVICES	9,452	8,557	10,600	3,496	10,600	11,150	11,750	12,350
	1	Mailing (followup and notices)			10,600		10,600	11,150	11,750	12,350
	2	Utility Billing Notices (changes coming)								
	3	Various	9,452	8,557						
	*	Amount missing from detail				3,496				
=	XTRC	TOTAL TRANSPORTATION CHARGES	9,452	8,557	10,600	3,496	10,600	11,150	11,750	12,350
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	36	240	1,000			1,050	1,100	1,150
	82240	TRANSCRIPTION FEES				2,020	2,020			
	82250	TESTING & PHYSICALS		927	1,000	75	75	1,000	1,000	1,000
=	XOPSV	TOTAL OPERATING SERVICES	36	1,167	2,000	2,095	2,095	2,050	2,100	2,150
	82310	LEGAL NOTICES		115	200		200	2,400	2,525	2,650
+	82350	DUES FOR MEMBERSHIPS			2,600	510	2,600	2,700	2,850	3,000
	1	Tn Assoc of Municipal Clerks (TAMCAR)								
	2	CMFO			2,600		2,600	2,700	2,850	3,000
	3	Int Assoc of Municipal Clerks (IIMC)								
	4	Govt Finance Officers Assoc (GFOA)								
	5	Various								
	*	Amount missing from detail				510				
	82390	PUBLICATIONS, NON-TRAINING	558	235	300	281	300	500	525	550
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	558	350	3,100	791	3,100	5,600	5,900	6,200
	82450	TELEPHONE SERVICE	1,216	1,413	1,200	554	1,200	1,250	1,300	1,400
	82455	CELLULAR TELEPHONE SERVICE	1,071	240						
	82470	INTERNET & RELATED SERVICES	856	978	800	723	800	1,500	1,580	1,660
=	XUTIL	TOTAL UTILITIES	3,143	2,631	2,000	1,277	2,000	2,750	2,880	3,060
+	82510	COMPUTER SERVICES	841	2,407		1,667	2,400	2,500	2,650	2,800

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	1	Impact Printer PM - Infoprint (IBM)								
	2	Various	841	2,407			2,400	2,500	2,650	2,800
	5	Programming Support for Credit Cards								
	6	Programming Support for PT import to Hansen								
	7	Programming Support for BL interface								
	*	Amount missing from detail				1,667				
	82520	LEGAL SERVICES		39	200		200	1,200	1,250	1,300
+	82599	OTHER CONTRACTUAL SERVICES	1,583		2,000			2,000	2,000	2,000
	1	Bad Debt Collections - Transworld								
	2	Bad Debt Collections - To be Determined			2,000			2,000	2,000	2,000
	4	Various	1,583							
	*	Amount missing from detail								
=	XCTS	TOTAL CONTRACTUAL SERVICES	2,424	2,446	2,200	1,667	2,600	5,700	5,900	6,100
+	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	394	381	400	602	400	600	600	600
	1	Copy Maintenance	394	381	400		400	600	600	600
	*	Amount missing from detail				602				
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	394	381	400	602	400	600	600	600
	82750	EMPLOYEE RECOGNITION/RECEPTIONS			800		800	850	900	950
+	82780	TRAINING, OUTSIDE			800		800	1,200	1,250	1,300
	1	MTAS fees (16 at $50)			800		800	1,200	1,250	1,300
	*	Amount missing from detail								
=	XEPG	TOTAL EMPLOYEE PROGRAMS			1,600		1,600	2,050	2,150	2,250
+	82810	REGISTRATIONS	250	1,115	2,580	300	2,580	2,000	2,100	2,200
	1	MTAS fees			1,500		1,500	920	1,020	1,120
	2	Rotary			680		680	680	680	680
	3	TGFOA Fall Conference			400		400	400	400	400
	4	Various	250	1,115						
	*	Amount missing from detail				300				
+	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	118		200		200	200	200	200
	1	MTAS seminars/conferences								
	3	Various	118		200		200	200	200	200
	*	Amount missing from detail								
	82830	AIR TRAVEL								
	82840	LODGING								
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)			200		200	200	200	200
	82890	OTHER TRAVEL EXPENSES			200		200	200	200	200
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	368	1,115	3,180	300	3,180	2,600	2,700	2,800
	83110	OFFICE SUPPLIES	15,163	13,737	19,500	7,979	19,500	20,500	21,600	22,750
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	156	67	3,000	21	3,000	3,150	3,300	3,500
	83130	EMPLOYEE BENEVOLENCE ITEMS	211	378	500	136	500	525	550	600
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)		99	1,200	33	1,200	1,250	1,325	1,400
=	XOFS	TOTAL OFFICE SUPPLIES	15,530	14,281	24,200	8,169	24,200	25,425	26,775	28,250
	83250	SAFETY SUPPLIES	746		100		100	2,500	1,600	1,600
	83260	UNIFORMS PURCHASED	977	1,097	1,500	(105)	1,500	1,580	1,660	1,750
=	XOPS	TOTAL OPERATING SUPPLIES	1,723	1,097	1,600	(105)	1,600	4,080	3,260	3,350

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
+	83510	FURNITURE, FIXTURES (<$25,000)			5,000		1,000	5,000		
	1	Chairs			5,000		1,000	5,000		
	2	Lighting								
	*	Amount missing from detail								
+	83530	MACHINERY & EQUIPMENT (<$25,000)			500					
	1	Cash Drawers			500					
	2	Copy Machine								
	*	Amount missing from detail								
+	83540	COMPUTER HARDWARE (<$25,000)		9,369	4,000	8,564	10,000	11,000	11,100	11,600
	1	Computers, monitors, keyboards						500		
	2	Printers								
	3	Scanners								
	4	Various		9,369	4,000		10,000	10,500	11,100	11,600
	*	Amount missing from detail				8,564				
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)		9,369	9,500	8,564	11,000	16,000	11,100	11,600
	83620	EQUIPMENT PARTS & SUPPLIES		339		55	55			
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES		339		55	55			
	85110	PROPERTY INSURANCE	1,098	746	783	923	923	822	863	906
	85111	FRAUD INSURANCE	34							
	85112	INLAND MARINE INSURANCE	490	23	24	30	30	25	26	28
	85113	AUTO PHYSICAL DAMAGE	191							
	85115	LIABILITY INSURANCE	928	1,821	2,008	2,568	2,568	2,108	2,214	2,325
	85116	E&O LIABILITY INSURANCE	721	1,075	1,200	1,136	1,136	1,260	1,323	1,389
	85119	UMBRELLA LIABILITY	346		2,000		2,000	2,100	2,205	2,315
	85140	SURETY/NOTARY BONDS	62							
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	3,870	3,665	6,015	4,657	6,657	6,315	6,631	6,963
+	85330	UTILITY DISTRICT FEES	118,810	125,570	140,777	89,846	160,000	54,300	31,600	33,250
	1	Milcrofton - Sewer			87,560		107,000	18,000		
	2	MVUD Data Fee			12,000		12,000	30,000	31,600	33,250
	3	Milcrofton - Solid Waste			33,000		33,000	5,000		
	4	Milcrofton - Stormwater	118,810	125,570	8,217		8,000	1,300		
	*	Amount missing from detail				89,846				
=	XPERM	TOTAL PERMITS	118,810	125,570	140,777	89,846	160,000	54,300	31,600	33,250
	85510	BANKING FEES	24,018	16,598	18,000	8,192	18,000	19,000	20,000	21,000
	85530	E-COMMERCE FEES	180							
+	85540	BILLING SERVICES	184,471	188,128	210,000	145,690	210,000	245,000	258,000	271,000
	1	Bill Presentment								
	3	EBill								
	5	Bill Presentment - Utility bills (310,000 @ $0.62/unit)			210,000	145,690	210,000	245,000	258,000	271,000
	6	Bill Presentment - Property Tax Notices (25,000 @ $0.60/unit)	184,471	188,128						
	*	Amount missing from detail								
	85550	CASH SHORT/OVER	73	95	100		100	100	100	100
	85555	PROPERTY TAX BILLING SERVICES		113,232	115,500	115,616	115,616	121,700	128,100	134,850
	85570	BAD DEBT EXPENSE (NET OF RECOVERIES)	6,003	7,937	5,000	3,542	7,000	7,400	7,750	8,150
	855[illegible]0	LATE CHARGES	4,320							

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
=	XFLF	TOTAL FINANCIAL FEES	219,065	325,990	348,600	273,040	350,716	393,200	413,950	435,100
	87510	REIMB OF INTERFUND SERVICES	(1,187,618)	(1,128,741)	(1,176,156)	(1,176,156)	(1,176,156)	(1,176,156)	(1,294,818)	(1,334,433)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(1,187,618)	(1,128,741)	(1,176,156)	(1,176,156)	(1,176,156)	(1,176,156)	(1,294,818)	(1,334,433)
=	XOP	TOTAL OPERATIONS	(812,245)	(631,783)	(620,384)	(781,702)	(596,353)	(644,336)	(767,522)	(780,410)
		Capital								
=	XTOT	TOTAL EXPENDITURES	166,427	359,289	182,699	(194,693)	216,201	183,514	87,819	104,053

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Court

Deana Hood

Lawrence Sullivan

Ruth Watkins

Outline

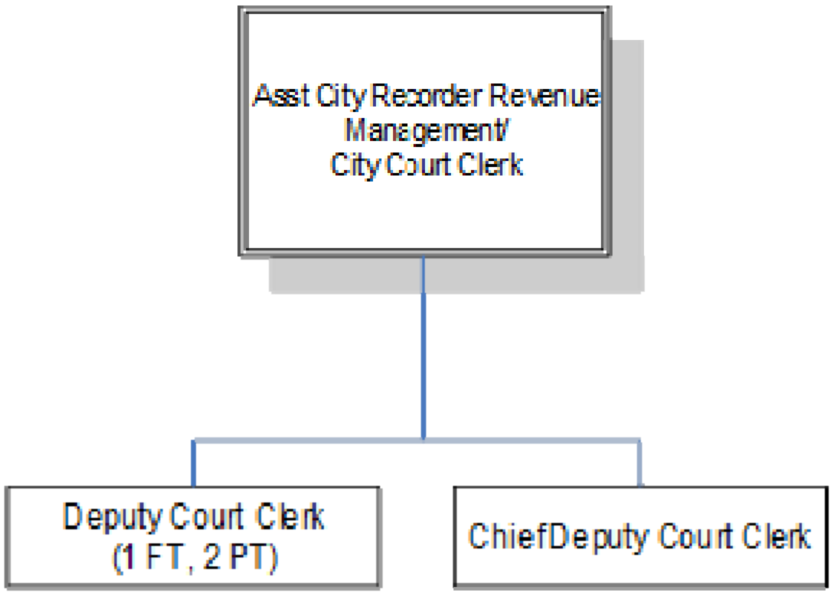
- Purpose of Department
- Organization Chart
- Base Budget Request
    - Personnel
    - Operations
    - Capital
- Program Enhancements
- Summary

Purpose of Department

Our mission is to effectively and accurately process city ordinance violations allowing the Court to handle cases in the most efficient manner possible; to create and sustain customer oriented quality service; and, promote public confidence in our Court system.

City of Franklin, Tennessee - FY 2016 Budget Request
Court

Organization Chart



Base Budget Request: Personnel

In recent years, the Court has been staffed by a mix of full and part time employees providing the full time effect of 3 clerks for the 5 day Court week. During 2015, with the reduction of hours by one of our part timers, we able to cross train a member of the Revenue Management team to utilize as "on call" support for the Court. This gave us the flexibility to bring our staffing level up to 4 Court clerks on an as needed, "hour by hour" basis. We have found this flexibility to vastly improve our service level options during the Tuesday and Thursday Court sessions. For 2016, we will continue this effective mix of full time, part time and on call staffing with no aggregate increase in hours.

Base Budget Request: Operations

There are no significant changes projected for Court operations allowing a modest $700 increase in operating expenditures for the 2016 Budget Year.

Program Enhancement Requests

1) Laptop for use by Clerk in courtroom while in session.
2) Electronic Ticketing.

Summary

2015 was a year of significant changes including a relocation of the court offices, the courtroom venue and, for the first time in 27 years, a new City Court Judge. In November, 2015, Judge Deana Hood began the first year of her four year contract to serve as Franklin City Court Judge.

While turning any challenges into opportunities, it is a credit to the staff in the Clerk's Office, other staff in City Hall and Judge Hood that all of these changes were handled seamlessly.

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Municipal Court

Lawrence Sullivan, Assistant City Recorder

Budget Summary

	2013 Actual	2014 Actual	2015 Budget	2015 Estimated	2016 Base Budget	2015 v. 2016 $	2015 v. 2016 %
Personnel	191,326	213,454	202,796	181,337	202,803	7	0.00%
Operations	26,242	22,663	32,797	33,032	33,496	699	2.13%
Capital	0	0	0	0	0	-	0.00%
Total	**217,568**	**236,117**	**235,593**	**214,369**	**236,299**	**706**	**0.30%**

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 promotes 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. This is done by competent, professional employees, technology and process improvement measures.

FY 2016 Outlook

From the 2015 to the 2016 budget, the operating budget for the Court increases by $699 (2.1%). We are positioned to continue to cross utilize support staff from the office of Revenue Management which will maintain our service level gains during Court sessions.

Performance Measures

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, beginning in FY 2015, The City of Franklin has established **Franklin*Forward* : 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.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

Theme: None Specific

Municipal Court provides general support of all four themes of Franklin*Forward* .

Key:	
Strategic Plan: Franklin*Forward*	
Sustainable Franklin	
Tennessee Municipal Benchmarking Project	

Workload (Output) Measures

	2012	2013	2014	2015*	2016*
Citations Processed per Employee (per month)	N/A	400	375	400	400
Total Cases Filed	N/A	15,919	11,553	11,553	11,553
Types of Cases					
- Moving Violations	N/A	6,095	3,334	3,334	3,334
- Traffic Accidents	N/A	3,258	2,639	2,639	2,639
- Parking Violations	N/A	5,037	4,263	4,263	4,263
- Codes Enforcement	N/A	37	74	74	74
- Failure to Appear	N/A	260	483	483	483
- Seat Belt	N/A	686	364	364	364
- Other	N/A	546	396	396	396

Efficiency Measures

	2012	2013	2014	2015*	2016*
Average # of days from issuance of Citation to Court Hearing	TBD	TBD	TBD	TBD	TBD

Outcome (Effectiveness) Measures

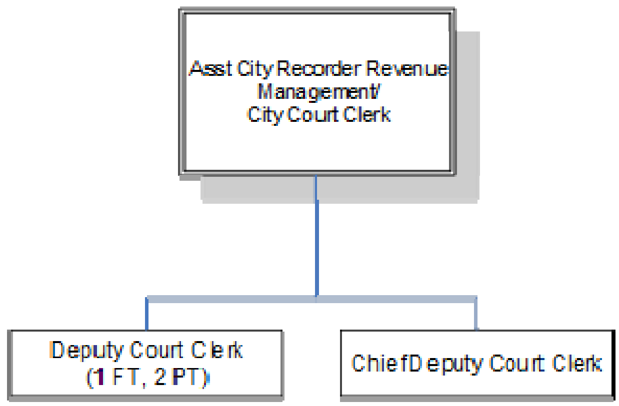
	2012	2013	2014	2015*	2016*
Municipal Court Collections as a percentage of Municipal Obligations Billed	*95.0%*	*91.0%*	*87.1%*	*90.0%*	*90.0%*
Tennessee Statewide Benchmarking Average	***81.0%***	***86.0%***	***79.1%***		

Performance Measures

	Goal: Deliver customer oriented quality service					
	Deploy tool for online payments	NA	NA	NA	YES	YES
	Customer feedback tool deployed and responding within 2 business days 100% of the time to those needing responses	NA	NA	NA	100.0%	100.0%
	Goal: Collect the monies owed the City of Franklin by taking actions to pursue obligations in accordance with State and City requirements.					
	Actions taken due to citations not satisfied (% that Meet Follow Up Criteria)	Data Not Available (DNA)	Data Not Available (DNA)	95.0%	95.0%	95.0%

** 2015 and 2016 Data Estimated*

Organizational Chart



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

Staffing by Position

Position	Pay Grade	FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
		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 E	1	0	1	0	1	0	1	0	1	0
Deputy Court Clerk	Grade C	1	2	1	2	1	2	1	2	1	2
Totals		**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	%
Personnel							
Salaries & Wages	112,645	133,570	124,441	116,627	121,748	(2,693)	-2.2%
Officials Fees	26,160	26,160	26,160	22,854	25,054	(1,106)	-4.2%
Employee Benefits	52,521	53,724	52,195	41,856	56,002	3,807	7.3%
Total Personnel	**191,326**	**213,454**	**202,796**	**181,337**	**202,803**	**7**	**0.0%**
Operations							
Transportation Services	9,972	8,916	9,000	9,000	9,350	350	0.0%
Operating Services	552	1,217	3,100	2,100	2,200	(900)	-32.3%
Notices, Subscriptions, etc.	793	498	740	740	775	35	0.0%
Utilities	597	677	610	800	825	215	31.1%
Contractual Services	336	2,240	3,240	2,500	2,500	(740)	-22.8%
Repair & Maintenance Services	240	2,922	2,500	2,500	2,500	-	0.0%
Professional Development/Travel	673	914	2,550	2,500	2,500	(50)	-2.0%
Office Supplies	7,439	1,616	3,000	2,800	2,950	(50)	-6.7%
Operating Supplies	131	211	300	700	180	(120)	133.3%
Fuel & Mileage	182	-	100	100	100	-	0.0%
Machinery & Equipment (<$25,000)	2,526	171	1,300	2,200	2,500	1,200	69.2%
Repair & Maintenance Supplies	-	840	-	500	525	525	100.0%
Property & Liability Costs	1,817	1,391	1,461	1,697	1,534	73	16.2%
Financial Fees	984	1,001	3,600	3,600	3,790	190	0.0%
Debt Service and Lease Payments	-	49	1,296	1,295	1,267	(29)	-0.1%
Total Operations	**26,242**	**22,663**	**32,797**	**33,032**	**33,496**	**699**	**2.1%**
Capital	-	-	-	-	-	**-**	**0.0%**
Total Court	**217,568**	**236,117**	**235,593**	**214,369**	**236,299**	**706**	**0.3%**

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Personnel								
=	81110	REGULAR PAY	112,429	133,421	128,367	76,186	116,520	125,749	131,126	135,060
	81120	OVERTIME PAY	216	149	400	70	107	400	400	400
	81199	VACANCY ADJUSTMENT			(4,326)			(4,401)	(4,589)	(4,727)
=	XWAGE	TOTAL WAGES	112,645	133,570	124,441	76,256	116,627	121,748	126,937	130,733
=	81220	CITY JUDGE	26,160	26,160	26,160	14,943	22,854	25,054	26,160	26,160
=	XOFF	TOTAL OFFICIALS FEES	26,160	26,160	26,160	14,943	22,854	25,054	26,160	26,160
=	81410	FICA (EMPLOYER'S SHARE)	10,307	11,757	11,457	6,593	10,083	11,536	12,155	12,519
=	81420	MEDICAL PREMIUMS	27,870	33,372	40,818	20,733	31,709	44,900	49,390	54,329
=	81430	GROUP INSURANCE PREMIUMS	2,019	2,004	2,010	1,134	1,734	2,010	2,211	2,432
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(4,872)	(6,697)	(8,492)	(5,359)	(8,196)	(9,341)	(10,275)	(11,303)
	81450	RETIREMENT CONTRIBUTIONS	17,008	11,828	3,525	3,525	3,525	3,878	4,265	4,692
	81455	DEFERRED COMP MATCH		1,394	2,809	1,918	2,933	2,949	3,097	3,252
	81470	WORKERS COMPENSATION PREMIUMS	189	66	68	67		70	72	75
	81475	WORKERS COMPENSATION CLAIMS					67			
=	XBEN	TOTAL BENEFITS	52,521	53,724	52,195	28,611	41,855	56,002	60,915	65,996
=	XPER	TOTAL PERSONNEL	191,326	213,454	202,796	119,810	181,336	202,804	214,012	222,889
		Operations								
+	82110	MAILING & OUTBOUND SHIPPING SERVICES	9,972	8,916	9,000	4,598	9,000	9,350	9,862	10,400
	1	Mail (followup)			9,000		9,000	9,350	9,862	10,400
	3	Various	9,972	8,916						
	*	Amount missing from detail				4,598				
=	XTRC	TOTAL TRANSPORTATION CHARGES	9,972	8,916	9,000	4,598	9,000	9,350	9,862	10,400
+	82210	PRINTING & COPYING SERVICES, OUTSOURCED	492	1,217	3,000	383	2,000	2,100	2,200	2,300
	1	Print Information Sheets for PD								
	2	Print forms for court	492	1,217	3,000		2,000	2,100	2,200	2,300
	*	Amount missing from detail				383				
	82245	FINGERPRINTING FEES	60							
	82250	TESTING & PHYSICALS			100		100	100	100	100
=	XOPSV	TOTAL OPERATING SERVICES	552	1,217	3,100	383	2,100	2,200	2,300	2,400
	82310	LEGAL NOTICES		115	115		115	120	125	135
+	82350	DUES FOR MEMBERSHIPS	397		125		125	130	140	145
	1	Natl Assoc of Court Managers (NACM)	397		125		125	130	140	145
	*	Amount missing from detail								
	82390	PUBLICATIONS, NON-TRAINING	396	383	500	316	500	525	550	580
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	793	498	740	316	740	775	815	860
	82450	TELEPHONE SERVICE	312	351	325	159	300	300	325	350
	82470	INTERNET & RELATED SERVICES	285	326	285	241	500	525	550	575
=	XUTIL	TOTAL UTILITIES	597	677	610	400	800	825	875	925
	825[illegible]0	COMPUTER SERVICES	336		500			260	500	750

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
+	82599	OTHER CONTRACTUAL SERVICES		2,240	2,740	1,120	2,500	2,240	2,240	2,240
	2	Support for Court Softwaere conversion (SQL)								
	3	Collections Contract Agent								
	4	SQL programming for onliine payments			500		260			
	5	SQL programming for PD interface								
	6	SQL programming for citation scanning interface								
	7	TBI - access to TJIS			2,240		2,240	2,240	2,240	2,240
	8	File Maintenance - General Sessions Records		2,240						
	*	Amount missing from detail				1,120				
=	XCTS	TOTAL CONTRACTUAL SERVICES	336	2,240	3,240	1,120	2,500	2,500	2,740	2,990
+	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	240	2,922	2,500	144	2,500	2,500	2,750	2,900
	1	Copier maintenance/repair			2,500		2,500	2,500	2,750	2,900
	2	Line Item 2	240	2,922						
	*	Amount missing from detail				144				
	82699	OTHER REPAIR & MAINTENANCE SERVICES								
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	240	2,922	2,500	144	2,500	2,500	2,750	2,900
+	82810	REGISTRATIONS	40	40	650		600	600	650	700
	1	TIES (TAC Conference - 2/year - REQUIRED)								
	2	MTAS - continuing education			150		100	100	150	200
	3	Various			500		500	500	500	500
	4	NACM Conference	40	40						
	*	Amount missing from detail								
+	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	191	636	800		800	800	875	925
	1	TIES (instate travel)			800					
	2	MTAS (mostly in Middle Tn)	191	636			800	800	875	925
	*	Amount missing from detail								
+	82840	LODGING	304	172	600		600	600	665	700
	1	TIES								
	2	Various			600		600	600	665	700
	3	NACM Conference	304	172						
	*	Amount missing from detail								
+	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	138	66	500		500	500	550	575
	1	TIES								
	2	Various			500		500	500	550	575
	3	NACM Conference	138	66						
	*	Amount missing from detail								
	82890	OTHER TRAVEL EXPENSES								
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	673	914	2,550		2,500	2,500	2,740	2,900
+	83110	OFFICE SUPPLIES	7,439	1,616	3,000	1,379	2,800	2,950	3,100	3,250
	1	Recurring office supplies	7,439	1,616	3,000		2,800	2,950	3,100	3,250
	*	Amount missing from detail				1,379				
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)				54				
=	XOFS	TOTAL OFFICE SUPPLIES	7,439	1,616	3,000	1,433	2,800	2,950	3,100	3,250
+	83260	UNIFORMS PURCHASED	131	211	300		700	180	180	180
	1	COF attire for staff (6 @ $30 each)			300		180	180	180	180
	2	Various	131	211			520			
	*	Amount missing from detail								

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
=	XOPS	TOTAL OPERATING SUPPLIES	131	211	300		700	180	180	180
+	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)	182		100		100	100	100	100
	1	Mileage reimbursement for MTAS in 82820 above			100		100	100	100	100
	2	Line Item 2	182							
	*	Amount missing from detail								
=	XFUEL	TOTAL FUEL & MILEAGE	182		100		100	100	100	100
+	83510	FURNITURE, FIXTURES (<$25,000)			300				300	300
	1	Chairs			300				300	300
	2	Line Item 2								
	*	Amount missing from detail								
+	83540	COMPUTER HARDWARE (<$25,000)	2,526	171	1,000	2,107	2,200	2,500	2,500	2,500
	1	Desktop (computer, monitor, keyboard)			1,000		2,200	2,500	2,500	2,500
	2	Printers								
	3	Court Software Server								
	4	Cashiering Equipment								
	5	Scanner								
	6	Copier Replacement ($9,000 moved to lease)								
	7	Line Item 7	2,526	171						
	*	Amount missing from detail				2,107				
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)	2,526	171	1,300	2,107	2,200	2,500	2,800	2,800
	83620	EQUIPMENT PARTS & SUPPLIES		840		173	500	525	550	575
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES		840		173	500	525	550	575
	85110	PROPERTY INSURANCE	524	746	783	923	923	822	863	906
	85111	FRAUD INSURANCE	16							
	85112	INLAND MARINE INSURANCE	234	6	7	53	53	7	8	8
	85113	AUTO PHYSICAL DAMAGE	91							
	85115	LIABILITY INSURANCE	443	402	422	500	500	443	465	489
	85116	E&O LIABILITY INSURANCE	344	237	249	221	221	261	275	288
	85119	UMBRELLA LIABILITY	165							
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	1,817	1,391	1,461	1,697	1,697	1,533	1,611	1,691
	85320	STATE FEES								
=	XPERM	TOTAL PERMITS								
	85530	E-COMMERCE FEES	1,209	1,001	3,600	2,136	3,600	3,790	3,990	4,200
	85570	BAD DEBT EXPENSE (NET OF RECOVERIES)	(225)							
=	XFLF	TOTAL FINANCIAL FEES	984	1,001	3,600	2,136	3,600	3,790	3,990	4,200
+	86600	LEASE/LOAN PRINCIPAL			1,246	1,234	1,246	1,247	1,258	
	1	2014 - Copier Replacement			1,246		1,246	1,247	1,258	
	*	Amount missing from detail				1,234				
+	86700	LEASE/LOAN INTEREST		49	50	5	49	20	7	
	1	2014 - Copier Replacement		49	50		49	20	7	
	*	Amount missing from detail				5				
=	XDSV	TOTAL DEBT SERVICE		49	1,296	1,239	1,295	1,267	1,265	

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
=	XOP	TOTAL OPERATIONS	26,242	22,663	32,797	15,746	33,032	33,495	35,678	36,171
		Capital								
=	XTOT	TOTAL EXPENDITURES	217,568	236,117	235,593	135,556	214,368	236,299	249,690	259,060

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
City Court						
1	Laptop	$ -	$ -	$ 2,000	**$ 2,000**	$ -
2	E-ticketing		$ -	$ 253,300	**$ 253,300**	$ -
Total		$ -	$ -	$ 255,300	**$ 255,300**	$ -

	Compensation	Benefits	Expenses	Total	Funded
Total G/F Requests	$ -	$ -	$ 255,300	**$ 255,300**	**$ -**
	(0 FTE)				

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

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

Department: **41200 COURT**

Division:

Title: **Laptop**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
83540 COMPUTER HARDWARE (<$25,000)	$2,000		$2,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$2,000	$0	$2,000

PURPOSE / DESCRIPTION OF REQUEST

With our new court location in the City Hall Board Room, the clerk's office is no longer contiguous with the courtroom making database access less available to court sessions. The addition of a laptop computer tied to the Clerk's database will bridge that information gap.

SERVICE IMPLICATION

Use of the laptop will bridge the courtroom and the clerk's office during court sessions. In addition, it presents other efficiency gains in how information from the day's court rulings are processed and recorded.

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE 1799

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

Department: **41200 COURT**

Division:

Title: **Electronic Ticketing**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
89540 COMPUTER HARDWARE (>$25,000)	$116,000	$31,500	$147,500
89550 COMPUTER SOFTWARE (>$25,000)	$105,800		$105,800
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$221,800	$31,500	$253,300

PURPOSE / DESCRIPTION OF REQUEST

City Traffic Police Officers have requested consideration of the purchase of electronic citation equipment, currently in use in multiple Middle Tennessee localities.

Funding for such a purchase can be from a two pronged approach. Through a dedicated increase of $10 in court costs, the system would be expense neutral by the end of 7 years. If you factor in productivity gains in the field as well as in the clerks office which result in annual wage savings of approximately $23,000, the break even point is reached at the end of year four. After this time, continuation of the dedicated court cost of $10 will be adequate to maintain the system without net appropraition of general funds.

SERVICE IMPLICATION

The promise is that an electronic citation system will improve officer safety, availability and efficiency of the overall process. With such as system, the traffic ticket is completed by the officer, a receipt is given to the defendant, and all information is automatically updated in the Municipal Court and PD RMS systems in a more efficient and informative fashion.

HUMAN RESOURCES

Shirley Harmon

Outline

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

Purpose of Department

The goal of this 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 interpretation.

Risk Management

For FY 2014, the City of Franklin has received an experience modification rate of .70. For each 10 percent below 1.00, the City receives a 10 percent credit on our Workers' Compensation premium.

For FY 2015, the City of Franklin's WC losses total just over $100,000. This will allow us to receive potentially over $200,000 back from Travelers in unused cash collateral.

For FY 2015, the City of Franklin has subrogated for a number of third party damage and has received approximately $65,000 back from citizens or insurance companies

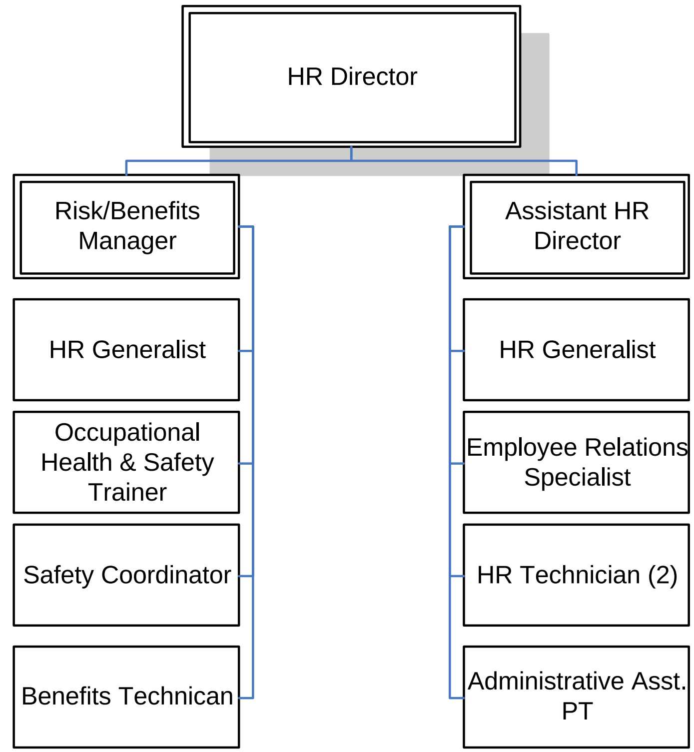
Insurance/Benefits

The City of Franklin's Blue Cross/Blue Shield funding is increasing by approximately 5% for FY 2016 and the administrative fees remain the same.

Our Delta Dental rates will not change for FY 2016. This means the increase is 0%.

Prescription rebates for the past four quarters show a savings of $177,308.63

Organization Chart



Base Budget Request: Personnel

Human Resources will maintain the current number of employees but will reorganize to combine a number of the duties. We are combining the Risk and Benefits Manager position; changing the Employee Relations Manager to a Specialist rather than a manager. The HR Technicians have and will continue to cross-train with the Benefits Technician.

Base Budget Request: Operations

The Operations Base Budget Request is for the Human Resources Department is $520,329. This amount includes $201,698 for the Lease/Loan principal and interest.

Base Budget Request: Capital

The Human Resources Department is not requesting any funding for Capital expenditures.

Program Enhancement Requests

1) Performance Management Software: We are requesting a web based performance management software system that will help us identify and track performance of every City Employee.

This web based system will replace our current paper evaluation system which has served us for nine years with basically no changes.

2) Office Furniture: We are also requesting money for new office furniture as part of renovations (the renovations are requested within the Project & Facilities Management Budget).

Summary

The base Human Resources Budget increased $20,000; this is largely due to the increase in the debt service and lease payments. We requested an additional $20,000 for new furniture for the front office upgrade and conference rooms and $30,000 for funds for computer services for a new evaluation system.

The increase in funds are to assist in the goals and major objectives set for Human Resources for the coming year.

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Human Resources

Shirley Harmon, Director

Budget Summary

	2013	2014	2015		2016	2015 v. 2016	
	Actual	Actual	Budget	Estimated	Base Budget	$	%
Personnel	747,009	805,919	865,735	848,832	870,226	4,491	0.5%
Operations	76,589	92,029	386,792	393,495	430,329	43,537	11.3%
Capital	0	19,408	28,000	38,928	0	(28,000)	100.0%
Total	**823,598**	**917,356**	**1,280,527**	**1,281,256**	**1,300,555**	**20,028**	**1.6%**

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 interpretation.

Human Resources

Shirley Harmon, Director

Department Summary (Continued)

We are proud to list below the goals that substantially contribute to the economic sustainability of the City of Franklin:

- Taleo Applicant Tracking System continues to be utilized to aid in reducing the number of days required in the recruitment process and dramatically reduces the amount of paper previously used. The HR Staff primarily focuses on job advertisements in electronic format and less on paper based methods.

- The City has received $152,463.90 in pharmacy rebates in the past 12 months which will directly reduce the total medical plan expenditures.

- As a result of subrogation by the Risk staff, the City has recovered $272,627.04 in damages done to City of Franklin property. The Risk staff has processed a total of 73 claims, which averages approximately $3,734.62 per claim. Currently, there are five (5) additional open claims, pending reimbursement.

- We have received our experience modification rate from NCCI for the FY 2013 insurance period and it is 0.69. The “mod” rate is a factor that is developed between the insured’s actual past experience and the expected or actual experience of the WC class code. When it is applied to our manual premium, it produces a premium that is more representative of our actual loss experience. Since we are below 1.0 (which is average) we will pay less premium for FY 2015.

- The Workers’ Compensation audit for FY 2013 revealed the City of Franklin will receive $86,120 refunded from Travelers to the City which is a 22.75% savings of the actuary’s recommended funding. This is due to better management of our Workers Compensation claims by the City’ Risk Manager.

- 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, and offered physicals.

- We are in the process of implementing Kronos, a Human Resources Information System. This software will eliminate entering data into numerous spreadsheets increasing efficiency and improving accuracy.

- In FY 2014, the position of Employee Relations Manager was added. This position has enabled our department to address the needs of our employees in a more focused and personal manner. The Employee Relations Manager will primarily address our city’s recruiting efforts, returning injured employees back to meaningful work at an expedited rate, and performing workplace investigations in an effort to alleviate conflict and increase employee/employer satisfaction.

Performance Measures

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, beginning in FY 2015, The City of Franklin has established **Franklin*Forward* : 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 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.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

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

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

Franklin will seek to attract and retain high quality employees whose diversity fully reflects the community.

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 FY 2013.

Baseline: 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: Franklin*Forward*	
	Sustainable Franklin	
	Tennessee Municipal Benchmarking Project	

Workload (Output) Measures

		2012	2013	2014	2015*	2016*
	Organization-Wide					
	Number of Budgeted Positions Full-Time	693	699	700	705	705
	Number of Budgeted Positions Part-Time	62	69	67	66	66
	Total FTEs (entire organization)	608.12	674.93	635	635	635
	Number of exempt FTEs	70.51	80.74	100	104	104
	Number of non-exempt FTEs	537.61	594.19	535	531	531

Performance Measures

	Employee Turnover for Full-Time Positions (Not Including Retirees)	4.90%	7.50%	7.60%	8.50%	9%
	Tennessee Statewide Benchmarking Average	*6.8%*	*8.4%*	*7.2%*	*TBD*	*TBD*
	Number of Vacancies Advertised Externally *	41	57	75	80	85
	Number of External Applications Processed	2,914	5,159	5,411	5,800	6,200
	Average Number of Applications per Advertised External Vacancy	71	91	72	73	73
	Average Number of Days to Fill a Position Advertised Externally	58	69	85	65	60
	Tennessee Statewide Benchmarking Average	*33.55*	*33.68*	*26.24*	*TBD*	*TBD*
	Number of new employees hired	23	46	112	123	130
	Number of new hires that were from within ranks (promoted)	6	6	9	9	11
	OSHA 300 log recordable injuries or illnesses	41	20	38	21	0
	Workers' compensation claims	104	69	92	46	0
	Human Resources Department Statistics					
	Total number of FTEs	10.68	10.82	10.00	10.70	11.70
	Human Resources Staff per 100 Employees	0.84	0.82	0.89	0.88	0.88
	Applications processed Internal & External	2914	5228	5671	6200	6400
	Requisitions approved Internal & External	72	79	98	108	115

* includes postings with multiple vacancies

Efficiency Measures

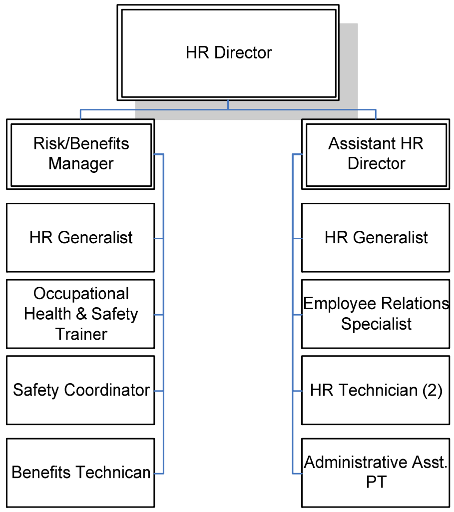
		2012	2013	2014	2015	2016
	Benefits to Salary Ratio (All Funds)	42.29%	47.49%	TBD	TBD	TBD
	Tennessee Statewide Benchmarking Average	*47.17%*	*47.72%*	*TBD*	*TBD*	*TBD*
	Benefits to Salary Ratio (General Fund)	39.44%	46.52%	TBD	TBD	TBD
	Tennessee Statewide Benchmarking Average	*42.24%*	*46.02%*	*TBD*	*TBD*	*TBD*
	Personnel Costs (All Funds) per FTE	$ 72,719	$ 61,650	$ 88,766	TBD	TBD
	Tennessee Statewide Benchmarking Average	*$ 70,028*	*$ 64,433*	*$ 66,252*	*TBD*	*TBD*
	Human Resources Cost per Human Resources FTE	$ 106,771	$ 106,067	$ 112,857	TBD	TBD
	Tennessee Statewide Benchmarking Average	*$ 107,635*	*$ 100,640*	*$ 120,601*	*TBD*	*TBD*
	Human Resources Cost per Total FTE (City -Wide)	$ 1,869	$ 1,540	$ 1,955	TBD	TBD
	Tennessee Statewide Benchmarking Average	*$ 1,170*	*$ 857*	*$ 886*	*TBD*	*TBD*
	Workers Compensation Cost per Claim	$426	$3,303	$4,615	$2,109	TBD
	Tennessee Statewide Benchmarking Average	*$ 8,488*	*$ 12,179*	*$ 6,043*	*TBD*	*TBD*
	Annual Wellness Cost per FTE	$ 35.05	$ 28.71	$ 35.00	$ 35.00	TBD
	Total benefits as a percent of total wages	42.2%	44.2%	43.1%	44.0%	TBD
	Retirement Contributions as a percent of total payroll	15.6%	14.2%	TBD	10.0%	10.0%
	Benefits as a percentage of All Funds personnel costs	N/A	32.2%	TBD	TBD	TBD

Performance Measures

Outcome (Effectiveness) Measures

		2012	2013	2014	2015*	2016*
The City of Franklin will have a talented, diverse, and engaged workforce.						
	Franklin will seek to attract and retain high quality employees whose diversity fully reflects the community.					
	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%	21%	23%	23%	23%
	% of Franklin Female	52.2%	52.2%	52.2%	52.2%	52.2%
	Meets Target?	No	No	No	No	No
	% of Employees Minority	6.6%	7.1%	7.3%	8.0%	8.0%
	% of Franklin Minority	15.6%	15.6%	15.6%	15.6%	15.6%
	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.					
	A safe and healthy workplace.					
	# of employees who had accidents	104	69	92	46	TBD
	# Number of lost work days by employees	185	158	81	95	TBD
	Meets Target?	**TBD**	**TBD**	**TBD**	**TBD**	**TBD**
	# of credit hours reimbursed for employees	N/A	345	239	192	200

Organizational Chart



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

Staffing by Position

Position	Pay Grade	FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Human Resources Director	Grade L	1	0	1	0	1	0	1	0	1	0
Assistant HR Director/Benefits	Grade K	1	0	1	0	1	0	1	0	0	0
Assistant HR Director	Grade K	0	0	0	0	0	0	0	0	1	0
Risk Manager	Grade J	1	0	1	0	1	0	1	0	0	0
Risk/Benefits Manager	TBD	0	0	0	0	0	0	0	0	1	0
Employee Relations Mgr II	Grade J	0	0	0	0	1	0	1	0	0	0
Employee Relations Specialist	Grade G	0	0	0	0	0	0	0	0	1	0
Benefits Manager	---	1	0	1	0	0	0	0	0	0	0
Occupational Health & Safety Trainer	Grade G	1	0	1	0	1	0	1	0	1	0
Safety Coordinator	Grade G	0	0	0	0	1	0	1	0	1	0
Human Resources Generalist	Grade G	0	0	0	0	2	0	2	0	2	0
Benefits Technician	Grade D	0	0	0	0	1	0	1	0	1	0
Human Resources Technician	Grade D	2	0	2	0	2	0	2	0	2	0
Administrative Assistant	Grade D	0	0	0	1	0	1	0	1	0	1
TOTALS		**7**	**0**	**7**	**1**	**11**	**1**	**11**	**1**	**11**	**1**

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	Difference %
Personnel							
Salaries & Wages	568,828	626,334	695,780	686,403	689,505	(6,275)	-0.9%
Employee Benefits	178,181	179,585	169,955	162,429	180,721	10,766	6.3%
Total Personnel	**747,009**	**805,919**	**865,735**	**848,832**	**870,226**	**4,491**	**0.5%**
Operations							
Transportation Services	2,890	8,258	9,600	8,600	8,100	(1,500)	-15.6%
Operating Services	4,296	1,989	3,000	4,000	4,000	1,000	33.3%
Notices, Subscriptions, etc.	8,849	6,465	9,000	8,600	10,100	1,100	12.2%
Utilities	5,158	6,221	6,615	6,615	6,705	90	1.4%
Contractual Services	83,076	81,283	165,000	158,713	166,500	1,500	0.9%
Repair & Maintenance Services	6,894	5,565	7,500	7,500	7,750	250	3.3%
Employee programs	164,884	216,499	295,500	281,525	283,000	(12,500)	-4.2%
Professional Development/Travel	12,442	4,685	27,300	27,600	28,200	900	3.3%
Office Supplies	7,910	7,775	10,110	9,110	9,470	(640)	-6.3%
Operating Supplies	4,379	2,187	5,515	4,515	4,875	(640)	-11.6%
Fuel & Mileage	2,352	1,545	3,000	3,000	2,700	(300)	-10.0%
Machinery & Equipment (<$25,000)	20,939	26,337	8,000	9,000	8,000	-	0.0%
Repair & Maintenance Supplies	467	80	500	-	-	(500)	-100.0%
Property & Liability Costs	2,295	4,254	4,466	6,686	6,676	2,210	49.5%
Financial Fees	54	-	-	-	-	-	0.0%
Other Business Expenses	-	4	500	500	510	10	2.0%
Debt Service and Lease Payments	-	193	149,141	175,486	201,698	52,557	35.2%
Interfund Reimbursements	(250,296)	(281,311)	(317,955)	(317,955)	(317,955)	-	0.0%
Total Operations	**76,589**	**92,029**	**386,792**	**393,495**	**430,329**	**43,537**	**11.3%**
Machinery & Equipment (>$25,000)	-	19,408	28,000	38,928	-	(28,000)	-100.0%
Capital	-	19,408	28,000	38,928	-	**(28,000)**	**100.0%**
Total Human Resources	**823,598**	**917,356**	**1,280,527**	**1,281,256**	**1,300,555**	**20,028**	**1.6%**

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Personnel								
=	81110	REGULAR PAY	526,989	614,451	697,757	464,254	674,544	691,715	747,218	769,635
	81120	OVERTIME PAY	357	587	2,000	1,230	1,859	2,000	2,120	2,120
	81150	TEMPORARY WORK BY NON-CITY EMPLOYEES	41,482	11,296	20,000		10,000	20,000	20,000	20,000
	81199	VACANCY ADJUSTMENT			(23,977)			(24,210)	(26,153)	(26,937)
=	XWAGE	TOTAL WAGES	568,828	626,334	695,780	465,484	686,403	689,505	743,185	764,818
=	81410	FICA (EMPLOYER'S SHARE)	39,443	45,681	52,406	34,368	49,962	52,916	57,162	58,877
=	81420	MEDICAL PREMIUMS	84,680	76,829	90,130	63,747	90,130	99,143	109,057	119,963
=	81430	GROUP INSURANCE PREMIUMS	7,250	7,961	9,120	6,201	8,374	9,120	10,032	11,035
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(11,842)	(16,356)	(18,049)	(15,241)	(21,946)	(19,854)	(21,839)	(24,023)
	81450	RETIREMENT CONTRIBUTIONS	51,020	54,515	24,672	24,672	24,672	27,139	29,853	32,838
	81455	DEFERRED COMP MATCH	4,716	10,828	11,536	7,246	10,636	12,113	12,718	13,354
	81470	WORKERS COMPENSATION PREMIUMS	2,589	127	140	370		144	148	152
	81475	WORKERS COMPENSATION CLAIMS	325				601			
=	XBEN	TOTAL BENEFITS	178,181	179,585	169,955	121,363	162,429	180,721	197,131	212,196
=	XPER	TOTAL PERSONNEL	747,009	805,919	865,735	586,847	848,832	870,226	940,316	977,014
		Operations								
	82110	MAILING & OUTBOUND SHIPPING SERVICES	2,860	8,210	9,000	6,039	8,000	5,000	5,000	5,000
	82120	FREIGHT FOR INBOUND PURCHASED ITEMS			500		500	3,000	3,000	3,000
	82130	VEHICLE LICENSES & TITLES	30	48	100	30	100	100	100	100
=	XTRC	TOTAL TRANSPORTATION CHARGES	2,890	8,258	9,600	6,069	8,600	8,100	8,100	8,100
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	3,197	958	2,000	2,484	3,000	3,000	3,125	3,200
	82250	TESTING & PHYSICALS	569	1,021	500	432	500	500	530	545
	82299	OTHER OPERATING SERVICES	530	10	500	121	500	500	530	545
=	XOPSV	TOTAL OPERATING SERVICES	4,296	1,989	3,000	3,037	4,000	4,000	4,185	4,290
	82310	LEGAL NOTICES	2,939	2,394	3,000	1,131	2,500	2,500	2,750	3,000
	82350	DUES FOR MEMBERSHIPS	3,234	2,461	3,000	1,619	3,000	3,100	3,200	3,300
!	82355	PROFESSIONAL STANDARDS / ACCREDITATION	100		500		500	500	700	800
!	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)				735	1,000	2,000	2,500	3,000
	82390	PUBLICATIONS, NON-TRAINING	2,576	1,610	2,500	888	1,600	2,000	2,250	2,500
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	8,849	6,465	9,000	4,373	8,600	10,100	11,400	12,600
!	82450	TELEPHONE SERVICE	980	1,118	1,060	573	1,060	1,100	1,124	1,160
	82451	800 MHZ ACCESS LINE SERVICE	50	82	105	46	105	105	112	115
	82455	CELLULAR TELEPHONE SERVICE	3,272	4,043	4,500	1,878	4,500	4,500	4,775	4,920
	82470	INTERNET & RELATED SERVICES	856	978	950	723	950	1,000	1,010	1,040
=	XUTIL	TOTAL UTILITIES	5,158	6,221	6,615	3,220	6,615	6,705	7,021	7,235
!+	82510	COMPUTER SERVICES	60	47,610	75,000		77,213	75,000	75,000	75,000
	1	HRIS - Kronos Software Maintenance		41,610						
	2	HRIS - Kronos Cloud Hosting		6,000						
	3	Various	60		75,000		77,213	75,000	75,000	75,000
	4	Tenzinga - Cloud Hosting								
	*	Amount missing from detail								
+	82560	CONSULTANT SERVICES	81,772	33,415	90,000	34,043	80,000	90,000	80,000	90,000
	1	Property Appraisals: PD, Public Works Facility, WP, WWTP			10,000		10,000	10,000	10,000	10,000

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	2	Benefits Consultant			50,000	34,043	50,000	50,000	50,000	50,000
	3	Burris Thompson			20,000		20,000	20,000	20,000	20,000
	4	Acuff			10,000			10,000		10,000
	5	Various	81,772	33,415						
	*	Amount missing from detail								
	82599	OTHER CONTRACTUAL SERVICES	1,244	258		581	1,500	1,500	1,500	1,500
=	XCTS	TOTAL CONTRACTUAL SERVICES	83,076	81,283	165,000	34,624	158,713	166,500	156,500	166,500
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	567	2,022	3,000	110	3,000	3,100	3,200	3,300
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	6,052	3,543	4,500	1,703	4,500	4,650	4,775	4,920
!	82660	BUILDING REPAIR & MAINTENANCE SERVICES	275							
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	6,894	5,565	7,500	1,813	7,500	7,750	7,975	8,220
	82710	RETIREMENT SERVICES		7,650		6,025	6,025			
	82720	TUITION ASSISTANCE PROGRAM	100,185	102,877	130,000	50,952	110,000	110,000	115,000	115,000
	82730	EMPLOYEE ASSISTANCE PROGRAM	14,179	14,638	16,000	11,263	16,000	20,000	21,000	22,000
+	82740	EMPLOYEE WELLNESS PROGRAM	17,484	14,414	23,000	7,957	23,000	24,000	30,000	35,000
	1	Flu Shots			7,000		7,000	7,000		
	10	Other Wellness programs/events			4,500		4,500	5,000		
	2	Health Screenings			2,500		2,500	1,500		
	4	Health Fair			5,000		5,000	5,000		
!	5	Various	17,484	14,414				1,000	30,000	35,000
	6	Fitness Center - Comcast			500		500	500		
	7	Fitness Center - Fitness Direct Contract			800		800	1,000		
	8	Fitness Center - repairs			1,200		1,200	1,500		
	9	Fitness Center - Equipment			1,500		1,500	1,500		
	*	Amount missing from detail				7,957				
	82750	EMPLOYEE RECOGNITION/RECEPTIONS	12,205	6,436	17,000	7,315	17,000	17,500	18,000	18,575
+	82760	SAFETY PROGRAMS	8,044	48,236	50,000	20,875	50,000	50,000	50,000	50,000
	1	Health and Safety Fair			10,000		10,000	10,000		
	2	Safety Incentive Program			10,000		10,000	10,000		
	3	Technical Training: Confined Space			9,000		9,000	9,000		
	4	Samba Drivers License Monitoring			9,672		9,672	9,672		
	5	TN Workers Comp Law Change Posting Updates			1,428		1,428	1,428		
	6	IA Pro/Blueteam (internal risk reporting)			9,900		9,900	9,900		
	7	Various	8,044	48,236					50,000	50,000
	*	Amount missing from detail				20,875				
	82780	TRAINING, OUTSIDE	378	20,771	47,500	27,255	47,500	49,000	50,400	52,000
!	82790	TRAINING, IN-HOUSE	12,409	1,477	12,000	2,920	12,000	12,500	12,730	13,115
=	XEPG	TOTAL EMPLOYEE PROGRAMS	164,884	216,499	295,500	134,562	281,525	283,000	297,130	305,690
	82810	REGISTRATIONS	4,378	1,343	15,000	6,242	15,000	15,500	16,000	16,400
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	271	446	600	342	900	1,000	1,200	1,300
	82830	AIR TRAVEL	2,457	1,269	3,200		3,200	3,200	3,200	3,200
	82840	LODGING	4,884	1,434	6,700	2,528	6,700	6,700	7,000	7,000
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	382	193	1,800	518	1,800	1,800	2,000	2,100
	82890	OTHER TRAVEL EXPENSES	70							
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	12,442	4,685	27,300	9,630	27,600	28,200	29,400	30,000
	83110	OFFICE SUPPLIES	4,875	6,168	6,500	2,974	6,500	6,700	6,700	7,100
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)			400		400	450	500	550
	83130	EMPLOYEE BENEVOLENCE ITEMS	50	65	210	77	210	220	230	240
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	2,985	1,542	3,000	1,147	2,000	2,100	2,200	2,300
=	XOSS	TOTAL OFFICE SUPPLIES	7,910	7,775	10,110	4,198	9,110	9,470	9,630	10,190

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
!	83210	TRAINING SUPPLIES	374	438	2,000	116	2,000	2,100	2,120	2,185
	83250	SAFETY SUPPLIES	2,208	81		71				
	83260	UNIFORMS PURCHASED		140	515		515	525	545	560
!	83299	OTHER OPERATING SUPPLIES	1,797	1,528	3,000	187	2,000	2,250	2,500	2,750
=	XOPS	TOTAL OPERATING SUPPLIES	4,379	2,187	5,515	374	4,515	4,875	5,165	5,495
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	2,352	1,545	3,000	764	3,000	2,700	2,835	2,977
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)								
=	XFUEL	TOTAL FUEL & MILEAGE	2,352	1,545	3,000	764	3,000	2,700	2,835	2,977
!	83510	FURNITURE, FIXTURES (<$25,000)	2,494	504	2,000		2,000	2,000	2,000	2,000
+	83530	MACHINERY & EQUIPMENT (<$25,000)	866	3,362						
	1	2014 - Copier ($16,000 to lease)								
	2	Line Item 2	866	3,362						
	*	Amount missing from detail								
	83540	COMPUTER HARDWARE (<$25,000)	2,661	4,924	6,000	6,607	7,000	6,000	6,250	6,500
	83550	COMPUTER SOFTWARE (<$25,000)	14,918	17,547						
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)	20,939	26,337	8,000	6,607	9,000	8,000	8,250	8,500
	83620	EQUIPMENT PARTS & SUPPLIES	467	80	500	121			530	545
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	467	80	500	121			530	545
	85110	PROPERTY INSURANCE	507	746	783	1,095	1,095	822	863	906
	85111	FRAUD INSURANCE	16							
	85112	INLAND MARINE INSURANCE	226	47	49	655	655	688	722	759
	85113	AUTO PHYSICAL DAMAGE	88	37	39	73	73	77	81	85
	85115	LIABILITY INSURANCE	429	1,667	1,750	2,604	2,604	2,735	2,872	3,015
	85116	E&O LIABILITY INSURANCE	333	985	1,034	1,151	1,151	1,209	1,269	1,333
	85117	VEHICLE LIABILITY INSURANCE	536	722	758	995	995	1,045	1,097	1,152
	85118	LAW ENFORCEMENT LIABILITY INSURANCE					63			
	85119	UMBRELLA LIABILITY	160							
	85140	SURETY/NOTARY BONDS		50	53		50	100	100	100
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	2,295	4,254	4,466	6,573	6,686	6,676	7,004	7,350
	85580	LATE CHARGES	54							
=	XFLF	TOTAL FINANCIAL FEES	54							
	85990	MISCELLANEOUS		4	500		500	510	530	545
=	XOBE	TOTAL OTHER BUSINESS EXPENSES		4	500		500	510	530	545
!+	86600	LEASE/LOAN PRINCIPAL			145,190	170,685	170,685	198,206	198,160	27,807
	1	2014 - Vehicle ($27,000)			8,910	8,950	8,950	9,046	9,126	
	2	2014 - Copier ($16,000)			5,280	3,769	3,769	3,809	3,843	
	3	2014- Kronos ($392,000)			131,000	131,000	131,000	131,000	130,000	
	4	2015 - Chase - Kronos Software				26,966	26,966	54,351	55,191	27,807
	*	Amount missing from detail								
+	86700	LEASE/LOAN INTEREST		193	3,951	4,801	4,801	3,492	1,461	148
	1	2014 - Vehicle ($27,000)			244	245	245	148	49	
	2	2014 - Copier ($16,000)		193	145	103	103	62	21	
	3	2014-Kronos ($392,000)			3,562	3,562	3,562	1,963	653	
	4	2015 - Chase - Kronos Software				891	891	1,319	738	148

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	*	Amount missing from detail								
=	XDSV	TOTAL DEBT SERVICE		193	149,141	175,486	175,486	201,698	199,621	27,955
	87510	REIMB OF INTERFUND SERVICES	(250,296)	(281,311)	(317,955)	(317,955)	(317,955)	(317,955)	(333,328)	(312,886)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(250,296)	(281,311)	(317,955)	(317,955)	(317,955)	(317,955)	(333,328)	(312,886)
=	XOP	TOTAL OPERATIONS	76,589	92,029	386,792	73,496	393,495	430,329	421,948	293,306
		Capital								
=	89520	VEHICLES (>$25,000)			28,000	31,290	31,290			
+	89550	COMPUTER SOFTWARE (>$25,000)		19,408		7,638	7,638			
	1	2012 - HRIS		19,408			7,638			
	*	Amount missing from detail				7,638				
=	XMEO	TOTAL MACHINERY & EQUIPMENT (>$25,000)		19,408	28,000	38,928	38,928			
=	XCAP	TOTAL CAPITAL		19,408	28,000	38,928	38,928			
=	XTOT	TOTAL EXPENDITURES	823,598	917,356	1,280,527	699,271	1,281,255	1,300,555	1,362,264	1,270,320

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Human Resources						
1	Performance Management Software	$ -	$ -	$ 30,000	**$ 30,000**	$ -
2	Furniture & Furnishings	$ -	$ -	$ 20,000	**$ 20,000**	$ -
Total		$ -	$ -	$ 50,000	**$ 50,000**	$ -

	Compensation	Benefits	Expenses	Total	
Total G/F Requests	$ -	$ -	$ 50,000	**$ 50,000**	**$ -**

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

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

Department: **41650 HUMAN RESOURCES**

Division:

Title: **Performance Management 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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82510 COMPUTER SERVICES		$30,000	$30,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$0	$30,000	$30,000

PURPOSE / DESCRIPTION OF REQUEST

We are requesting a performance management software system that will help us identify and track performance management throughout the entire agency. We will look for a system that identifies expectations for each position within the City. The system will also need to identify daily, weekly, monthly, and yearly tasks and track them within the system. Performance standards will be identified and accessible to all employees via a web based system.

Ongoing costs after FY 2016 estimated to be as high as $40,000 annually.

SERVICE IMPLICATION

This particular item will help the City reach one of Mr. Stuckey's Four Key Areas of Focus for 2016 which is: Develop a Truly Merit Based Pay System. A performance management system will also replace our current paper evaluation system which has served us for nine years with basically no changes.

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

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

Department: **41650 HUMAN RESOURCES**
Division:
Title: **Remodel/Upgrade - Furnishings/Equipment**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
83510 FURNITURE, FIXTURES (<$25,000)	$20,000		$20,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$20,000	$0	$20,000

PURPOSE / DESCRIPTION OF REQUEST

Furniture, Fixtures includes furnishing of renovated areas of Human Resources, conference room and other office furnishings (tables and chairs).

SERVICE IMPLICATION

Remodel/Upgrade (remodel of space, carpeting, and cubicles) is included in Project and Facilities proposed budget. The furnishings above are needed for the remodel/upgrade.

General Expenses

General Expenses

Outline

- Purpose of Department

- Base Budget Request

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 and other "shared" software services - such as Granicus and Socrata.

City of Franklin, Tennessee - FY 2016 Budget Request
General Expenses

HISTORIC FRANKLIN TENNESSEE

Base Budget Request:

Budget Summary

	2013	2014	2015		2016	2015 v. 2016	
	Actual	Actual	Budget	Estimated	Base Budget	$	%
Personnel	254,033	-793,092	432,908	297,908	321,408	-111,500	-25.76%
Operations	228,820	587,421	123,000	342,247	194,870	71,870	58.43%
Capital	0	2,400	0	0	0	-	100.00%
Total	**482,853**	**-203,271**	**555,908**	**640,155**	**516,278**	**-39,630**	**-7.13%**

This budget will be revised during the month of April with final Medical and insurance costs and any allowance for merit/general pay increases. No allowance for pay increases has been accounted for at this time, thus resulting in the decrease in the overall budget. Operations is increasing due to the added costs of Socrata (online performance measurement software) and higher audit costs.

City of Franklin, Tennessee
FY 2016 Operating Budget Request

General Expenses

Budget Summary

	2013	2014	2015		2016	2015 v. 2016	
	Actual	Actual	Budget	Estimated	Base Budget	$	%
Personnel	254,033	-793,092	432,908	297,908	321,408	-111,500	-25.76%
Operations	228,820	587,421	123,000	342,247	194,870	71,870	58.43%
Capital	0	2,400	0	0	0	-	100.00%
Total	**482,853**	**-203,271**	**555,908**	**640,155**	**516,278**	**-39,630**	**-7.13%**

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, 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 Granicus and Socrata.

This budget will be revised during the month of April with final Medical and insurance costs and any allowance for merit/general pay increases.

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.

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	Difference %
Personnel							
Salaries & Wages	-	-	125,000	105,000	-	(125,000)	-100.0%
Employee Benefits	254,033	(793,092)	307,908	192,908	321,408	13,500	4.4%
Total Personnel	**254,033**	**(793,092)**	**432,908**	**297,908**	**321,408**	**(111,500)**	**-25.8%**
Operations							
Notices, Subscriptions, etc.	9,152	26,159	26,000	31,521	33,500	7,500	28.8%
Utilities	16,838	30,221	-	288	-	-	0.0%
Contractual Services	46,910	118,426	109,500	149,748	157,500	48,000	43.8%
Repair & Maintenance Services	52,483	17,763	-	698	-	-	0.0%
Fuel & Mileage	(75,910)	(10,790)	(30,000)	150,000	-	30,000	-100.0%
Machinery & Equipment (<$25,000)	1,650	-	-	9,992	2,000	2,000	0.0%
Repair & Maintenance Supplies	-	3,501	-	-	-	-	0.0%
Operational Units	175,596	-	-	-	-	-	0.0%
Rentals	176	-	-	-	100	100	0.0%
Permits	425	2,520	-	-	270	270	0.0%
Financial Fees	-	897	-	-	-	-	0.0%
Other Business Expenses	1,500	398,724	17,500	-	1,500	(16,000)	-91.4%
Total Operations	**228,820**	**587,421**	**123,000**	**342,247**	**194,870**	**71,870**	**58.4%**
Buildings	-	2,400	-	-	-	-	0.0%
Capital	-	2,400	-	-	-	**-**	**100.0%**
Total General Expenses	**482,853**	**(203,271)**	**555,908**	**640,155**	**516,278**	**(39,630)**	**-7.1%**

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Personnel								
+=	81110	REGULAR PAY			125,000		105,000			
	01	General salary increase (full-year)								
=	02	Merit pay program			125,000		105,000			
	03	Additional Classification / Compensation								
	04	Classification and Compensation plan								
	05	Phase 2, Stormwater								
	06	Phase 2, Water & Sewer								
	*	Amount missing from detail								
=	XWAGE	TOTAL WAGES			125,000		105,000			
+=	81420	MEDICAL PREMIUMS	340,917	(702,329)	355,000		265,000	368,500	354,975	364,178
	1	Medical Claims			7,460,000		7,300,000	8,206,000	9,026,600	9,929,260
	2	Admin Fees-Claims			200,000		200,000	225,000	225,000	250,000
	3	Admin Fees-Reinsurance			350,000		325,000	367,500	385,875	405,168
	4	Refunds			(10,000)		(10,000)	(10,000)	(10,000)	(10,000)
	5	Departmental Allocations			(7,750,000)		(7,650,000)	(8,525,000)	(9,377,500)	(10,315,250)
	6	2015 - Health Insurance Tax			105,000		100,000	105,000	105,000	105,000
	7		340,917	(702,329)						
	*	Amount missing from detail								
+=	81430	GROUP INSURANCE PREMIUMS	(5,513)	14,821	2,908		2,908	2,908	3,000	3,000
	1	Dental Claims			372,908		372,908	372,908	373,000	373,000
	2	Admin Fees-Claims			30,000		30,000	30,000	30,000	30,000
	3	Refunds								
	4	Departmental Allocations			(400,000)		(400,000)	(400,000)	(400,000)	(400,000)
	5	Line Item 5	(5,513)	14,821						
	*	Amount missing from detail								
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(81,371)	(105,584)	(50,000)	(69,516)	(75,000)	(50,000)	(50,000)	(50,000)
=	XBEN	TOTAL BENEFITS	254,033	(793,092)	307,908	(69,516)	192,908	321,408	307,975	317,178
=	XPER	TOTAL PERSONNEL	254,033	(793,092)	432,908	(69,516)	297,908	321,408	307,975	317,178
		Operations								
	82120	FREIGHT FOR INBOUND PURCHASED ITEMS				10				
=	XTRC	TOTAL TRANSPORTATION CHARGES				10				
	82340	LEADERSHIP RETREATS								
	82350	DUES FOR MEMBERSHIPS	9,152	22,659	22,500	23,021	23,021	25,000	25,000	25,000
	82351	DUE TO OTHER GOVERNMENT AGENCIES								
	82355	PROFESSIONAL STANDARDS / ACCREDITATION		3,500	3,500	3,500	3,500	3,500	3,500	3,500
	82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)								
	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)				5,000	5,000	5,000	5,000	5,000
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	9,152	26,159	26,000	31,521	31,521	33,500	33,500	33,500
	82410	ELECTRIC SERVICE	10,627	17,334						
	82415	ELECTRIC SERVICE - STREETLIGHTS	401							
	82420	WATER & SEWER SERVICE	794	805						

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	82430	STORMWATER SERVICE	4,039	3,940		123	123			
	82435	SOLID WASTE SERVICE		354		165	165			
	82440	NATURAL GAS SERVICE	977	7,788						
=	XUTIL	TOTAL UTILITIES	16,838	30,221		288	288			
	82510	COMPUTER SERVICES	21,674	38,205	45,000	25,850	70,000	70,000	70,000	70,000
	82520	LEGAL SERVICES	1,236	2,306		15,998	15,998			
	82530	AUDIT SERVICES	24,000	24,250	24,500	38,750	38,750	47,500	48,000	48,500
+	82560	CONSULTANT SERVICES			15,000			15,000	15,000	15,000
	1	various						15,000	15,000	15,000
	2	legislative support			15,000					
	*	Amount missing from detail								
	82599	OTHER CONTRACTUAL SERVICES		53,665	25,000		25,000	25,000	25,000	25,000
=	XCTS	TOTAL CONTRACTUAL SERVICES	46,910	118,426	109,500	80,598	149,748	157,500	158,000	158,500
	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	31,606							
	82652	LANDSCAPING SERVICES	12,600	135						
	82654	GROUNDS MAINTENANCE SERVICES	1,081	800						
	82660	BUILDING REPAIR & MAINTENANCE SERVICES	7,196	11,328		698	698		1,000	1,000
	82699	OTHER REPAIR & MAINTENANCE SERVICES		5,500						
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	52,483	17,763		698	698		1,000	1,000
	82760	SAFETY PROGRAMS								
=	XEPG	TOTAL EMPLOYEE PROGRAMS								
	83240	MEDICAL SUPPLIES								
=	XOPS	TOTAL OPERATING SUPPLIES								
	83315	FUEL HEDGING COSTS	(75,910)	(10,790)	(30,000)	101,745	150,000			
=	XFUEL	TOTAL FUEL & MILEAGE	(75,910)	(10,790)	(30,000)	101,745	150,000			
	83510	FURNITURE, FIXTURES (<$25,000)				1,419	1,419			
	83530	MACHINERY & EQUIPMENT (<$25,000)	1,650			8,573	8,573	2,000	2,000	2,000
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)	1,650			9,992	9,992	2,000	2,000	2,000
	83660	BUILDING MAINTENANCE SUPPLIES		3,501						
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES		3,501						
	84950	GRANT PROGRAMS	175,596							
=	XOPU	TOTAL OPERATIONAL UNITS	175,596							
	85220	PROPERTY TAX-RENTAL PROPERTY	176					100	100	100
=	XRENT	TOTAL RENTALS	176					100	100	100
	85310	PERMITS	250					250	250	250
	85320	STATE FEES	20	20						
	85325	FEDERAL FEES		2,500						
	853[illegible]0	RECORDING & FILING FEES	155					20	20	20

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
=	XPERM	TOTAL PERMITS	425	2,520				270	270	270
	85560	PRIOR YEAR TAX WRITE-OFFS		897						
=	XFLF	TOTAL FINANCIAL FEES		897						
	85990	MISCELLANEOUS	1,500	398,724	17,500			1,500	1,500	1,500
	85999	COST CONTAINMENT MEASURES								
=	XOBE	TOTAL OTHER BUSINESS EXPENSES	1,500	398,724	17,500			1,500	1,500	1,500
=	XOP	TOTAL OPERATIONS	228,820	587,421	123,000	224,852	342,247	194,870	196,370	196,870
		Capital								
	89230	BUILDING IMPROVEMENTS		2,400						
=	XBLDG	TOTAL BUILDINGS		2,400						
=	XCAP	TOTAL CAPITAL		2,400						
=	XTOT	TOTAL EXPENDITURES	482,853	(203,271)	555,908	155,336	640,155	516,278	504,345	514,048

Information Technology

Director: Fred Banner

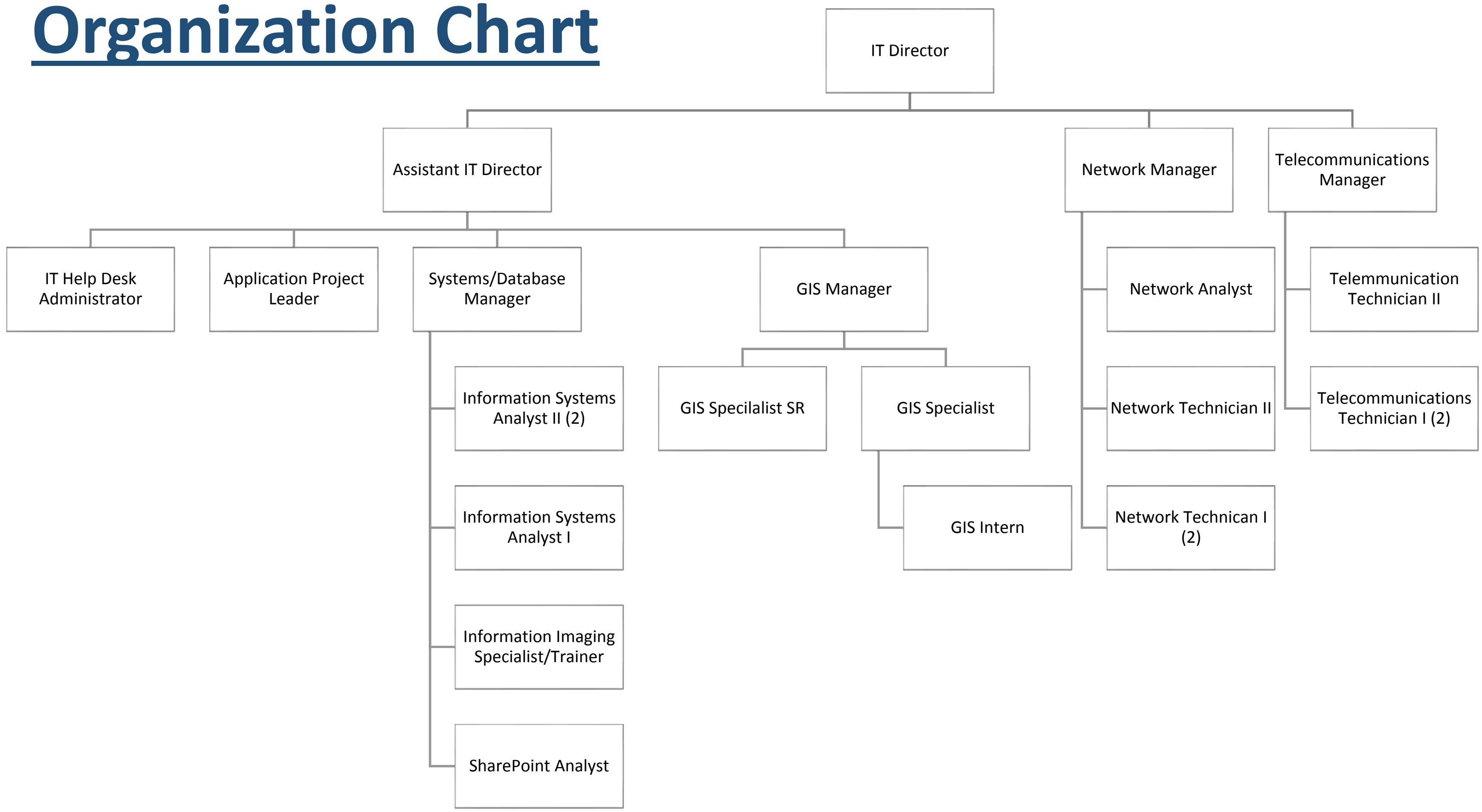
Outline

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

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.

Organization Chart



Base Budget Request: Personnel

In addition to the existing base personnel, wages and benefits we are requesting the following program enhancements:

Network Services

New: (1) Part-time Network Technician I

Information Systems

Reclassification: (1) Information Systems Analyst I to Information Systems Analyst II

Base Budget Request: Operations

2015 Approved Budget: $2,165,650
2016 Proposed Budget: $2,125,839

Key Expenses
- $1,377,149 for Computer Services

Base Budget Request: Capital

2015 Approved Budget: $50,000
2016 Proposed Budget: $34,500

Replacement of Backup Solution, removing $33,000 from Operation Budget for FY 2016.

Program Enhancement Requests (Cont)

Personnel

1)Reclassification of Information Systems Analyst I to Information Systems Analyst II
2)Add one Part-Time Network Technician I

IT Hardware

1) Konica Multi-Functional Device for Application Group Area - $8,000
2) Intrusion Prevention/Detection Service Network Security Appliance - $70,000
3) AeroFlex 3920 Digital Radio Test Set - $44,000

IT Software

1) SolarWind Application Monitoring Software - $30,000
2) Soti – Mobile Device Management Software - $15,000

Program Enhancement Requests

Vehicles

1) Chevrolet Equinox (Replacement) - $25,000
2) Chevrolet Equinox (New) - $25,000

IT Fiber Project

1) 5th Ave to Wastewater Plant - $25,000
2) Long Lone/Lula Lighting - $50,000
3) Wastewater Plant to Mack Hatcher/Harpeth River - $15,000
4) Hillsboro/ Mack Hatcher to Mack Hatcher /Franklin Rd - $35,000
5) Mack Hatcher /Franklin Rd to Franklin Rd/Mallory Station - $15,000
6) Franklin Rd/Mallory Station to Mallory Station/Mallory - $28,000
7) Hillsboro Rd/ Mack Hatcher to FS4 - $26,000
8) Downs/West Main St to Incinerator Rd - $32,000
9) Hwy 96 E/Carothers to Long Lane Tower - $92,000
10) Make Ready (Poles Conduit) - $60,000

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Information Technology

Fred Banner, Director

Budget Summary

	2013 Actual	2014 Actual	2015 Budget	2015 Estimated	2016 Base Budget	2015 v. 2016 $	2015 v. 2016 %
Personnel	1,268,851	1,314,453	1,490,289	1,507,558	1,582,665	92,376	6.20%
Operations	2,080,060	2,196,749	2,259,185	2,249,470	2,125,839	-133,346	-5.90%
Capital	0	959,444	50,000	50,000	34,500	(15,500)	-31.00%
Total	**3,348,911**	**4,470,646**	**3,799,474**	**3,807,028**	**3,743,004**	**-56,470**	**-1.49%**

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

FY 2016 Outlook

Performance Measures

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, beginning in FY 2015, The City of Franklin has established **Franklin*Forward* : 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 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.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

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: The City of Franklin currently has 100 services available for citizens to complete online in 2013.

Key:	
Strategic Plan: Franklin*Forward*	
Sustainable Franklin	
Tennessee Municipal Benchmarking Project	

Workload (Output) Measures

		2012	2013	2014	2015*	2016*
	Number of ArcMap Licenses -GIS	70	80	90	75	TBD
	Number of 800 MHz Radios (Motorola)	724	725	725	725	TBD
	Number of Cell Phones (Verizon Wireless)	251	260	260	264	TBD
Sustainable Franklin	Number of Cell Phones Recycled	TBD	TBD	124	130	TBD
	Number of Wireless Lines (Verizon Wireless)	427	435	480	510	TBD
	Number of Active User Extensions -Phone System (Cisco Systems)	506	510	667	723	TBD
	Number of Desktop Computers	410	500	525	500	TBD
	Number of Laptops	227	300	315	350	TBD
	Number of Servers	53(18)*	53(50)*	30(65)*	20(90)	TBD
Sustainable Franklin	Number of Servers Virtualized	N/A	15	TBD	90	TBD
	Help Desk / HelpStar Requests by Category:	0	0	0	0	TBD
	800 MHz Radios	114	120	140	72	TBD
	Financial Applications	85	90	90	189	TBD
	FIRE -Computer Technology	200	200	200	132	TBD
	GIS	211	230	240	167	TBD
	Hardware	330	350	450	321	TBD

	Phones	375	350	400	311	TBD
	Police - Computer Technology	690	700	650	366	TBD
	Printers	162	161	200	132	TBD
	Software	1270	1350	1400	1314	TBD
	TriTech	5	10	10	1	TBD
	Web Related	225	235	350	159	TBD
	Total Active Calls:	1,296,156	1,296,156	1,296,156	1,296,156	TBD
	Duration:	4,887:37:25 (hours/minutes /seconds)	4,887:37:25 (hours/minutes /seconds)	4,887:37:25 (hours/minutes /seconds)	4,887:37:25 (hours/minutes /seconds)	TBD
	Total Push to Talks:	2,868,220	2,868,220	2,868,220	2,868,220	TBD
	Average Voice Call Duration:	0:00:14 (seconds)	0:00:14 (seconds)	0:00:14 (seconds)	0:00:14 (seconds)	TBD

Efficiency Measures

		2012	2013	2014	2015*	2016*
	TBD					

Outcome (Effectiveness) Measures

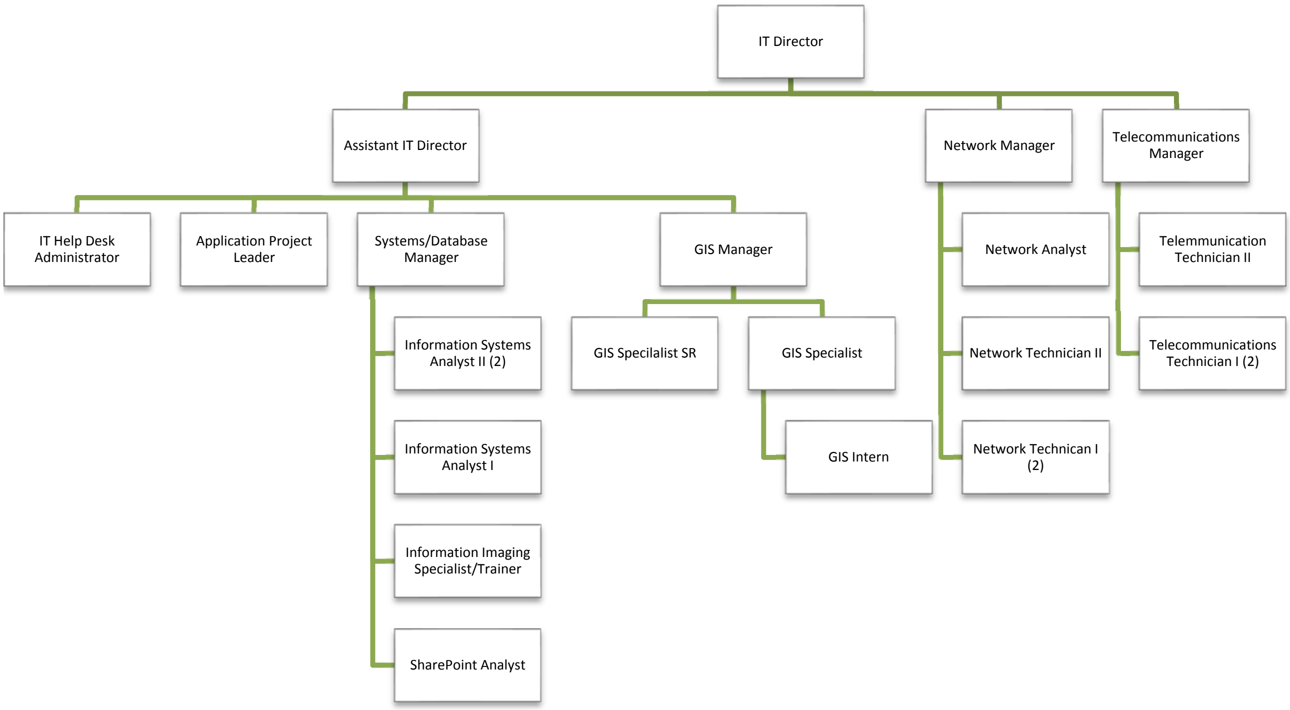
		2012	2013	2014	2015*	2016*
	Enhance online services for citizens (Baseline 100 in 2013)	N/A	100	TBD	TBD	TBD
	Target	N/A	100	>100	>101	>102
	Meets Target?	N/A	**Yes**	**TBD**	**TBD**	**TBD**

** 2015 & 2016 data estimated*

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Organizational Chart



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

Staffing by Position

Position	Pay Grade	FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Info Technology Director	Grade L	1	0	1	0	1	0	1	0	1	0
Assistant IT Director	Grade K	0	0	0	0	0	0	1	0	1	0
Systems/Database Manager	Grade J	0	0	0	0	1	0	1	0	1	0
Telecommunications Manager	Grade J	0	0	0	0	1	0	0	0	1	0
Applications Project Leader	Grade J	0	0	0	0	1	0	1	0	1	0
Network Manager	Grade J	0	0	0	0	1	0	1	0	1	0
GIS Manager	Grade I	0	0	0	0	1	0	1	0	1	0
Sharepoint Analyst	Grade H	0	0	0	0	1	0	1	0	1	0
Information Systems Analyst II	Grade H	0	0	0	0	1	0	1	0	2	0
Network Analyst	Grade H	0	0	0	0	0	0	1	0	1	0
Information Imaging Specialist/Trainer	Grade G	0	0	0	0	1	0	1	0	1	0
GIS Specialist Sr	Grade G	2	0	2	0	1	0	1	0	1	0
Network Technician II	Grade G	0	0	0	0	1	0	1	0	1	0
Telecommunications Tech II	Grade G	0	0	0	0	0	0	1	0	1	0
Telecommunications Tech I	Grade F	1	0	2	0	2	0	2	0	2	0
Network Technician I	Grade F	2	0	2	0	1	0	1	0	1	0
Information Systems Analyst I	Grade F	0	0	0	0	1	0	1	0	0	0
ITS Specialist	Grade E	0	0	0	0	1	0	1	0	0	0
GIS Specialist	Grade E	0	0	0	0	1	0	1	0	1	0
IT Help Desk Administrator	Grade E	0	0	0	0	1	0	1	0	1	0
Intern	Intern	0	1	0	2	0	2	0	1	0	1
Applications Development Manager	---	1	0	0	0	0	0	0	0	0	0
Communications Services Manager	---	1	0	1	0	0	0	0	0	0	0
Database Admin./Webmaster	---	1	0	1	0	0	0	0	0	0	0
Database Manager	---	0	0	1	0	0	0	0	0	0	0
GIS Applications Manager	---	1	0	1	0	0	0	0	0	0	0
Financial Applications Manager	---	0	0	1	0	0	0	0	0	0	0
Business Services Applications Man.	---	1	0	1	0	0	0	0	0	0	0
Network Manager	---	1	0	1	0	0	0	0	0	0	0
Public Safety Applications Manager	---	1	0	1	0	0	0	0	0	0	0
Administrative Assistant	---	1	0	1	0	0	0	0	0	0	0
Asset Analyst I	---	0	0	1	0	0	0	0	0	0	0
Totals		**14**	**1**	**17**	**2**	**18**	**2**	**20**	**1**	**20**	**1**

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	%
Personnel							
Salaries & Wages	942,575	1,008,006	1,174,037	1,200,183	1,227,238	53,201	4.5%
Employee Benefits	326,276	306,447	316,252	307,375	355,426	39,174	12.4%
Total Personnel	**1,268,851**	**1,314,453**	**1,490,289**	**1,507,558**	**1,582,665**	**92,376**	**6.2%**
Operations							
Transportation Services	903	1,846	900	2,052	1,100	200	22.2%
Operating Services	768	545	700	1,969	560	(140)	-20.0%
Notices, Subscriptions, etc.	1,611	3,841	3,200	2,390	3,500	300	9.4%
Utilities	59,847	59,698	55,500	70,874	74,300	18,800	33.9%
Contractual Services	1,325,318	1,118,236	1,309,800	1,362,010	1,377,149	67,349	5.1%
Repair & Maintenance Services	21,552	46,284	21,700	39,013	28,500	6,800	31.3%
Employee programs	5,777	1,290	2,000	-	40,560	38,560	1928.0%
Professional Development/Travel	40,490	38,440	37,200	12,450	46,495	9,295	25.0%
Office Supplies	6,627	4,079	8,200	6,810	8,500	300	3.7%
Operating Supplies	546	428	700	-	700	-	0.0%
Fuel & Mileage	2,912	2,617	2,200	3,500	3,350	1,150	52.3%
Machinery & Equipment (<$25,000)	299,451	520,377	246,600	239,100	167,900	(78,700)	-31.9%
Repair & Maintenance Supplies	7,231	32,802	4,300	7,350	14,300	10,000	232.6%
Property & Liability Costs	23,247	22,863	29,729	30,728	31,215	1,486	5.0%
Rentals	1,497	1,382	500	1,151	-	(500)	-100.0%
Other Business Expenses	92	904	1,000	480	1,000	-	0.0%
Debt Service and Lease Payments	282,191	341,117	534,956	469,593	326,710	(208,246)	-38.9%
Total Operations	**2,080,060**	**2,196,749**	**2,259,185**	**2,249,470**	**2,125,839**	**(133,346)**	**-5.9%**
Machinery & Equipment (>$25,000)	-	959,444	50,000	50,000	34,500	(15,500)	-31.0%
Capital	-	959,444	50,000	50,000	34,500	**(15,500)**	**-31.0%**
Total Information Technology	**3,348,911**	**4,470,646**	**3,799,474**	**3,807,028**	**3,743,004**	**(56,470)**	**-1.5%**

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Personnel								
=	81110	REGULAR PAY	886,293	860,026	1,143,299	727,922	1,113,292	1,200,247	1,224,252	1,248,737
	81120	OVERTIME PAY	26,213	39,325	19,000	25,948	39,685	19,000	19,000	19,000
+	81150	TEMPORARY WORK BY NON-CITY EMPLOYEES	30,069	108,655	50,000		47,206	50,000	50,000	50,000
	1	various	30,069	108,655			47,206	50,000	50,000	50,000
	2	DBA			50,000					
	3	Tech Writer								
	4	Line Item 4								
	5	Line Item 5								
	*	Amount missing from detail								
	81199	VACANCY ADJUSTMENT			(38,262)			(42,009)	(42,849)	(43,706)
=	XWAGE	TOTAL WAGES	942,575	1,008,006	1,174,037	753,870	1,200,183	1,227,238	1,250,403	1,274,031
=	81410	FICA (EMPLOYER'S SHARE)	67,143	65,887	83,631	55,631	85,083	91,819	93,655	95,528
=	81420	MEDICAL PREMIUMS	160,425	149,365	184,613	90,561	138,505	203,074	223,382	245,720
=	81430	GROUP INSURANCE PREMIUMS	14,419	13,462	16,259	8,371	12,803	16,259	17,885	19,673
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(29,983)	(31,881)	(37,611)	(22,671)	(34,673)	(41,372)	(45,509)	(50,060)
	81450	RETIREMENT CONTRIBUTIONS	106,968	104,711	65,303	59,918	91,639	71,833	79,017	86,918
	81455	DEFERRED COMP MATCH	6,548	4,673	3,870	8,382	13,621	13,621	14,983	16,481
	81470	WORKERS COMPENSATION PREMIUMS	756	230	187	397		192	198	204
	81475	WORKERS COMPENSATION CLAIMS					397			
=	XBEN	TOTAL BENEFITS	326,276	306,447	316,252	200,589	307,375	355,426	383,611	414,464
=	XPER	TOTAL PERSONNEL	1,268,851	1,314,453	1,490,289	954,459	1,507,558	1,582,664	1,634,014	1,688,495
		Operations								
	82110	MAILING & OUTBOUND SHIPPING SERVICES	635	346	500	88	176	100	100	100
	82120	FREIGHT FOR INBOUND PURCHASED ITEMS	238	1,452	400	920	1,840	1,000	1,000	1,000
	82130	VEHICLE LICENSES & TITLES	30	48		18	36			
=	XTRC	TOTAL TRANSPORTATION CHARGES	903	1,846	900	1,026	2,052	1,100	1,100	1,100
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	246	153	200	204	400	200	200	200
	82245	FINGERPRINTING FEES	180		200	60	120	60	60	60
	82250	TESTING & PHYSICALS	342	392	300	1,329	1,329	300	300	300
	82299	OTHER OPERATING SERVICES				60	120			
=	XOPSV	TOTAL OPERATING SERVICES	768	545	700	1,653	1,969	560	560	560
	82310	LEGAL NOTICES	207	1,410	500	305	710	300	300	300
	82350	DUES FOR MEMBERSHIPS	1,252	2,264	2,500	449	1,500	3,000	3,000	3,000
	82390	PUBLICATIONS, NON-TRAINING	152	167	200	90	180	200	200	200
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	1,611	3,841	3,200	844	2,390	3,500	3,500	3,500
	82410	ELECTRIC SERVICE	38,500	38,452	30,000	15,984	42,624	45,000	47,500	50,000
	82450	TELEPHONE SERVICE	2,071	2,290	1,500	948	1,750	1,800	1,900	2,000
	82455	CELLULAR TELEPHONE SERVICE	13,888	11,593	15,000	6,363	19,000	20,000	22,500	25,000
	82470	INTERNET & RELATED SERVICES	5,388	7,363	7,000	4,382	7,500	7,500	8,000	8,500
	82483	CONNECTION CHARGES			2,000					
=	XUTIL	TOTAL UTILITIES	59,847	59,698	55,500	27,677	70,874	74,300	79,900	85,500
+	82510	COMPUTER SERVICES	1,325,318	1,107,222	1,235,300	1,174,373	1,312,010	1,243,537	1,280,937	1,348,437
	1	various	1,325,318	1,107,222		766,198	750,000			
	10	Commvault (data backup software)			33,000					
	11	OnBase (document imaging software)			30,000			25,000	30,000	35,000
	12	Nearpoint (e.discovery software)			17,000					
	13	LGA (Local Government current revenue management software)			25,000			25,000		

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	14	VmWare (virtual disk operating system)			23,000			26,000	30,000	35,000
	15	Ironport (firewall software)			85,000			20,000	25,000	30,000
	16	Cisco (computer switches and disk system)			71,000			25,000	50,000	75,000
	17	Trend Micro (desktop and laptop anti-virus software)			7,500			12,000	15,000	20,000
	18	Empower (time entry system)			16,000					
	19	Geo Jobe (GIS analytic software)			6,000					
	2	Police & Fire (operating system software {several modules})			200,000					
	20	HelpStar (help desk software)			8,000			5,000	5,000	5,000
	21	Xmedius (faxing software)			4,000			4,000	4,000	4,000
	22	Neustar (domain network software {how we are found on the Internet})			5,000			5,000	7,000	8,000
	23	Solar Winds (network management softwarel)			2,000			2,100	3,000	4,000
	24	Net Motion			12,000			15,000	20,000	25,000
	25	EMC Maintenance VNX5300						21,000	25,000	30,000
	26	KACE (PC software maintenance tools)			7,000			9,000	12,500	15,000
	27	Quest Active Administrator & Security Explorer			4,500			4,000	4,000	4,000
	28	Quest Desktop Authority			16,000					
	29	APC Service Agreement			1,400			36,000	36,000	36,000
	3	Motorola (800 MHz radio software)			90,000	114,758	153,010	170,000	150,000	150,000
	30	Fluke (Magnet)			7,500			7,500	7,500	7,500
	31	Trimble			1,000			1,000	1,000	1,000
	32	LP360			1,400			1,400	1,400	1,400
	33	ArcPad			1,000			1,000	1,000	1,000
	34	Metro E Internet Service						36,000	36,000	36,000
	36	PD TriTech Software						87,000	87,000	87,000
	37	PD Flat Earth						8,000	8,000	8,000
	38	PD Diverse						1,400	1,400	1,400
	39	PD Teklinks						1,000	1,000	1,000
	4	Infor Public Sector (asset management system)			160,000	176,134	200,000	180,000	200,000	200,000
	40	PD AOT Public						6,000	6,000	6,000
	41	PD Criti-Call						1,000	1,000	1,000
	42	PD Informer						4,500	4,500	4,500
	43	PD MCCAT						500	500	500
	44	PD Arbitrator						13,000	13,000	16,000
	45	PD Analyst Notebook						2,600	2,600	2,600
	46	Line Item 46								
	47	Line Item 47								
	5	Microsoft Enterprise Application (operating system software {Dell})			150,000	104,357	209,000	229,537	229,537	229,537
	6	HP Tropos (Wi-Fi software support)			80,000			80,000	80,000	80,000
	7	Smartnet (City phone system)			70,000			75,000	80,000	85,000
	8	ESRI (GIS software system)			53,000			55,000	55,000	55,000
	9	Great Plains (Financial software)			48,000			48,000	48,000	48,000
	*	Amount missing from detail				12,926				
+	82550	AERIAL PHOTOGRAPHY / MAPPING SERVICES					50,000			75,000
	1	Pictometry					50,000			75,000
	*	Amount missing from detail								
+	82560	CONSULTANT SERVICES		11,014	60,000			119,112	119,112	119,112
	1	Info-Tech			15,000			15,000	15,000	15,000
	2	Network			15,000			15,000	15,000	15,000
	3	GIS			15,000			5,000	5,000	5,000
	4	Great Plains		11,014	15,000			20,000	20,000	20,000
	5	Microsoft Technical Account Management						64,112	64,112	64,112
	*	Amount missing from detail								
+	82599	OTHER CONTRACTUAL SERVICES			14,500			14,500	14,500	14,500
	1	Middle Tennessee Electric Wi-Fi pole rental			13,000			13,000	13,000	13,000
	2	Tower Maintenance			1,500			1,500	1,500	1,500
	3	Line Item 3								
	*	Amount missing from detail								
=	XCT	TOTAL CONTRACTUAL SERVICES	1,325,318	1,118,236	1,309,800	1,174,373	1,362,010	1,377,149	1,414,549	1,557,049

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	82610	VEHICLE REPAIR & MAINTENANCE SERVICES	1,565	3,230	1,700	278	278	4,000	2,000	2,000
+	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES			5,000	2,492	2,492	9,500	9,500	9,500
	1	Plotter Maintenance				2,492	2,492	4,500	4,500	4,500
	2	Konica Monthly Use						5,000	5,000	5,000
	*	Amount missing from detail			5,000					
	82649	FIBER OPTIC SERVICE		4,964						
	82660	BUILDING REPAIR & MAINTENANCE SERVICES		17,472	10,000	36,243	36,243	10,000	10,000	10,000
	82699	OTHER REPAIR & MAINTENANCE SERVICES	8,161	13,774	5,000			5,000	5,000	5,000
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	9,726	39,440	21,700	39,013	39,013	28,500	26,500	26,500
	82760	SAFETY PROGRAMS								
+	82780	TRAINING, OUTSIDE	3,489	1,290	2,000	10,806		40,560		
	1	ESRI Classroom Training (ELA Renewal) - GIS						4,500		
	10	SANS						4,000		
	2	Lynda.com Training Site - All IT						375		
	3	VB.Net Training - System Analyst						1,500		
	4	Software Testing Training and Certification - App Project Leader						1,590		
	5	Agile Testing Training - App Project Leader						1,395		
	6	Government Chief Information Officer Certification Training - Asst IT Director						2,500		
	7	Fiber Certification Training - 3 Telecom Techs						1,700		
	8	SANS - 2 Network Techs						8,000		
	9	Network Training - Infrastructure						15,000		
	*	Amount missing from detail	3,489	1,290	2,000	10,806				
	82790	TRAINING, IN-HOUSE	2,288							
=	XEPG	TOTAL EMPLOYEE PROGRAMS	5,777	1,290	2,000	10,806		40,560		
+	82810	REGISTRATIONS	20,759	22,864	15,000	6,803		20,295		
	1	TN GIS User Group Conference - 3 GIS Employees						1,500		
	10	APCO Conference - 1 Telecom						500		
	2	ESRI Technical Certification training - GIS Spec I						300		
	3	Regional GIS Conference - Sr GIS Spec						2,000		
	4	ESRI Annual Conference - GIS Manager/GIS Spec I						4,500		
	5	FireHouse Conference - Software Analyst II						1,995		
	6	Inforum Conference - Systems/DBA Manager						2,000		
	7	OnBase Annual Conference						4,000		
	8	SharePoint Conference						2,500		
	9	Tritech Conference - 2 Telecom						1,000		
	*	Amount missing from detail	20,759	22,864	15,000	6,803				
	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	2,963	1,396	2,000	470	800	2,000	2,000	2,000
	82830	AIR TRAVEL	5,097	4,419	5,000	1,471	2,500	9,000	9,000	9,000
	82840	LODGING	10,226	8,499	12,000	5,506	8,000	12,000	12,000	12,000
	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	1,357	1,258	3,000	336	750	3,000	3,000	3,000
	82890	OTHER TRAVEL EXPENSES	88	4	200	196	400	200	200	200
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	40,490	38,440	37,200	14,782	12,450	46,495	26,200	26,200
	83110	OFFICE SUPPLIES	6,126	3,972	7,000	3,060	6,120	7,000	7,000	7,000
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)		47	1,000			1,000	1,000	1,000
	83130	EMPLOYEE BENEVOLENCE ITEMS	160		200	45	90	200	200	200
	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	341	60		267	600	300	300	300
=	XOFS	TOTAL OFFICE SUPPLIES	6,627	4,079	8,200	3,372	6,810	8,500	8,500	8,500
	83210	TRAINING SUPPLIES	486	428	500			500	500	500
	83299	OTHER OPERATING SUPPLIES	60		200			200	200	200
=	XOPS	TOTAL OPERATING SUPPLIES	546	428	700			700	700	700
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	2,476	2,617	2,000	2,895	3,500	3,150	3,308	3,473
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)	436		200			200	200	200

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
=	XFUEL	TOTAL FUEL & MILEAGE	2,912	2,617	2,200	2,895	3,500	3,350	3,508	3,673
	83510	FURNITURE, FIXTURES (<$25,000)	1,166	6,114	10,000	1,072	2,500	30,000	10,000	10,000
+	83520	VEHICLES (<$25,000)				24,388				
	1	Network SUV								
	2	GIS SUV								
	3	Line Item 3								
	4	Line Item 4								
	*	Amount missing from detail				24,388				
+	83530	MACHINERY & EQUIPMENT (<$25,000)	13,733	30,837	34,200	62,694	34,200		7,000	7,000
	1	Fiber Trailer								
	2	Fiber Supplies (tools, etc,)			6,000		6,000		7,000	7,000
	3	Work Bench Equipment			5,000		5,000			
	4	Network cable supplies			3,000		3,000			
	5	Konica MFD	13,733	30,837	20,200	62,694	20,200			
	*	Amount missing from detail								
+	83540	COMPUTER HARDWARE (<$25,000)	76,948	296,279	138,000	59,866	138,000	135,000	45,000	57,000
	1	EMC Additional Storage (PD SAN Wareable Storage)			10,000		10,000			
	10	Telephoney DR						10,000		
	2	Server Replacments			24,000		24,000	10,000	15,000	25,000
	3	Desktops & Laptops			20,000		20,000	20,000	20,000	20,000
	4	KACE (PC maintenance appliance)			6,000		6,000			
	5	Radios and Radio Equipment						70,000		
	6	Cisco Switches (City Hall core replacements for 4500s)			65,000		65,000			
	7	CallManager VOIP upgrade materials			13,000		13,000			
	8	Base Station Upgrade	76,948	296,279				17,000		
	9	GPS Unit						8,000	10,000	12,000
	*	Amount missing from detail				59,866				
+	83550	COMPUTER SOFTWARE (<$25,000)	207,604	187,147	64,400	383	64,400	2,900	6,500	7,500
	1	VMTurbo (enterprise VM Management)			18,000		18,000			
	10	CallManager Voice CUWL Licensing								
	2	KACE (PC amaitenance software)			4,000		4,000		6,000	7,000
	4	WebSpy (firewall software for Internet traffic)			5,000		5,000			
	5	Quest (database manaement software)			16,000		16,000			
	6	Trend (laptop thumb drive encription)			20,000		20,000			
	7	TreeSize Pro (disk space manaement software)			1,400		1,400	1,400		
	8	Visual Studio						1,500	500	500
	9	OnBase Unity Platform	207,604	187,147						
	*	Amount missing from detail				383				
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)	299,451	520,377	246,600	148,403	239,100	167,900	68,500	81,500
	83610	VEHICLE PARTS & SUPPLIES			1,000			2,000	700	700
	83620	EQUIPMENT PARTS & SUPPLIES	6,350	30,699	3,000	435	900	7,000	3,000	3,000
	83660	BUILDING MAINTENANCE SUPPLIES	34		300	213	450	300	300	300
	83699	OTHER REPAIR & MAINTENANCE PARTS & SUPPLIES	847	1,760		4,828	6,000	5,000	5,000	5,000
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	7,231	32,459	4,300	5,476	7,350	14,300	9,000	9,000
	85110	PROPERTY INSURANCE	1,615	746	1,366	923	923	1,434	1,506	1,581
	85111	FRAUD INSURANCE	50							
	85112	INLAND MARINE INSURANCE	721	15,142	17,479	17,624	17,624	18,353	19,271	20,234
	85113	AUTO PHYSICAL DAMAGE	281	36	43	101	101	45	47	50
	85115	LIABILITY INSURANCE	1,366	3,909	4,000	7,341	7,341	4,200	4,410	4,631
	85116	E&O LIABILITY INSURANCE	1,061	2,308	2,400	3,246	3,246	2,520	2,646	2,778
	85117	VEHICLE LIABILITY INSURANCE	1,705	722	738	1,493	1,493	775	814	854
	85119	UMBRELLA LIABILITY	509		3,703			3,888	4,083	4,287
	8512[illegible]	PROPERTY DAMAGE COSTS	15,939							
=	XPL[illegible]	TOTAL PROPERTY & LIABILITY COSTS	23,247	22,863	29,729	30,728	30,728	31,215	32,777	34,415

2016 Budget - 11041350 INFORMATION TECHNOLOGY
4/2/2015 8:49:32 PM

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	23,247	22,863	29,729	30,728	30,728	31,215	32,777	34,415
	85250	STORAGE RENTAL	1,497	1,382	500	1,151	1,151			
=	XRENT	TOTAL RENTALS	1,497	1,382	500	1,151	1,151			
	85320	STATE FEES				480	480			
=	XPERM	TOTAL PERMITS				480	480			
	85990	MISCELLANEOUS	92	904	1,000			1,000	1,000	1,000
=	XOBE	TOTAL OTHER BUSINESS EXPENSES	92	904	1,000			1,000	1,000	1,000
+	86600	LEASE/LOAN PRINCIPAL	274,649	331,349	517,617	461,572	461,571	322,957	145,120	27,807
	1	Delage - Disaster Recovery Equipment								
	2	US Bank Sch 1 - $1.0 Technology Equipment								
	3	US Bank Sch 1 - $1.0 Technology Equipment			341,000		341,000	174,000		
	4	US Bank Sch 2 - Technology Equipment			5,406		5,406	5,464		
	5	BOA-Hardware	274,649	331,349	87,878		88,199	89,142	89,929	
	6	2015 Chase - Infor UB Software					26,966	54,351	55,191	27,807
	*	Amount missing from detail			83,333	461,572				
+	86700	LEASE/LOAN INTEREST	7,542	9,768	17,339	8,024	8,021	3,753	1,225	148
	1	Delage - Disaster Recovery Equipment								
	2	US Bank Sch 1 - $1.0 Technology Equipment								
	3	US Bank Sch 1 - $1.0 Technology Equipment			4,627		4,627	933		
	4	US Bank Sch 2 - Technology Equipment			102		102	44		
	5	BOA-Hardware	7,542	9,768	2,408		2,417	1,457	487	
	6	2015 Chase - Infor UB Software					875	1,319	738	148
	*	Amount missing from detail			10,202	8,024				
=	XDSV	TOTAL DEBT SERVICE	282,191	341,117	534,956	469,596	469,592	326,710	146,345	27,955
=	XOP	TOTAL OPERATIONS	2,068,234	2,189,562	2,259,185	1,932,275	2,249,469	2,125,839	1,822,639	1,867,152
		Capital								
+	89540	COMPUTER HARDWARE (>$25,000)		41,675						
	1	Fiber Equipment (truck, trailer & tools)								
	2	Fiber and fiber supplies		41,675						
	3	EMC VNX Platform (replace SAN @ PD & DR)								
	4	IPS/IDS Security Appliance								
	*	Amount missing from detail								
+	89550	COMPUTER SOFTWARE (>$25,000)		917,769	50,000	17,383	50,000	34,500	300,000	300,000
	1	Call Manager Update (City phone system)								
	2	Infor Modules		917,769					300,000	300,000
	3	Veeam Suite (backup software)						34,500		
	4	Mobile Data Management Software (AirWatch)			50,000		50,000			
	*	Amount missing from detail				17,383				
=	XMEO	TOTAL MACHINERY & EQUIPMENT (>$25,000)		959,444	50,000	17,383	50,000	34,500	300,000	300,000
=	XCAP	TOTAL CAPITAL		959,444	50,000	17,383	50,000	34,500	300,000	300,000
=	XTOT	TOTAL EXPENDITURES	3,337,085	4,463,459	3,799,474	2,904,117	3,807,027	3,743,003	3,756,653	3,855,647

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Information Technology						
	IT Hardware	$ -	$ -	$ 123,200	**$ 123,200**	$ -
	IT Software	$ -	$ -	$ 45,000	**$ 45,000**	$ -
	IT Fiber Upgrades/Extensions	$ -	$ -	$ 378,000	**$ 378,000**	$ -
	Vehicles	$ -	$ -	$ 50,000	**$ 50,000**	$ -
	Add Part-Time Network Technician I	$ 24,097	$ 7,229	$ 6,375	**$ 37,701**	$ -
	Reclassification - IS Analyst II	$ 12,169	$ -	$ -	**$ 12,169**	$ -
Total		$ 36,266	$ 7,229	$ 602,575	**$ 646,070**	$ -

	Compensation	Benefits	Expenses	Total	Funded
Total G/F Requests	$ 36,266	$ 7,229	$ 602,575	**$ 646,070**	**$ -**
	(+.5FTE)				

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: of

Department: 41350 INFORMATION TECHNOLOGY (IT)
Division:
Title: **IT Hardware**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	**TOTAL FY16 Request**
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
83530 MACHINERY & EQUIPMENT (<$25,000)	$8,000	$1,200	$9,200
89540 COMPUTER HARDWARE (>$25,000)	$70,000		$70,000
83540 COMPUTER HARDWARE (<$25,000)	$44,000		$44,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$122,000	$1,200	$123,200

PURPOSE / DESCRIPTION OF REQUEST

Konica MFD for Application Area.
IPS/IDS Network Security Appliance
AeroFlex 3920 Digital Radio Test Set

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

Department Priority: ____ of ____

Department: **41350 INFORMATION TECHNOLOGY (IT)**
Division:
Title: **IT 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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
89550 COMPUTER SOFTWARE (>$25,000)	$30,000		$30,000
83550 COMPUTER SOFTWARE (<$25,000)	$15,000		$15,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$45,000	$0	$45,000

PURPOSE / DESCRIPTION OF REQUEST

SolarWind Application Monitoring Software
Soti - MDM

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: ___ of ___

Department: 41350 INFORMATION TECHNOLOGY (IT)

Division:

Title: **IT Fiber**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
83649 FIBER OPTIC SUPPLIES	$378,000		$378,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$378,000	$0	$378,000

PURPOSE / DESCRIPTION OF REQUEST

-5th Ave to Wastewater Plant $25,000
-Long Lone/Lula Lighting $50,000
-Wastewater Plant to Mack Hatcher/Harpeth River $15,000
-Hillsboro/ Mack Hatcher to Mack Hatcher /Franklin Rd $35,000
-Mack Hatcher /Franklin Rd to Franklin Rd/Mallory Station $15,000
-Franklin Rd/Mallory Station to Mallory Station/Mallory $28,000
-Hillsboro Rd/ Mack Hatcher to FS4 $26,000
-Downs/West Main St to Incinerator Rd $32,000
-Hwy 96 E/Carothers to Long Lane Tower $92,000
-Make Ready (Poles Conduit) $60,000

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

Department Priority: ____ of ____

Department: **41350 INFORMATION TECHNOLOGY (IT)**

Division:

Title: **Vehicles**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
89520 VEHICLES (>$25,000)	$25,000		$25,000
89520 VEHICLES (>$25,000)	$25,000		$25,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$50,000	$0	$50,000

PURPOSE / DESCRIPTION OF REQUEST

SUV for Networking Services
SUV for GIS

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

Department Priority: ____ of ____

Department: **41350 INFORMATION TECHNOLOGY (IT)**

Division:

Title: **Part-time Network Technician 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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
81110 REGULAR PAY		$24,097	$24,097
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$7,229	$7,229
Expenses			
82350 DUES FOR MEMBERSHIPS		$250	$250
82450 TELEPHONE SERVICE		$125	$125
82810 REGISTRATIONS		$1,000	$1,000
82830 AIR TRAVEL		$500	$500
82840 LODGING		$500	$500
82850 MEALS (OUTSIDE WILLIAMSON COUNTY)		$250	$250
82890 OTHER TRAVEL EXPENSES		$50	$50
83510 FURNITURE, FIXTURES (<$25,000)	$1,000		$1,000
83530 MACHINERY & EQUIPMENT (<$25,000)	$500		$500
83540 COMPUTER HARDWARE (<$25,000)	$1,700		$1,700
83550 COMPUTER SOFTWARE (<$25,000)	$500		$500
			$0
TOTAL	$3,700	$34,001	$37,701

PURPOSE / DESCRIPTION OF REQUEST

Add Part-time Network Technician I. Grade F. 20 hours/week.

SERVICE IMPLICATION

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: ____ of ____

Department: **41350 INFORMATION TECHNOLOGY (IT)**

Division:

Title: **Reclassification - Information Systems Analyst II**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
81110 REGULAR PAY		$12,169	$12,169
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$0	$12,169	$12,169

PURPOSE / DESCRIPTION OF REQUEST

Reclassification of Systems Analyst I to Systems Analyst II. (From Grade F to Grade H)

SERVICE IMPLICATION

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Purchasing

Brian Wilcox

Purpose of Department

The Purchasing Office aims to facilitate the procurement of non-construction-related products and services for the City …

> at the right specification that meets the end-user department's needs
> in the right quantity
> at the right price
> from the right source
> for delivery at the right time
> at the right location
> for the right end-user department.

Purpose of Department

Other:

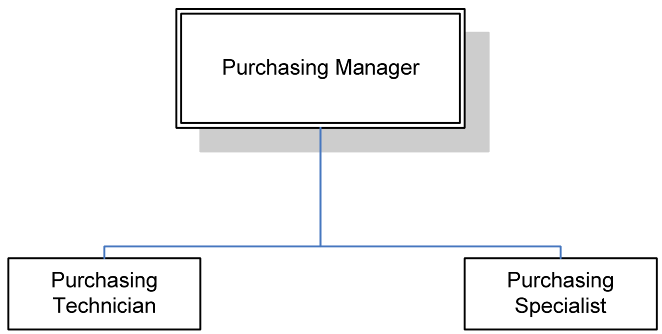
- Purchasing card program
  - rebate earned for CY 2015 $60,673
  - rebate estimated for CY 2016 $62,000
- Consolidated fuel purchasing (with Fleet)
- Disposal of surplus personal property (with Fleet)
  - FY2015 & FY2016 estimated proceeds $200,000
- Support the Police Department with the disposal of seized personal property
- Vendor outreach events

Purpose of Department

FY2016 Objectives:
- Spend analysis
- Survey departments and vendors
- Certificates of Insurance tracking

Long-range Objective:
- Achievement of Excellence in Procurement recognition by National Procurement Institute

Organization Chart



Base Budget Request: Personnel

Total Personnel 3:

Purchasing Manager
Purchasing Specialist
Purchasing Technician

Base Budget Request: Operations

Budget FY2015 $187,218
Budget FY2016 $183,962

More noteworthy changes from FY2015 to FY2016:
- **$5,662 reduction for spend analysis subscription**
- **$1,200 added for computer software upgrades**

Program Enhancement Requests

Total Enhancement Requests 5:

Purchasing Analyst position (reclassification)	$5,100
Quarterly updates to spend analysis	$3,500
Software for tracking Certificates of Insurance	$1,000
Satisfaction surveys of departments and vendors	$1,000
Part-time Purchasing Specialist	$32,518
Total	**$43,118**

Purchasing

Summary

The Purchasing Office is dedicated to the principles of integrity, transparency, competition and fairness in the procurement of products and services needed by the various departments of the City.

Purchasing

Brian Wilcox, Purchasing Manager

Budget Summary

	2013 Actual	2014 Actual	2015 Budget	2015 Estimated	2016 Base Budget	2015 v. 2016 $	2015 v. 2016 %
Personnel	168,452	193,864	190,603	183,964	193,170	2,567	1.3%
Operations	-34,040	-31,305	-3,385	-13,219	-9,208	-5,823	172.0%
Capital	0	0	0	0	0	-	0.0%
Total	**134,412**	**162,559**	**187,218**	**170,745**	**183,962**	**-3,256**	**-1.7%**

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, we now call 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 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, 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.

FY 2016 Outlook

The Purchasing Office anticipates three important opportunities in FY 2016. First, making use of the City's spend analysis subscription, which commenced during FY 2015, may allow the Purchasing Office to enhance its role as adviser to the City's management team with respect to non-construction-related spend of the City. Specifically, Purchasing may be able to offer new insights on what products and services the City as a whole is purchasing from vendors, and where the efforts of the Purchasing Office are likely to be most beneficial at saving money for the City.

Second, the Purchasing Office is proposing to utilize the services of a third party, namely NIGP – The Institute for Public Procurement, the professional association of public procurement officials to which the City belongs, to undertake a survey of both departments and vendors of the City on their respective level of satisfaction with the performance of the Purchasing Office. If this undertaking is budgeted and pursued, FY2016 would be the first time in the history of the Purchasing Office, which was established in calendar year 2002, for doing so. The survey results may provide direction as to how the Purchasing Office may improve its performance and effectiveness. This survey may be an exercise worth repeating periodically.

Purchasing

Brian Wilcox, Purchasing Manager

Third, the Purchasing Office is proposing, with support from Risk Management and Information Technology, the City utilize computer software that would allow the City to improve its ability to track certificates of insurance collected by the Purchasing Office. Software subscription services are on the market that offer this capability. The benefit to the City would be to allow the City to identify more readily the occasions when the City lacks documented insurance coverage for the City's third-party service providers.

Performance Measures

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, beginning in FY 2015, The City of Franklin has established **Franklin*Forward* : 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.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

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

Key:	
Strategic Plan: Franklin*Forward*	
Sustainable Franklin	
Tennessee Municipal Benchmarking Project	

Workload (Output) Measures

		2012	2013	2014	2015*	2016*
	Number of formal procurement solicitations processed by the Purchasing Office [1,2]	27	16	24	30	30
	Number of city purchase orders prepared	45	32	45	45	45
	Number of purchasing card transactions processed	17,426	19,061	19,561	20,000	21,000
	Value of purchasing card transactions processed	$ 5,096,480	$ 6,197,097	$ 6,680,614	$ 7,280,000	$ 7,800,000
	Total organization purchasing dollar volume	N/A	$ 57,901,958	$ 64,174,250	$ 70,000,000	$ 76,000,000
	Value of City's rebate earned for total spend, net of credits (by calendar year)	$ 37,449	$ 54,997	$ 59,536	$ 60,673	$ 62,000
	Number electronic auctions of surplus property	76	48	92	60	60
	Value of proceeds from electronic auctions of surplus property *(before fee paid by City for electronic auction services)*	$ 207,130	$ 182,904	$ 205,954	$ 200,000	$ 200,000
	Fee paid by City for electronic auction services	$ 15,552	$ 13,723	$ 15,464	$ 15,000	$ 15,000
	Number of formal protests received	0	1	0	0	0
	Number of vendor outreach events attended	1	3	1	3	3
	# of emergency[3] purchases known to Purchasing	N/A	N/A	1	1	1
	# of sole-source[4] purchases known to Purchasing	N/A	N/A	5	5	5

Efficiency Measures

		2012	2013	2014	2015*	2016*
	Average number of calendar days (from receipt of card request to receipt of delivered card) for…					
	… purchasing card	6	6	6	6	6
	… fleet fuel driver number	1	1	1	1	1
	… fleet fuel vehicle card	5	5	5	5	5

P-Card Purchasing Dollar Volume as a % of Total Purchasing Dollar Volume	N/A	10.70%	10.40%	10.40%	10.30%
Tennessee Statewide Benchmarking Average	***N/A***	***1.91%***	***2.47%***	***TBD***	***TBD***

Outcome (Effectiveness) Measures

	2012	2013	2014	2015*	2016*
Average number of calendar days from date of requisition to award of procurement for formal procurement solicitations[12] processed by the Purchasing Office	88	120	108	90	90
Target (90 Days)	**90**	**90**	**90**	**90**	**90**
Meets Target?	**Yes**	**No**	**No**	**Yes**	**Yes**

Notes

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

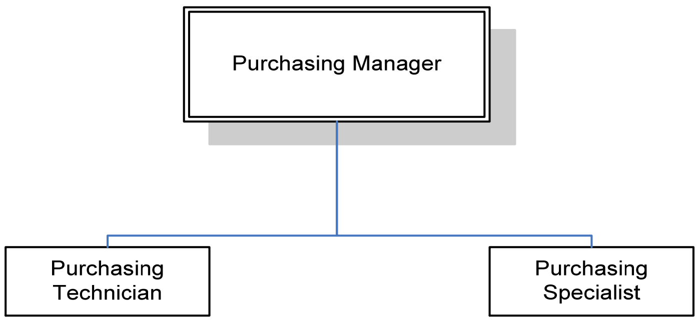
2 The City's public advertisement / sealed submittal threshold is currently $25,000, pursuant to Ordinance No. 2010-72.

3 Defined as impinging on public health, safety or welfare and valued at or greater than $10,000.

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

5 (*) FY 2015 and FY 2016 data are estimates

Organizational Chart



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

Staffing by Position

Position	Pay Grade	FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
		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
Purchasing Analyst	---	1	0	1	0	0	0	0	0	0	0
Purchasing Specialist	Grade E	0	0	0	0	1	0	1	0	1	0
Purchasing Technician	Grade C	1	0	1	0	1	0	1	0	1	0
Totals		**3**	**0**	**3**	**0**	**3**	**0**	**3**	**0**	**3**	**0**

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	%
Personnel							
Salaries & Wages	124,935	144,170	143,965	148,551	143,153	(812)	-0.6%
Employee Benefits	43,517	49,694	46,638	35,413	50,017	3,379	7.2%
Total Personnel	**168,452**	**193,864**	**190,603**	**183,964**	**193,170**	**2,567**	**1.3%**
Operations							
Transportation Services	33	10	50	50	50	-	0.0%
Operating Services	300	71	400	245	400	-	0.0%
Notices, Subscriptions, etc.	2,921	1,651	2,615	2,373	3,190	575	22.0%
Utilities	595	705	770	590	770	-	0.0%
Contractual Services	-	1,485	20,100	14,438	14,438	(5,662)	-28.2%
Professional Development/Travel	3,346	3,406	12,415	8,328	12,440	25	0.2%
Office Supplies	424	275	950	888	950	-	0.0%
Operating Supplies	-	-	100	100	100	-	0.0%
Fuel & Mileage	227	234	300	210	275	(25)	-8.3%
Machinery & Equipment (<$25,000)	1,682	599	4,000	4,384	3,200	(800)	-20.0%
Property & Liability Costs	629	1,220	1,281	1,541	1,345	64	5.0%
Reimbursement of Interfund Trans.	(44,197)	(40,961)	(46,366)	(46,366)	(46,366)	-	0.0%
Total Operations	**(34,040)**	**(31,305)**	**(3,385)**	**(13,219)**	**(9,208)**	**(5,823)**	**172.0%**
Capital	**-**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Total Purchasing Department	**134,412**	**162,559**	**187,218**	**170,745**	**183,962**	**(3,256)**	**-1.7%**

Notes & Objectives

After factoring in the reimbursement of interfund services, the Purchasing Office Budget being requested for FY2016 totals approximately $182,000 which is about $5,000 less than the Purchasing Office Budget for FY2015. The $5,000 decrease is partially attributable to a $5,662 reduction for the spend analysis subscription. Offsetting the $5,000 savings is $1,200 added for computer software upgrades.

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Personnel								
=	81110	REGULAR PAY	124,550	144,150	148,812	102,653	148,510	148,065	154,804	159,449
	81120	OVERTIME PAY	385	20	260	25	41	270	280	290
	81199	VACANCY ADJUSTMENT			(5,107)			(5,182)	(5,418)	(5,581)
=	XWAGE	TOTAL WAGES	124,935	144,170	143,965	102,678	148,551	143,153	149,666	154,158
=	81410	FICA (EMPLOYER'S SHARE)	9,208	10,587	11,163	7,526	10,892	11,327	11,843	12,198
=	81420	MEDICAL PREMIUMS	26,406	28,422	30,043	17,207	19,243	33,047	36,352	39,987
=	81430	GROUP INSURANCE PREMIUMS	2,151	2,518	2,468	1,562	2,137	2,480	2,728	3,001
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(4,346)	(5,624)	(6,017)	(4,193)	(6,011)	(6,619)	(7,281)	(8,009)
	81450	RETIREMENT CONTRIBUTIONS	8,504	11,828	7,049	7,049	7,049	7,754	8,529	9,382
	81455	DEFERRED COMP MATCH	1,405	1,934	1,911	1,375	2,103	2,007	2,107	2,212
	81470	WORKERS COMPENSATION PREMIUMS	189	29	21	279		21	21	21
	81475	WORKERS COMPENSATION CLAIMS								
=	XBEN	TOTAL BENEFITS	43,517	49,694	46,638	30,805	35,413	50,017	54,299	58,792
=	XPER	TOTAL PERSONNEL	168,452	193,864	190,603	133,483	183,964	193,170	203,965	212,950
		Operations								
	82110	MAILING & OUTBOUND SHIPPING SERVICES	33	10	50	1	50	50	51	52
=	XTRC	TOTAL TRANSPORTATION CHARGES	33	10	50	1	50	50	51	52
	82210	PRINTING & COPYING SERVICES, OUTSOURCED	169		250		170	250	255	260
	82250	TESTING & PHYSICALS	131	71	150		75	150	153	156
=	XOPSV	TOTAL OPERATING SERVICES	300	71	400		245	400	408	416
	82310	LEGAL NOTICES	538		770	143	300	770	785	801
+	82350	DUES FOR MEMBERSHIPS	1,964	1,500	1,395	695	1,395	1,395	1,773	1,450
	1	Various	899	1,500						
	2	Civic organization	540		300		300	300	306	312
	3	NIGP	405		425		425	425	434	442
	4	TAPP	60		60		60	60	61	62
	5	MTPPA	60		60		60	60	61	62
	6	ICMA			550		550	550	561	572
	7	UPPCC certification fees								
	8	UPPCC recertification fees							350	
	*	Amount missing from detail				695				
	82360	PUBLIC RELATIONS & EDUCATION (CITY SPONSORED)				303				
	82370	PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)	250		250		500	500	510	520
	82373	RECRUITMENT	18		25		25	25	25	25
+	82390	PUBLICATIONS, NON-TRAINING	151	151	175		153	500	500	500
	1	Various	151	151						
	2	NIGP 5-digit commodity code annual license renewal			175		153	500	500	500
	*	Amount missing from detail								
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	2,921	1,651	2,615	1,141	2,373	3,190	3,593	3,296
	82450	TELEPHONE SERVICE	310	379	310	167	250	310	316	322
	824[illegible]0	INTERNET & RELATED SERVICES	285	326	460	241	340	460	469	479

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
=	XUTIL	TOTAL UTILITIES	595	705	770	408	590	770	785	801
+	82510	COMPUTER SERVICES		1,485	20,100	14,338	14,438	14,438	14,725	15,017
	1	Various		1,485						
	2	consulting services for Great Plains			100		100	100	100	100
	3	e-procurement software, annual licensing fee for core system								
	4	e-procurement software, one-time implementation fee								
	5	Spend analysis			20,000		14,338	14,338	14,625	14,917
	*	Amount missing from detail				14,338				
=	XCTS	TOTAL CONTRACTUAL SERVICES		1,485	20,100	14,338	14,438	14,438	14,725	15,017
+	82810	REGISTRATIONS	1,904	1,720	4,725	225	4,725	4,725	4,819	4,913
	1	Various	1,668	1,720						
	2	Annual NIGP Forum & Expo			2,200		2,200	2,200	2,244	2,288
	3	Various NIGP seminars			1,500		1,500	1,500	1,530	1,560
	4	Various NIGP webinars	236		500		500	500	510	520
	5	Fall conference of TAPP			200		200	200	204	208
	6	Spring conference of TAPP			300		300	300	306	312
	7	Summary of Public Acts presented by UT-MTAS			25		25	25	25	25
	*	Amount missing from detail				225				
+	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	164	109	1,190	58	362	1,190	1,214	1,238
	1	Various	69	109						
	2	Annual NIGP Forum & Expo	3		500		9	500	510	520
	3	Various NIGP seminars			50		50	50	51	52
	4	Fall conference of TAPP			150		43	150	153	156
	5	Spring conference of TAPP			100		100	100	102	104
	6	Monthly MTPPA chapter meetings	47		300		100	300	306	312
	7	DBE Outreach Events	45		90		60	90	92	94
	*	Amount missing from detail				58				
+	82830	AIR TRAVEL	298	284	1,500	50	1,000	1,500	1,530	1,560
	1	Various	298	284						
	2	Annual NIGP Forum & Expo			1,000		1,000	1,000	1,020	1,040
	3	Possible NIGP Committee Meetings			500			500	510	520
	*	Amount missing from detail				50				
+	82840	LODGING	929	1,210	3,900	1,176	1,876	3,900	3,978	4,056
	1	Various		1,210						
	2	Annual NIGP Forum & Expo	929		2,400		953	2,400	2,448	2,496
	3	Various NIGP seminars			200		200	200	204	208
	4	Fall conference of TAPP			400		223	400	408	416
	5	Spring conference of TAPP			400			400	408	416
	6	Possible NIGP Committee Meetings			500		500	500	510	520
	*	Amount missing from detail				1,176				
+	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	51	32	1,050	45	295	1,050	1,071	1,092
	1	Various		32						
	2	Annual NIGP Forum & Expo			400			400	408	416
	3	Various NIGP seminars			200		100	200	204	208
	4	Fall conference of TAPP			200			200	204	208
	5	Spring conference of TAPP			150		150	150	153	156
	6	MTPPA annual banquet	51		100		45	100	102	104
	*	Amount missing from detail				45				

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	82890	OTHER TRAVEL EXPENSES		51	50	70	70	75	77	78
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	3,346	3,406	12,415	1,624	8,328	12,440	12,689	12,937
	83110	OFFICE SUPPLIES	215	227	500	443	500	500	510	520
	83120	OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	114		250		250	250	250	250
	83130	EMPLOYEE BENEVOLENCE ITEMS			50		50	50	51	52
+	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	95	48	150	28	88	150	152	155
	1	Various	54	48			28			
	2	refreshments for quarterly meetings of Departmental Purchasing Agents	16		125		60	125	127	130
	3	Halloween Candy	25		25			25	25	25
	4	Spring TAPP								
	*	Amount missing from detail				28				
=	XOFS	TOTAL OFFICE SUPPLIES	424	275	950	471	888	950	963	977
	83299	OTHER OPERATING SUPPLIES			100		100	100	102	104
=	XOPS	TOTAL OPERATING SUPPLIES			100		100	100	102	104
	83310	GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	227	234	250	93	160	225	236	248
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)			50		50	50	51	52
=	XFUEL	TOTAL FUEL & MILEAGE	227	234	300	93	210	275	287	300
	83510	FURNITURE, FIXTURES (<$25,000)	374	599	500		500	500	500	500
	83530	MACHINERY & EQUIPMENT (<$25,000)			500		500	500	500	500
	83540	COMPUTER HARDWARE (<$25,000)			3,000	3,384	3,384	1,000	5,200	1,000
	83550	COMPUTER SOFTWARE (<$25,000)	1,308					1,200	1,200	1,200
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)	1,682	599	4,000	3,384	4,384	3,200	7,400	3,200
	85110	PROPERTY INSURANCE	181	746	783	923	923	822	863	906
	85111	FRAUD INSURANCE	6							
	85112	INLAND MARINE INSURANCE	81	6	6	30	30	6	7	7
	85113	AUTO PHYSICAL DAMAGE	32							
	85115	LIABILITY INSURANCE	153	294	309	408	408	324	341	358
	85116	E&O LIABILITY INSURANCE	119	174	183	180	180	192	202	212
	85119	UMBRELLA LIABILITY	57							
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	629	1,220	1,281	1,541	1,541	1,344	1,413	1,483
	87510	REIMB OF INTERFUND SERVICES	(44,197)	(40,961)	(46,366)	(46,366)	(46,366)	(46,366)	(48,910)	(50,172)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(44,197)	(40,961)	(46,366)	(46,366)	(46,366)	(46,366)	(48,910)	(50,172)
=	XOP	TOTAL OPERATIONS	(34,040)	(31,305)	(3,385)	(23,365)	(13,219)	(9,209)	(6,494)	(11,589)
		Capital								

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
=	XTOT	TOTAL EXPENDITURES	134,412	162,559	187,218	110,118	170,745	183,961	197,471	201,361

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Purchasing						
1	Purchasing Analyst (Reclassification)	$ 5,100	$ -	$ -	**$ 5,100**	$ -
2	Quarterly Updates to Spend Analysis	$ -	$ -	$ 3,500	**$ 3,500**	$ -
3	Software for Tracking Certificates of Insurance	$ -	$ -	$ 1,000	**$ 1,000**	$ -
4	Satisfaction Surveys of Departments and Vendors	$ -	$ -	$ 1,000	**$ 1,000**	$ -
5	Part-Time Purchasing Specialist	$ 20,110	$ 6,033	$ 6,375	**$ 32,518**	$ -
Total		$ 25,210	$ 6,033	$ 11,875	**$ 43,118**	$ -

	Compensation	Benefits	Expenses	Total	Funded
Total G/F Requests	$ 25,210 *(+.5 FTE)*	$ 6,033	$ 11,875	**$ 43,118**	$ -

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

Department Priority: **1** of **5**

Department:	**41340 PURCHASING**
Division:	
Title:	**Purchasing Analyst (Reclassification)**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
81110 REGULAR PAY		$5,100	$5,100
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$0	$5,100	$5,100

PURPOSE / DESCRIPTION OF REQUEST

To reclassify the current Purchasing Specialist (Pay Grade E) to a Purchasing Analyst (Pay Grade F) position.

SERVICE IMPLICATION

As a component of an ongoing effort to reallocate duties and responsibilities of the Purchasing Office, the reclassification would more accurately reflect the level of duties and responsibilities of the position.

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **2** of **5**

Department: **41340 PURCHASING**

Division:

Title: **Quarterly Updates to Spend Analysis**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82510 COMPUTER SERVICES		$3,500	$3,500
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$0	$3,500	$3,500

PURPOSE / DESCRIPTION OF REQUEST

Increasing the frequency of updates.

SERVICE IMPLICATION

Would allow for more timely results.

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **3** of **5**

Department: **41340 PURCHASING**

Division:

Title: **Software for Tracking Certificates of Insurance**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82510 COMPUTER SERVICES		$1,000	$1,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$0	$1,000	$1,000

PURPOSE / DESCRIPTION OF REQUEST

Software services used to track Certificates of Insurance documents provided by vendors.

SERVICE IMPLICATION

Mitigate risk to the City.

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

Department Priority: **4** of **5**

Department: **41340 PURCHASING**

Division:

Title: **Satisfaction Surveys of Departments and Vendors**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
82380 HOUSEHOLD & BUSINESS SURVEYS		$1,000	$1,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$0	$1,000	$1,000

PURPOSE / DESCRIPTION OF REQUEST

Satisfaction surveys of departments and vendors performed by NIGP on behalf of the City.

SERVICE IMPLICATION

Improved service to departments and vendors.

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

Department Priority: **5** of **5**

Department:	**41340 PURCHASING**
Division:	
Title:	**Part-Time Purchasing 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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
81110 REGULAR PAY		$20,110	$20,110
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$6,033	$6,033
Expenses			
82350 DUES FOR MEMBERSHIPS		$250	$250
82450 TELEPHONE SERVICE		$125	$125
82810 REGISTRATIONS		$1,000	$1,000
82830 AIR TRAVEL		$500	$500
82840 LODGING		$500	$500
82850 MEALS (OUTSIDE WILLIAMSON COUNTY)		$250	$250
82890 OTHER TRAVEL EXPENSES		$50	$50
83510 FURNITURE, FIXTURES (<$25,000)	$1,000		$1,000
83530 MACHINERY & EQUIPMENT (<$25,000)	$500		$500
83540 COMPUTER HARDWARE (<$25,000)	$1,700		$1,700
83550 COMPUTER SOFTWARE (<$25,000)	$500		$500
			$0
TOTAL	$3,700	$28,818	$32,518

PURPOSE / DESCRIPTION OF REQUEST

Note: Do not have an office in mind.

To focus on helping Purchasing Office (1) pursue accreditation as an NPI AEP (National Purchasing Institute - Achievement of Excellence in Procurement) agency and (2) use spend analysis tool.

SERVICE IMPLICATION

Alleviate workload of other personnel; increase capacity of Purchasing Office.

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Finance Department

Russell Truell, Assistant City Administrator/CFO

Mike Lowe, Comptroller

Outline

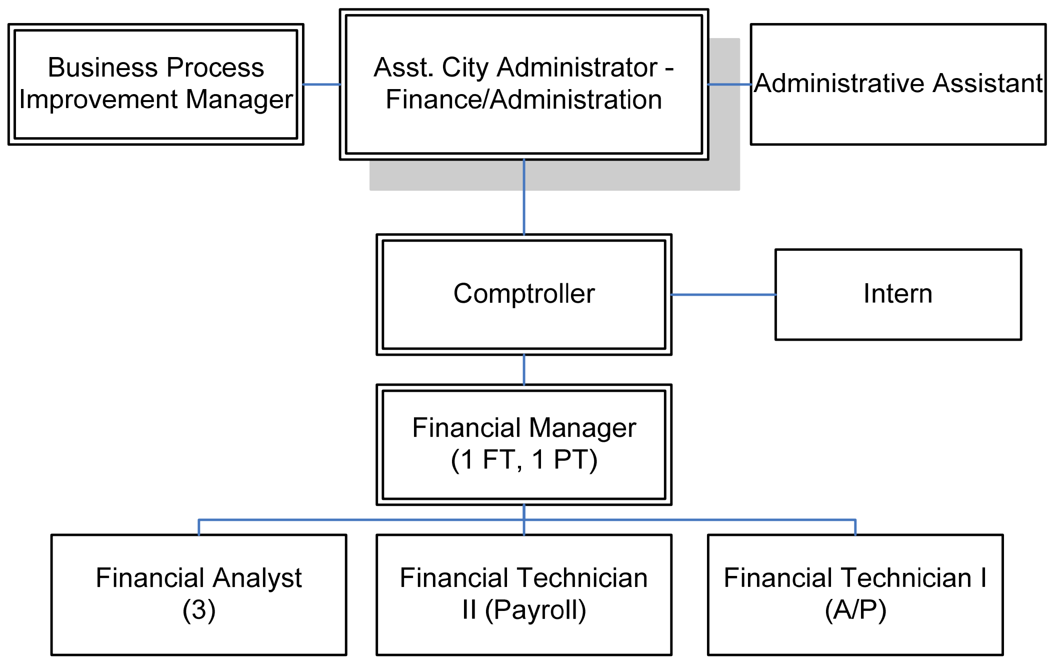
- Purpose of Department
- Organization Chart
- Base Budget Request
    - Personnel
    - Operations
    - Capital
- Program Enhancements
- Summary

Purpose of Department

The Finance Department oversees the security and management of the City's financial and property interests. The Department helps the City Administrator prepare, implement and monitor the City's annual capital and operating budgets. The department also plans and executes the issuance of bonds and other financing mechanisms available to municipalities.

The Finance Department provides financial services for the City of Franklin. These include: (1) Financial Accounting and Reporting, (2) Investment of Temporarily Idle Funds, (3) Maintaining and Reconciling City Bank Accounts, (4) Issuing Employee Payroll, (5) Issuing Vendor Payments, (6) Internal Audits, and (7) Ensuring that the Annual External Financial Audit is Conducted.

Organization Chart



Base Budget Request: Personnel

Due to retirement, the department has a vacancy in its Accounts Payable Specialist position. It is anticipated to be filled prior to the end of fiscal year end. (The position is currently filled on a temporary basis).

Base Budget Request: Operations

As the department is focusing on paperless initiatives in payroll and accounts payable, costs for expensive check stock and mailing are projected to decrease.

Base Budget Request: Capital

$50,000 that was budgeted in 2015 is carried forward to 2016. This is for anticipated payroll upgrades arising from the new human resources information system and new federal healthcare requirements.

Program Enhancement Requests

The department is requesting 2 program enhancements.

First, as the department is focusing on implementing best practices for cash management and financial analysis, an additional position of Financial Manager or Financial Analyst is requested. (Range of $64,200 to $76,200)

Second, furnishings needed for remodel/upgrade of the department's space as well as replacements for aging equipment. ($10,000)

Summary

Although the department has had success with its financial management practices including few, if any, audit findings in recent years, the department continues to strive to implement best practices in cash management, financial analysis, and "going green" with paperless initiatives.

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Finance

Russell Truell, Assistant City Administrator
Mike Lowe, Comptroller

Budget Summary

	2013	2014	2015		2016	2015 v. 2016	
	Actual	Actual	Budget	Estimated	Base Budget	$	%
Personnel	706,200	772,560	800,743	841,862	835,592	34,849	4.4%
Operations	-18,521	-56,018	-51,986	-60,150	-50,148	1,838	3.5%
Capital	0	0	50,000	0	50,000	-	0.0%
Total	**687,679**	**716,542**	**798,757**	**781,712**	**835,444**	**36,687**	**4.6%**

Departmental Summary

The Finance Department oversees the security and management of the City's financial and property interests. The Department helps the City Administrator prepare, implement and monitor the City's annual capital and operating budgets. The department also plans and executes the issuance of bonds and other financing mechanisms available to municipalities.

The Finance Department provides financial services for the City of Franklin. These include: (1) Financial Accounting and Reporting, (2) Investment of Temporarily Idle Funds, (3) Maintaining and Reconciling City Bank Accounts, (4) Issuing Employee Payroll, (5) Issuing Vendor Payments, (6) Internal Audits, and (7) Ensuring that the Annual External Financial Audit is Conducted.

FY 2016 Outlook

As a significant part of its paperless initiatives, the Finance Department will no longer issue paper payroll checks as of April 1, 2015. Also, employees will access their bi-weekly paystubs electronically instead of paper remittances. Finance will no longer be requesting an additional direct deposit form for paying employee reimbursements through accounts payable. The primary bank account in payroll will be used. The use of direct deposit and electronic remittances will reduce the use of expensive check stock, envelopes and postage, as well as the manpower required to investigate and report outstanding payroll checks, as well as distribute paper remittances.

The Finance Department continues to pursue electronic payments for existing and new vendors, allowing the further reduction of office supplies, postage and manpower. Along with this requirement, ACH remittances could be emailed rather than mailed. Doing this will increase savings on paper products and postage. Utilities payments have been automatically paid for several years.

For 2016, the Department will focus on best practices of cash management and financial analysis efforts. The department is updating its practices for tracking and forecasting receipts and payments, as well as analyzing financial data not only for the City, but also other entities such as Transit and the Conference Center.

Performance Measures

How a community utilizes its resources must be governed in accordance with its citizens wishes and its plans for the future. Therefore, beginning in FY 2015, The City of Franklin has established **Franklin*Forward* : 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 are demonstrate a proper and diligent use of taxpayer dollars in the pursuit of a greater community.

Franklin*Forward* : A Vision for 2033 | Objectives for Developing a Strategic Plan

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 a 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: Franklin*Forward*	
Sustainable Franklin	
Tennessee Municipal Benchmarking Project	

Workload (Output) Measures

		2012	2013	2014	2015*	2016*
	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)	97%	98%	98%	100%	100%
	Increase use of electronic payments for AP (percent paid by ACH/EFT)	22%	33%	34%	35%	40%
	Vendor payments issued	6,862	4,942	4,045	4,250	4,500
	Invoices processed	11,554	9,349	6,143	6,250	6,500
	Checks issued (non-payroll)	473	3,821	2,652	2,000	2,000

Efficiency Measures

		2012	2013	2014	2015*	2016*
	TBD					

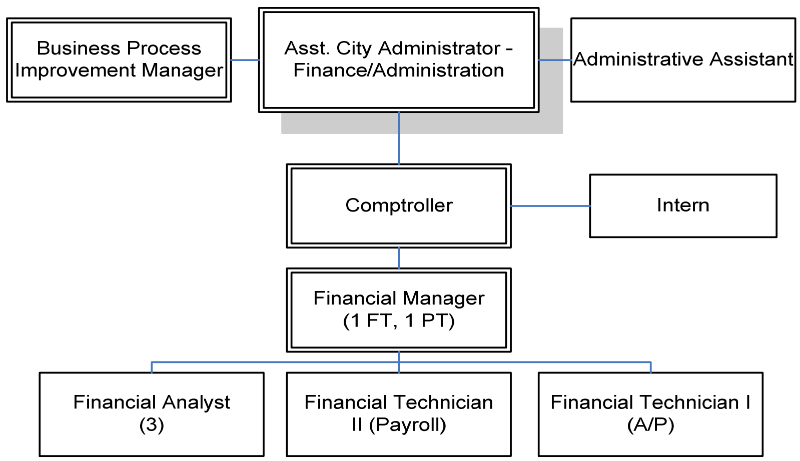
Performance Measures

Outcome (Effectiveness) Measures

	2012	2013	2014	2015*	2016*
Retain the City's Triple AAA rating (for consecutive months)	162 months since attained December 1998	174 months since attained December 1998	186 months since attained December 1998	198 months since attained December 1998	210 months since attained December 1998
Exceed the return on investments of the LGIP	1.47% average to LGIP's .12%	1.36% average to LGIP's .13%	1.06% average to LGIP's .09%	1.00% average to LGIP's .08%	Exceed LGIP average by 1%
Achieve the GFOA Annual Report award for financial reporting annually	21st consecutive (for FY 2011)	22nd consecutive (for FY 2012)	23rd consecutive (for FY 2013)	24th consecutive (for FY 2014)	25th consecutive (for FY 2015)
Achieve the GFOA Budget Report award annually	4th award (for FY 2012 budget)	5th award (for FY 2013 budget)	6th award (for FY 2014 budget)	7th award (for FY 2015 budget)	8th award (for FY 2016 budget)
Goal: Franklin will create a climate for necessary taxes and fees by assuring an equitable and balanced commercial, industrial, and residential tax base without a over-dependence on a single dominant revenue source.					
Baseline: To determine the optimal proportion of revenue sources necessary to balance equitable payment for growth.					
Target?	**Baseline Being Established**				
Meets Target?	**TBD**	**TBD**	**TBD**	**TBD**	**TBD**
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.					
Target (# of rating agencies per FY)	**2**	**2**	**2**	**2**	**2**
Meets Target?	**Yes**	**Yes**	**Yes**	**Yes**	**Yes**

** 2015 & 2016 estimated*

Organizational Chart



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

Staffing by Position

Position	Pay Grade	FY 2012		FY 2013		FY 2014		FY 2015		FY 2016	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Asst. City Admin-Finance/Admin	Grade N	1	0	1	0	1	0	1	0	1	0
Comptroller	Grade K	1	0	1	0	1	0	1	0	1	0
Business Process Imp. Mgr.	Grade H	0	0	0	0	1	0	1	0	1	0
Financial Manager	Grade H	1	1	1	1	1	1	1	1	1	1
Financial Analyst	Grade H	3	0	3	0	3	0	3	0	3	0
Payroll Specialist	Grade E	0	0	0	0	1	0	1	0	1	0
Financial Technician I(AP)	Grade D	0	0	0	0	1	0	1	0	1	0
Financial Technician 1/2/3	---	2	0	2	0	0	0	0	0	0	0
Administrative Assistant	Grade D	1	0	1	0	1	0	1	0	1	0
Intern	Intern	0	0	0	0	0	0	0	1	0	1
Totals		**9**	**1**	**9**	**1**	**10**	**1**	**10**	**2**	**10**	**2**

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	Difference %
Personnel							
Salaries & Wages	527,243	561,050	606,832	643,890	622,571	15,739	2.6%
Employee Benefits	178,957	211,510	193,911	197,972	213,021	19,110	9.9%
Total Personnel	**706,200**	**772,560**	**800,743**	**841,862**	**835,592**	**34,849**	**4.4%**
Operations							
Transportation Services	2,927	3,471	3,518	2,247	2,350	(1,168)	-33.2%
Operating Services	1,884	2,392	1,885	651	1,850	(35)	-1.9%
Notices, Subscriptions, etc.	4,601	6,961	4,046	5,854	5,155	1,109	27.4%
Utilities	4,162	4,264	4,141	4,158	3,950	(191)	-4.6%
Contractual Services	32,060	14,396	19,675	16,330	20,900	1,225	6.2%
Repair & Maintenance Services	3,739	2,892	4,174	2,469	3,000	(1,174)	-28.1%
Employee programs	180	-	-	-	-	-	0.0%
Professional Development/Travel	11,759	15,598	13,908	11,445	11,350	(2,558)	-18.4%
Office Supplies	4,825	4,445	4,975	5,662	5,750	775	15.6%
Operating Supplies	22	180	-	-	-	-	0.0%
Fuel & Mileage	4	66	-	470	300	300	100.0%
Machinery & Equipment (<$25,000)	5,950	3,317	7,800	7,360	7,600	(200)	-2.6%
Repair & Maintenance Supplies	157	113	-	57	100	100	100.0%
Property & Liability Costs	3,143	2,522	2,660	3,701	3,825	1,165	43.8%
Permits	400	1,000	-	-	-	-	0.0%
Financial Fees	71,066	67,934	64,010	62,224	66,500	2,490	3.9%
Interfund Reimbursements	(165,400)	(185,569)	(182,778)	(182,778)	(182,778)	-	0.0%
Total Operations	**(18,521)**	**(56,018)**	**(51,986)**	**(60,150)**	**(50,148)**	**1,838**	**3.5%**
Machinery & Equipment (>$25,000)	-	-	50,000	-	50,000	-	0
Capital	-	-	50,000	-	50,000	**-**	**0.0%**
Total Finance Department	**687,679**	**716,542**	**798,757**	**781,712**	**835,444**	**36,687**	**4.6%**

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Personnel								
=	81110	REGULAR PAY	501,676	556,972	623,395	424,596	613,300	639,970	659,169	678,944
	81120	OVERTIME PAY	3,759	4,078	4,500	3,872	5,590	5,000	5,000	5,000
	81150	TEMPORARY WORK BY NON-CITY EMPLOYEES	21,808			3,161	25,000			
	81199	VACANCY ADJUSTMENT			(21,063)			(22,399)	(23,071)	(23,763)
=	XWAGE	TOTAL WAGES	527,243	561,050	606,832	431,629	643,890	622,571	641,098	660,181
=	81410	FICA (EMPLOYER'S SHARE)	36,315	40,019	45,533	30,413	42,060	48,958	50,426	51,939
=	81420	MEDICAL PREMIUMS	91,847	123,324	128,878	76,796	131,650	141,766	155,942	171,537
=	81430	GROUP INSURANCE PREMIUMS	7,364	7,779	8,990	5,100	9,140	9,889	10,878	11,966
=	81440	EMPLOYEE INSURANCE CONTRIBUTIONS	(17,848)	(23,313)	(27,092)	(16,930)	(23,900)	(29,801)	(32,781)	(36,059)
	81450	RETIREMENT CONTRIBUTIONS	55,272	53,226	28,197	28,197	28,197	31,017	34,118	37,530
	81455	DEFERRED COMP MATCH	2,701	7,966	6,890	5,757	8,320	8,678	9,112	9,567
	81460	UNEMPLOYMENT CLAIMS	150							
	81470	WORKERS COMPENSATION PREMIUMS	756	109	115	105	105	115	125	125
	81482	CAR ALLOWANCE	2,400	2,400	2,400	1,661	2,400	2,400	2,400	2,400
=	XBEN	TOTAL BENEFITS	178,957	211,510	193,911	131,099	197,972	213,022	230,220	249,005
=	XPER	TOTAL PERSONNEL	706,200	772,560	800,743	562,728	841,862	835,593	871,318	909,186
		Operations								
+	82110	MAILING & OUTBOUND SHIPPING SERVICES	2,924	3,471	3,518	1,370	2,247	2,350	2,420	2,490
	1	VARIOUS	645	2,490			18			
	2	UPS STORE -MISC	2,066	842	2,152		2,106	2,200	2,250	2,300
	3	PO BOX RENEWAL	86	139	88		92	100	110	120
	6	FEDERAL EXPRESS	127				31	50	60	70
	7	W2/1099 Mailings			1,278					
	*	Amount missing from detail				1,370				
+	82120	FREIGHT FOR INBOUND PURCHASED ITEMS	3							
	1	VARIOUS	3							
	2	SHIPPING FOR PRINTER								
	*	Amount missing from detail								
=	XTRC	TOTAL TRANSPORTATION CHARGES	2,927	3,471	3,518	1,370	2,247	2,350	2,420	2,490
+	82210	PRINTING & COPYING SERVICES, OUTSOURCED	569	401	200	223	372	400	450	500
	1	VARIOUS		401						
	2	ENVELOPES					172	200	225	250
	3	ENVELOPES-PAYROLL								
	4	BUSINESS CARDS	177		200		200	200	225	250
	8	CHECKS	392							
	*	Amount missing from detail				223				
+	82230	ARCHIVING/RECORDS MANAGEMENT SERVICES	995	1,194	1,250			1,250	1,250	1,250
	1	Greenshades Pay History Archival	995	1,194	1,250			1,250	1,250	1,250
	*	Amount missing from detail								
+	82250	TESTING & PHYSICALS	277	797	435	189	279	200	385	410
	1	VARIOUS	30	364			79			
	2	KROLL BACKGROUND	167	157	160				160	160

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	3	WALK IN MEDICAL CTR-PHYSICALS/TESTING	80	276	275		200	200	225	250
	*	Amount missing from detail				189				
	82299	OTHER OPERATING SERVICES	43							
=	XOPSV	TOTAL OPERATING SERVICES	1,884	2,392	1,885	412	651	1,850	2,085	2,160
+	82310	LEGAL NOTICES	278	459	200	258	258	300	520	530
	1	VARIOUS		307	200				220	230
	3	WILLIAMSON HERALD	76	152						
	5	ADVERTISEMENT FOR FINANCIAL TECH	75				258	300	300	300
	7	ADVERTISEMENT FOR FINANCIAL ANALYST	127							
	*	Amount missing from detail				258				
+	82350	DUES FOR MEMBERSHIPS	1,139	3,834	1,215	2,425	2,425	1,955	1,975	2,000
	1	VARIOUS		3,179			525			
	2	AGA								
	3	AWWA								
	4	GFOA Membership-0230,0205,0211,4177	595	595	745		895	895	900	925
	5	SAM'S CLUB	95	60	60		60	60	75	75
	6	AMERICAN PAYROLL ASSOC-1610,1714	249		250		219	250	250	250
	7	TN ASSOC OF MUNICIPAL CLERKS-0119			35		195	200	200	200
	8	INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS-0119	125				231	250	250	250
	9	TGFOA Membership	75		125		300	300	300	300
	*	Amount missing from detail				2,425				
+	82355	PROFESSIONAL STANDARDS / ACCREDITATION	1,005	580	1,005	1,448	1,448	1,160	1,160	1,160
	1	VARIOUS					18			
	2	GFOA APPLICATION/DISTINGUISHED BUDGET	425		425		580	580	580	580
	3	APPL FOR CERTIFICATE OF ACHIEVEMENT-FINANCIAL REPORT	580	580	580		850	580	580	580
	*	Amount missing from detail				1,448				
+	82390	PUBLICATIONS, NON-TRAINING	2,179	2,088	1,626	1,545	1,723	1,740	1,740	1,740
	1	VARIOUS	409	1,879						
	10	Wall Street Journal			276		300	300	300	300
	11	Barrons			99		99	100	100	100
	12	Harvard Business Journal			130		141	150	150	150
	13	Daily Herald			77					
	2	GAAFR-0230	204							
	3	THE TENNESSEAN	119	70	170		205	210	210	210
	4	MONEY MAGAZINE-0205								
	5	NY TIMES DIGITAL-0205	195	75	180		180	180	180	180
	6	THE ECONOMIST NEWSPAPER-0205	89	64	64		274	275	275	275
	7	MISC PUBLICATIONS-0205	563				524	525	525	525
	8	GASB & GFOA-0230	545		550					
	9	GFOA-0205	55		80					
	*	Amount missing from detail				1,545				
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	4,601	6,961	4,046	5,676	5,854	5,155	5,395	5,430
+	82450	TELEPHONE SERVICE	1,540	1,528	1,623	663	1,560	1,700	1,725	1,750
	1	VARIOUS	98	854						
	2	AT&T	1,442	674	1,623		1,560	1,700	1,725	1,750
	*	Amount missing from detail				663				
+	82455	CELLULAR TELEPHONE SERVICE	923	1,106	958	671	1,610	1,250	1,275	1,300
	1	VARIOUS		796						
	2	VERIZON WIRELESS	923	310	958		1,610	1,250	1,275	1,300

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	3	0205-REIMBURSEMENT								
	4	0119-REIMBURSEMENT								
	*	Amount missing from detail				671				
+	82470	INTERNET & RELATED SERVICES	1,426	1,630	1,560	1,205	988	1,000	1,000	1,000
	1	VARIOUS	125	999	1,560					
	2	AT&T	1,301	631			988	1,000	1,000	1,000
	*	Amount missing from detail				1,205				
	82483	CONNECTION CHARGES	273							
=	XUTIL	TOTAL UTILITIES	4,162	4,264	4,141	2,539	4,158	3,950	4,000	4,050
+	82510	COMPUTER SERVICES	32,060	14,396	19,675	10,432	16,330	20,900	20,900	20,900
	1	VARIOUS	3,640	11,527						
	2	ACCTG SERVICES TELEPHONE SUPPORT (COMP RESOURCES)	13,068	2,869	10,000		15,430	20,000	20,000	20,000
	4	GREENSHADES SOFTWARE-PAYROLL REPORTING	199		200		200	200	200	200
	5	GREENSHADES-401K REPORTING								
	6	GPUG Membership Renewal	700		700		700	700	700	700
	7	ADDITIONAL COSTS-COMPUTER RESOURCES	14,453		7,500					
	8	Greenshades Tax Form Upload			1,275					
	*	Amount missing from detail				10,432				
=	XCTS	TOTAL CONTRACTUAL SERVICES	32,060	14,396	19,675	10,432	16,330	20,900	20,900	20,900
+	82620	EQUIPMENT REPAIR & MAINTENANCE SERVICES	3,739	2,892	4,174	2,847	2,469	3,000	4,161	4,196
	1	VARIOUS	984	2,027						
	2	NOVACOPY	2,755	865	3,080		2,469	3,000	3,000	3,000
	3	MAILSHIP TECHNOLOGY			1,094				1,161	1,196
	*	Amount missing from detail				2,847				
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	3,739	2,892	4,174	2,847	2,469	3,000	4,161	4,196
+	82780	TRAINING, OUTSIDE	25							
	1	VARIOUS	25							
	2	ECONOMIC OUTLOOK CONFERENCE-0205								
	3	NEW HORIZONS-0230								
	*	Amount missing from detail								
	82790	TRAINING, IN-HOUSE	155							
=	XEPG	TOTAL EMPLOYEE PROGRAMS	180							
+	82810	REGISTRATIONS	3,383	6,175	5,279	3,775	3,640	3,700	3,700	3,700
	01	Various	872	6,175	2,569		599	600	600	600
	02	TGFOA	175		175		1,185	1,200	1,200	1,200
	03	TGFOA	175		175					
	04	TGFOA	175		175					
	05	TGFOA	175		175					
	06	TGFOA			175					
	07	CMFO					830	850	850	850
	08	CMFO	200							
	09	CMFO	150							
	10	CMFO	150							
	12	ROCKHURST UNIVER								
	13	GPUG SUMMIT								
	14	ACCTG BASICS								
	17	GFOA CONFERENCE	342		395		1,026	1,050	1,050	1,050

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	18	GFOA CONFERENCE	342		395					
	19	GFOA CONFERENCE	317		395					
	23	TGFOA SPRING CONFERENCE	150		150					
	24	Municipal Clerk Academy	160							
	27	Prof Dev Seminar			500					
	*	Amount missing from detail				3,775				
+	82820	GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	1,835	1,555	1,236	1,298	927	750	750	750
	1	VARIOUS	453	1,099	1,036					
	11	GFOA	10				250	250	250	250
	15	PARKING	36							
	16	MILEAGE								
	17	Prof Dev			200					
	2	CMFO	192	78			651	500	500	500
	3	MILEAGE								
	4	MILEAGE	487	78						
	5	MILEAGE	33							
	6	MILEAGE	387	39						
	7	MILEAGE	166	84						
	8	MILEAGE		177						
	9	PARKING, CAB	71				26			
	*	Amount missing from detail				1,298				
+	82830	AIR TRAVEL	1,387	2,239	2,277	504	1,104	1,200	1,250	1,300
	1	GFOA	637	2,239			1,104	1,200	1,250	1,300
	2	0211			335					
	3	0205	372		721					
	4	0230	378		721					
	5	Prof Dev Seminar			500					
	*	Amount missing from detail				504				
+	82840	LODGING	4,522	4,799	4,400	1,730	5,095	5,000	5,000	5,000
	1	GFOA	4,260	4,799			5,095	5,000	5,000	5,000
	2	0211			1,000					
	3	0205	262		1,800					
	4	0230			1,200					
	5	Prof Dev Seminar			400					
	*	Amount missing from detail				1,730				
+	82850	MEALS (OUTSIDE WILLIAMSON COUNTY)	620	818	696	(86)	679	700	900	900
	1	GFOA	524	755	496		679	700	700	700
	2	0205	96							
	3	JE NEEDED								
	5	0230								
	6	0211								
	7	Prof Dev Seminar			200				200	200
	8	4177		63						
	*	Amount missing from detail				(86)				
	82890	OTHER TRAVEL EXPENSES	12	12	20				20	20
=	XPDT	TOTAL PROFESSIONAL DEVELOPMENT/TRAVEL	11,759	15,598	13,908	7,221	11,445	11,350	11,620	11,670
+	83110	OFFICE SUPPLIES	4,125	4,025	4,600	2,748	4,943	5,000	5,000	5,000
	1	VARIOUS	998	2,220						
	2	MISC OFFICE SUPPLIES	2,580	1,627	4,000		4,943	5,000	5,000	5,000
	3	GREENSHADES								

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	5	Envelopes-Payroll	547	178	600					
.	*	Amount missing from detail				2,748				
	83130	EMPLOYEE BENEVOLENCE ITEMS	172							
+	83140	MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	528	420	375	621	719	750	1,148	1,160
	1	VARIOUS	285	420	375				398	410
	2	0205								
	5	Misc	243				719	750	750	750
	*	Amount missing from detail				621				
=	XOFS	TOTAL OFFICE SUPPLIES	4,825	4,445	4,975	3,369	5,662	5,750	6,148	6,160
	83260	UNIFORMS PURCHASED		180						
+	83299	OTHER OPERATING SUPPLIES	22			28				
	1	VARIOUS	22							
	*	Amount missing from detail				28				
=	XOPS	TOTAL OPERATING SUPPLIES	22	180		28				
	83320	MILEAGE (INSIDE WILLIAMSON COUNTY)	4	66		270	470	300	300	300
=	XFUEL	TOTAL FUEL & MILEAGE	4	66		270	470	300	300	300
	83510	FURNITURE, FIXTURES (<$25,000)				65	65	100	100	100
+	83530	MACHINERY & EQUIPMENT (<$25,000)	26							
	1	VARIOUS	26							
	2	COPIER								
	3	SURGE								
	4	PS40 FOLER & INSERTER								
	*	Amount missing from detail								
+	83540	COMPUTER HARDWARE (<$25,000)	3,599	592	6,300	7,295	7,295	7,500	7,500	7,500
	1	VARIOUS		592						
	2	HP LASER JET PRINTER								
	3	0218-KEYBOARD & MOUSE								
	6	MISC SUPPLIES								
	7	COMPUTERS & MONITORS-REPLACEMENTS	3,599		6,300		7,295	7,500	7,500	7,500
	8	0205-LENOVO THINKPAD								
	*	Amount missing from detail				7,295				
+	83550	COMPUTER SOFTWARE (<$25,000)	2,325	2,725	1,500					
	1	VARIOUS		2,725						
	3	FORECASTER LICENSE-6								
	4	GREENSHADE REPORTING FOR 401 K								
	5	COMPUTER RESOURCES - NEGATIVE PR TRANSACTION								
	6	COMPUTER RESOURCES-INTEGRITY DATA	2,325		1,500					
	*	Amount missing from detail								
=	XMEU	TOTAL MACHINERY & EQUIPMENT (<$25,000)	5,950	3,317	7,800	7,360	7,360	7,600	7,600	7,600
+	83620	EQUIPMENT PARTS & SUPPLIES	60							
	1	VARIOUS	60							
	*	Amount missing from detail								
+	83660	BUILDING MAINTENANCE SUPPLIES	97	113		57	57	100	100	100
	1	VARIOUS	55	92						
	2	SAMS (MISC SUPPLIES)	42	21			57	100	100	100
	*	Amount missing from detail				57				
=	XRMS	TOTAL REPAIR & MAINTENANCE SUPPLIES	157	113		57	57	100	100	100

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	85110	PROPERTY INSURANCE	906	746	790	923	923	1,000	1,000	1,000
	85111	FRAUD INSURANCE	28							
	85112	INLAND MARINE INSURANCE	404	23	25	61	61	75	75	75
	85113	AUTO PHYSICAL DAMAGE	158							
	85115	LIABILITY INSURANCE	766	1,102	1,160	1,849	1,849	1,850	1,850	1,850
	85116	E&O LIABILITY INSURANCE	595	651	685	818	818	850	850	850
	85119	UMBRELLA LIABILITY	286							
	85140	SURETY/NOTARY BONDS				50	50	50	50	50
=	XPLC	TOTAL PROPERTY & LIABILITY COSTS	3,143	2,522	2,660	3,701	3,701	3,825	3,825	3,825
+	85320	STATE FEES	400	1,000						
	1	VARIOUS		1,000						
	2	TN DEPT OF REVENUE-PROFESSIONAL PRIVILEGE TAX	400							
	*	Amount missing from detail								
=	XPERM	TOTAL PERMITS	400	1,000						
	85510	BANKING FEES	25,038	16,598	17,510	8,112	16,224	20,000	20,000	20,000
+	85520	INVESTMENT FEES	29,940	35,112	30,000	15,000	30,000	30,000	30,000	30,000
	1	VARIOUS	8,690	25,112						
	2	FIFTH THIRD-MARKET VALUE FEES	2,500		5,000		5,000	5,000	5,000	5,000
	3	PUBLIC FINANCIAL MGMT-FINANCIAL ADVISORY SERVICES								
	4	BUREAU OF PUBLIC DEBT								
	5	PORTFOLIO SERVICES								
	6	Investment Management	18,750	6,250	25,000		25,000	25,000	25,000	25,000
	7	TRACKER								
	8	99FEDPCS3 53 MMA		3,750						
	*	Amount missing from detail				15,000				
+	85525	FINANCIAL ADVISOR FEES	16,088	16,224	16,500	8,000	16,000	16,500	17,000	17,500
	1	VARIOUS	4,088	12,224						
	2	ANALYSIS ON IMPACT FEES JE								
	3	PUBLIC FINANCIAL MANAGEMENT, INC	12,000	4,000	16,500		16,000	16,500	17,000	17,500
	*	Amount missing from detail				8,000				
=	XFLF	TOTAL FINANCIAL FEES	71,066	67,934	64,010	31,112	62,224	66,500	67,000	67,500
	85990	MISCELLANEOUS					0			
=	XOBE	TOTAL OTHER BUSINESS EXPENSES					0			
	87510	REIMB OF INTERFUND SERVICES	(165,400)	(185,569)	(182,778)	(182,778)	(182,778)	(182,778)	(197,081)	(202,301)
=	XREIMB	TOTAL INTERFUND SERVICES REIMBURSEMENTS	(165,400)	(185,569)	(182,778)	(182,778)	(182,778)	(182,778)	(197,081)	(202,301)
=	XOP	TOTAL OPERATIONS	(18,521)	(56,018)	(51,986)	(106,384)	(60,150)	(50,148)	(61,527)	(65,920)
		Capital								

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
	89550	COMPUTER SOFTWARE (>$25,000)			50,000			50,000		
=	XMEO	TOTAL MACHINERY & EQUIPMENT (>$25,000)			50,000			50,000		
=	XCAP	TOTAL CAPITAL			50,000			50,000		
=	XTOT	TOTAL EXPENDITURES	687,679	716,542	798,757	456,344	781,712	835,445	809,791	843,266

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Program Enhancement Summary

Priority	Request	Compensation	Benefits	Expenses	Total	Funded
Finance						
1	Additional Personnel - Financial Manager or Analyst	$ 58,000	$ 17,400	$ 800	**$ 76,200**	$ -
2	Finance Remodel/Upgrade - Furnishings/Equipment		$ -	$ 10,000	**$ 10,000**	$ -
Total		$ 58,000	$ 17,400	$ 10,800	**$ 86,200**	$ -

	Compensation	Benefits	Expenses	Total	
Total G/F Requests	$ 58,000	$ 17,400	$ 10,800	**$ 86,200**	$ -
	(+1 FTE)				

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

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

Department: **41500 FINANCE**
Division:
Title: **Additional Personnel - Financial Manager or Analyst**

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

REQUESTED PROGRAM ENHANCEMENT FUNDING

Account Description	One-Time Cost (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
81110 REGULAR PAY		$58,000	$58,000
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$17,400	$17,400
Expenses			
82810 REGISTRATIONS		$500	$500
82820 GROUND TRANSPORTATION (OUTSIDE WILLIAMSON		$250	$250
82350 DUES FOR MEMBERSHIPS		$50	$50
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$0	$76,200	$76,200

PURPOSE / DESCRIPTION OF REQUEST

This request would add an additional Financial Manager or Financial Analyst. The addition would allow the Finance Department to better meet the needs, requirements and requests of our ever-growing City, including analysis of financial information provided by other entities, such as Transit and the Conference Center.

Please note: Regular pay above is rate for Financial Manager; Regular pay for Financial Analyst is $46,000.

SERVICE IMPLICATION

Per State requirements, cash accounts are to be reconciled within 30 days of month end and all other financial information reconciled and analyzed within 60 days of month end.

An additional manager or analyst would be able to assist in meeting these deadlines within the required timeframe. Failure to add this position increases the risk of not meeting the requirements set forth by the State.

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

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

Department: **41500 FINANCE**
Division:
Title: **Finance Remodel/Upgrade - Furnishings/Equipment**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	TOTAL FY16 Request
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
83510 FURNITURE, FIXTURES (<$25,000)	$7,000		$7,000
83530 MACHINERY & EQUIPMENT (<$25,000)	$3,000		$3,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$10,000	$0	$10,000

PURPOSE / DESCRIPTION OF REQUEST

Furniture, Fixtures includes furnishing of conference room and other office furnishings (tables and chairs).

Machinery & Equipment includes scanner, printer, and refrigerator replacement.

SERVICE IMPLICATION

Finance Remodel/Upgrade (remodel of space, carpeting, and cubicles) is included in Project and Facilities proposed budget. The furnishings above are needed for the remodel/upgrade. Equipment listed would replace items several years old, including refrigerator that is at least 15 years old.

Cool Springs Convention Center - Summary Financial 2015/2016

Description	2014/2015	2015/2016	2015/2016
REVENUE BY DEPARTMENT			
TOTAL F&B REVENUE	**6,216,346**	**6,157,141**	**-59,205**
TOTAL PHONE REVENUE	0	0	0
TOTAL PARKING REVENUE	0	0	0
TOTAL OTHER INCOME	0	0	0
TOTAL OPERATIONS REVENUE	**6,216,346**	**6,157,141**	**-59,205**
EXPENSES BY DEPARTMENT		**0**	**0**
TOTAL ROOMS EXPENSES	10,445	0	-10445
TOTAL F&B EXPENSES	**3,545,440**	**3,380,675**	**-164,765**
TOTAL PHONE EXPENSES	0	0	0
TOTAL PARKING EXPENSES	0	0	0
TOTAL OTHER EXPENSES	0	0	0
TOTAL OPERATIONS EXPENSES	**3,555,885**	**3,380,675**	**-175,210**
TOTAL GROSS OPERATING PROFIT	**2,660,460**	**2,776,468**	**116,008**
DEDUCTIONS FROM INCOME		**0**	**0**
TOTAL ADMIN & GENERAL EXPENSES	429,936	409,938	-19,998
TOTAL INFORMATION & TELECOM EXPENSES	63,456	117,286	53,830
(14) TOTAL FRANCHISE FEES	0	0	0
TOTAL SALES & MARKETING EXPENSES	1,057,548	1,150,587	93,039
TOTAL UTILITIES EXPENSES	312,958	330,639	17,681
TOTAL MAINTENANCE & REPAIR EXPENSES	246,724	238,203	-8,521
TOTAL MANAGEMENT FEES	187,024	192,575	5,551
TOTAL DEDUCTIONS FROM INCOME	**2,297,646**	**2,439,230**	**141,584**
TOTAL HOUSE PROFIT	**362,818**	**337,237**	**-25,581**
HOUSE PROFIT %			**0**
FIXED CHARGES	**0**	**0**	**0**
TOTAL PROPERTY TAXES	0	0	0
Other Taxes and Assessments	9827	9500	-327
TOTAL INSURANCE EXPENSE	27572	25471	-2101
TOTAL INTEREST EXPENSE	0	0	0
Incentive Mgmt Fees	0	0	0
TOTAL RENT EXPENSE	0	0	0
Capital Lease Expense	0	0	0
TOTAL OTHER FIXED CHARGES	189,684	195,372	5,688
TOTAL FIXED CHARGES	**227,083**	**230,343**	**3,260**
NET OPERATING PROFIT BEFORE DEPRECIATION	**135,735**	**106,894**	**-28,841**
TOTAL AMORTIZATION of DEFERRED CHARGES	0	0	0
TOTAL DEPRECIATION	0	0	0
NET PROFIT OR LOSS	**135,735**	**106,894**	**-28,841**
Reserve at 5%	310,817	307,857	-2,960
	-175,082	-200,963	**-25,881**

Cool Springs Conference Center 2015/2016 Budget Notes

1. Current booking pace for 2015/2016 vs. 2014/2015 is down $38K. However, August is projected to be down $358K year-over-year due to the conference center renovation. A tight three week period has been blocked for the complete project.
2. Without renovation factored in, revenue growth is projected at 5%
3. Financial Comparison Variations:
    a. Previous operator (July 1-July25) – slight difference in where stats were recorded, compared to current operator
    b. In January 2015, the Uniform System of Accounts for the Hospitality Industry 11th Edition was implemented. Several expense coding changes with the most significant being the introduction of the Information and Telecommunication department, pulling expenses out of most departments and recording here
4. Expense controls implemented to focus on labor costs, food costs, contracts and utilities

Action Items leading to revenue growth:

1. Shifted an Event Manager to Director of Catering to increase selling efforts in the local catering market
2. Restructures Sales managers
    a. #1 – Association - future booking
    b. #2 – Corporate - short-term booking filling in gaps
    c. #3 – SMERF (Social, Military, Educational, Religious, Fraternal) - weekend
3. Continue partnership with Williamson County CVB to increase group meeting leads. Participate in meeting planner round tables
4. Target business with needs over shoulder days and weekends (Military Reunions, Local school program banquets, past clients)
5. Increasing spend in E-Commerce and Social Media to increase on-line presence. Enhance marketing of social functions/weddings.
6. Implemented the Marriott Red Coat Application – allows client to text needs during their conference
7. Implementing the new Marriott brand initiative: Meetings Imagined.
8. Utilizing new Conference Center Banquet menus.
    a. New banquet menus were implemented in November 2014 with increased pricing. A competitor analysis was conducted in January 2015 with price increases implemented accordingly. Menus were targeted towards current dietary trends and local cuisine.
9. Enhancing Conference Center Food & Beverage design.
    a. New banquet equipment being purchased and has been utilized on the Conference Center floor to visually enhance the Food & Beverage experience. The current menus were designed to implement current trends in food portions and presentation. The new equipment creates a more aesthetically pleasing set-up for the customers and showcases the food in a more exciting way.
10. Enhancing the Conference Center Beverage program.
    a. Revamping the beverage program by adding customized/themed bars and packages to the Conference Center menus. The goal is to drive more beverage revenue by offering fun and unique options. Event Management and Catering Sales team will also undergo training from Hotel's beverage representatives to encourage sales for evening functions.
11. Creating new Wedding menus.
    a. Current wedding menus will be revisited and modified to appeal to the modern bride. The Hotel's Catering Sales Manager that specializes in the wedding market is also working on building her network with local vendors and wedding planning companies to increase the Hotel's presence in the market and capture higher-dollar brides.

Hotel Motel Tax Fund

Outline

- Purpose of Department
- Base Budget Request
- Forecast

Hotel Motel Tax Fund

Purpose of Fund

A special revenue fund used to account for the locally administered tax levied on the occupancy of hotel and motel rooms, in addition to sales tax. The City of Franklin Hotel /Motel Tax is 4%. The fund is used to pay debt service on the Cool Springs Conference Center and the Harlinsdale and Battlefield parks. Also, the funds are used for tourism. The budget includes 1% of the 4% tax (based on collections in calendar year 2013) to support the Williamson County Convention and Visitors Bureau.

Hotel Motel Tax Fund

Base Budget Request:

Budget Summary

	2013 Actual	2014 Actual	2015 Budget	2015 Estimated	2016 Base Budget	2015 v. 2016 $	2015 v. 2016 %
Beginning Fund Balance	2,103,083	1,124,507	1,689,759	1,689,759	1,578,964		
Revenues	2,470,748	3,242,135	2,824,480	3,010,124	3,246,619	422,139	14.9%
Expenditures	3,449,324	2,395,594	3,145,577	3,120,919	2,301,855	-843,722	-26.8%
Ending Balance	1,124,507	1,971,048	1,368,662	1,578,964	2,523,729		

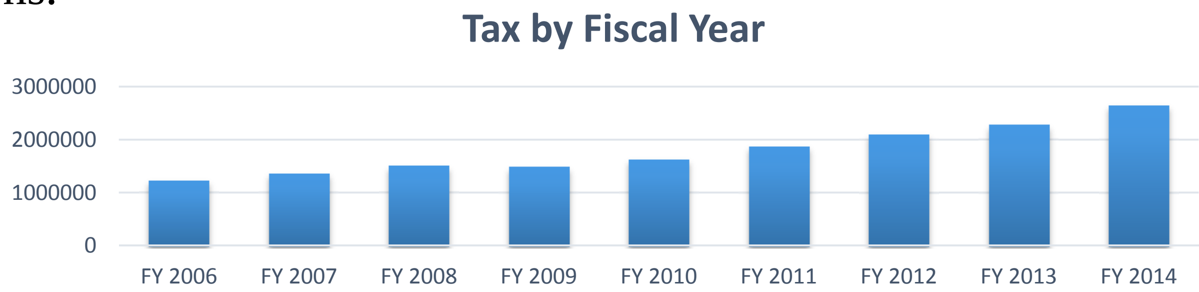
The Hotel-Motel Fund is forecast to grow significantly over the next several fiscal years. The largest jump - nearly 16% budget-to budget from FY 2015 to FY 2016 is based upon Estimated 2015 collections (which are 6.6% higher than budget) and the addition of one more hotel.

Expenses include 1% for Williamson Co. CVB & Fixed Debt Service payments.

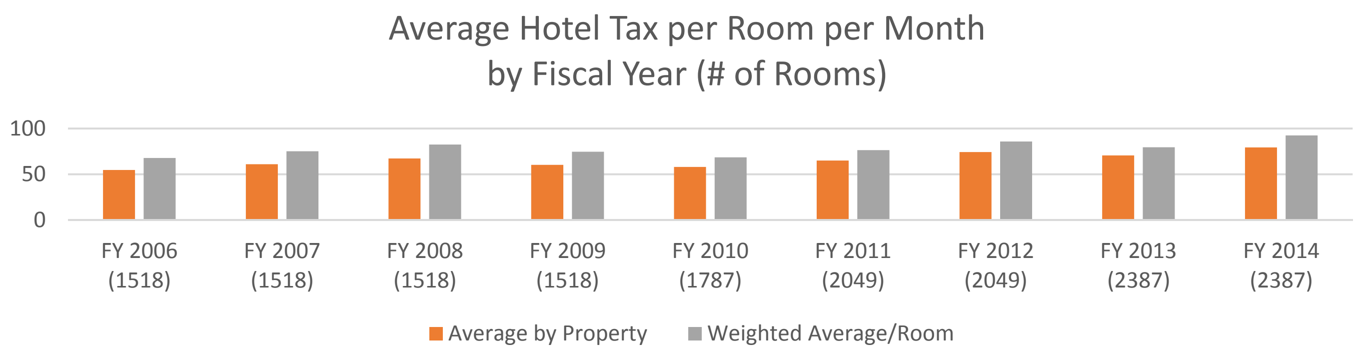
Road Impact Fund

Forecast:

Despite the recent economy, receipts in the hotel/motel fund have largely met expectations.



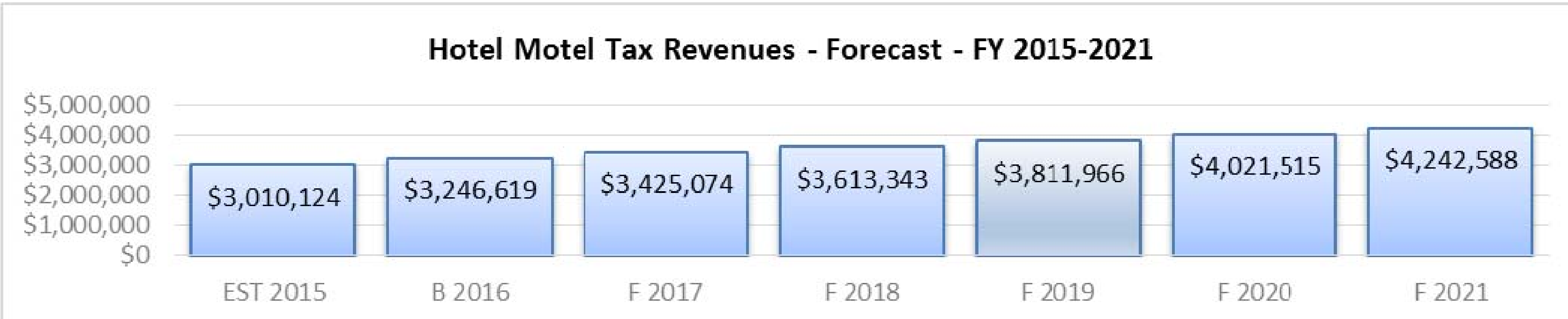
One of the main reasons for this stability in budgeting is the continued growth in both the number of hotel rooms and the average revenue collected per room (Rev PAR).



Road Impact Fund

Forecast:

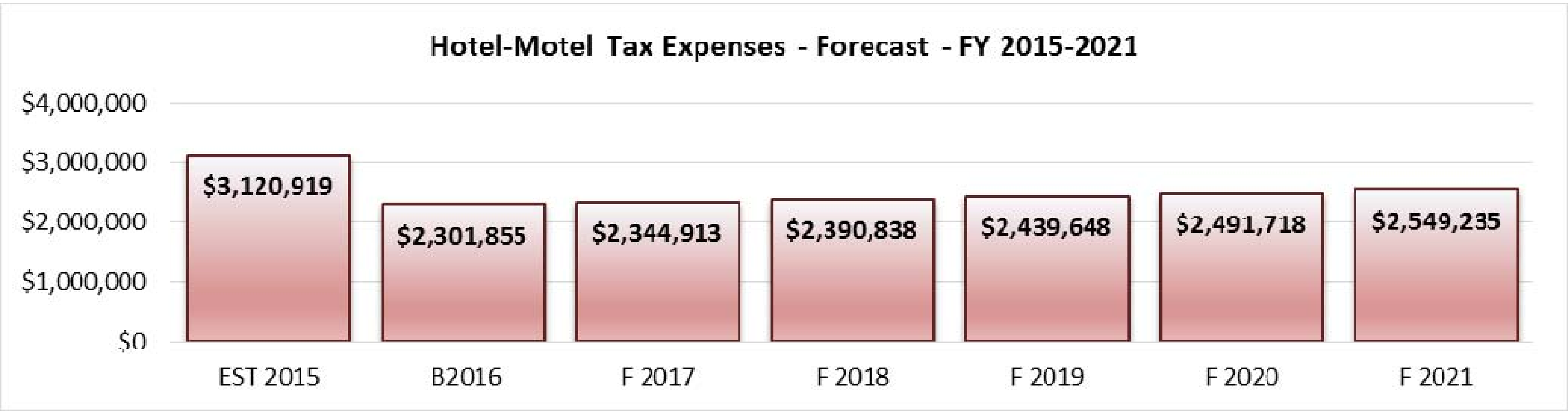
We believe that this trend will continue as the overal revenue per room continues to grow, hotels continue to be built, occupancy rates remain low and the region, driven by the high room rates within Nashville show no signs of abating. The chart below shows estimated revenues FY 2015-FY 2021.



Road Impact Fund

Forecast:

On the expense side, known (fixed cost) expenses in the next five years include debt service and the 1% contribution to the Williamson County Convention & Visitor's Bureau.



Road Impact Fund

Forecast:

Given this forecast, there should be sufficient recurring revenues to continue paying for some but not necessarily all recreation and tourist capital projects proposed within the City of Franklin.

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Hotel/Motel Tax Fund

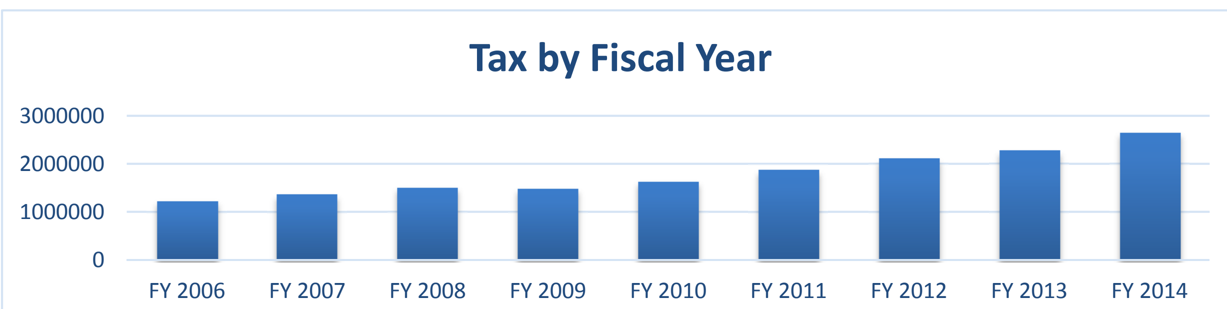
Budget Summary

	2013 Actual	2014 Actual	2015 Budget	2015 Estimated	2016 Base Budget	2015 v. 2016 $	2015 v. 2016 %
Beginning Fund Balance	2,103,083	1,124,507	1,689,759	1,689,759	1,578,964	(110,795)	-6.6%
Revenues	2,470,748	3,242,135	2,824,480	3,010,124	3,246,619	422,139	14.9%
Expenditures	3,449,324	2,395,594	3,145,577	3,120,919	2,301,855	-843,722	-26.8%
Ending Balance	1,124,507	1,971,048	1,368,662	1,578,964	2,523,729	1,155,067	84.4%

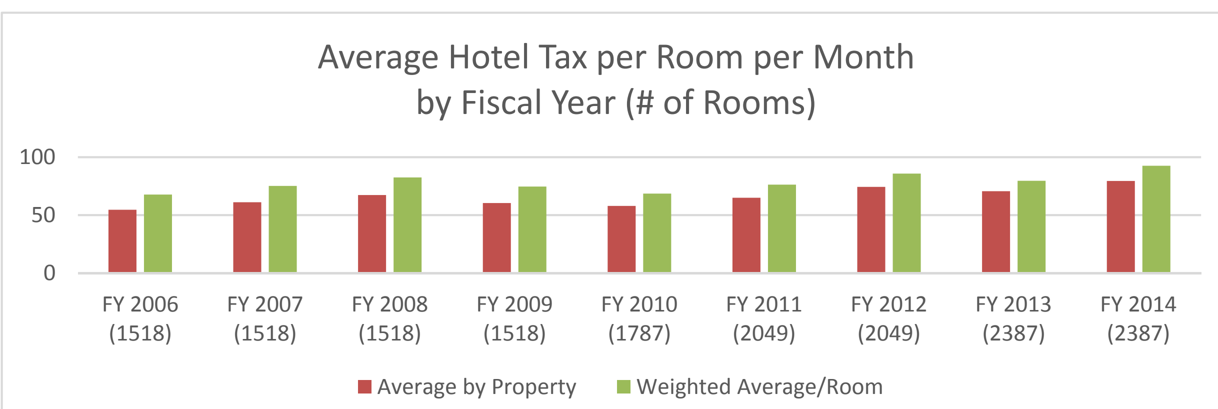
Fund Summary

A special revenue fund used to account for the locally administered tax levied on the occupancy of hotel and motel rooms, in addition to sales tax. The City of Franklin Hotel /Motel Tax is 4%. The fund is used to pay debt service on the Cool Springs Conference Center and the Harlinsdale and Battlefield parks. Also, the funds are used for tourism. The budget includes 1% of the 4% tax (based on collections in calendar year 2013) to support the Williamson County Convention and Visitors Bureau.

Despite the recent economy, receipts in the hotel/motel fund have largely met expectations as the chart below demonstrates.



One of the main reasons for this stability in budgeting is the continued growth in both the number of hotel rooms and the average revenue collected per room (Rev PAR), as demonstrated below.



Organizational Chart

There is no organization chart associated with the Hotel/Motel Tax Fund. It is supervised by personnel in the Finance Department.

Staffing by Position

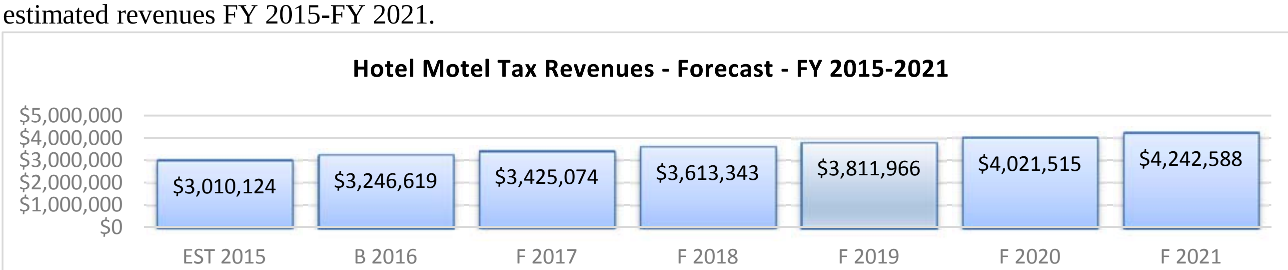
There are no staff formally associated with the Hotel/Motel Tax Fund. It is supervised by personnel in the Finance Department.

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	%
Beginning Fund Balance	**2,103,083**	**1,124,507**	**1,689,759**	**1,689,759**	**1,578,964**		
Revenues							
HOTEL/MOTEL TAXES	2,403,775	2,764,802	2,804,480	3,009,118	3,244,619	440,139	15.7%
GRANTS	60,000	476,000	-	-	-	-	0.0%
INTEREST INCOME	6,973	1,333	20,000	1,006	2,000	(18,000)	-90.0%
CONTRIBUTIONS-OTHERS	-	-	-	-	-	-	0'%
Total Available Funds	**2,470,748**	**3,242,135**	**2,824,480**	**3,010,124**	**3,246,619**	**422,139**	**14.9%**
Expenses							
LEGAL NOTICES	1,757	-	-	-	-	-	0.0%
ELECTRIC SERVICE - STREETLIGH	20,253	-	-	-	-	-	0.0%
CONTRACTUAL SERVICES	40,498	9,500	325,000	330,250	-	(325,000)	-100.0%
REPAIR & MAINT. SERVICES	125	4,785	-	24,900	-	-	0.0%
PARKS SUPPLIES	-	54,289	-	-	-	-	0.0%
COOL SPRINGS CONF. CENT.	(246,461)	(97,079)	-	68,599	-	-	0.0%
PERMITS	27	-	-	-	-	-	0.0%
CONTRACTED SERVICES	498,452	562,757	640,735	640,735	811,155	170,420	26.6%
APPROPRIATIONS	-	-	250,000	66,593	-	(250,000)	-100.0%
TRANSFER TO DEBT SERV. FUNI	1,597,424	1,116,929	1,119,842	1,119,842	1,490,700	370,858	33.1%
BUILDING IMPROVEMENTS	785,180	47,353	445,000	505,000	-	(445,000)	-100.0%
PARKS & RECREATION FACILITIE	752,069	697,060	365,000	365,000	-	(365,000)	-100.0%
Total Expenditures	**3,449,324**	**2,395,594**	**3,145,577**	**3,120,919**	**2,301,855**	**(843,722)**	**-26.8%**
Ending Fund Balance	**1,124,507**	**1,971,048**	**1,368,662**	**1,578,964**	**2,523,729**		

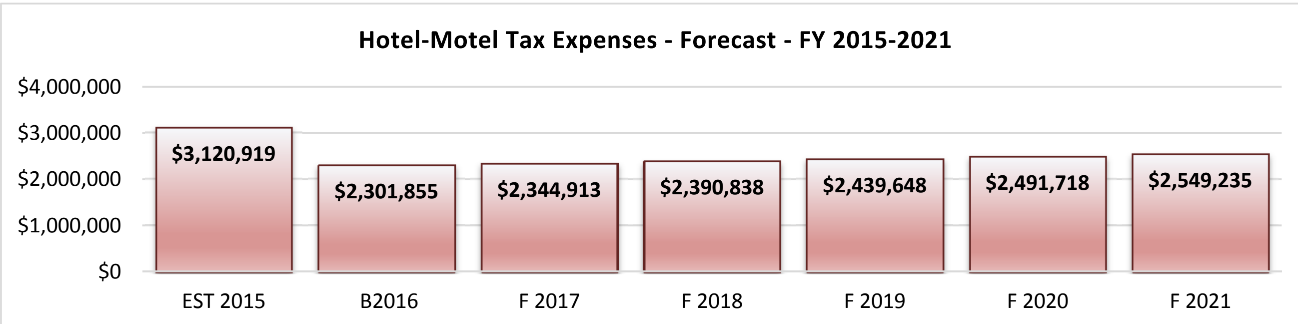
Notes & Objectives

The Hotel-Motel Fund is forecast to grow significantly over the next several fiscal years. The largest jump - nearly 16% budget-to budget from FY 2015 to FY 2016 is based upon Estimated 2015 collections (which are 6.6% higher than budget) and the addition of one more hotel. We believe that this trend will continue as the overal revenue per room continues to grow, hotels continue to be built, occupancy rates remain low and the region, drivien by the high room rates within Nashville show no signs of abating. The chart below shows estimated revenues FY 2015-FY 2021.



Budget

On the expense side, known (fixed cost) expenses in the next five years include debt service and the 1% contribution to the Williamson County Convention & Visitor's Bureau.



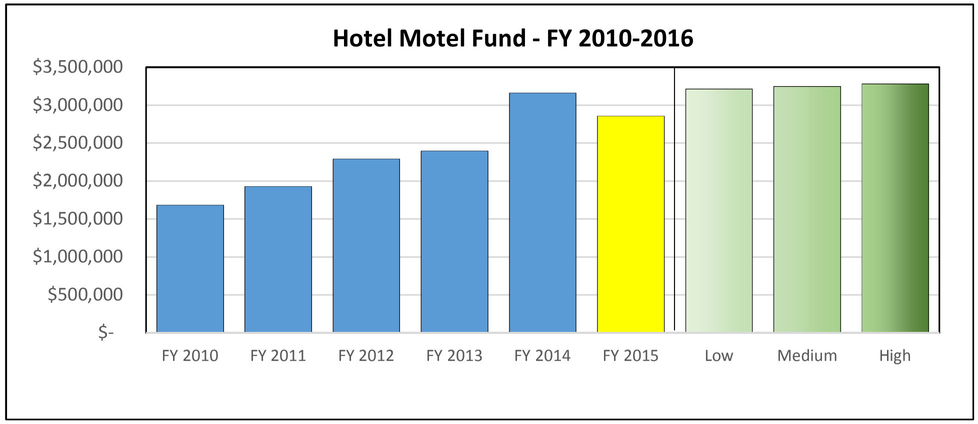
Given this forecast, there should be sufficient recurring revenues to continue paying for some but not necessarily all recreation and tourist capital projects proposed within the City of Franklin.

City of Franklin

Revenue Model

Fund:	Hotel Motel Fund	Percent of All Revenues	2.3%

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



	Actual					Budget	Forecasts (FY 2016)		
	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Low	Medium	High
July	203,521	191,661	198,277	223,911	257,308	227,181	284,405	287,278	290,151
August	135,625	175,106	176,457	194,858	226,498	209,029	295,307	298,290	301,273
September	121,482	147,827	170,555	175,080	196,237	225,963	325,275	328,560	331,846
October	130,923	171,194	180,285	190,658	220,395	249,276	307,115	310,217	313,319
November	139,941	163,871	185,887	218,932	252,865	220,802	240,826	243,258	245,691
December	127,006	142,334	155,984	162,063	211,378	181,427	216,755	218,945	221,134
January	108,486	121,182	144,366	150,588	173,782	184,454	224,852	227,123	229,394
February	107,218	123,665	149,408	152,698	184,897	218,261	219,304	221,519	223,734
March	135,350	143,156	171,438	185,118	200,416	279,382	281,300	284,142	286,983
April	151,933	174,216	214,540	224,305	265,854	247,635	262,787	265,441	268,096
May	140,927	170,736	195,614	234,176	253,377	269,154	258,443	261,053	263,664
June	173,872	180,758	206,513	217,439	240,333	291,916	295,804	298,792	301,780
EPA GRANT (FEDERAL)	0	0	100,000	0	0	0	-	-	-
PARKS GRANTS	0	0	22,575	0	0	0	-	-	-
JIM WARREN PARK TREE GRANT	0	0	0	60,000	0	0	-	-	-
EASTERN FLANK LOOP GRANT	0	0	0	0	476,000	0	-	-	-
INTEREST INCOME	7,570	21,383	17,831	6,973	1,333	20,000	2,000	2,000	2,000
CONTRIBUTIONS - OTHERS	0	0	0	0	0	31,000	-	-	-
Totals	**$ 1,683,852**	**$ 1,927,091**	**$ 2,289,730**	**$ 2,396,799**	**$ 3,160,674**	**$ 2,855,480**	**$ 3,214,173**	**$ 3,246,619**	**$ 3,279,066**

Averages
3-yr Average
$ 2,615,734
3.1%
5-Yr Average
$ 2,291,629
4.9%
10-Yr Average
$ 1,807,705
5.8%

Source: City of Franklin, Comprehensive Annual Financial Reports - 1990-2014 & Estimates from Finance & Revenue Management Departments.

2016 Budget - 15000000 HOTEL/MOTEL REVENUE
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	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018	Forecast 2019	Forecast 2020	Forecast 2021
		Available Funds											
+	31700	HOTEL/MOTEL TAXES	2,403,775	2,764,802	2,804,480		3,009,119	3,244,618	3,423,072	3,611,347	3,809,967	4,019,514	4,240,587
	01	July (received August)	211,075	220,564	227,181		262,823	287,278	303,079	319,748	337,334	355,887	375,461
	02	August (received (September)	175,021	202,941	209,029		273,261	298,290	314,696	332,005	350,265	369,529	389,854
	03	September (received October)	195,057	219,382	225,963		301,953	328,560	346,631	365,696	385,809	407,029	429,415
	04	October (received November)	223,821	242,061	249,276		284,566	310,217	327,279	345,279	364,270	384,305	405,441
	05	November (received December)	165,524	223,360	220,802		221,098	243,258	256,638	270,753	285,644	301,354	317,929
	06	December (received January)	153,893	175,183	181,427		198,052	218,945	230,987	243,691	257,094	271,234	286,152
	07	January (received February)	152,698	184,875	184,454		205,804	227,123	239,615	252,794	266,697	281,366	296,841
	08	February (received March)	185,118	214,823	218,261		209,971	221,519	233,702	246,556	260,117	274,423	289,516
	09	March (received April)	244,633	274,024	279,382		269,329	284,142	299,769	316,257	333,651	352,002	371,362
	10	April (received May)	222,217	260,989	247,635		251,603	265,441	280,040	295,446	311,692	328,835	346,921
	11	May (received June)	225,392	249,496	269,154		247,444	261,053	275,411	290,559	306,540	323,399	341,186
	12	June (received July)	249,326	297,104	291,916		283,215	298,792	315,225	332,563	350,854	370,151	390,509
	*	Amount missing from detail											
=	XLT	TOTAL LOCAL TAXES	2,403,775	2,764,802	2,804,480		3,009,119	3,244,618	3,423,072	3,611,347	3,809,967	4,019,514	4,240,587
	33810	JIM WARREN PARK TREE GRANT	60,000										
	33820	LOOP EASTERN FLANK-BATTLE OF FRANKLIN		476,000									
=	XINTG	TOTAL INTERGOVERNMENTAL	60,000	476,000									
	36100	INTEREST INCOME	6,973	1,333	20,000	503	1,006	2,000	2,000	2,000	2,000	2,000	2,000
=	XUMP	TOTAL USE OF MONEY & PROPERTY	6,973	1,333	20,000	503	1,006	2,000	2,000	2,000	2,000	2,000	2,000
	25100	BEGINNING FUND BALANCE	2,103,083	1,124,507	1,689,759	1,971,048	1,578,964	2,523,729	3,603,889	4,826,394	6,198,713	7,728,510	9,421,862
+	39210	CONTRIBUTIONS - OTHERS			31,000								
	1	Friends of the Park											
	2	Franklin's Charge/Save Franklin Battlefield - Civl War Artillery Carriages			31,000								
	*	Amount missing from detail											
=	XCC	TOTAL CAPITAL CONTRIBUTIONS	2,103,083	1,124,507	1,720,759	1,971,048	1,578,964	2,523,729	3,603,889	4,826,394	6,198,713	7,728,510	9,421,862
=	XREV	Total Available Funds	4,573,831	4,366,642	4,545,239	1,971,551	4,589,089	5,770,347	7,028,961	8,439,741	10,010,680	11,750,024	13,664,449

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018	Forecast 2019	Forecast 2020	Forecast 2021
		Operations											
	82310	LEGAL NOTICES	1,757										
=	XNSP	TOTAL NOTICES, SUBSCRIPTIONS, PUBLICITY	1,757										
	82415	ELECTRIC SERVICE - STREETLIGHTS	20,253										
=	XUTIL	TOTAL UTILITIES	20,253										
	82530	AUDIT SERVICES		7,500		5,250	5,250						
+	82560	CONSULTANT SERVICES	37,950		325,000	85,220	325,000						
	1	FSSD - Design for shared facilities & land											
	2	New Development Master Planning for Parkland Dedication											
	3	Historic Hayes Home (MP&E's)											
	4	Franklin Road Turning Lane Entrance Design for North Entrance of HF											
	5	Harlinsdale Restroom Redesign			25,000		25,000						
	6	Comprehensive Park Master Plan & Needs Assessment			150,000		150,000						
	7	Harpeth River Walk from Pinkerton to Lewisburg Pike Area			150,000		150,000						
	8	Line Item 8	37,950			85,220							
	*	Amount missing from detail											
	82599	OTHER CONTRACTUAL SERVICES	2,548	2,000									
=	XCTS	TOTAL CONTRACTUAL SERVICES	40,498	9,500	325,000	90,470	330,250						
	82643	SIGN MAINTENANCE SERVICES		4,785		24,900	24,900						
	82660	BUILDING REPAIR & MAINTENANCE SERVICES	125										
=	XRMSV	TOTAL REPAIR & MAINTENANCE SERVICES	125	4,785		24,900	24,900						
	83230	PARKS SUPPLIES		54,289									
=	XOPS	TOTAL OPERATING SUPPLIES		54,289									
	84910	COOL SPRINGS CONFERENCE CENTER OPERATIONS	(246,461)	(97,079)		68,599	68,599						
=	XOPU	TOTAL OPERATIONAL UNITS	(246,461)	(97,079)		68,599	68,599						
	85340	RECORDING & FILING FEES	27										
=	XPERM	TOTAL PERMITS	27										
!	87110	CONTRACTED SERVICES	498,452	562,757	640,735	530,356	640,735	811,155	855,769	902,836	952,492	1,004,879	1,060,147
+	87130	APPROPRIATIONS TO CIVIC ORGANIZATIONS			250,000	66,593	66,593						
	1	Civil War Trust			250,000	66,593	66,593						
	*	Amount missing from detail											
=	XAPP	TOTAL APPROPRIATIONS	498,452	562,757	890,735	596,949	707,328	811,155	855,769	902,836	952,492	1,004,879	1,060,147
	88095	TRANSFER TO DEBT SERVICE FUND	1,597,424	1,116,929	1,119,842	374,110	1,119,842	1,490,700	1,489,145	1,488,002	1,487,156	1,486,839	1,489,088
=	XTRAN	TOTAL TRANSFERS	1,597,424	1,116,929	1,119,842	374,110	1,119,842	1,490,700	1,489,145	1,488,002	1,487,156	1,486,839	1,489,088
=	XOP	TOTAL OPERATIONS	1,912,075	1,651,181	2,335,577	1,155,028	2,250,919	2,301,855	2,344,914	2,390,838	2,439,648	2,491,718	2,549,235
		Capital											
+	89230	BUILDING IMPROVEMENTS	785,180	47,353	445,000	17,550	505,000						
	1	Historic Hayes Home MP&E's Construction			175,000		175,000						
	2	Harlinsdale Farm Barn Restoration (Offices '15 & Restrooms '16)											
	3	Historic Hayes Home Exterior Restoration			30,000		30,000						
	4	Bicentennial Park Pavilion Structure			100,000		100,000						
	5	EFBP Facility - Kitchen Renovation Project											
	6	Concession Stand - Pavilion at Jim Warren Park											
	7	Enclosed Pavilion at Jim Warren Park											
	8	Harlinsdale Farm Restroom Construction			140,000		200,000						
	9	Line Item 9	785,180	47,353		17,550							
	*	Amount missing from detail											
=	XBLDG	TOTAL BUILDINGS	785,180	47,353	445,000	17,550	505,000						
+	89310	PARKS & RECREATION FACILITIES	752,069	697,060	365,000		365,000						
	10	Harlinsdale Farm Park North Entrance Road Paving Project			250,000		250,000						
	11	Placement of Civl War Artillery Carriages			60,000		60,000						
	12	Eastern Flank Battlefield Access Improvements		697,060									
	14	3 Plank Fencing for HF along Franklin Rd & Main Entrance											
	2	Various	687,069										
	3	EFBP Fencing Project Along Lewisburg Pike	10,000										
	4	New Scoreboards for Fieldstone Park	55,000										
	5	Fort Granger New Entrance: Fencing, Signage & Gravel Parking											
	6	Fort Granger Boardwalk & Bridge											

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018	Forecast 2019	Forecast 2020	Forecast 2021
	7	Harlinsdale Farm Park Main Entrance Road Resurfacing Project											
	8	Eastern Flank Battlefield Trail Removal & Installation			55,000		55,000						
	9	Eastern Flank Battlefield Outdoor Event Area											
	*	Amount missing from detail											
=	XIMPR	TOTAL IMPROVEMENTS	752,069	697,060	365,000		365,000						
_													
=	XCAP	TOTAL CAPITAL	1,537,249	744,413	810,000	17,550	870,000						
=	XTOT	TOTAL EXPENDITURES	3,449,324	2,395,594	3,145,577	1,172,578	3,120,919	2,301,855	2,344,914	2,390,838	2,439,648	2,491,718	2,549,235

Road Impact Fund

Outline

- Purpose of Department
- Base Budget Request

Road Impact Fund

Purpose of Fund

The Road Impact Fund is the 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. 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. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects.

City of Franklin, Tennessee - FY 2016 Budget Request
Road Impact Fund

Base Budget Request:

Budget Summary

	2013	2014	2015		2016	2015 v. 2016	
	Actual	Actual	Budget	Estimated	Base Budget	$	%
Beginning Fund Balance	(1,240,129)	(854,829)	16,118	16,118	2,573	(13,545)	-84.04%
Revenues	3,276,075	4,082,685	3,800,000	2,967,058	2,739,169	-1,060,831	-27.92%
Expenditures	2,890,775	3,227,856	2,980,603	2,980,603	2,739,169	-241,434	-8.10%
Ending Balance	-854,829	0	835,515	2,573	2,573	-832,942	-99.69%

Revenues within the Road Impact fund are completely dependent upon the timing of development activity. Only revenues necessary to pay existing debt service are reflected within the Road Impact Fund at this time, though there is considerable likelihood of higher receipts either in FY 2015 or FY 2016.

The budget anticipates almost $2.74 million in expenditures, completely in the form of a transfer to the debt service fund.

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Road Impact Fund

Budget Summary

	2013 Actual	2014 Actual	2015 Budget	2015 Estimated	2016 Base Budget	2015 v. 2016 $	2015 v. 2016 %
Beginning Fund Balance	(1,240,129)	(854,829)	16,118	16,118	2,573	(13,545)	-84.04%
Revenues	3,276,075	4,082,685	3,800,000	2,967,058	2,739,169	-1,060,831	-27.92%
Expenditures	2,890,775	3,227,856	2,980,603	2,980,603	2,739,169	-241,434	-8.10%
Ending Balance	-854,829	0	835,515	2,573	2,573	-832,942	-99.69%

Fund Summary

The Road Impact Fund is the 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. 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. These funds can be used to pay for new arterial roads, directly or through payment of debt service on bonds associated with the projects.

The budget anticipates almost $2.74 million in expenditures, completely in the form of a transfer to the debt service fund.

Organizational Chart

There is no organization chart associated with the Road Impact Fund. It is supervised by personnel in the Finance Department.

Staffing by Position

There are no staff formally associated with the Road Impact Fund. It is supervised by personnel in the Finance Department.

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	%
Beginning Fund Balance	**(1,240,129)**	**(854,829)**	**16,118**	**16,118**	**2,573**		
Revenues							
ROAD IMPACT FEES	3,488,544	4,725,902	3,800,000	3,220,581	2,739,169	(1,060,831)	-27.9%
ROAD IMPACT CREDITS	(182,469)	(704,150)	-	(253,523)	-	-	0.0%
INTEREST INCOME	-	-	-	-	-	-	0.0%
TRANSFER FROM GENERAL FUND	-	60,933	-	-	-	-	0.0%
CONTRIBUTIONS FROM DEVELOPER	(30,000)	-	-	-	-	-	0.0%
Total Available Funds	**3,276,075**	**4,082,685**	**3,800,000**	**2,967,058**	**2,739,169**	**(1,060,831)**	**-27.9%**
Expenses (Operations)							
LEGAL SERVICES	25,469	-	-	-	-	-	0.0%
TRANSFER TO DEBT SERVICE FUND	2,865,306	3,227,856	2,980,603	2,980,603	2,739,169	(241,434)	-8.1%
Total Expenditures	**2,890,775**	**3,227,856**	**2,980,603**	**2,980,603**	**2,739,169**	**(241,434)**	**-8.1%**
Ending Fund Balance	**(854,829)**	**-**	**835,515**	**2,573**	**2,573**		

Notes & Objectives

Revenues within the Road Impact fund are completely dependent upon the timing of development activity. Only revenues necessary to pay existing debt service are reflected within the Road Impact Fund at this time, though there is considerable likelihood of higher reciepts either in FY 2015 or FY 2016.

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Available Funds								
+	32800	ROAD IMPACT FEES	3,488,544	4,725,902	3,800,000	1,605,581	3,220,581	2,739,169	2,737,999	2,737,947
	01	July	101,547	153,724	158,340	229,572	229,572			
	02	August	243,928	888,987	915,660	139,840	139,840			
	03	September	115,034	205,408	211,570	217,394	217,394			
	04	October	155,759	264,184	272,110	200,301	200,301			
	05	November	475,078	360,104	370,910	254,561	254,561			
	06	December	309,281	351,901	362,460	203,249	203,249			
	07	January	170,291	295,934	304,810	177,164	177,164			
	08	February	123,224	76,244	78,530	183,500	183,500			
	09	March	155,557	386,184	165,350					
	10	April	138,340	122,560	147,040					
	11	May	375,885	165,892	399,530					
	12	June	1,124,620	1,454,780	413,690		1,615,000	2,739,169	2,737,999	2,737,947
	*	Amount missing from detail								
	32810	ROAD IMPACT CREDITS	(182,469)	(704,150)		(253,523)	(253,523)			
=	XLP	TOTAL LICENSES & PERMITS	3,306,075	4,021,752	3,800,000	1,352,058	2,967,058	2,739,169	2,737,999	2,737,947
	36100	INTEREST INCOME				9				
=	XUMP	TOTAL USE OF MONEY & PROPERTY				9				
	37100	TRANSFER FROM GENERAL FUND		60,933						
=	XOR	TOTAL OTHER REVENUE		60,933						
	25100	BEGINNING FUND BALANCE	(1,240,129)	(854,829)	16,118	16,118	16,118	2,573	2,573	2,573
	39200	CONTRIBUTIONS FROM DEVELOPER	(30,000)							
=	XCC	TOTAL CAPITAL CONTRIBUTIONS	(1,270,129)	(854,829)	16,118	16,118	16,118	2,573	2,573	2,573
=	XREV	Total Available Funds	2,035,946	3,227,856	3,816,118	1,368,185	2,983,176	2,741,742	2,740,572	2,740,520

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Operations								
	82520	LEGAL SERVICES	25,469						15,000	15,000
=	XCTS	TOTAL CONTRACTUAL SERVICES	25,469						15,000	15,000
+	88095	TRANSFER TO DEBT SERVICE FUND	2,865,306	3,227,856	2,980,603	757,989	2,980,603	2,739,169	2,737,999	2,737,947
	1	Calculated Debt Service Transfer	2,865,306	3,227,856	2,980,603	757,989	2,980,603	2,739,169	2,737,999	2,737,947
	*	Amount missing from detail								
=	XTRAN	TOTAL TRANSFERS	2,865,306	3,227,856	2,980,603	757,989	2,980,603	2,739,169	2,737,999	2,737,947
=	XOP	TOTAL OPERATIONS	2,890,775	3,227,856	2,980,603	757,989	2,980,603	2,739,169	2,752,999	2,752,947
=	XTOT	TOTAL EXPENDITURES	2,890,775	3,227,856	2,980,603	757,989	2,980,603	2,739,169	2,752,999	2,752,947

In Lieu of Parkland Fund

Outline

- Purpose of Department
- Base Budget Request

In Lieu of Parkland Fund

Purpose of Fund

The In Lieu of Parkland Fund was created in FY 2015 for the purpose of satisfying requirements of Section 5.5.4 of the City of Franklin Zoning Ordinance.

Funds can be used only for the acquisition or development of public parks, greenways/blueways, open space sites, and related facilities.

In Lieu of Parkland Fund

Base Budget Request:

Budget Summary

	2013	2014	2015		2016	2015 v. 2016	
	Actual	Actual	Budget	Estimated	Base Budget	$	%
Beginning Fund Balance	-	-	2,280,119	2,280,119	2,491,967	211,848	9.29%
Revenues	-	-	-	211,848	-	0	0.00%
Expenditures	-	-	-	-	-	0	0.00%
Ending Balance	0	0	2,280,119	2,491,967	2,491,967	211,848	9.29%

For planning purposes, no additional receipts are being forecast for Fiscal 2016.

Expenditures for Fiscal Year 2016 and beyond may be proposed from Program Enhancement Requests already submitted later in the budget process

City of Franklin, Tennessee

FY 2016 Operating Budget Request

In Lieu of Parkland Fund

Budget Summary

	2013 Actual	2014 Actual	2015 Budget	2015 Estimated	2016 Base Budget	2015 v. 2016 $	2015 v. 2016 %
Beginning Fund Balance	-	-	2,280,119	2,280,119	2,491,967	211,848	9.29%
Revenues	-	-	-	**211,848**	-	0	0.00%
Expenditures	-	-	-	-	-	0	0.00%
Ending Balance	0	0	2,280,119	2,491,967	2,491,967	211,848	9.29%

Fund Summary

The In Lieu of Parkland Fund was created in FY 2015 for the purpose of satisfying requirements of Section 5.5.4 of the City of Franklin Zoning Ordinance.

Funds can be used only for the acquisition or development of public parks, greenways/blueways, open space sites, and related facilities.

Organizational Chart

There is no organization chart associated with the In Lieu of Parkland Fund. It is supervised by personnel in the Parks and Finance Departments.

Staffing by Position

There are no staff formally associated with the In Lieu of Parkland Fund. It is supervised by personnel in the Parks and Finance Departments.

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	Difference %
Beginning Fund Balance	**-**	**-**	**2,280,119**	**2,280,119**	**2,491,967**		
Revenues							
In Lieu of Parkland Receipts	-	-	-	211,848	-	-	0.0%
Total Available Funds	**-**	**-**	**-**	**211,848**	**-**	**-**	**0.0%**
Expenses (Operations)							
Capital	-	-	-	-	-	-	0.0%
Total Expenditures	**-**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Ending Fund Balance	**-**	**-**	**2,280,119**	**2,491,967**	**2,491,967**		

Notes & Objectives

The first receipts into the fund were recorded in FY 2015. There is no additional history before this fiscal year.

For planning purposes, no additional receipts are being forecast for Fiscal 2016.

This fund is available for capital projects pertaining to public parks, greenways/blueways and open space in FY 2016 and beyond.

Debt Service Fund

Outline

- Purpose of Department
- Base Budget Request
- Forecast

Purpose of Fund

In the FY2010 budget, annual debt service previously paid by the General Fund was moved to this consolidated Debt Service Fund. While a portion of property tax is allocated directly to this fund to pay for General Fund's portion of debt service, transfers are made from the Sanitation & Environmental Services, Road Impact, and Hotel/Motel Tax funds to pay their respective shares of the debt service in accordance with policies and intentions delineated by the Board of Mayor & Aldermen.

City of Franklin, Tennessee - FY 2016 Budget Request
Debt Service Fund

Base Budget Request:

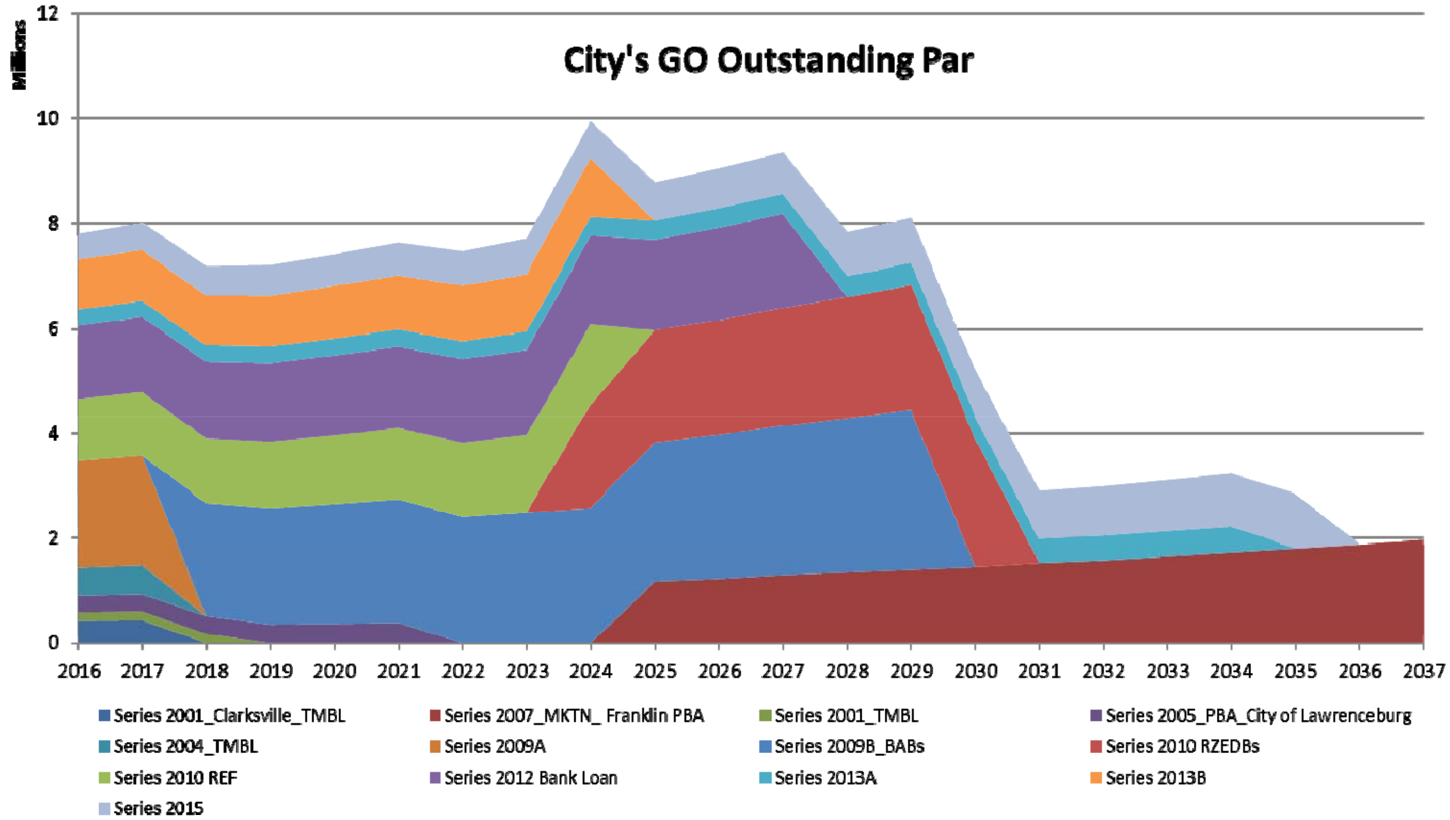
	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	Difference %
Beginning Fund Balance	**318,138**	**84,729**	**195,118**	**195,118**	**63,262**		
Total Available Funds	**33,212,371**	**11,106,967**	**12,163,102**	**12,158,202**	**12,865,883**	**702,781**	**5.8%**
Expenses (Debt Service by Fund)							
General	14,636,774	5,658,149	7,180,872	7,180,872	7,668,072	487,200	6.8%
Sanitation	561,627	570,537	589,080	589,080	606,544	17,464	3.0%
Road Impact	14,722,444	3,533,589	3,283,846	3,283,846	3,042,412	(241,434)	-7.4%
Hotel Motel	3,524,935	1,234,303	1,236,260	1,236,260	1,607,118	370,858	30.0%
Total Expenditures	**33,445,780**	**10,996,578**	**12,290,058**	**12,290,058**	**12,924,145**	**634,087**	**5.2%**
Ending Fund Balance	**84,729**	**195,118**	**68,162**	**63,262**	**5,000**		

FY 2016 is forecast to increase as additional debt service is incurred, especially within the General & Hotel Motel Funds. The increase is attributable to the recent issue of $15,000,000 for various capital projects.

City of Franklin, Tennessee - **FY 2016 Budget Request**
Debt Service Fund

Forecast:

The chart below shows all outstanding G.O. (General Obligation) indebtedness for the City. It includes the recent $15,000,000 issue.



City of Franklin, Tennessee

FY 2016 Operating Budget Request

Debt Service Fund

Budget Summary

	2013 Actual	2014 Actual	2015 Budget	2015 Estimated	2016 Base Budget	2015 v. 2016 $	2015 v. 2016 %
Beginning Fund Balance	318,138	84,729	195,118	195,118	63,262		
Revenues	33,212,371	11,106,967	12,163,102	12,158,202	12,865,883	702,781	5.78%
Expenditures	33,445,780	10,996,578	12,290,058	12,290,058	12,924,145	634,087	5.16%
Ending Balance	84,729	195,118	68,162	63,262	5,000		

Fund Summary

In the FY2010 budget, annual debt service previously paid by the General Fund was moved to this consolidated Debt Service Fund. While a portion of property tax is allocated directly to this fund to pay for General Fund's portion of debt service, transfers are made from the Sanitation & Environmental Services, Road Impact, and Hotel/Motel Tax funds to pay their respective shares of the debt service in accordance with policies and intentions delineated by the Board of Mayor & Aldermen.

Organizational Chart

There is no organization chart associated with the Debt Service Fund. It is supervised by personnel in the Finance Department.

Staffing by Position

There are no staff formally associated with the Debt Service Fund. It is supervised by personnel in the Finance Department.

City of Franklin, Tennessee

FY 2016 Operating Budget Request

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	Difference %
Beginning Fund Balance	**318,138**	**84,729**	**195,118**	**195,118**	**63,262**		
Revenues							
TOTAL LOCAL TAXES	4,779,633	5,357,261	6,443,176	6,443,176	6,999,070	555,894	8.6%
TOTAL INTERGOVERNMENTAL	904,052	832,179	825,401	825,401	825,401	-	0.0%
TOTAL USE OF MONEY & PROPE	22,504,328	2,205	5,000	100	5,000	-	0.0%
TOTAL OTHER REVENUE	5,024,358	4,915,322	4,889,525	4,889,525	5,036,412	146,887	3.0%
Total Available Funds	**33,212,371**	**11,106,967**	**12,163,102**	**12,158,202**	**12,865,883**	**702,781**	**5.8%**
Expenses (Debt Service by Fund)							
General	14,636,774	5,658,149	7,180,872	7,180,872	7,668,072	487,200	6.8%
Sanitation	561,627	570,537	589,080	589,080	606,544	17,464	3.0%
Road Impact	14,722,444	3,533,589	3,283,846	3,283,846	3,042,412	(241,434)	-7.4%
Hotel Motel	3,524,935	1,234,303	1,236,260	1,236,260	1,607,118	370,858	30.0%
Total Expenditures	**33,445,780**	**10,996,578**	**12,290,058**	**12,290,058**	**12,924,145**	**634,087**	**5.2%**
Ending Fund Balance	**84,729**	**195,118**	**68,162**	**63,262**	**5,000**		

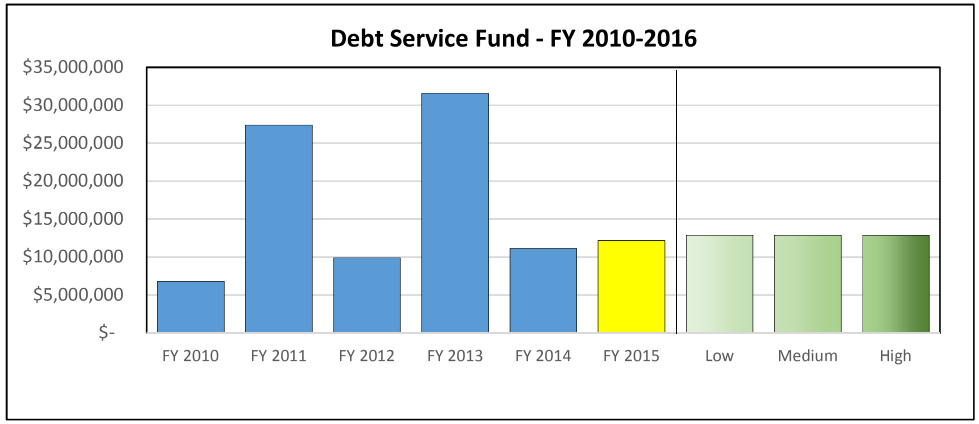
Notes & Objectives

FY 2016 is forecast to increase as additional debt service is incurred, especially within the General & Hotel Motel Funds. The increase is attributible to the recent issue of $15,000,000 for various capital projects.

Fund:	Debt Service Fund	Percent of All Revenues	9.7%

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

FY 2016 is forecast to increase as additional debt service is incurred, especially within the General Fund & Hotel-Motel Fund.



	Actual					Budget	Forecast (FY 2016)		
	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Low	Medium	High
PROPERTY TAXES COLLECTED	2,851,481	4,952,567	4,830,155	4,779,633	5,357,261	6,443,176	6,999,070	6,999,070	6,999,070
REBATE ON BAB / RZEDB	0	872,753	904,052	904,052	825,401	825,401	825,401	825,401	825,401
INTEREST INCOME	1,438	3,846	14,104	4,328	2,205	5,000	5,000	5,000	5,000
BOND PROCEEDS	0	16,590,000	0	22,500,000	0	0	-	-	-
INTEREST-BOND PROCEEDS	0	0	0	0	0	0	-	-	-
TRANSFER FROM WATER	0	0	0	0	0	100,000	100,000	100,000	101,000
TRANSFER FROM SEWER	0	0	0	0	0	100,000	100,000	100,000	101,000
TRANSFER FROM SOLID WASTE	517,955	532,022	543,115	561,628	569,819	589,080	606,544	606,544	606,544
TRANSFER FROM ROAD IMPACT	2,023,514	2,730,648	1,821,447	1,204,829	3,274,230	2,980,603	2,739,169	2,739,169	2,739,169
TRANSFER FROM HOTEL/MOTEL	1,408,884	1,708,248	1,813,399	1,597,424	1,114,681	1,119,842	1,490,700	1,490,700	1,490,700
Totals	**$ 6,803,272**	**$ 27,390,084**	**$ 9,926,272**	**$ 31,551,894**	**$ 11,143,597**	**$ 12,163,102**	**$ 12,865,884**	**$ 12,865,884**	**$ 12,867,884**

Averages
3-yr Average
$ 17,540,588
-10.2%
5-Yr Average
$ 17,363,024
-6.0%

Source: City of Franklin, Comprehensive Annual Financial Reports - 1990-2014 & Estimates from Finance & Revenue Management Departments.

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Available Funds								
	31100	PROPERTY TAXES COLLECTED	4,779,633	5,357,261	6,443,176	6,350,472	6,443,176	6,999,070	7,113,297	6,559,526
=	XLT	TOTAL LOCAL TAXES	4,779,633	5,357,261	6,443,176	6,350,472	6,443,176	6,999,070	7,113,297	6,559,526
+	33958	REBATE ON BAB / RZEDB	904,052	832,179	825,401	419,480	825,401	825,401	825,401	825,401
	1	Various				419,480				
	2	$30.625m - General	354,883	326,670	324,008		324,008	324,008	324,008	324,008
	3	$30.625m - Road Impact	188,906	173,889	172,472		172,472	172,472	172,472	172,472
	4	$30.625m - Hotel/Motel	2,184	2,010	1,994		1,994	1,994	1,994	1,994
	5	$15.725m - General	89,520	82,402	81,732		81,732	81,732	81,732	81,732
	6	$15.725m - Road Impact	143,232	131,844	130,771		130,771	130,771	130,771	130,771
	7	$15.725m - Hotel/Motel	125,327	115,364	114,424		114,424	114,424	114,424	114,424
	*	Amount missing from detail								
=	XINTG	TOTAL INTERGOVERNMENTAL	904,052	832,179	825,401	419,480	825,401	825,401	825,401	825,401
	36100	INTEREST INCOME	4,328	2,205	5,000	21	100	5,000	5,000	5,000
	36200	BOND PROCEEDS	22,500,000							
=	XUMP	TOTAL USE OF MONEY & PROPERTY	22,504,328	2,205	5,000	21	100	5,000	5,000	5,000
	37120	TRANSFER FROM WATER OPERATING			200,000	100,000	200,000	200,000	200,000	200,000
	37500	TRANSFER FROM SOLID WASTE	561,628	570,537	589,080	8,031	589,080	606,544	623,956	178,557
+	37510	TRANSFER FROM ROAD IMPACT	2,865,306	3,227,856	2,980,603	1,003,023	2,980,603	2,739,169	2,737,999	2,737,947
	1	Calculated Debt Service Transfer	2,865,306	3,227,856	2,980,603	1,003,023	2,980,603	2,739,169	2,737,999	2,737,947
	*	Amount missing from detail								
	37520	TRANSFER FROM HOTEL/MOTEL	1,597,424	1,116,929	1,119,842	374,110	1,119,842	1,490,700	1,489,145	1,488,002
=	XOR	TOTAL OTHER REVENUE	5,024,358	4,915,322	4,889,525	1,485,164	4,889,525	5,036,413	5,051,100	4,604,506
	25100	BEGINNING FUND BALANCE	318,138	84,729	131,956	195,118	195,118	63,262	5,000	5,000
=	XCC	TOTAL CAPITAL CONTRIBUTIONS	318,138	84,729	131,956	195,118	195,118	63,262	5,000	5,000
=	XREV	Total Available Funds	33,530,509	11,191,696	12,295,058	8,450,255	12,353,320	12,929,146	12,999,798	11,999,433

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Operations								
+	86100	PRINCIPAL	3,081,500	3,412,200	4,405,800	193,500	4,405,800	4,681,484	4,807,464	4,350,134
	01	Bonds 2004 - Refund 2000 Parking Garage	411,750	425,250	193,500	193,500	193,500			
	02	Bonds 2004 - $13.5m (Royal Oaks, Carothers, Dry Branch, 800mhz)								
	03	Bonds 2004 - $4.5m (WI-FI)	440,000	470,000	500,000		500,000	530,000	550,000	
	04	Bonds 2007 - $20m (Various)								
	05	Bonds 2009 - $25m (Various, including Police HQ)								
	06	Bonds 2009 - $44m (Various, including Police HQ)	1,231,750	1,261,000	1,293,500		1,293,500	1,326,000	1,358,500	1,391,000
	07	Bonds 2010 - $16.59m Refunding	674,100	702,450	715,050		715,050	740,250	762,300	781,200
	08	Bonds 2010 - $15.725m (Hillsboro, 3rd Ave Ext, Columbia Stscpe)								
	09	Bonds 2012 - $22.5m Refunding	323,900	553,500	563,750		563,750	576,050	588,350	600,650
	10	Bonds 2013 - $10m Pension			885,000		885,000	940,000	945,000	955,000
	11	Bonds 2013 - $7.405m (WorksBldg, Carlisle)			255,000		255,000	300,000	305,000	315,000
	13	Bonds 2015 - $15m (Balance - Net of Hillsboro & 3rd Ave.)						269,184	298,314	307,284
	*	Amount missing from detail								
+	86200	INTEREST	2,233,060	2,233,028	2,761,868		2,761,868	2,973,644	2,903,629	2,807,188
	01	Bonds 2004 - Refund 2000 Parking Garage	28,589	14,457	3,507		3,507			
	02	Bonds 2004 - $13.5m (Royal Oaks, Carothers, Dry Branch, 800mhz)								
	03	Bonds 2004 - $4.5m (WI-FI)	8,751	4,953	4,266		4,266	2,916	1,485	
	04	Bonds 2007 - $20m (Various)	394,721	393,100	454,860		454,860	454,860	454,860	454,860
	05	Bonds 2009 - $25m (Various, including Police HQ)	9,540							
	06	Bonds 2009 - $44m (Various, including Police HQ)	1,175,720	1,144,926	1,113,401		1,113,401	1,081,064	1,047,914	1,013,951
	07	Bonds 2010 - $16.59m Refunding	300,549	287,067	274,775		274,775	253,323	231,116	208,247
	08	Bonds 2010 - $15.725m (Hillsboro, 3rd Ave Ext, Columbia Stscpe)	198,932	198,932	198,932		198,932	198,932	198,932	198,932
	10	Bonds 2012 - $22.5m Refunding	116,258	189,593	177,804		177,804	166,042	153,527	140,995
	11	Bonds 2013 - $10m Pension			283,125		283,125	227,635	218,235	208,313
	12	Bonds 2013 - $7.405m (WorksBldg, Carlisle)			251,198		251,198	204,718	198,718	192,618
	13	Bonds 2015 - $15m (Balance - Net of Hillsboro & 3rd Ave)						384,154	398,842	389,272
	*	Amount missing from detail								
+	86300	PAYING AGENT & OTHER DEBT FEES	77,944	12,921	13,204		13,204	12,944	12,944	12,944
	02	Bonds 2004 - Refund 2000 Parking Garage	241	265	260		260			
	03	Bonds 2004 - $4.5m (WI-FI)	13,878	11,504	11,790		11,790	11,790	11,790	11,790
	04	Bonds 2009 - $25m (Various, including Police HQ)	12,445							
	05	Bonds 2009 - $44m (Various, including Police HQ)	357	358	360		360	360	360	360
	06	Bonds 2010 - $16.59m Refunding	95	94	94		94	94	94	94
	07	Bonds 2010 - $15.725m (Hillsboro, 3rd Ave Ext, Columbia Stscpe)	100	100	100		100	100	100	100
	08	Bonds 2007 - $20m (Various)	50,828							
	09	Bonds 2004 - $13.5m (Royal Oaks, Carothers, Dry Branch, 800mhz)								
	10	Bonds 2013 - $10m Pension		300	300		300	300	300	300
	11	Bonds 2013 - $7.405m (WorksBldg, Carlisle)		300	300		300	300	300	300
	*	Amount missing from detail								
+	86400	BOND SALE EXPENSES	19,270							
	1	Bonds 2012 - $22.5m Refunding	19,270							
	2	$14.9m Nissan								
	3	Bonds 2010 - $16.59m Refunding								
	4	Bonds 2013 - $10m Pension								
	5	Bonds 2013 - $7.405m (WorksBldg, Carlisle)								
	*	Amount missing from detail								
	86550	OTHER FINANCING USE-REFUNDING	9,225,000							
=	XDSV	TOTAL DEBT SERVICE	14,636,774	5,658,149	7,180,872	193,500	7,180,872	7,668,072	7,724,037	7,170,266
=	XTOT	TOTAL EXPENDITURES	14,636,774	5,658,149	7,180,872	193,500	7,180,872	7,668,072	7,724,037	7,170,266

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Operations								
+	86100	PRINCIPAL	534,000	550,000	569,000		569,000	588,000	607,000	173,000
	1	Bonds 2001 - $5m (Century Court 1)	385,000	397,000	411,000		411,000	425,000	439,000	
	2	Bonds 2001 - $2m (Century Court 2)	149,000	153,000	158,000		158,000	163,000	168,000	173,000
	*	Amount missing from detail								
+	86200	INTEREST	10,616	6,013	5,230	2,081	5,230	3,694	2,106	467
	1	Bonds 2001 - $5m (Century Court 1)	7,223	4,036	3,443		3,443	2,333	1,185	
	2	Bonds 2001 - $2m (Century Court 2)	3,393	1,977	1,787		1,787	1,361	921	467
	*	Amount missing from detail				2,081				
+	86300	PAYING AGENT & OTHER DEBT FEES	17,011	14,524	14,850	5,950	14,850	14,850	14,850	5,090
	1	Bonds 2001 - $5m (Century Court 1)	11,306	9,511	9,760		9,760	9,760	9,760	
	2	Bonds 2002 - $2m (Century Court 2)	5,705	5,013	5,090		5,090	5,090	5,090	5,090
	*	Amount missing from detail				5,950				
=	XDSV	TOTAL DEBT SERVICE	561,627	570,537	589,080	8,031	589,080	606,544	623,956	178,557
=	XTOT	TOTAL EXPENDITURES	561,627	570,537	589,080	8,031	589,080	606,544	623,956	178,557

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Operations								
+	86100	PRINCIPAL	1,690,070	2,014,490	1,765,790	376,000	1,765,790	1,566,390	1,603,490	1,642,840
	1	Bonds 2004 - $7.770m (Refund 1998 Road Bonds) - 55%	503,250	519,750	236,500	236,500	236,500			
	2	Bonds 2005 - $2.465m (Refund 1998 Road Bonds 2nd) - 100%								
	3	Bonds 2005 - $4.5m (McEwen ROW) - 45%	128,250	135,000	139,500	139,500	139,500	144,000	148,500	155,250
	4	Bonds 2007 - $20m (Various) - 43%								
	5	Bonds 2009 - $25m (Various) - 51%								
	6	Bonds 2009 - $44m (Various) - 34.6%	655,670	671,240	688,540		688,540	705,840	723,140	740,440
	7	Bonds 2010 - $15.725m (3rd Ave, Hillsboro) - 50%								
	9	Bonds 2012 - $22.5m Refunding	402,900	688,500	701,250		701,250	716,550	731,850	747,150
	*	Amount missing from detail								
+	86200	INTEREST	1,478,936	1,518,425	1,517,383	723,166	1,517,383	1,475,672	1,437,402	1,398,000
	1	Bonds 2004 - $7.770m (Refund 1998 Road Bonds) - 55%	34,941	17,669	4,287	4,287	4,287			
	2	Bonds 2005 - $2.465m (Refund 1998 Road Bonds 2nd) - 100%								
	3	Bonds 2005 - $4.5m (McEwen ROW) - 45%	45,605	40,627	37,821	37,821	37,821	32,546	27,185	21,451
	4	Bonds 2007 - $20m (Various) - 43%	297,772	296,549	343,140		343,140	343,140	343,140	343,140
	5	Bonds 2009 - $25m (Various) - 51%	11,867							
	6	Bonds 2009 - $44m (Various) - 34.6%	625,845	609,453	592,672		592,672	575,459	557,813	539,734
	7	Bonds 2010 - $15.725m (3rd Ave, Hillsboro) - 50%	318,292	318,292	318,292		318,292	318,293	318,292	318,292
	9	Bonds 2012 - $22.5m Refunding	144,614	235,835	221,171		221,171	206,234	190,972	175,383
	*	Amount missing from detail				681,058				
+	86300	PAYING AGENT & OTHER DEBT FEES	54,468	674	673	57,969	673	350	350	350
	1	Various	38,344							
	2	Bonds 2009 - $25m (Various) - 51%	15,480							
	3	Bonds 2004 - $7.770m (Refund 1998 Road Bonds) - 55%	294	324	323		323			
	4	Bonds 2010 - $15.725m (3rd Ave, Hillsboro) - 50%	160	160	160		160	160	160	160
	5	Bonds 2009 - $44m (Various) - 34.6%	190	190	190		190	190	190	190
	6	Bonds 2007 - $20m (Various)								
	*	Amount missing from detail				57,969				
+	86400	BOND SALE EXPENSES	23,970							
	1	Bonds 2012 - $22.5m Refunding	23,970							
	*	Amount missing from detail								
	86550	OTHER FINANCING USE-REFUNDING	11,475,000							
=	XDSV	TOTAL DEBT SERVICE	14,722,444	3,533,589	3,283,846	1,157,135	3,283,846	3,042,412	3,041,242	3,041,190
=	XTOT	TOTAL EXPENDITURES	14,722,444	3,533,589	3,283,846	1,157,135	3,283,846	3,042,412	3,041,242	3,041,190

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Operations								
+	86100	PRINCIPAL	1,163,430	693,310	708,410	170,500	708,410	947,126	974,046	1,002,026
	01	Bonds 2002 - $4.55m (Refund Conf Ctr 1996) - 100%	540,000							
	02	Bonds 2004 - $8m (Harlinsdale) - 100%								
	03	Bonds 2005 - $4.5m (Country Club) - 55%	156,750	165,000	170,500	170,500	170,500	176,000	181,500	189,750
	04	Bonds 2009 - $25m (Harlinsdale, Battlefield) - 8%								
	05	Bonds 2009 - $44m (Harlinsdale, Battlefield) - .4%	7,580	7,760	7,960		7,960	8,160	8,360	8,560
	06	Bonds 2010 - $15.725m (Streetscape) - 50%								
	07	Bonds 2010 - $16.59m (Refund Harlinsdale) - 37.0%	395,900	412,550	419,950		419,950	434,750	447,700	458,800
	08	Various								
	09	Bonds 2012 - $22.5m Refunding	63,200	108,000	110,000		110,000	112,400	114,800	117,200
	10	Bonds 2015 - $15M (Hillsboro & 3rd Ave Only)						215,816	221,686	227,716
	*	Amount missing from detail								
+	86200	INTEREST	554,689	540,795	527,652		527,652	659,794	631,319	602,196
	01	Bonds 2002 - $4.55m (Refund Conf Ctr 1996) - 100%	12,150							
	02	Bonds 2004 - $8m (Harlinsdale) - 100%								
	03	Bonds 2005 - $4.5m (Country Club) - 55%	55,740	49,656	46,226		46,226	39,778	33,226	26,218
	04	Bonds 2009 - $25m (Harlinsdale, Battlefield) - 8%	1,860							
	05	Bonds 2009 - $44m (Harlinsdale, Battlefield) - .4%	7,236	7,046	6,852		6,852	7,066	6,449	6,240
	06	Bonds 2010 - $15.725m (Streetscape) - 50%	278,505	278,505	278,505		278,505	278,505	278,505	278,505
	07	Bonds 2010 - $16.59m (Refund Harlinsdale) - 37.0%	176,513	168,595	161,376		161,376	148,777	135,735	122,304
	08	Bonds 2012 - $22.5m Refunding	22,685	36,993	34,693		34,693	32,350	29,956	27,511
	09	Bonds 2015 - $15M (Hillsboro & 3rd Ave Only)						153,318	147,448	141,418
	*	Amount missing from detail								
+	86300	PAYING AGENT & OTHER DEBT FEES	3,056	198	198		198	198	198	198
	1	Various								
	2	Bonds 2009 - $25m (Harlinsdale, Battlefield) - 8%	2,428							
	3	Bonds 2002 - $4.55m (Refund Conf Ctr 1996) - 100%	430							
	4	Bonds 2010 - $15.725m (Streetscape) - 50%	140	140	140		140	140	140	140
	5	Bonds 2010 - $16.59m (Refund Harlinsdale) - 37%	56	56	56		56	56	56	56
	6	Bonds 2009 - $44m (Harlinsdale, Battlefield) - .4%	2	2	2		2	2	2	2
	7	Bonds 2004 - $8m (Harlinsdale)								
	*	Amount missing from detail								
+	86400	BOND SALE EXPENSES	3,760							
	1	Bonds 2012 - $22.5m Refunding	3,760							
	*	Amount missing from detail								
	86550	OTHER FINANCING USE-REFUNDING	1,800,000							
=	XDSV	TOTAL DEBT SERVICE	3,524,935	1,234,303	1,236,260	170,500	1,236,260	1,607,118	1,605,563	1,604,420
=	XTOT	TOTAL EXPENDITURES	3,524,935	1,234,303	1,236,260	170,500	1,236,260	1,607,118	1,605,563	1,604,420

Appropriations

Budget Summary

	2013	2014	2015		2016	2015 v. 2016	
	Actual	Actual	Budget	Estimated	Base Budget	$	%
Personnel	0	0	0	0	0	0	0.00%
Operations	411,674	429,848	425,986	425,986	466,720	40,734	9.56%
Capital	0	0	0	0	0	-	0.00%
Total	**411,674**	**429,848**	**425,986**	**425,986**	**466,720**	**40,734**	**9.56%**

Department Goals

The Appropriations budget provides for the allotment of City of Franklin funds to various outside agencies, functions and programs. A select list of definitions is provided below:

ARC: A family-based organization committed to securing opportunities for persons with intellectual, developmental, or other disabilities.
Boys and Girls Club: Provides a safe place for children and teens, tracks unduplicated services, and tracks teens graduating from high school and their transition to attend college.
Bridges: In partnership with the City, responds to domestic violence calls. These efforts assist in reducing the City's costs and required manpower.
Community Child Care: Gives lower income families the opportunity to work or further education, while children receive affordable child care. Tracks test scores of children transitioning from Community Child Care to kindergarten.
Community Housing Partnership: Assists in helping to keep low income and disabled families in their homes through owner occupied rehabilitation and as an aid for emergency housing for the homeless.
Graceworks: Gives assistance with rent, utility bills, food, medications, gasoline vouchers, school supplies, and senior transportation. Graceworks also partners with the American Red Cross for disaster relief, which included the 2010 floods.
J.L. Clay Center: Serves a need in keeping local seniors involved and active.
Mid-Cumberland Homemaker: Provides at-home assistance with household tasks to help clients maintain self-sufficiency.
Mid-Cumberland Ombudsman: Serves as an impartial party advocate who seeks to resolve residents' rights complaints and violations voiced by individuals residing in nursing homes, assisted care living facilities, and homes for the aged.
Mid-Cumberland Meals on Wheels: Provides nutritious home-delivered meals/senior center dining.
Second Harvest: Provides food at a very reduced cost to several agencies that are located in Williamson County.
Waves: Provides daily activities and participation in community life for individuals with disabilities; advocacy

Organizational Chart

There is no organization chart associated with Appropriations. It is supervised by personnel in Administration and the Finance Department.

Staffing by Position

There are no staff formally associated with Appropriations. It is supervised by personnel in Administration and the Finance Department.

City of Franklin, Tennessee
FY 2016 Operating Budget Request

Budget

	Actual 2013	Actual 2014	Budget 2015	Estd 2015	Base 2016	Difference $	Difference %
Operations							
Contracted Services							
Regional Transit Authority - 91X Bus	6,249	35,786	35,786	35,786	57,294	21,508	60.1%
Franklin Tomorrow	29,610	29,610	29,610	29,610	29,610	-	0.0%
Sister City Program	5,076	5,076	5,076	5,076	8,000	2,924	57.6%
United Way - Community Needs Asses	-	5,000	-	-	-	-	0.0%
Total Contracted Services	**40,935**	**75,472**	**70,472**	**70,472**	**94,904**	**24,432**	**34.7%**
Appropriations to Governments							
Health Department	21,150	21,150	21,150	21,150	21,150	-	0.0%
Animal Control	53,690	53,690	53,690	53,690	89,224	35,534	66.2%
Spay/Neuter Program	15,157	21,119	21,507	21,507	-	(21,507)	-100.0%
Library - Books	59,220	59,220	59,220	59,220	59,220	-	0.0%
TN Reha @ Franklin	22,495	22,495	22,495	22,495	22,495	-	0.0%
Franklin Housing Authority	8,460	8,460	8,460	8,460	8,460	-	0.0%
IDB & Health/Education Board	-	-	750	750	750	-	0.0%
Total Appropriations to Gov't	**180,172**	**186,134**	**187,272**	**187,272**	**201,299**	**14,027**	**7.5%**
Appropriations to Civic Org.							
ARC	4,230	4,230	4,230	4,230	4,230	-	0.0%
Boys & Girls Club	15,228	15,228	15,228	15,228	15,228	-	0.0%
Bridges	15,040	15,040	15,040	15,040	15,040	-	0.0%
Community Child Care	29,140	29,140	29,140	29,140	29,140	-	0.0%
Community Housing Partnership	8,460	8,460	8,460	8,460	8,460	-	0.0%
Gap Foundation	22,325	-	-	-	-	-	0.0%
J.L. Clay Center/Senior Citizens	41,654	41,654	41,654	41,654	41,654	-	0.0%
Mid Cum Hum Res/Homemaker	4,700	4,700	4,700	4,700	4,700	-	0.0%
Mid-Cum Hum Res/Ombusdsman	2,061	2,061	2,061	2,061	2,500	439	21.3%
Mid-Cum Meals on Wheels	10,152	10,152	10,152	10,152	10,152	-	0.0%
Second Harvest/Nashville's Table	1,269	1,269	1,269	1,269	1,500	231	18.2%
Waves	22,913	22,913	22,913	22,913	22,913	-	0.0%
Wmson Co Emergency Relief/Gracew(	13,395	13,395	13,395	13,395	15,000	1,605	12.0%
Total Appropriations to Civic Org's.	**190,567**	**168,242**	**168,242**	**168,242**	**170,517**	**2,275**	**1.4%**
Total Operations	**411,674**	**429,848**	**425,986**	**425,986**	**466,720**	**40,734**	**9.6%**
Total Appropriations	**411,674**	**429,848**	**425,986**	**425,986**	**466,720**	**40,734**	**9.6%**

	Account	Label	Actual 2013	Actual 2014	Budget 2015	YTD 2015	Estd 2015	Base 2016	Forecast 2017	Forecast 2018
		Operations								
+	87110	CONTRACTED SERVICES	40,935	75,472	70,472	57,852	70,472	94,904	96,001	99,686
	2	Regional Transit Authority - 91X Bus Service	6,249	35,786	35,786	31,837	35,786	57,294	61,315	65,000
	3	Franklin Tomorrow	29,610	29,610	29,610	22,208	29,610	29,610	29,610	29,610
	4	Sister City Program	5,076	5,076	5,076	3,807	5,076	8,000	5,076	5,076
	5	United Way - Community Needs Assessment		5,000						
	*	Amount missing from detail								
+	87120	APPROPRIATIONS TO GOVERNMENTS	180,172	186,134	187,272	132,304	187,272	201,299	204,422	207,654
	1	Health Department	21,150	21,150	21,150	15,863	21,150	21,150	21,150	21,150
	2	Animal Control	53,690	53,690	53,690	40,516	53,690	89,224	92,347	95,579
	3	Spay/Neuter Program	15,157	21,119	21,507	8,294	21,507			
	4	Library	59,220	59,220	59,220	44,415	59,220	59,220	59,220	59,220
	5	TN Rehab @ Franklin	22,495	22,495	22,495	16,871	22,495	22,495	22,495	22,495
	6	Franklin Housing Authority	8,460	8,460	8,460	6,345	8,460	8,460	8,460	8,460
	7	IDB & Health/Education Board			750		750	750	750	750
	*	Amount missing from detail				0				
+	87130	APPROPRIATIONS TO CIVIC ORGANIZATIONS	190,567	168,242	168,242	126,183	168,242	170,517	168,242	168,242
	1	ARC	4,230	4,230	4,230	3,173	4,230	4,230	4,230	4,230
	10	Boys & Girls Club	15,228	15,228	15,228	11,421	15,228	15,228	15,228	15,228
	11	Bridges	15,040	15,040	15,040	11,280	15,040	15,040	15,040	15,040
	12	Community Child Care	29,140	29,140	29,140	21,855	29,140	29,140	29,140	29,140
	13	Community Housing Partnership	8,460	8,460	8,460	6,345	8,460	8,460	8,460	8,460
	14	Gap Foundation	22,325							
	15	J.L. Clay Center/Senior Citizens	41,654	41,654	41,654	31,241	41,654	41,654	41,654	41,654
	2	Mid Cum Hum Res/Homemaker	4,700	4,700	4,700	3,525	4,700	4,700	4,700	4,700
	3	Mid-Cum Hum Res/Ombudsman	2,061	2,061	2,061	1,546	2,061	2,500	2,061	2,061
	4	Mid-Cum Meals on Wheels	10,152	10,152	10,152	7,614	10,152	10,152	10,152	10,152
	5	Second Harvest/Nashville's Table	1,269	1,269	1,269	952	1,269	1,500	1,269	1,269
	6	Waves	22,913	22,913	22,913	17,185	22,913	22,913	22,913	22,913
	7	Wmson Co Emergency Relief/Graceworks	13,395	13,395	13,395	10,046	13,395	15,000	13,395	13,395
	*	Amount missing from detail				(0)				
=	XAPP	TOTAL APPROPRIATIONS	411,674	429,848	425,986	316,339	425,986	466,720	468,665	475,582
=	XOP	TOTAL OPERATIONS	411,674	429,848	425,986	316,339	425,986	466,720	468,665	475,582
=	XTOT	TOTAL EXPENDITURES	411,674	429,848	425,986	316,339	425,986	466,720	468,665	475,582

FY2016 PROGRAM ENHANCEMENT REQUEST FORM

HISTORIC FRANKLIN TENNESSEE

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

Department: **45920 APPROPRIATIONS**

Division:

Title: **New / Additional Outside Funding Requests**

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 (FY16 Only)	Ongoing Annual Cost (FY16 & Future)	**TOTAL FY16 Request**
Compensation			
			$0
			$0
Benefits			
Benefits auto-calculated at 30% of compensation -->>	$0	$0	$0
Expenses			
87130 APPROPRIATIONS TO CIVIC ORGANIZATIONS		$26,874	$26,874
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
TOTAL	$0	$26,874	$26,874

PURPOSE / DESCRIPTION OF REQUEST

In addition to the existing two dozen or so requests for funding under the Appropriations budget, there are three which would be considered "new" or are otherwise not part of the existing base budget in FY 2015. They include:

- Gentry's Education Center $15,000
- Transit Alliance $ 5,000
- Mid-Cumberland Dues $ 6,874

SERVICE IMPLICATION

Appropriations

Outline

- Purpose of Department
- Base Budget Request
- Program Enhancement Requests

Purpose of Department

The Appropriations budget provides for the allotment of City of Franklin funds to various outside agencies, functions and programs.

Budget Request & Goals

Budget Summary

	2013 Actual	2014 Actual	2015 Budget	2015 Estimated	2016 Base Budget	2015 v. 2016 $	2015 v. 2016 %
Personnel	0	0	0	0	0	0	0.00%
Operations	411,674	429,848	425,986	425,986	466,720	40,734	9.56%
Capital	0	0	0	0	0	-	0.00%
Total	**411,674**	**429,848**	**425,986**	**425,986**	**466,720**	**40,734**	**9.56%**

- Most outside funding requests are level-funded. Two major exceptions include Regional Transit (91X Bus – Increase of $21,508) and Animal Control (net increase of $14,027)

Program Enhancement Requests

In addition to the existing two dozen or so requests for funding under the Appropriations budget, there are three which would be considered "new" or are otherwise not part of the existing base budget in FY 2015. They include:

- Gentry's Education Center	$15,000
- Transit Alliance	$ 5,000
- Mid-Cumberland Dues	$ 6,874
Total	$26,874

The Arc
Williamson County

129 West Fowlkes St., Suite 151
Franklin, TN 37064

615-790-5815 phone
615-790-5891 fax
www.thearcwc.org

Achieve with us.

March 18, 2015

Russell Truell
Assistant City Administrator/CFO
City of Franklin
109 Third Avenue South
Franklin, TN 37064

Dear Russ,

Attached is The Arc Williamson County's budget request for 2015-2016 in the amount of $4230, the same as last year. Also attached is a copy of our most recent audit, a copy of our 501 (c)(3) letter and a copy of our charitable solicitations approval. Thank you as always for your support of The Arc. If you need any further information, please do not hesitate to contact me.

Sincerely,

Sharon Bottorff

Sharon Bottorff
Executive Director

A disability resource center
For people with intellectual and developmental disabilities

United Way

City of Franklin
APPLICATION ADDENDUM
For the funding year July 1, 2015 through June 30, 2015

Name of Agency: **The Arc Williamson County**

Date: **3/18/15**

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016: The Arc Williamson County is requesting funding to assist with the Advocacy Program. Specifically we will be providing PATH planning sessions for young adults with disabilities exiting school, maintaining 5 book clubs for individuals with intellectual disabilities, continuing The Arc's October Workshop Series and providing Information and Referral Services to individuals with disabilities. The money will go towards salaries and supplies.

Please provide information on any interaction that your agency has with the operations of City of Franklin departments (e.g., response to calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc.): The Arc frequently answers questions and gives information to City of Franklin employees when they interface with a person with a disability particularly an intellectual disability. This has ranged from giving administrative staff information on how a person who is disabled can obtain services to visiting individuals with disabilities at the request of the Police to assess situations and determine what services need to be in place. We recently worked with the Franklin Police on a bullying situation in the schools and our Board President accompanied a parent to a school meeting regarding the bullying episode and the need for a change in schools.

Please answer completely the following question using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objective and results? (Include description capacity, intensity and duration of services.) ***The Arc Williamson County's Advocacy Program is involved in many activities that enable the program to reach its objectives. Information and Referral Services are provided on a daily basis by telephone and office walk-in and include providing individuals with any needed information and names of resources that they might need to resolve their problem. Individual advocacy is often required and involves such things as assessing the family situation to determine what the needs are; making telephone calls and writing letters on behalf of an individual; locating and securing needed resources; and providing counseling.***

   The Arc continues to host public meetings to help increase awareness in the community and to provide information. In the fall of 2014, the Twelfth Annual October Workshop Series was held. Workshops included Conservatorship and Special Needs Trusts; STEP Basic Rights Training; Options for Life After High School; and I-pads, Proloquo2Go, Apps and Individuals with Disabilities. The Arc's Advocacy Program also continues to partner with the Williamson County Literacy Council to maintain five Next Chapter Book Clubs. Next Chapter Book Clubs are for young adults with intellectual disabilities and are lead by trained, volunteer facilitators.

   The Arc is a member of the Williamson County Social Services Agencies Advisory Committee, the Williamson County Geriatric Council, the Tennessee Respite Care Coalition, Special Olympics, Tennessee Disability Coalition, TASC (Tennessee Alliance of Support Coordinators), D-SPAT (Direct Support Professionals Association of Tennessee), and the Tennessee Association of Microboards and Cooperatives. In addition, the Executive Director is a member of NASW (National Association of Social Workers); a member of TCSW (Tennessee Conference on Social Welfare); Secretary/Treasurer of Sister Cities of Franklin; an alumni of Leadership Franklin; Secretary/Treasurer of the Tennessee Association of Microboards and Cooperatives; an appointee by the governor to the State of Tennessee Department of Intellectual and Developmental Disabilities Policy and Planning Council; a member of the Patricia Hart Society, the women's initiative of United Way of Williamson County; and a member of the American Association of Persons with Intellectual Disabilities.

   The objectives of the Advocacy Program are as follows:
   --Provide information and referral for consumers and self-advocates to locate services and to access them.
   --Keep parents and self-advocates informed and empower them to become better advocates in their own behalf.

--Identify, coordinate and /or secure resources to help as many families as possible.
--Provide timely information about governmental activities impacting Williamson County residents with disabilities and their families.
--Maintain communication between The Arc Williamson County and the county's two public school systems to further mutual understanding and to promote the best interest of children with disabilities serviced by the school systems.
--Utilize speakers, media and newsletters to increase public awareness of people with disabilities and their families including The October Workshop Series.
--Promote principles of The Arc and encourage participation in The Arc from the community.
--Provide a setting for parents of children with disabilities to find mutual support and understanding.
--Continue to address issues identified as being important to individuals and families serviced by The Arc specifically public transportation for individuals with disabilities, affordable housing options for individuals with disabilities, employment supports for individuals with disabilities, after school care for students with disabilities and respite care for families.
--Provide student advocates for children in special education in Williamson County schools.
--Provide Benefits Enrollment Counseling to adults with disabilities and seniors.
--Maintain existing book clubs for individuals with intellectual disabilities in Williamson County.
--Fundraising goal set at $17,500.

2. Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data. ***The Arc Williamson County began using a QI survey at the beginning of the 2007-2008 school year in the Student Advocacy Program. It is sent monthly to all families and school personnel involved in planning meetings with the Student Advocates and addresses such things as whether the student advocate/volunteer appeared knowledgeable regarding the law, whether services were provided in a timely manner and whether they would refer others to the program. This school year from August 1 through December 31, 91 were sent out with 68 being returned so far.***

   There are procedures in place by the State of Tennessee Department of Intellectual and Developmental Disabilities to measure outcomes in the Family Support Program through a yearly fiscal review and every three years with a review by the State of Tennessee's Quality Enhancement Team. The State of Tennessee's Quality Enhancement Team reviews the Independent Support Coordination Program yearly and receives technical assistance quarterly. In addition, the Independent Support Coordination Program is reviewed based on Personal Outcomes Measures both externally and internally. The Arc has received exceptional reviews in all of the areas from the State of Tennessee and currently has a Four Star rating based on Quality Enhancement Reviews.

3. Does your agency receive any external quality review or accreditation? If so, provide a copy of certificate or license and please explain. ***Both the Family Support Program and the Independent Support Program receive quality reviews by the State of Tennessee Department of Intellectual and Developmental Disabilities. The Family Support Program is reviewed every three years and the Independent Support Program every year. Reviews in both of these programs were completed during the current fiscal year. The Arc maintains a 4 Star Rating with the State of Tennessee based on these reviews. Copies of these reviews are available.***

4. What percent of your local agency budget is your allocation request for the City of Franklin?
1% of total budget and 5% of the Advocacy budget.

5. What other fundraising activities does your agency engage in during the year? ***The Arc Williamson County partnered with The Arc Davidson County for the Sprout Film Festival in November of 2014 for the third year in a row and plans to do that again in November of 2015. The Arc Williamson County will continue to be the beneficiary of a fundraiser by Rehab Resources done yearly in in May. The Arc will be having their Second Annual "Achieve with Us" Golf Tournament to be held July 20.***

6. Do you charge any fees for your services? ***There are no fees charged in the Advocacy Program.***

NON-PROFIT ORGANIZATION
REQUEST FOR WILLIAMSON COUNTY FUNDS
<u>2015-16 FISCAL YEAR</u>

Organization Name: The Arc Williamson County **Phone: 615-790-5815, ext. 3#**
Contact Person & Title: Sharon Bottorff, Executive Director
Mailing Address: 129 West Fowlkes Street, Suite 151, Franklin, TN 37064
Federal Identification # (if applicable): **62-601914700**
E-mail address: sbbarc@thearcwc.org

Number of Active Participants in Organization: see attached service statistics.

Does this organization charge fees to participants? Yes _____ No _X____
If Yes, please itemize the structure utilized (use a separate sheet if necessary): ______________

If No, please explain: Eligibility is determined by disability and need

Please provide the approximate number of clients served by your program on a yearly basis and an estimate of how many are Williamson County residents: 1,024 individuals were served by The Arc last fiscal year. 94% were residents of Williamson County. Information and Referral Services are at times provided to individuals who live outside of Williamson County but are considering a move to out county. The Arc Williamson County continues to support Next Chapter Book Clubs in Middle Tennessee that were established during the granting cycle and so several of those members are from out of the county.

List ANY agency (or agencies) in Williamson County which you consider may directly, or indirectly, provide the same or similar services as those provided by your agency. If such an agency exists, please list the similarities (use additional sheet, if needed): There are no other known agencies in the county that provide advocacy specifically to individuals with disabilities and their families.

The Arc Williamson County Service Statistics		
	2013-2014 Actual	2014-2015 Projected
Advocacy Program		
Individual Advocacy	98	100
Information and Referral	279	285
System or Group Advocacy	1024	1017
Student Advocacy	101	105
Next Chapter Book Club	56	45
Workshops	121	150
Family Support		
Active	218	225
Waiting	198	100
Independent Support Coordination	48	46

Non-Profit Organization Request for Williamson County Funds - Page Two			
Organization: The Arc Williamson County			
	Actual	**Expended**	**Requested**
EXPENDITURES	**2013-2014**	**2014-2015**	**2015-2016**
Personnel Expense	$167,275.00	$192,004.00	$203,973.00
Travel	$10,591.00	$11,000.00	$11,000.00
Printing	$1,940.00	$2,000.00	$2,000.00
Professional & Contracted Services	$7,200.00	$7,300.00	$7,300.00
Supplies	$3,085.00	$3,000.00	$3,000.00
Rental on Office	$8,320.00	$8,320.00	$8,320.00
Telephone	$6,144.00	$6,200.00	$6,200.00
Insurance	$1,562.00	$1,600.00	$1,650.00
Miscellaneous	$17,244.00	$3,500.00	$3,500.00
Membership Dues	$3,032.00	$3,100.00	$3,150.00
Grants & Subsidies	$175,212.00	$176,000.00	$176,500.00
Conferences & Meetings	$1,170.00	$1,200.00	$1,250.00
TOTAL BUDGET	**$402,775.00**	**$415,224.00**	**$427,843.00**
REVENUES: (include any fund raising events)	**2013-2014**	**2014-2015**	**2015-2016**
Williamson County Government	$1,814.00	$1,814.00	$1,814.00
City of Franklin	$4,230.00	$4,230.00	$4,230.00
Other United Way	$1,231.00	$1,500.00	$1,500.00
United Way	$20,300.00	$21,800.00	$22,890.00
Contributions	$3,850.00	$20,300.00	$22,000.00
Family Support	$204,987.00	$204,987.00	$204,987.00
Interest	$4.00	$5.00	$65.00
Fund Raisers	$26,731.00	$27,231.00	$30,000.00
Independent Support Coordination	$125,857.00	$125,857.00	$125,857.00
Other Grants	$12,500.00	$7,500.00	$14,500.00
TOTAL REVENUES	**$401,504.00**	**$415,224.00**	**$427,843.00**

Non-Profit Organization Request for
Williamson County Funds - Page Three
Organization: The Arc Williamson County

Personnel & Salary Information

Personnel (list by Positions)	Salary-Actual 2013-2014	Salary-Expended 2014-2015	Salary-Requested 2015-2016
Executive Director*	$49,000.00	$49,000.00	$49,000.00
Independent Support Coordinator	$37,100.00	$38,213.00	$39,359.00
Independent Support Coordinator	$44,500.00	$45,835.00	$47,210.00
Student Advocate by contract-12 hours per week	$9,048.00	$9,360.00	$9,640.00
Student Advocate by contract-12 hours per week	$9,048.00	$9,360.00	$9,640.00
Family Support Assistant*		$19,993.00	$28,080.00

*20 hours per week until 1/1/15 increased to 40 hours per week

List any equipment owned by this organization funded, in whole or in part, by Williamson County. Please indicate what it is used for, how it is maintained and where it is stored (use a separate sheet if necessary): The Arc of Williamson County leases office space from Williamson County Government at the rate of $8320 per year.

NON-PROFIT ORGANIZATION
REQUEST FOR CITY OF FRANKLIN FUNDS
2015-16 FISCAL YEAR

Organization Name: Boys & Girls Clubs of Middle Tennessee
Phone: 794-4800
Contact Person & Title: Denise Carothers, Area Vice President
Mailing Address: PO Box 1084 Franklin, TN 37065
Federal Identification # (if applicable): 62-0540402
Number of Active Participants in Organization: 517
Does this organization charge fees to participants? **Yes** X No __

If yes, please itemize the structure utilized (use a separate sheet of paper if necessary):
If no, please explain: Boys & Girls Clubs of Middle Tennessee utilizes a Need-Based Rate Scale which is based on Scholarship availability and evidence of need; however no child is denied service due to their inability to pay. Families participating in Families First or AFDC are encouraged to enroll their children. Donations from those in the community allow us to provide scholarship support to our Club members. Due to the already low program fee for our services each Club member is already receiving a subsidy of $30 per week in scholarships for the After School Program and $25 per week for the Summer Enrichment Program. Our weekly fee as it stands now is $20/wk. and $50/wk. for the summer program. Our needs based scale is as such—if the family demonstrates a need for financial assistance they are encouraged to approach the Club Director. The very first question the Club Director will ask the parent is if they qualify for DHS assistance through Family First. If they do then all fees, minus co-pay if applicable, are waived. If the parent does not qualify for Family First, then the Club Director sets up a meeting in which parents are asked to bring in financial data to include 2 most recent pay stubs, tax forms and any other extenuating circumstances. Based on this information the Club Director determines a reasonable program fee for the family.

Please provide the approximate number of clients served by your program on a yearly basis and an estimate of how many are Williamson County residents: In 2014 our Clubs in Franklin and Fairview had 517 registered members. 83% of those registered members live in Williamson County. In addition 133 Other Youth (non-members) were served in 2014 bringing total person served to 650

List ANY agency (or agencies) in Williamson County which you consider may directly, or indirectly, provide the same similar services as those provided by your agency. If such an agency exists, please list the similarities (use additional sheet, if needed): Although the school systems and YMCA facilities offer after school programming, none of these offer the varied programs in character, education, the arts, sports, fitness and health life skills that the club offers. The Clubs are open after school and 11 hours a day in the summer months.

Non-Profit Organization Request for Williamson County Funds-Page Two

Organization: Boys & Girls Clubs of Middle Tennessee

EXPENDITURES	**Actual 2013-14**	**Expended 2014-15**	**Requested 2015-16**
Employee Salaries	$268,815.16	$249,927.69	$288,505.16
Employee Benefits	$19,844.77	$21,620.73	$29,499.00
Payroll Taxes	$20,520.50	$19,058.41	$22,070.67
Service Fees	$10,542.29	$11,471.48	$11,290.00
Advertising & Promotion	$0.00	$0.00	$0.00
Office Expenses	$1,110.36	$1,903.34	$1,700.00
Information Technology	$4,164.91	$4,304.18	$4,740.00
Occupancy	$29,235.58	$29,300.84	$29,689.00
Travel & Entertainment	$2,502.60	$2,850.00	$2,700.00
Conferences & Meetings	$5,682.29	$1,556.71	$1,261.00
Interest	$40.98	$0.00	$0.00
Payment to Affiliates	$7,741.51	$7,495.00	$16,450.00

Depreciation & Amortization	$18,000.00	$18,000.00	$16,000.00
Insurance	$16,873.39	$16,866.48	$17,460.00
All other expenses	$124,641.48	$118,670.44	$115,510.00
Total Budget	$529,715.82	$503,025.30	$556,874.83

REVENUES: (include any fund raising events)	**2013-14**	**2014-15**	**2015-16**
City of Franklin	15228	15228	15228
Williamson County Government	8960	8960	8960
United Way	102985.67	104129	113474.98
Other Government	59917.10	58335.85	108628
Fundraising	123648.73	140104.26	152600
Other Contributions	76613.43	83780.93	64972
Program Service Fees	84608.10	75137.50	81200
Other Revenue	16790.00	114	60
TOTAL REVENUES	488751.03	485789.54	545122.98

Non-Profit Organization Request for Williamson County Funds-Page Three
Organization: Boys & Girls Clubs of Middle Tennessee

Personnel & Salary Information

Personnel (list by Positions)	**Salary 2013-14**	**Salary 2014-2015**	**Salary 2015-2016**
Area Director	63500	65000	66000
Club Director-Franklin	32385	34230	33000
Club Director-Fairview	34000	34000	35500
Youth Services Coordinator #1*	17438	18630	16938
Youth Services Coordinator #2*	13466	11857	14805
Games Room Coordinator (2)*	4446	21758	24133
Tech Lab (2)*	19251	18323	24145
Smart Moves Instructor (2)*	14321	16639	20610
Art Instructors (2) *	10732	11251	15295
Sports, Fitness and Recreation (2)*	27751	9550	14529
Bus Drivers (2)*	7993	8690	23550

*denotes part-time staff

List any equipment owned by this organization funded, in whole or in part, by Williamson County. Please indicate what it is used for, how it is maintained and where it is stored: (use a separate sheet if necessary):

City of Franklin
APPLICATION ADDENDUM

For the funding year, July 1, 2015 through June 30, 2016

Name of Agency: Boys & Girls Clubs of Middle Tennessee Franklin Club

Date: March 23, 2016

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016:

Boys & Girls Clubs of Middle Tennessee provides age appropriate programs for youth with the focus being Academic Success, Good Character and Citizenship and Healthy Lifestyles. In the area of Academic Success, the Club supports members' school success through such efforts as homework help and school readiness, engages members in fun, hands-on activities to practice and learn reading, writing, speaking, math and scientific inquiry and provides extra help for members who have difficulty mastering academic content and skills. One program offered is Science Buddies. Science Buddies allows staff to find projects in all areas of science from physics to food science and music to microbiology. KidLitz is a reading enrichment program. In the area of Good Character and Citizenship the Club engages members in Club and/or community-based service, teaches rights and responsibilities of citizenship and introduces concepts of good character, encourage civility and tolerance, and recognize good behavior. Club members as part of the Year of Service in 2015 thus far have volunteered at High Hopes Therapeutic Pre School, delivered for Meals on Wheels and worked with the Manger and Fuel Bag programs at GraceWorks Ministries. In the area of Healthy Lifestyles, the Club teaches members about basic nutrition and healthy eating, provides multiple ways for members of all ages to engage in fitness activities, track fitness activity levels and reach out to inactive members and teaches decision-making skills. Girls ages 8 to 18 participate in SMART Girls and boys ages 11 to 14 participate in Passport to Manhood.

Please provide information on any interaction that your agency has with the operations of City of Franklin departments (e.g., response calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc.):

Our Boys & Girls Club interacts with the Fire Department during the annual toy drive and Christmas Party. The Fire Department has also participated in educating our Club members on fire safety during our health fairs. Police Department personnel from time to time visit the Club to educate staff on Internet Crimes Against Children.

Please answer completely the following questions using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objectives and results? (Include description capacity, intensity and duration of services.) We provide a program of youth development and guidance for school aged youth ages 5 to 18 with a special emphasis on at risk children. We are open after school and all day weekdays during the summer. Our priority outcomes are Academic Success, Good Character and Citizenship and Healthy Lifestyles. To reach the outcome of Academic Success, we provide each member the opportunity to receive tutoring to correctly complete school assignments and recognition for achievement through the Power Hour program. In addition each member participates in the KidzLit reading program. Other programs offered in the area of Academic Success are Career Launch focusing on resume writing and job applications, NetSmartz and Skill Tech which focus on computer technology and Science Buddies. To reach the outcome of Good Character and Citizenship we enable youth to become productive, caring, and responsible citizens. Club members ages 11-13 and 14 to 19 participate in either Torch or Keystone Clubs. These are small group leadership Clubs focusing on service to Club and community; education; health and fitness; and social recreation. The outcome of Healthy Lifestyles is reached through the use of programs such as: SMART Moves, Passport to Manhood, and SMART Girls. These programs encourage youth to resist alcohol and drug use, make healthy relationship choices, and avoid peer pressure. The gender targeted programs (Passport to Manhood and SMART Girls) assist adolescent youth to navigate the space between childhood and adulthood. SMART Moves and Passport to Manhood run for consecutive 12 week sessions.
2. Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data. Each year the Boys & Girls Clubs of America Annual Report is completed. The annual report tracks demographics of the membership as well as on time grade progression, high school graduation numbers, work experience of members, member volunteer service, meals served, etc.

The goal of our **Academic Success** initiative is to foster academic success through homework help and tutoring, one-to-one mentoring, and goal setting conducted by trained youth development professionals and	153 Club members participated in one-on-one and/or group mentoring through Power Hour. 485 Club members participated in	100% of Club members who attended 2 or more times each week progressed to the next level 80% of Club members who attend 2 or more times each week will show	Increased engagement in school and learning Improved academic success Increased positive attitude toward learning

volunteers. Such activities include Power Hour, Goals for Graduation, and Project Learn.	Project Learn, an educational enhancement strategy. 40 Club members participated in short term and long term goal setting through Goals for Graduation	improvement on school attendance and grades 100% of participating Seniors graduated High School-The Club member a graduate of Fairview High School is now attending Austin Peay State University as a nursing student.	On-time grade progression GPA/course grade improvement.
The goal of our **Healthy Lifestyle** initiative is to promote healthy life-changing habits among our Club members so that they may live a healthy life. Such activities include SMART Moves, Healthy Habits, Triple Play, SMART Girls, and Passport to Manhood.	212 Club members participated in Healthy Habits Program. 118 Club members participated in SMART Moves, a comprehensive drug & alcohol pregnancy prevention program. 150 Club members participated in in Triple Play--a program that reaches the mind, body, and soul. 59 female Club members participated in in SMART	80% of participants increased knowledge and understanding of healthy eating habits. Members took part in cooking classes and learned to prepare healthy snacks. 80% of SMART Moves participants improved in their knowledge and behavior of risky behaviors and the importance of abstinence. Classes were conducted by Health Department staff. 100% of Club members who attended regularly	Improved healthy habits and decision making skills Demonstrated commitment to leading a healthier lifestyle Engagement in daily physical activity Increased knowledge of risky behaviors Abstinence from substance abuse and other risky behaviors.

	Girls. 80 male Club members participated in Passport to Manhood	exercised for 30 minutes per day thru outdoor play, gym visits or Wii Fit games 80% of Passport and SMART Girls participants graduated program by meeting all the requirements. Graduation of program indicates increased knowledge and understanding as set forth by pre/posttest.	
The goal of our **Good Character & Citizenship** initiative is to foster an understanding of giving back to the community through a life of service. Such activities include Keystone & Torch Clubs and our Youth of the Month/Year Recognition program.	23 Club members participated in Keystone Club 27 Club members participated in Torch Club 136 Club members participated in year-round community service projects 85 Club members will participate in the Youth of the Month/Year Recognition program	100% of Keystone & Torch Club participants provided a minimum of 20 hours of community service. Community service hours earned included Fairview Clean Sweep Day, visit to Claiborne & Hughes nursing home, volunteer at Bowie Nature Fest, sorting clothes at Good Will and working at Second Harvest. 60% of Club members participated in 4	Demonstrated increase in positive character traits and civic engagement Increased positive engagement with the community Increased positive Club behavior Avoidance of contact with juvenile justice system Increased participation in volunteer activities and community service projects

		yearly community service projects. These projects including collaborating with Red Cross to send Christmas cards to soldiers, collecting clothing and shoes for victims of the typhoon in the Philippines, collecting school supplies for the Williamson County Literacy Council and assisted Senior citizens with food and set up during their Arts and Crafts Fair 95% of youth who participated 2 or more times a week avoided contact with the juvenile justice system	

3. Does your agency receive any external review or accreditation? If so, provide a copy of certificate of license and please explain? Yes, we are not Department of Education certified.
4. What percent of your local agency budget is your allocation request from the City of Franklin? 3%
5. What other fundraising activities does your agency engage in during the year? Specifically, our Williamson County Clubs conduct two major special events-each with their unique demographic. In the spring, the organization conducts its annual Steak & Burger Dinner. Sponsorships are sought during this event. The Steak & Burger usually features a special guest speaker in which Club members share a meal with a donor. In the fall, now the first Saturday in November, the organization puts on the annual Wine Down Main Street. Close to 2,000 spectators and donors will flock to the streets of Franklin to enjoy food and wine. This is the largest fundraising event for the Williamson County Clubs. Organizationally speaking, other special events throughout the year include the

Great Futures Gala which is held in Nashville in the spring. In addition, the organization puts on the Ingram Cup Golf Challenge in the fall. These two events are conducted at the corporate level.

6. Do you charge any fees for your services? Boys & Girls Clubs of Middle Tennessee utilizes a Need-Based Rate Scale which is based on Scholarship availability and evidence of need; however no child is denied service due to their inability to pay. Families participating in Families First or AFDC are encouraged to enroll their children. Donations from those in the community allow us to provide scholarship support to our Club members. Due to the already low program fee for our services each Club member is already receiving a subsidy of $30 per week in scholarships for the After School Program and $25 per week for the Summer Enrichment Program. Our weekly fee as it stands now is $20/wk. and $50/wk. for the summer program. Our needs based scale is as such—if the family demonstrates a need for financial assistance they are encouraged to approach the Club Director. The very first question the Club Director will ask the parent is if they qualify for DHS assistance through Family First. If they do then all fees, minus co-pay if applicable, are waived. If the parent does not qualify for Family First, then the Club Director sets up a meeting in which parents are asked to bring in financial data to include 2 most recent pay stubs, tax forms and any other extenuating circumstances. Based on this information the Club Director determines a reasonable program fee for the family.

TENNESSEE DEPARTMENT OF EDUCATION

CERTIFICATION OF APPROVAL

Boys & Girls Club Franklin

This agency has met the minimum standards for child care program approval

pursuant to TCA 49-1-302(l) et seq.

Maximum number of children enrolled: 92   Fiscal Year: 2014-2015

Location: 129 West Fowlkes Street   County: Williamson

Commissioner

Jan Bushing

Director, Child Care

ED-5019

City of Franklin
APPLICATION ADDENDUM

For the funding year, July 1, 2015 through June 30, 2016

Name of Agency: Bridges Domestic Violence Center Date: 3/25/15

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-16:

The requested funds will be used to provide staffing 24 hours a day, 7 days per week, 365 days per year to respond to domestic violence assault calls with the Franklin Police Department. Expenses include staff salaries, mileage reimbursement, cell phones, specific assistance funds for victims and supplies.

Please provide information on any interaction that your agency has with the operations of City of Franklin departments (e.g., response to calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc.)

Crisis Intervention Team - responds to domestic violence assaults with the Franklin Police Department. This service provides the victim with the support they need to make informed choices for their safety and the safety of their children. Also, it allows us access to children, which will enhance our efforts in breaking the cycle of violence before behaviors are learned and attitudes are formed. By providing these services, officers are freed to make the arrest and leave the scene, which saves officer time and cost saving to the city.

This service is a formal collaboration between the City of Franklin Police Department and Bridges Domestic Violence Center and carries a Standard Operating Practice in the police department's policy and procedure manual.

Please answer completely the following questions using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objectives and results? (Include description capacity, intensity and duration of services.)

Objectives: To provide knowledge of options and be the catalyst to provide services to enable victim to access options. Most of the initial life decisions need to be decided and implemented within 8 hours of arrest of the batterer. This is due to the 8 hour hold law for domestic violence assault arrest. Also, to free officers to make the arrest without needing to be detained at the scene to provide counseling and other supportive services to the victim.

Capacity - We responded to 100% of the request from the Franklin Police Department within fifteen minutes of receiving a call.

Intensity - Client served through CIT are maintained cumulatively for all CIT calls (Franklin Police, all other county police departments (respond only to magistrates office), hospital and doctor's offices.

Duration of services - 24/7 365 days per year

2. Are there procedures in place for measuring the results achieved by your agency? If so provide detailed data.

We measure Outcomes through a confidential client survey which includes a 5 point scale.

The agency helped me learn how to access benefits or community resources
66 Strongly Agree, 397 Agree, 0 Disagree, 1 Strongly Disagree 22 Neutral

The information and help I received helped me feel safer.
67 Strongly Agree, 397 Agree, 0 Disagree, 1Strongly Disagree 21 Neutral

I am satisfied with the services I have received.
67 Strongly Agree, 393 Agree, 0 Disagree, 1 Strongly Disagree 21 Neutral

3. Does your agency receive any external quality review or accreditations? If so, provide a copy of certificate or license and please explain.

We don't have certification or licenser requirements. However, are audited by the Department of Finance and Administration, Office of Criminal Justice Programs. This audit is conducted in a lottery style where programs may or may not be monitored annually. This year we were not selected for an audit.

4. What percentage of your local agency budget is your allocation request from the City of Franklin?

This request is 2.43% of our budget.

5. What other fundraising activities does your agency engage in during the year?

Golf Scramble at Westhaven, May 18, 2015
Bridges Gala at the Factory on August 24, 2015.
We have many other events hosted by the community where we are the benefactor.

6. Do you charge any fees for your services?

We do not charge for any of our services.

NON-PROFIT ORGANIZATION
REQUEST FOR CITY OF FRANKLIN FUNDS
2015-16 FISCAL YEAR

Organization Name: Bridges Domestic Violence Center Phone: 591-7752
Contact Person & Title: Linda Crockett Jackson, Executive Director
Mailing Address: P.O. Box 1592, Franklin, TN 37065-1592
Federal Identification # (if applicable): 62-1753127
Email Address: lindaj@bridgesdvc.org

Number of Active Participants in Organization: 1225

Does this organization charge fees to participants? Yes ___ No X
If Yes, please itemize the structure utilized (use a separate sheet if necessary):

If No, please explain: BRIDGES Domestic Violence Center is funded through Government Grants, United Way, Special Events and Corporate/Private/Foundation contributions.

Please provide the approximate number of clients served by your program on a yearly basis and an estimate of how many are Williamson County residents: For fiscal year 2015-2016 we project 1464 participants will receive services. Approximately 74% are Williamson County residents.

List ANY agency (or agencies in Williamson County which you consider may directly, or indirectly, provide the same or similar services as those provided by your agency. If such an agency exists, please list the similarities (use additional sheet if needed): Graceworks provides clothing for a minimal fee and will provide limited assistance with food and utilities in times of crisis. Victim Witness provides the victims of all crimes assistance, in court, but not specific to domestic violence.

Non-Profit Organization Request for
City of Franklin - Page Two
Organization: BRIDGES Domestic Violence Center

EXPENDITURES:	**Actual 2013-14**	**Projected Expended 2014-15**	**Requested 2015-16**
Personnel	360,523	389,152	392,334
Employee Tax/Benefits	63,581	65,532	70,115
Professional Fees	17,171	17,000	18,250
Supplies	4,884	6,000	5,500
Communications/Postage	16,772	16,800	16,000
Occupancy	27,044	27,000	25,500
Equip. Repair & Mtce.	352	492	500
Printing/Publications	3,637	5,000	4,000
Travel/Mileage	4,933	6,996	5,000
Conferences/Meetings	5,335	6,996	5,000
Specific Assistance	20,582	17,496	15,000
Dues/Subscriptions	3,002	3,000	4,000
Insurance	14,948	24,000	25,000
Equipment Purchase	1,387	1,000	1,000
Fundraising Expense	32,577	30,300	27,000
Social Enterprise Expense	-	-	2,500
Volunteer Expense	142	300	300
Misc. Expense	1,171	562	650
Total	578,041	617,626	617,649

REVENUES: (Include any fund raising events			
	2013-14	**2014-15**	**2015-16**
Williamson County Gov	15,701	15,701	15,701
City of Franklin	15,040	15,040	15,040
Other Gov. Funding	99,067	99,255	99,259
United Way	173,448	175,896	181,173
Foundations/Corp.	125,029	110,500	106,500
Private Contributions	83,317	88,654	87,326
Special Events	105,265	110,000	110,000
Social Enterprise		2,500	2,600

Non-Profit Organization Request for
City of Franklin - Page Three
Organization: BRIDGES Domestic Violence Center

Personnel & Salary Information

Personnel	**Salary 2013-14**	**Salary 2014-15**	**Salary 2015-16**
Executive Director	70,168	72,273	74,441
Residential Mgr/Vol. Cord.	43,600	44,908	46,255
Evening Residential Mgr.	44,743	46,439	47,467
Court Advocate	36,050	36,591	34,000
Children's Advocate	31,000	31,930	29,000
Development Director	46,607	60,225	62,032
Outreach Advocate	35,848	36,924	38,032
*Weekend Women's Adv. (3)	18,600	20,746	21,368
*Administrative Asst.	7,488	12,480	13,104
Childcare Worker	13,180	12,000	12,635
*Therapist	13,239	14,636	14,000
Totals	360,523	389,152	392,334

* Part-time

List any equipment owned by this organization funded, in whole or in part, by the city of Franklin. Please indicate what it is used for, how it is maintained and where it is stored (use separate sheet if necessary):
None

City of Franklin

APPLICATION ADDENDUM

For the funding year, July 1, 2015 through June 30, 2016

Name of Agency: COMMUNITY CHILD Care

Date: March 23, 2015

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016.

The funds would be used to pay for service related care for the children. Thing such as those need to put in classroom centers is replaced quite often because of ware due to the number of children handling the objects. It will also help to pay for over run cost for food service supplies, because reimbursement from USDA does not cover the cost of food and supplies.

Please provide information on any interaction that your agency has with the operations of City of Franklin departments (e.g. response to calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc.)

We do not have any direct interaction with any department of the City of Franklin.

Non-Profit Organization request for
Franklin City funds Page Two

Organization : Community Child Care

Note: If necessary, please ue a separate sheet in this format for the inclusion of additional expenditure or revenue line

EXPENDITURES:	ACTUAL 2013 - 14	EXPENDED 2014 - 15	REQUESTED 2015 - 16
SALARY, BENEFITS, PAYROLL TAXES	$ 386,992.00	$ 377,922.00	$ 391,500.00
ACCOUNTING &AUDIT	$ 11,148.00	$ 11,000.00	$ 10,800.00
OCCUPANCY	$ 1,800.00	$ 1,800.00	$ 1,800.00
SUPPLIES	$ 40,925.00	$ 38,750.00	$ 41,000.00
CONFERENCE, MEETING &TRAINING	$ 2,970.00	$ 1,400.00	$ 3,000.00
UTILITIES	$ 21,000.00	$ 16,000.00	$ 22,000.00
MAINTENCE &CLEANING	$ 22,200.00	$ 18,200.00	$ 20,500.00
Insurance	$ 11,800.00	$ 8,000.00	$ 8,500.00
other expense (license, permit, etc)	$ 1,300.00	$ 2,023.00	$ 2,500.00
TOTAL BUDGET	$ 500,135.00	$ 475,095.00	$ 501,600.00

REVENUES: (INCLUDE ANY FUND RAISING EVENTS	ACTUAL 2013 - 14	EXPENDED 2014 - 15	REQUESTED 2015 - 16
WILLIAMSON COUNTY GOVERNMENT	$ 7,508.00	$ 7,508.00	$ 7,508.00
CITY OF FRANKLIN GOVERNMENT	$ 29,140.00	$ 21,855.00	$ 29,140.00
UNITED WAY	$ 179,000.00	$ 134,200.00	$ 179,000.00
CHILD CARE VOUCHERS (DHS)	$ 142,482.00	$ 89,270.00	$ 146,000.00
CACFP (FOOD SERVICE)	$ 33,327.00	$ 22,440.00	$ 35,000.00
SERVICE FEES	$ 93,255.00	$ 72,000.00	$ 90,000.00
FUNDRAISING	$ 15,215.00	$ 7,200.00	$ 15,000.00
TOTAL REVENUE	$ 499,927.00	$ 354,473.00	$ 501,648.00

Non-Profit Organization request for Franklin City Funds Page Three

Organization : **<u>Community Child Care</u>**

Personnel & Salary Information

Personnel (list by positions)	Salary 2013 - 14	Salary 2014 - 15	Salary 2015 - 16
DIRECTORS	83,230.00	83,230.00	83,230.00
FOOD SERVICE	20,800.00	20,800.00	20,800.00
PRESCHOOL CAREGIVERS	75,756.00	75,756.00	75,756.00
TODDERS CAREGIVERS	45,600.00	45,600.00	45,600.00
INFANTS CAREGIVERS	86,840.00	86,840.00	86,800.00
CAREGIVERS AIDES	20,616.00	20,616.00	20,616.00
TOTAL	332,842.00	332,842.00	332,842.00

List any equipment owned by this organizati in part or funded in whole by williamson county. Please indicate what it is used for , how it is maintained and where it is store (use a separate sheet if necessary) : ______________________________

None

Please answer completely the following questions using additional pages if necessary.

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objectives and results? (include description capacity and duration of services)

   The specific services provided last year and the funding request for this was and is to provide day care for children under the age of six (6) years. The objectives of the program is to provide safe, nurturing and stimulating child care experiences for the children while preparing them to enter into a total structure and learning environment; we aim to give parents a stable and tenured staff in a convenient location, a well-kept facility that is in compliance and exceeding state licensing requirements. A well-planned – curriculum, diversity, strong leadership and a broad base public support system is available to our clients We have a 3 (three) star rating from the State of Tennessee We serve breakfast, lunch, and snack two hundred forty five (245) days a year. We provide services from 6: 30 AM to 6:00 PM. We have the capacity to serve 129 clients based on square footage. Service is provided based on Adult-child Ratio .

2. Are there procedures in place for measuring the results achieved by your agency? If so, provide detail data.

   The center receives a total of six (6) (six) reviews annually to measure the program at different times of the year. Four (4) of these reviews are unannounced ant the other two (2) are scheduled by the State of Tennessee Board of Licensing.

3. Does your agency receive any external review or accreditation? If so, provide a copy of certificate or license and please explain.

   The center receive an annual total agency evaluation including health and fire inspections, Based on their findings the center is given a license to operate or a non-compliance write up.

4. What present of your local agency budget is your allocation request from the City of Franklin?

   The request is 0.6 percent of the total budget.

5. What other fundraising activities does your agency engage in during the year?

The center held a volleyball tournament last year and plan to hold a Texas Hold em this year.

6. Do you charge fees for your service?
The center charge a fee based on Free and Reduced income as established by the Department of Human service.

NON-POFIT ORGANIZATION
REQUEST FOR WILLIAMSON COUNTY FUNDS
2015-2016 FISCAL

ORGANIZATION NAME: COMMUNITY CHILD CARE PHONE: 794-8986
CONTACT PERSON & TITLE: HATTIE BAINES, EXECUTIVE DIRECTOR
MAILING ADDRESS: 129 WEST FOWLKES STREET
FEDERAL IDENTIFICATION: 62-0852972
NUMBER OF ACTIVE PARTICIPANTS IN ORGANIZATION 65

DOES THIS ORGANIZATION CHARGE FEES TO PARTICIPANT? YES X NO

The structure utilized is a sliding scale used by the department of human services for low and reduced price meals. Based on a family size and age of the child, fees can be range 1.00 to 155.00.

PLEASE PROVIDE THE APPROXIMATE NUMBER OF CLIENT SERVED BY YOUR PROGRAM ON A YEARLY BASIS AND AN ESTIMATE OF HOW MANY ARE WILLIAMSON COUNTY RESIDENTS.

Last year we serviced 101 clients and all were Williamson County resident.

LIST ANY AGENCY (OR AGENCIES) IN WILLIAMSON COUNTY WHICH YOU CONSIDER MAY DIRECTLY, OR INDIRECTLY, PROVIDE THE SAME AS THOSE PROVIDED BY YOUR AGENCY. IF SUCH AN AGENCY EXISTS, PLEASE LIST THE SIMILARITIES (USE ADDITIONAL SHEET IF NEEDED)

There are many child care agencies in this area but we are the only one that consider income and work requirement as a consideration for providing services.

License No: DO5/10004

State of Tennessee
Annual License

This is to certify that the Tennessee Department of Human Services hereby grants this license to **COMMUNITY CHILD CARE INC.** to operate a **Child Care Center** located at **129 West Fowlkes Street, Suite 1270 Franklin**, County of **Williamson**, Tennessee for a maximum of **148** children.

This license shall expire **December 31, 2015**, and is subject to the provisions of TCA§§ 71-3-501 et seq.

This license shall not be assignable or transferable and shall be subject to revocation at any time, by the State Department of Human Services for failure to comply with the law of the State of Tennessee or the Standards of the State Department of Human Services issued thereunder.

In witness thereof, we have hereunto set our hand this **8th** day of **January, 2015**.

Raquel Hatter
Commissioner

Janice C. Wilson
Issuing Officer

Notations:
Director: Mrs. Hattie Baines

community housing partnership
of williamson county

129 West Fowlkes Street, Ste.124
Franklin, Tennessee 37064
P: 615.790.5556, F: 615.595.1215
communityhousingpartnershipwc.org

March 23, 2015

Historic Franklin Tennessee
Mr. Russell B. Truell
Assistant City Administrator/CFO
City Hall
109 Third Avenue South
Franklin, TN 37064

Re: Community Housing Partnership of Williamson County 2015-2016 Nonprofit allocation request

Attached is our application for a 2015-2106 allocation request as specified by your correspondence of March 11, 2015. Should there be any questions or changes that were not apparent in the process, please advise. We made an effort to submit this as soon as possible and to maintain our request to the amount approved last year as requested.

Sincerely,

Stephen Murray
Executive Director

City of Franklin
APPLICATION ADDENDUM

For the funding year, July 1, 2015 through June 30, 2016

Name of Agency: **Community Housing Partnership of Williamson County**
Date: **March 20, 2015**

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015:

Community Housing Partnership of Williamson County (CHP) is requesting the same amount of funding as was received in the previous year ($8,460). The purpose of the funding is the Owner Occupied rehabilitation program, serving low income and elderly or disable homeowners in the City of Franklin with emergency repairs to their homes. CHP has had an ongoing owner occupied repair program for twenty years through a number of vehicles. Activity in owner occupied repairs has occurred through volunteer rehabilitation with the partnership of area churches, businesses and community volunteers as well as the Catholic Heart Work Camp, MFUGE, Group Workcamps, Greater Nashville Regional Council, THDA and RECONSTRUCT. There continues to be an steady demand in calls for housing assistance for the elderly and low income residents within Franklin. Current funding to support the anticipated rehabilitations in 2014-2015 comes from donations, the City of Franklin, Williamson County, Greater Nashville Regional Council, THDA and United Way of Williamson County. Volunteer labor is used extensively with over 25 volunteer groups currently working with CHP. The City of Franklin funding is a small portion of the funding for this overall program (see enclosed Strategic Business Plan).

Please provide information on any interaction that your agency has with the operations of City of Franklin departments (e.g., response to calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc.):

CHP has extensive interaction with a number of the City of Franklin Departments. As CHP is the homeless provider for the City of Franklin, we have interaction with the City of Franklin Police Department when they have located a homeless individual or family. CHP interviews the family and upon acceptance provides lodging and emergency food to the family to attempt to stabilize them for a period while working with them towards a permanent solution. CHP works extensively with the City of Franklin Building and Neighborhood Services Department to stabilize housing and with codes violation. This is done by attempting to find solutions that will address the problem and correct it within the confines of this application and outside the confines of this grant money by using volunteers and other less restrictive funding. The successes on this item are too broad to list within this document, but include many deteriorated, flood damaged and structures with serious violations. We work closely with many members of this department to insure the welfare of the family, the safety of the structure, the integrity of the house and the concerns of the City of Franklin. CHP works with the City of Franklin Planning and Sustainability Department on a variety of committees and activities related to the future of the City of Franklin particularly on housing and development issues. Within the City of Franklin government CHP has a seat on the The Housing Commission and the CHP Executive Director has served as the Vice Chair in 2011-2012 and 2013-2014 and was the Chair in 2012-2013 and CHP employees participate regularly on the discussion on these vital issues in housing for the City of Franklin as well as scheduled clean up days in Franklin neighborhoods. Additional, CHP has in the past participated at the Board of Mayor and Alderman and other City of Franklin committees as needed or requested. CHP continues to maintain an open relationship with the City of Franklin staff and elected officials to insure that we are performing the tasks that are needed by the City of Franklin and its citizens.

Please answer completely the following questions using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objectives and results? (include description capacity, intensity and duration of services.)

CHP provided emergency rehabilitation services for low income elderly or disabled households in the City of Franklin with this funding in the previous year. The City of Franklin funding was leveraged with further funding from Greater Nashville Regional Council, THDA, United Way of Williamson County and Williamson County to increase the number of households we could serve with these funds. The objective of this program is to provide emergency repairs for a maximum value of $1000 so it would serve 8 to 9 households on average with emergency repairs to Heat and Air systems, roofing, plumbing issues and electrical issues as well as other housing repairs. Approximately 108 families within the City of Franklin were served under the full program in the past fiscal year (again funding from the five sources). Disproportionately, more of the funding by Williamson County and United Way of Williamson County is spent in Franklin than the rest of the county due to the leverage of the City of Franklin funding. Funding for each project is based on the need and the capacity of the recipient to pay. The duration and scope of each project is dependent on the individual job. Additional, funding is leveraged by volunteer labor where necessary.

2. Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data.

CHP has evaluation programs in place so the Board of Directors can evaluate each specific program. For owner occupied rehabilitations and homeless there is an approval process by the Board on a monthly basis that includes the request and evaluation of the request by staff. A review of the finished

projects is also submitted to the Board monthly that recaps the length of time to perform the request and a cost comparison of the estimate versus the actual. This has improved the process so it is more responsive to the need and allows control of costs to insure viable funding year long. It allows better coordination with the volunteer groups performing the work and better control over the limited funding for the program. CHP has evaluations on the rental program that allows the Board to view delinquencies and turnovers on the units on a monthly basis. This has allowed better control over the units, more efficient problem solutions and better cash flow from the rental operations. In general CHP has extensive reports and evaluations of all operations and programs (including individual program accounting). The Board of Directors meets monthly (unless no business needs to be conducted) and has full reporting of all activities and evaluates programs and their performance on a monthly basis. This results in more efficient and effective services for our customers

3. Does your agency receive any external quality review or accreditation? If so, provide a copy of certificate or license and please explain.

CHP has external quality review on some of our rental properties and single family housing by Tennessee Housing Development Agency. This is done on an individual project basis for last year and on an annual basis and includes verification on the physical condition of the units (Housing Quality Standards inspections) and verification on regulated paperwork (income and other verifications). The Department of Housing and Urban Development reviews CHP's activity under the HUDHOMES program to insure that CHP remains in compliance on the purchase and resale of HUD homes. FEMA monitors the expenditures on the Homeless Program to insure proper use of their funds. The Federal Home Loan Bank of Atlanta reviews the Affordable Housing Program grants to insure that those grants are administered by CHP with the proper qualifying of the grantees and that future monitoring procedures for each family are in place. The City of Franklin reviews

the Community Development Block Grant program on a monthly basis. Some staff members have individual professional certificates or accreditations. No certificates or accreditations are issued.

4. What percent of your local agency budget is your allocation request from the City of Franklin?

Of the total proposed budget of $1,005,931 for 2015-2016, $8,460 is proposed from the City of Franklin or .84% of Community Housing Partnership of Williamson County's budget.

5. What other fundraising activities does your agency engage in during the year?

Community Housing Partnership of Williamson County (CHP) does not actively solicit donations, although we do receive some individual donations usually connected with a particular customer we might be serving. CHP is a United Way Agency and is funded on an annual application and review basis by United Way of Williamson County for the Owner Occupied Rehabilitation Program and the Homeless program. Additionally CHP is funded by Williamson County on an annual basis for the Owner Occupied Rehabilitation Program. FEMA additionally funds CHP for the Homeless Program. The City of Franklin CDBG programs funds some activity for owner occupied rehabilitation that is paid directly by the City of Franklin to the contractors with some administrative fees coming to CHP. Some other grant activities through Tennessee Housing Development Agency (generally capital funding for rental production), Middle Tennessee Customers Care, USDA Rural Development (projects in rural sections of Williamson County) and other organizations do present opportunities on occasion. Finally, through the Single Family Housing Program, CHP does generate some net revenues that are used in other programs.

6. Do you charge any fees for you services?

CHP has no direct fees for our services. CHP provides rental units to low income tenants having HUD limited rents. About half these units are to social service causes including developmentally disabled, drug and alcohol addiction, and domestic violence. Rent and utilities cannot exceed 30% of the tenants income. Within the development activity of CHP there is a small development fee in the reconstruction activity of the HUD HOMES program and the Federal Home Loan Bank Affordable Housing Program. The City of Franklin CDBG program provides an administrative fee to CHP for lead based paint inspections and staff activity on the program. On the owner occupied rehabilitation program that is partially funded with City of Franklin funds there are no fees charged for the services.

EXHIBIT A

STATEMENT OF WORK AND PROGRAM OBJECTIVES

The Agency 2015-2016 Annual Work Plan shall include:

1. Owner occupied emergency housing rehabilitations for low income City of Franklin homeowner residents.

2. Owner occupied emergency rehabilitations for elderly low income City of Franklin homeowner residents.

3. Owner occupied emergency housing for disabled low income City of Franklin homeowner residents.

EXHIBIT B

WORK PLAN

1. Solicit applications for low income, low income elderly or low income elderly homeowner residents for emergency repairs to their homes through an application process that allows for the leveraging of additional funding through United Way of Williamson County, Williamson County and Tennessee Development Agency to maximize the funding from the City of Franklin.

2. Verify all documentation on the application including incomes and ownership of the structure as well additional documentation for insurance and mortgage status.

3. Conduct a work write up of the requested work to verify the condition of the structure, the legitimacy of the repair request, the emergency nature of the request and other mitigating factors. Conduct a cost estimate of the requested work.

4. Submit to the Community Housing Partnership of Williamson County Board for approval of the request.

5. Conduct bidding for the work if the size of the requested work so dictates. If the job request is smaller use approved contractors that were previously vetted through a bid process. Award contracts.

6. Inspect all finished work with the homeowner to insure the proper quality of work and all codes conditions were met prior to authorizing payment.

7. Authorize payment, insure the release of the any liens if applicable.

8. Maintain records in the Community Housing Partnership of Williamson County office.

NON-PROFIT ORGANIZATION
REQUEST FOR WILLIAMSON COUNTY FUNDS
2015-16 FISCAL YEAR

Organization Name: Community Housing Partnership of Williamson County **Phone:** 790-5556
Contact Person & Title: Stephen Murray, Executive Director
Mailing Address: 129 West Fowlkes Street, Suite 124, Franklin, TN 37064
Federal Identification # (if applicable): 62-1572386
Email address stephen@communityhousingpartnershipwc.org
Number of Active Participants in Organization: 4 full-time, 17 board members and 550 volunteers

Does this organization charge fees to participants? Yes _ No X_
If Yes, please itemize the structure utilized (use a separate sheet if necessary): Not Applicable

If No, please explain: CHP participates in several types of affordable housing initiatives. They include: acquisition and rehab of single family housing for resale to low income homebuyers of Williamson County; rehabilitation of low income and elderly owner occupied housing; providing temporary assistance for homeless; providing rental units for low income residents of Williamson County, especially with social service connections; These programs do not require fees, however clients can be required to pay part of the expense if it is deemed they are capable of doing so, this allows CHP to leverage the Williamson County funding to take care of the maximum number of clients. **The Williamson County funding goes solely to the owner occupied rehabilitation program and there are no expenses to the recipients in conjunction with that program.**

Please provide the approximate number of clients served by your program on a yearly basis and an estimate of how many are Williamson County residents: The number of persons CHP served in our 2013-2014 fiscal year (July 1, 2013-June 30, 2014) is actual at 1275. CHP is expecting to serve 1,300 in the 2014-2015 fiscal year. The number of persons served varies from year to year, and all persons served by these CHP programs are Williamson County residents or become Williamson County residents.

List ANY agency (or agencies) in Williamson County which you consider may directly, or indirectly, provide the same or similar services as those provided by your agency. If such an agency exists, please list the similarities (use additional sheets, if needed): We are unaware of any agency that regularly provides free repair assistance for homeowners in general, but there is Mid Cumberland Community Action and Graceworks that provide some isolated items and ARC of Williamson County that assists in mobility issues, CHP coordinates all housing activities with these agencies to insure no redundancy and maximum leverage of funding. Additionally, some churches and civic groups combine with CHP to assist in repairs from time to time. Habitat for Humanity of Williamson County does provide homeownership activity in the county and once again CHP works to insure no redundancy. Hard Bargain Mount Hope Redevelopment and United Community Resource Foundation provide homeownership opportunities in Franklin and CHP mentors with both organizations. Generally, CHP is addressing homeownership customers that these entities cannot. Graceworks and some churches assist with the homeless and CHP coordinates with them on each family. To our knowledge there are no other agencies in Williamson County providing the other services that CHP provides.

Non-Profit Organization Request for
Williamson County Funds - Page Two
Organization: Community Housing Partnership of Williamson County

NOTE: If necessary, please use a separate sheet in this format for the inclusion of additional expenditures or revenue line items.

EXPENDITURES:	**Actual 2013-14 ***	**Estimated Expended 2014-15**	**Requested 2015-16**
Owner Occupied Repairs/Homeless	75,102.00	96,000.00	99,500.00
Single Family Construction	0.00	500,000.00	500,000.00
Salaries, payroll taxes and benefits	218,352.00	240,700.00	245,000.00
Taxes, Insurance, and Depreciation	113,671.00	75,500.00	80,000.00
Administrative and Rental operating expenses	31,409.00	26,398.00	26,000.00
Rental Reserves/Repairs/Write offs	35,725.00	42,900.00	45,000.00
THDA/HOME Rental projects**	0.00	471,500.00 **	0.00
TOTAL BUDGET	474,259.00	1,452,998.00	995,500.00

REVENUES: (include any fund raising events)	**2013-14**	**2014-15**	**2015-16**
Williamson County Government	38,131.00	38,131.00	38,131.00
Franklin CDBG/FEMA/Other Gov.	66,634.00	515,907.00 **	42,340.00
United Way	55,000.00	55,000.00	55,000.00
Miscellaneous Contributions and Other Revenue	56,212.00	28,500.00	30,000.00
Gross Rental Income	228,968.00	247,000.00	257,000.00
City of Franklin	8,460.00	8,460.00	8,460.00
Single Family Construction	24,902.00	560,000.00	575,000.00
TOTAL REVENUES	478,307.00	1,452,998.00	1,005,931.00

Please note: CHP Fiscal Year is from July 1st to June 30th. As the 2014-2015 fiscal year has not completed our figures are estimated from the Board approved budget, with estimated actual. 2015-2016 figures are from the Board approved Business and Strategic Plan.

*** From the audit figures, Auditor does not add single family house price, just development fee**
**** THDA funded property purchase and rehab included at $471,500, will be a one time occurrence and is capitalized**

Non-Profit Organization Request for
Williamson County Funds - Page Three
Organization: Community Housing Partnership of Williamson County

Personnel & Salary Information

Personnel (list by Positions)	**Salary 2013-14**	**Salary 2014-15**	**Salary 2015-16**
Executive Director	74,000.00	79,600.00	80,500.00
Office Manager/Asst. Rehab Specialist	28,064.00	31,000.00	32,000.00
Homeowner Rehabilitation Specialist, Maintenance, Property Management	52,941.00	55,000.00	56,000.00
Administrative Assistant (part time)	0.00	8,500.00	8,800.00
Development Specialist	36,000.00	36,000.00	37,000.00
Benefits & Taxes	27,347.00	30,600.00	30,700.00
TOTAL PERSONNEL EXPENSE	218,352.00	240,700.00	245,000.00

List any equipment owned by this organization funded, in whole or in part, by Williamson County. Please indicate what it is used for, how it is maintained and where it is stored (use a separate sheet if necessary): N/A

GraceWorks Ministries, Inc.
104 Southeast Parkway
Franklin, TN 37064
(615) 794-9055
(615) 794-2174 FAX

GraceWorks

March 23, 2015

Dear Board of Mayor and Aldermen,

Thank you for the opportunity to submit an application for funding from the City of Franklin.

GraceWorks helps thousands of Franklin residents each year with many types of needs such as food, shelter, clothing and other basic needs. We are asking the city for to assist residents with one basic human need - shelter. These funds will pay rent, utilities, heating and cooling for city residents in crisis.

Your support at this time is particularly important to ensure Franklin residents receive the housing assistance they desperately need. GraceWorks, with your help, can continue to meet these needs. You can meet more than a need; you can help the *people* of Franklin!

Attached you will find the required paperwork. We believe all questions have been answered sufficiently. However, GraceWorks is vitally interested in complete compliance with your process. Please let me know if you have further questions or need more information.

Thank you for the opportunity to apply for funding from City of Franklin and your consideration of this request.

Sincerely,

Kristi Sylvester
Development Director
GraceWorks Ministries, Inc.
794-9055 x 111
ksylvester@graceworksministries.net

City of Franklin
APPLICATION ADDENDUM

For the funding year, July 1, 2015 through June 30, 2016

Name of Agency: GraceWorks Ministries, Inc.
Date: March 23, 2015

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016:

While GraceWorks helps thousands of residents in the city of Franklin each year with many types of needs, we are asking the City of Franklin for $15,000 to assist residents with one basic human need - shelter. This would be $1250 per month and would help with our Shelter Fund: pay rent, utilities, heating and cooling for our neighbors in need in the city of Franklin.

Please provide information on any interaction that your agency has with the operations of the City of Franklin Departments (e.g. response to calls from Police after domestic incidents, provisions of meals or lodging to displaces person, etc.):

GraceWorks and the City of Franklin have been strong partners for many years. There have been times where Police officers have teamed up with us for "Shop with a Cop." Officers have participated in our Poverty Simulation where our volunteers and staff go through a day-long workshop to better understand the guests we serve. We have worked together to provide meals and temporary lodging for homeless, transients and travelers. The city police respond to our security concerns when needed. From serving members of our community through new air conditioners or with school supplies, we have enjoyed and appreciated the partnership. The mayor and several aldermen have supported and spoken at our backpack event and our annual fundraising dinner.

GraceWorks is the Williamson County and City of Franklin Red Cross Disaster Relief Partner. We are responsible in collecting and distributing physical items such as food, clothing, furniture, household items, water, personal hygiene items and clean supplies to residents of the city of Franklin, Williamson County and Middle Tennessee. During these difficult times, our strong collaboration with the city of Franklin staff, aldermen and mayor continues as we all care for the community we live in.

GraceWorks works with the Franklin Police in various events throughout the year, including the "Big Backpack Giveaway" in August and the Turkey Trot 5K in November.

Please answer completely the following questions using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objectives and results? (Include description capacity, intensity and duration of services.)

We will continue with the City of Franklin funding our services of the Shelter Fund that assists residents in paying rent, utilities, heating and cooling.

GraceWorks objective was to help Franklin residents who sought our assistance by adequately meeting their shelter needs and thus providing them resources to move past a point of financial and emotional crisis. GraceWorks desire is to meet the shelter needs of everyone who seeks our help for this need.

The result was that in **2014, GraceWorks assisted about 7,000 Franklin residents with almost $160,000.00 worth of rent and utility assistance.**

GraceWorks' capacity to assist was limited only in the amount of funds available. Because each client circumstance was evaluated individually, every situation varied in intensity and duration. For instance, some clients need one-time help while others need help multiple times during the year. GraceWorks' mission is to serve all of Williamson County. However, if awarded funds by the city of Franklin, GraceWorks will use these allocated funds specifically for Franklin residents to assist with rent and utility help during difficult financial times.

We are the only agency in Williamson County to provide all of the following services/programs:

Rent Payments	Utility Assistance	Food Pantry
Week-end nutrition for school children	Medication Assistance	Transportation Costs
Advocacy & Referrals	1-on-1 budgeting basics	Backpacks/School Supplies
Newborn baby supplies	Thrift Store/Clothing Bank	Vouchers for Furniture/Appliances
Minor Home Repairs for Seniors	Sr. Medical Transportation	Medical Alert System
Tax Preparation	Free Heaters/AC	Disaster Relief
Holiday Food Baskets	Christmas Gifts	

2. Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data.

Yes, every request and response is recorded for tracking purposes. Requests made and assistance given is noted, tabulated and compared with previous months and the same month in previous years. Activity, growth and trends in requests are evaluated in this manner. These procedures show what areas of need are increasing and/or where GraceWorks will need to designate more funding. Referrals, collaborations, assistance partners and any recommendations or special requests are also noted. We have a computer-based system while maintaining paper files for each client/family.

3. Does your agency receive any external quality review or accreditation? If so, provide a copy or license and please explain.

GraceWorks is approved by the Tennessee Department of State as a charitable organization and its financial records are available to the public. GraceWorks receives an annual external independent audit. In addition, Graceworks participates in training offered by the Center for Non-Profit Management. GraceWorks listed on Givingmatters.com as a registered non-profit.

4. What percentage of your local agency budget is your allocation request from the City of Franklin?

GraceWorks is requesting **$15,000** toward a **$3,405,030** budget which is **.4%.**

5. What other fundraising activities does your agency engage in during the year?

GraceWorks is hosting four **major** events in 2015.

- Annual Fundraising Dinner-February
- NEW-Ride the Vines Charity Cycling Event-April
- Golf Challenge-August
- Turkey Trot 5k-November

In addition to event funds, Graceworks will continue to seek fundraising monies through the following avenues.

- Giving Matters via Community Foundation
- Grants
- Combined Federal Campaign/designated payroll contributions
- Direct Mail Campaigns
- Business Partners and Sponsorships
- Small events (Fashion Show, Songwriters Nights, The Big Payback, Duck Race, etc.)
- Sponsored Events (Events hosted by others to benefit Graceworks)
- Online giving

6. Do you charge any fees for your services?

GraceWorks does not charge a fee for services.

NON-PROFIT ORGANIZATION
REQUESTS FOR WILLIAMSON COUNTY FUNDS
2015-16 FISCAL YEAR

Organization Name: GraceWorks Ministries, Inc **Phone:** 794-9055

Contact Person & Title: Kristi Sylvester, Development Director

Mailing Address: 104 Southeast Parkway, Suite 100 Franklin, TN 37064

Federal Identification # (if applicable): 62-1584204

Email Address:ksylvester@graceworksministries.net

Number of Active Participants in Organization: 24 Staff: , Volunteers 250 + per week, serving 59,144 hours during 2014 for a value of $1,333,697. Clients: approx..24,000 Williamson County residents were served in 2014.

Does this organization charge fees to participants? Yes_____ No X

If Yes, please itemize the structure utilized (use a separate sheet if necessary):
If No, please explain: GraceWorks Ministries provides services free of charge. Donations from clients are suggested for gifts at Christmas at 1.00 each.

Please provide the approximate number of clients served by your program on a yearly basis and an estimate of how many are Williamson County residents: During 2014, GraceWorks served Williamson County families with 40,906 needs valued at $3.5 million. This represents approximately 24,000 Williamson County residents.

List ANY agency (or agencies) in Williamson County which you consider may directly or indirectly, provide the same or similar services to those provided by your agency. If such an agency exists, please list the similarities (use additional sheet, if needed): Mid Cumberland Community Action Agency does provide some assistance to low-income families for housing and utility costs. However, due to budgetary restraints Mid Cumberland is often forced to deny needed help. Many churches in Williamson County will also provide benevolence assistance to members of their congregations and/or residents who walk in the door. However, due to the overwhelming amount of increased requests many churches have ceased to provide this help, confident that they can refer them to GraceWorks. There are a few smaller food pantries (The Well, College Grove, Grassland) whom we partner with, many times supplying them with food items if they run low. GraceWorks opened GraceWorks West in Fairview in June 2014 to serve families in the western part of the county, making access to services more accessible.

Non –profit Organization Request for
Williamson County Funds - Page Three

Organization: GraceWorks Ministries, Inc.
Personnel & Salary Information

Title or Position	Salary 2013 or '13-'14	(Current) TOTAL Salary 2014 or '14/'15	(Projected) TOTAL Salary 2015 or '15/'16
Executive Director	$60,000	$63,600	$66,780
Development Director	$45,600	$50,000	$52,500
Operations Director (job restructure in 14/15)	$35,000	$48,410	$50,831
Client Resources Director to Manager	$35,000	$37,132	$38,989
Retail Director to Manager (former Store Manager)	$45,600	$30,900	$31,827
Food Pantry Manager to full time in 14/15	$11,000	$36,050	$37,132
Executive Asst.	$25,000	25,000	25,750
GraceWorks West Coordinator		$36,500	$38,325
Volunteer/Seasonal Services Director	$25,000	0	0
Church and Community Manager	$30,000	$32,500	$34,125
Operations/Client Resource Manager		$37,132	$38,989
Development and Programing Support	$12,500	$16,198	$16,684
HR/Accounting/Bookkeeping	$31,000	$37,492	$44,133
We Design/Social Media Coordinator		$25,480	$30,600
Food Pantry Inventory Manager		$7,020	$19,282
GraceWorks West Assistant		$4,608	$14,976
Client Resource Assistant		$4,608	$18,048
Retail Support	$134,792	$145,464	$149,828
Transportation Employees		$86,560	$89,158
TOTALS	$490,492	$724,654	$797,957

List any equipment owned by this organization funded, in whole or in part, by Williamson County. Please indicate what it is used for, how it is maintained and where it is stored. NA

Williamson County Grant Funding			
GraceWorks Ministries			
A. Revenue	**FY 2013 or '13/'14 ***	**FY 2014 or '14/'15**	**FY 2015 or '15/'16**
1. Contributions, Gifts & Grants:			
1a. Williamson County Grant	$17,617.00	$17,617.00	$17,617.00
1b. United Way of Williamson County	$42,750.00	$50,000.00	$72,000.00
1c. Other United Ways			
1d. City of Franklin	$13,395.00	$13,395.00	$13,395.00
1e. All Other Contributions	$2,189,615.44	$2,337,961.01	$2,498,153.77
1f. **TOTAL Contributions**	$2,263,377.44	$2,419,973.01	$2,602,165.77
2. Program Services			
3. Investment Income (Dividends & Interest)	$440.10	$600.00	$650.00
4. Royalties			
5. Net Rental Income			
6. Net Gain (Loss) on Sale of Assets Other than Inventory			
7. Net Income (Loss) from Fundraising Special Events	$41,500.00	$10,000.00	$25,000.00
8. Net Income (Loss) from Gaming			
9. Net Income (Loss) from Sale of Inventory	$669,946.93	$719,643.00	$,777,214.44
10. All other revenue (please describe on separate page)			
11. Total Revenue:	**$2,932,514.47**	**$3,150,216.01**	**$3,405,030.21**
B. Functional Expenses	**FY 2013 or '13/'14 ****	**FY 2014 or '14/'15**	**FY 2015 or '15/'16**
12. Grants & Other Assistance:			
12a. Organizations & Governments			
12b. Individuals			
13. Employee Salaries	$571,637.00	$724,654.00	$797,957.00
14. Employee Benefits	$38,401.64	$35,977.29	$40,375.50
15. Payroll Taxes	$47,210.55	$63,340.30	$71,083.66
16. Service Fees	$6,500.00	$18,430.65	$19,352.18
17. Advertising & Promotion	$4,415.00	$3,094.35	$3,249.07
18. Office Expenses	$20,500.00	$19,846.20	$21,830.82
19. Information Technology			
20. Royalties			
21. Occupancy	$204,814.36	$185,541.63	$188,130.17
22. Travel & Entertainment	$7,643.69	$16,613.89	$17,776.86
23. Conferences & Meetings	$2,267.74	$4,477.20	$4,701.06
24. Interest			
25. Payment to Affiliates			
26. Depreciation & Amortization	$12,638.00	$12,089.70	$12,694.19
27. Insurance	$20,469.00	$33,729.50	$38,788.93
28. All other expenses	$1,956,737.51	$2,032,421.30	$2,189,090.77
29. Total Functional Expenses:	**$2,893,234.49**	**$3,150,216.01**	**$3,405,030.21**
C. Surplus (Deficit)	**$39,279.98**	**$0.00**	**$0.00**
D. # FTEs (Full-Time Equivalents)--not including volunteers	18.175	24.575	26.255

City of Franklin
APPLICATION ADDENDUM

For the funding year, July 1, 2015 through June 30, 2016

Name of Agency: J. L. Clay Senior Citizens Center
Date: March 20, 2015

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016:

See Attached

Please provide information on any interaction that your agency has with the operations of City Of Franklin departments (e.g., response to calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc.):

See Attached

Proposed use of funds from the City of Franklin:

The J. L. Clay Senior Citizen Center will use the funds to help cover the operating costs, equipment, programs, and services needed by the Center. We provide learning opportunities, social activities , and a place that will enhance the dignity and independence and will expand the experiences of the senior citizens of Franklin.

Some of the physical activities are weekly classes in aerobics and Tai Chi. Weekly classes are taught in acrylic and watercolor art. These activities are led by certified instructors. Groups interested in card and domino playing also meet regularly. Trips include the General Jackson Showboat Lunch Cruise, James K. Polk Home, Chaffin's Barn Dinner Theater, the Renaissance Center, Cortner's Mill, Rattle and Snap Plantation, Fontanel and the Tennessee State Capitol. Current movies are shown each month and monthly luncheons are held at the Center. Community leaders are invited to the July 4th picnic in Short Park and to the Thanksgiving and Christmas luncheons. At the monthly luncheons, blood pressure checks are available. At the annual health fair each spring, bone density screenings, hearing and vision checks are offered. Flu shots are available each fall given by local Walgreens or CVS. A variety of presentations are offered on health, nutrition, safety and security at our luncheons. Monthly bingo celebrates birthdays that month. The Center is also open for the Franklin Rodeo Parade, Veterans Day Parade and the Franklin Christmas Parade, providing a comfortable place for both members and the community to enjoy. We have the Duchess Divas ladies' group who enjoy meeting once a month at the Center or a local eatery. Individual members deliver food to persons in need in their neighborhood. The Williamson County Animal Control provides dog, bird and cat food to be distributed among our members.

Interactions with the operations of City of Franklin departments:

The J. L. Clay Senior Citizen Center activities include, but are not limited to serving the unique needs of various segments of the population. The elderly enjoy the recreational and community facilities offered. Public safety activities (including local law enforcement classes, fire and life safety programs, and local drug programs) are part of the interaction the Center has with the City of Franklin Fire and Police Departments. The Center provides bread to the needy citizens of Franklin through our pantry ministry.

EXHIBIT A

STATEMENT OF WORK AND PROGRAM OBJECTIVES

The Agency 2014 Annual Work Plan shall include:

1.

2.

3.

per Strategic Plan attached

Strategic Plan
J.L. Clay Senior Citizen's Center

The mission plan of the J.L.Clay Center is to enrich the lives of its members through safe, age appropriate learning opportunities and social activities and provides a place that will enhance their dignity, independence, and expand their experiences. It shall be nonpartisan, nonsectarian, and nonsexist and shall take no part in or lend its influence or facilities, either directly or indirectly to the nomination election or appointment of any candidate for office in the town, county, state of nation.

Goals/Objectives

1. Fulfill the mission of the Clay Center
2. Follow the recently Board approved organizational tools (policies ,job descriptions, up-Dated by-laws, etc.)
3. Continue programs that interest and give information to the members
4. Operate within the budget
5. Sponsor fund raising activities
6. Improve the appearance of the Center and Short Park
7. Continue community outreach endeavors as feasible for the Center and its members
8. Evaluate outcomes of our programs/activities
9. Continue our bread pantry outreach ministry
10. Continue working with Williamson County on building new facility

Pursuits to fulfill goals

At the present time there are on-going programs related to health and the prevention of illness, driver's safety, tax education, and health and hygiene; our weekly regular classes are aerobics, acrylic and watercolor art, card playing, monthly birthday bingo, tai chi, writers group, choral singing group, monthly movie, monthly covered dish luncheon (speakers and/or entertainment) trips to nearby restaurants, or places of interest, and our Red Hat Society group of ladies.

Please answer completely the following questions using additional pages if necessary:

1. Specifically, what services did your agency provide <u>last year</u> for which you are requesting funding this year? What were the objectives and results? (Include description capacity, intensity and duration of services.)

   Please see the attached sheet entitled "Strategic Plan".

2. Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data.

   We use sign-in sheets to track our class attendance, pantry usage, and main building usage (to include all special events, lunches, trips and Short Park activities). These numbers are compared monthly at our Board of Director's meetings. Please see attached attendance sheets.

3. Does your agency receive any external quality review or accreditation? If so, provide a copy of certificate or license and please explain.

   No

4. What percent of your local agency budget is your allocation request from the City of Franklin?

   23%

5. What other fundraising activities does your agency engage in during the year?

   Annual Health Fair
   Fourth of July Picnic
   Annual Yard Sale
   Belk Sale
   Taste of Cool Springs

6. Do you charge any fees for your services?

Yes. We have a membership fee of $45.00 per year, and we charge $2.00 for our classes.

NON-PROFIT ORGANIZATION
REQUEST FOR WILLIAMSON COUNTY FUNDS
2015-16 FISCAL YEAR

Organization Name: J.L. Clay Senior Citizens of Williamson County **Phone:** 794-7853

Contact Person & Title: Susan Fite Director

Mailing Address: 420 Bridge St Franklin TN 37064

Federal Identification # (if applicable): 62-0796727

E-mail address: Jlclayseniorcenter@comcast.net

Number of Active Participants in Organization: 200 plus

Does this organization charge fees to participants? Yes ✓ No ____

If Yes, please itemize the structure utilized (use a separate sheet if necessary):

$35.00 Annual Fee per person

$2.00 per class

If No, please explain:

Please provide the approximate number of clients served by your program on a yearly basis and an estimate of how many are Williamson County residents:

We serve approximately 500 plus seniors per year through programs, outreach including bread pantry and senior health fair. 90% williamson cty residents

List ANY agency (or agencies) in Williamson County which you consider may directly, or indirectly, provide the same or similar services as those provided by your agency. If such an agency exists, please list the similarities (use additional sheet, if needed):

Fifty Forward College Grove TN

Martin Center Brentwood TN

Both senior centers provide social, educational and health related programs.

Non-Profit Organization Request for Williamson County Funds - Page Two

Organization: J.L. Clay Senior Citizens of Williamson County

NOTE: If necessary, please use a separate sheet in this format for the inclusion of additional expenditures or revenue line items)

EXPENDITURES:	Actual 2013-14	Expended 2014-15	Requested 2015-16
Employee Salaries	69,599	74,600	57,320
Payroll Taxes	5815	5700	4280
Program services	16,419	16,600	18,000
Office Expense	6895	2700	5000
Occupancy	11,432	11,432	11,432
Vehicle Expense	45,000	35,000	45,000
Professional Service Fees	3725	3500	[illegible]
Depreciation Amortization	3503	3400	3400
TOTAL BUDGET			

REVENUES: (include any fund raising events)	2013-14	2014-15	2015-16
Williamson County Government	26,978	26,978	26,978
City Franklin (Gov. Grant)	41,654	41,654	41,654
United Way	21,507	30,000	30,000
Contributions	13,205	7000	9362
Program Service Fees	11,461	4200	7000
In Kind Contributions	45,000	54,000	54,000
Investment Income	48	1750	1800
Membership Dues	7032	10,200	5000
TOTAL REVENUES			

Non-Profit Organization Request for Williamson County Funds - Page Two

Organization: J. L. Clay Senior Citizens of Williamson Co.

NOTE: If necessary, please use a separate sheet in this format for the inclusion of additional expenditures or revenue line items)

EXPENDITURES:	Actual 2013-14	Expended 2014-15	Requested 2015-16
Insurance	2888	3462	4000
All other	7682	2,500	[illegible],200
[illegible]		1300	[illegible],000
TOTAL BUDGET	172,950	182,0[illegible]	182,43[illegible]

REVENUES: (include any fund raising events)	2013-14	2014-15	2015-16
Williamson County Government			
Sale of Inventory	3000	16,000	16,000
All other (Special [illegible])	16,334	-0-	--
TOTAL REVENUES	186,315	19[illegible],8[illegible]	[illegible],500

Non-Profit Organization Request for
Williamson County Funds - Page Three

Organization: J. C. Clay Senior Citizens Center

Personnel & Salary Information

Personnel (list by Positions)	**Salary 2013-14**	**Salary 2014-15**	**Salary 2015-16**
Director	30,000	30,000	30,000
Administrative Assistant	24,500	24,500	24,500
Clerical	10,000	10,000	10,000

List any equipment owned by this organization funded, in whole or in part, by Williamson County. Please indicate what it is used for, how it is maintained and where it is stored (use a separate sheet if necessary): ______

City of Franklin
APPLICATION ADDENDUM

For the funding year, July 1, 2015 through June 30, 2016

Name of Agency: Second Harvest Food Bank of Middle Tennessee Date: March 19, 2015

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016:

A gift of $1,500 from City of Franklin will provide hungry Williamson County residents with approximately 6,000 meals, through the Middle Tennessee's Table (formerly Nashville's Table) program. The total amount of $1,500 will help offset the cost of rescuing and transporting food to Williamson County agencies, allowing Second Harvest to distribute more food in Franklin and surrounding areas.

The Middle Tennessee's Table program now rescues and distributes more than 10 million pounds of food annually from around 200 grocery stores across our service area, including many in Williamson County.

Please provide information on any interaction that your agency has with the operations of the City of Franklin departments (e.g. response calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc.):

Second Harvest does not directly interact with City of Franklin departments, though our partner agencies in Franklin (see question 2) include many that regularly partner with public services, social programs, and law enforcement both on a local and state level.

Please answer completely the following questions using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objectives and results? (Include description of capacity, intensity, and duration of services.)

   In the 2014-2015 fiscal year, Second Harvest distributed 10.1 million pounds of food through the Middle Tennessee's Table (MTT) program, the equivalent of 8.4 million meals. This year MTT hopes to handle nearly 11 million pounds of food.

   We operate year-round services, regularly rescuing food from around 200 grocery stores in our 46-county service area. All 450+ partner agencies and other hunger programs are eligible to receive Middle Tennessee's Table food.

2. Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data.

We measure results by tracking the pounds of food distributed as well as the number of partner agencies served. With the guidance of our Parent Network, Feeding America, we have poundage goals in each of the 46-counties in our service area This goal or metric is called "PPiP," or Pounds per Person in Poverty. This metric helps us determine how many pounds we will distribute based on a given county's poverty population. For example, based on the poverty population of 10,613 (2012) in Williamson County, this fiscal year our goal is to distribute 451,424 pounds of food into the county. With three months remaining in the fiscal year we have already distributed a total (through all of our programs) of 457,138 pounds of food into Williamson County. We are able to accomplish this because of our Partnership with Williamson County agencies which include:

Agency Name	**Agency Type**
Boys & Girls Club of Fairview	Youth Program
Bridges Domestic Violence Center	Shelter
Camp Marymount	Youth Program
Center for Living and Learning	Group Home
Church at Fairview	Food Box/Youth Program
Franktown	Youth Program
Graceworks Ministries	Food Box
Graceworks West (formerly Helping Hands of Fairview)	Food Box
Korean United Methodist Church	Soup Kitchen
Limestone Baptist Church	Senior Program
Mid-Cumberland Community Action Agency/Williamson	Food Box
One Gen Away	Mobile Pantry Only
St. Matthews Catholic Church	Mobile Pantry Only
St. Phillips Catholic Church Women's	Community Backpack

MTT Food is rescued from a network of around 200 grocery stores. Second Harvest's Food Resource Specialist Ross Loveall manages relationships with each store and works to add more stores to the program whenever possible. Our drivers return rescued product to our distribution center where it is weighed, sorted and inspected. Rescued food is weighed again as it leaves the warehouse via Mobile Pantry distributions, rural perishable routes, and by agency orders. Much of the food that we receive via MTT is perishable, and includes protein-rich meat and dairy as well as fruits and vegetables. These much-needed items help to enrich the diets of those struggling with hunger.

3. Does your agency receive any external quality review or accreditation? If so, provide a copy of certificate of license and please explain.

Yes. Among external review and accreditation:

- *The health department inspects our kitchen.*
- *The USDA inspects our food processing facility.*
- *The national organization with which we are affiliated, Feeding America (formerly America's Second Harvest), requires reports and monitors our compliance with financial and operational standards.*
- *Our management staff carries out duties in compliance with the standards of various professional organizations.*
- *We undergo an annual independent financial audit.*

4. What percent of your local agency budget is your allocation request from the City of Franklin?

A request of $1,500 represents less than 1% of our total agency budget, and less than 1% of the total program budget.

5. What other fundraising activities does your agency engage in during the year?

As an agency, we hold a variety of special events, send direct mail appeals, and solicit food donations throughout the year. Our annual Harvest Moon Ball is usually held in the fall (between September and November) in Nashville, and the annual Stars for Second Harvest benefit concert is held in June. No fundraising events are currently scheduled to be held in Williamson County.

6. Do you charge any fees for your services?

Clients are never charged in any way for receipt of food from a Second Harvest program. Due to the rising costs in transportation, partner agencies pay a small shared maintenance fee to offset the handling of 'donated' food (an average of $0.15/pound of food). In the event that a certain county is struggling to provide its citizens with enough food, Second Harvest works to allocate grant funding to that county specifically.

AGENCY BUDGET, 2014-2015
Second Harvest Food Bank of Middle Tennessee

REVENUE	
Grants and Donations	$9,955,306.00
Project Preserve Sales	$33,978,663.00
Partner Agency Reimbursements	$805,946.00
Miscellaneous Income	$9,040.00
Culinary Arts Center Income	$276,077.00
TOTAL REVENUE	**$45,025,032.00**
EXPENSES	
Personnel Cost	$7,143,643.00
Transportation Cost	$2,839,246.00
Occupancy	$950,815.00
Depreciation/Amortization	$512,272.00
Communications	$444,675.00
Administration Expense	$437,626.00
Marketing and Promotion	$975,841.00
Food Distribution Expense	$192,494.00
Professional Fees	$234,469.00
Insurance Expense	$180,402.00
TOTAL OPERATING EXPENSES	**$13,911,483.00**
INTEREST EXPENSE	**$21,800.00**
COST OF PROJECT PRESERVE GOODS SOLD	**$30,672,099.00**
TOTAL EXPENSES	**$44,605,382.00**
NET INCOME (LOSS)	**$419,650.00**

Organization: Second Harvest Food Bank of Middle Tennessee

Salary Schedule for Current and New Budget Years

Personnel (list by Positions)	Salary 2014-15	Salary 2015-16
CEO, Jaynee K. Day	$268,892	$276,958
CFO, Ralph Forsythe	$165,375	$170,336
Average of all Vice Presidents	$99,671	$102,661
Average of all Directors	$70,197	$72,303
Average of all Managers	$42,319	$43,589
Average of all Drivers	$16.48/hr	$16.97/hr

SISTER CITIES
of Franklin and Williamson County
TENNESSEE

Sister Cities of Franklin & Williamson County

P.O. Box 977

Franklin, TN 37065

www.sistercitiestn.org

March 25, 2015

Russell Truell
Assistant City Administrator/CFO
City of Franklin
109 Third Avenue South
Franklin, TN 37064

Dear Russ,

Attached is the Sister Cities budget request for 2015/2016 in the amount of $8,000. Also attached is a copy of our 501 (c)(3) letter, a copy of our charitable solicitations approval, and a copy of our 990N. Thank you as always for your support of Sister Cities and do not hesitate to let me know if you need anything further.

Sincerely,

Sharon Bottorff

Sharon Bottorff, Secretary/Treasurer
Sister Cities of Franklin and Williamson County, Tennessee, Inc.

NON-PROFIT ORGANIZATION
REQUEST FOR CITY OF FRANKLIN FUNDS
2015-16 FISCAL YEAR

Organization Name: Sister Cities of Franklin and Williamson County, Tennessee, Inc.
Phone: 615-512-9551
Contact Person & Title: Sharon Bottorff, Treasurer
Mailing Address: PO Box 977, Franklin, TN 37065
Federal Identification # (if applicable): 94-3425537
E-mail address: sbbarc@bellsouth.net

Number of Active Participants in Organization: 70

Does this organization charge fees to participants? Yes__X_________No__________
If **Yes**, please itemize the structure utilized (use a separate sheet if necessary):
Students participating in the Student Exchange are currently requested to pay $600 to assist with transportation costs if going to Canada and $1500 to assist if going to Germany.

If **No**, please explain:

Please provide the approximate number of clients served by your program on a yearly basis and an estimate of how many are Williamson County residents: 1500- 90% are Williamson County residents

List ANY agency (or agencies in Franklin which you consider may directly, or indirectly, provide the same or similar services as those provided by your agency. If such an agency exists, please list the similarities (use additional sheet, if needed): There are other organizations that provide student exchanges but to our knowledge the only other one located in Williamson County is the Rotary Club.

City of Franklin

APPLICATION ADDENDUM

For the funding year, July 1, 2015 through June 30, 2016

Name of Agency: Sister Cities of Franklin and Williamson County, Tennessee, Inc.

Date: 3/18/2015

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016: ***Of the $8000 requested, $1800 will be used for the 6 sessions of the Passport to the World Lecture Series. $3000 will be used for supplies for the Celebration of Nations event such as flags, tents and tie-downs. The remaining $3200 will be used for the youth exchanges, supplementing fundraising efforts to use for chaperone travel and expenses when students are visiting Franklin.***

Please provide information on any interaction that your agency has with the operations of City of Franklin departments (e.g., response to calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc.): ***N/A***

Please answer completely the following question using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objective and results? (Include description capacity, intensity and duration of services.) ***The Passport to the World lecture series which was launched in 2010 provides a personal look in to the continents around the globe. The bi-monthly series at the Williamson County Public Library walks through the doorways of the world to experience the art, music, food, lifestyle, landscape and heritage of our international neighbors presented through performance, presentation and display. The event is free and open to the public. Attendance has consistently been over 85 per event and over the past year the following countries have been presented: Ireland, Venezuela, Russia, Mexico, Brazil and Nigeria. The goal of Celebration of Nations is to create a passion for global diversity and understanding of the interconnectedness of people through presenting the ethnic traditional arts, foods and sensory experiences of various immigrant cultures. The festival is a unique experience for citizens of the surrounding community to learn more about our neighbors both here and abroad. This year's festival will be held on October 10th from noon to 8 on Fourth Avenue South in Franklin.***

2. Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data. ***The Youth Exchange Students fill out a survey regarding their satisfaction with the***

exchange and that helps us in planning the exchange for the following year. Surveys are also used with the Celebration of Nations festival to determine satisfaction.

3. Does your agency receive any external quality review or accreditation? If so, provide a copy of certificate or license and please explain. ***No***

4. What percent of your local agency budget is your allocation request for the City of Franklin? **???**

5. What other fundraising activities does your agency engage in during the year? ***Sister Cities will present their yearly Celebration of Nations Festival in October. This year will be the eighth year and our mission is to create global and cultural passion, beginning with a personal knowledge and understanding of the interconnectedness of people universally. There will be 25-30 cultural booths featuring ethnic food, wares, and performances throughout the evening. All booths provide an authentic sensory representation of one or more cultures. In addition, a booth at Pumpkinfest last year raised over $400.***

6. Do you charge any fees for your services? ***Students participating in the Youth Exchange are currently requested to pay $600 to assist with transportation costs if going to Canada and $1500 if going to Germany.***

Contact: Sharon Bottorff, Treasurer, 615-512-9551, sbbarc@bellsouth.net

Non-Profit Organization Request for
City of Franklin Funds
Organization: Sister Cities of Franklin and Williamson County, Tennessee, Inc.

EXPENDITURES	Actual 2013-2014	Expended 2014-2015	Requested 2015-2016
Salaries	$0.00	$0.00	$0.00
Communications & Printing	$296.00	$300.00	$300.00
Fund-Raising Expenses	$13,828.00	$11,300.00	$15,000.00
Insurance	$1,646.00	$1,700.00	$1,700.00
Membership Dues	$880.00	$880.00	$880.00
Miscellaneous Expense	$408.00	$500.00	$500.00
Travel for Youth Exchange-Canada (4 plus chap)	$3,003.00	$3,200.00	$3,500.00
Youth Exchange Activities & Expenses-Canada	$97.00	$474.00	$500.00
Travel for Youth Exchange-Germany (6 plus chap)	$8,867.00	$10,000.00	$12,000.00
Youth Exchange Activities & Expenses-Germany	$0.00	$1,681.00	$2,000.00
Supplies	$1,843.00	$0.00	$0.00
Membership Expenses	$0.00	$0.00	$1,000.00
Bad Soden	$737.00	$0.00	$0.00
New Relationships	$0.00	$0.00	$1,000.00
County Laois	$0.00	$0.00	$1,000.00
Carleton Place	$0.00	$0.00	$1,000.00
SCI Conference	$1,626.00	$0.00	$2,000.00
Passport	$477.00	$800.00	$1,000.00
TOTAL BUDGET	**$33,708.00**	**$30,835.00**	**$43,380.00**
REVENUES: (include any fund raising events)			
Williamson County Government	$0.00	$0.00	$0.00
City of Franklin	$5,076.00	$5,076.00	$8,000.00
Membership	$403.00	$500.00	$1,000.00
Contributions	$300.00	$1,000.00	$1,000.00
CON	$6,194.00	$0.00	$5,000.00
Program Service Fees	$5,200.00	$11,681.00	$11,880.00
Pumpkinfest	$123.00	$628.00	$1,000.00
Sister Cities Sponsorships	$3,350.00	$6,250.00	$10,500.00
Grants	$8,700.00	$5,700.00	$5,000.00
TOTAL REVENUES	**$29,346.00**	**$30,835.00**	**$43,380.00**

Non-Profit Organization Request for			
City of Franklin Funds			
Organization: Sister Cities of Franklin and Williamson County, Inc.			
Personnel & Salary Information			
Personnel	**Salary**	**Salary**	**Salary**
(list by Positions)	**2013-2014**	**2014-2015**	**2015-2016**
All handled by volunteers	$0.00	$0.00	$0.00

STATE OF TENNESSEE
DEPARTMENT OF HUMAN SERVICES
DIVISION OF REHABILITATION SERVICES
1405-A BROOKWOOD AVENUE
FRANKLIN, TN 37064

TELEPHONE: (615)-790-5509 FAX: (615)-790-5972
www.tn.gov/humanserv/

BILL HASLAM
Governor

RAQUEL HATTER, MSW, Ed.D.
Commissioner

March 17, 2015

Mr. Russell B. Truell
Assistant City Administrator, CFO
109 Third Ave South
Franklin, TN 37064

Dear Mr. Truell,

The Tennessee Rehabilitation Center at Franklin is requesting the amount approved in last year's allocation in the amount of $22,495.00.

Enclosed with this request are the applications from the City of Franklin and Williamson County. Also included is a copy of the most recent audit and other documents required by the State comptroller's office.

We greatly appreciate the support and assistance the City of Franklin has provided in the past. We hope the City of Franklin will be able to continue their assistance by funding this request for fiscal year 2015-2016.

If you should have any questions or need further assistance, please call our center at (615) 790-5509. Thank you.

Sincerely,

Barbara Bennett

Barbara Bennett
Manager

BB:fct
Enclosure

City of Franklin
APPLICATION ADDENDUM

For the funding year, July 1, 2015 through June 30, 2016

Name of Agency: Tennessee Rehabilitation Center at Franklin
Date: March 17, 2015

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016:

Funds allocated by the City of Franklin to the Tennessee Rehabilitation Center at Franklin will be used to cover the administrative operational cost associated with providing no cost services in the form of Vocational Evaluation, Employee Development services, and Job Placement assistance to eligible individuals with significant disabilities who are interested in obtaining employment.

Please provide information on any interaction that your agency has with the operations of City of Franklin departments (e.g., response to calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc.):

During the past fiscal year, the Tennessee Rehabilitation Center at Franklin had no interaction with departments of the City of Franklin.

4. **What percent of your local budget is your allocation request from the City of Franklin?**

   The allocation request of $22,495 from the City of Franklin represents 8% of the administrative budget of the Tennessee Rehabilitation Center at Franklin.

5. **What other fundraising activities does your agency engage in during the year?**

   The Tennessee Rehabilitation Center at Franklin does not participate in any fundraising.

6. **Do you charge any fees for your services?**

   The Tennessee Rehabilitation Center at Franklin does not charge for services.

NON-PROFIT ORGANIZATION
REQUEST FOR WILLIAMSON COUNTY FUNDS
2015-16 FISCAL YEAR

Organization Name: Tennessee Rehabilitation Center at Franklin **Phone:** (615) 599-9162
Contact Person & Title: Barbara Bennett, Manager
Mailing Address: 1405-A Brookwood Avenue, Franklin, TN 37064
Federal Identification # (if applicable): N/A
E-mail Address: Barbara.Bennett@tn.gov

Number of Active Participants in Organization: 103

Does this organization charge fees to participants? Yes ____ No X
If Yes, please itemize the structure utilized (use a separate sheet if necessary): N/A

If No, please explain: Funds allocated by the City of Franklin to the Tennessee Rehabilitation Center at Franklin will be used to cover the administrative operation costs associated with providing no cost services in the form of Vocational Evaluation, Employee Development , and Job Placement services to eligible individuals with significant disabilities, who are interested in employment.

Please provide the approximate number of clients served by your program on a yearly basis and an estimate of how many are Williamson County residents: The approximate number of clients served on a yearly basis by the Tennessee Rehabilitation Center at Franklin is 216. The number of clients who are Williamson County residents received the following services:
Vocational Evaluation: 107 residents
Employee Development: 30 residents
Placement: 29 residents

List ANY agency (or agencies) in Williamson County which you consider may directly, or indirectly, provide the same or similar services as those provided by your agency. If such an agency exists, please list the similarities (use additional sheet, if needed):
Waves, Inc. is a residential sheltered workshop providing services to individuals with severe cognitive disabilities. They are a fee for service agency and require participants to be recipients of Social Security Disability.
Center for Living and Learning is a residential facility with a sheltered workshop providing services to individuals with severe and emotional disabilities. The center is a fee-for-service agency.

Non-Profit Organization Request for
Williamson County Funds - Page Two

Organization: Tennessee Rehabilitation Center at Franklin

NOTE: If necessary, please use a separate sheet in this format for the inclusion of additional expenditures or revenue line items.

EXPENDITURES:	**Actual 2013-14**	**Expended 2014-15**	**Requested 2015-16**
Salaries	175,600	146,398	151,676
Benefits	74,000	80,577	77,628
TOTAL:	**250,300**	**226,975**	**229,304**
OTHER EXPENDITURES:			
Travel	4,050	4,000	4,000
Printing		50	50
Utilities	13,600	15,100	12,150
Maintenance	3,800	3,800	3,800
Professional Services - Non State	700	700	750
Supplies	25	2,500	2,100
Rent and Insurance	76,500	77,175	77,500
Equipment	2,500	3,100	500
Training			200
Building		200	
Computer Related Items	700	900	1,000
Prof. Serv. From Other State Agencies	5,600	5,650	6,050
TOTAL BUDGET:	**357,775**	**340,150**	**337,404**

REVENUES: (include any fund raising events)	**2013-14**	**2014-15**	**2015-16**
Williamson County Government	67,816	67,816	67,816
City of Franklin	22,495	22,495	22,495
Federal Government	235,080	238,105	236,183
TOTAL REVENUE:	**325,391**	**328,416**	**326,494**

Non-Profit Organization Request for
Williamson County Funds - Page Three

Organization: Tennessee Rehabilitation Center at Franklin

Personnel & Salary Information

Personnel (list by Positions)	**Salary 2013-14**	**Salary 2014-15**	**Salary 2015-16**
Manager	53,683	39,490	41,196
Evaluator	47,603	32,054	31,645
Secretary	28,862	22,005	22,495
Rehabilitation Assistant	35,187	23,501	24,695
Placement Counselor	49,778	29,348	31,645

List any equipment owned by this organization funded, in whole or in part, by Williamson County. Please indicate what it is used for, how it is maintained and where it is stored (use a separate sheet if necessary) N/A

TENNESSEE REHABILITATION CENTER

AT FRANKLIN

PROPOSED ADMINISTRATIVE BUDGET July 1, 2014 - June 30, 2015 without 2nd Rehab. Assistant

		LONGEVITY	ANNUAL SALARY	TOTAL
PAYROLL:				
Manager		800	40396	41196
Counselor/Evaluator			31645	31645
Secretary			22495	22495
Rehab. Asst.		600	24095	24695
Rehab Asst.				0
Rehab. Asst.				0
Rehab. Asst.				0
Rehab. Placement Counselor			31645	31645
Rehab. Placement Counselor				0
Total Salaries				151676
Employee Benefits	51.18%			77628
Total Salaries and Benefits				229304
OTHER:				
Travel				4000
Printing				50
Utilities				12150
Communications				
Maintenance				3800
Professional Ser. - Non-State				750
Supplies				2100
Rent and Insurance				77500
Motor Vehicle				
Awards				
Grants				
Items for Resale				
Equipment				500
Training				200
Computer Related Items				1000
Prof. Ser. From Other State Agencies				6050
Total Other				108100
GRAND TOTAL				337404
Vocational Rehabilitation Share				236183
Local Share				101221

TENNESSEE REHABILITATION CENTER

AT FRANKLIN

CONTRACT INCOME AND EXPENDITURE BUDGET

FY 2015

	AMOUNT
REVENUE:	
CONTRACT	$ 28,610
COMMISSIONS	
OTHER	
TOTAL	$ 28,610
EXPENDITURES:	
TRAVEL	
PRINTING	340
UTILITIES	800
COMMUNICATIONS	
MAINTENANCE	600
PROF. SER. - NON-STATE	150
SUPPLIES	1,600
RENT AND INSURANCE	1,600
MOTOR VEHICLE	400
AWARDS	
GRANTS AND SUBSIDIES	20,000
TRUST FUND	250
RESALE	2,500
EQUIPMENT	
TRAINING	170
COMPUTER RELATED ITEMS	200
PROF. SER. FROM OTHER STATE AGENCIES	
TOTAL	$ 28,610

WAVES

FINDING ABILITIES, FOSTERING COMMUNITY

March 31, 2015

Russell B. Truell
Assistant City Administrator/CFO
City of Franklin
109 Third Avenue South
Franklin, TN 37064

Dear Mr. Truell:

Enclosed please find Waves request for funding for FY 14-15 in the amount of $22,913.

I am also enclosing a copy of our license to operate the Franklin Adult Day Program, the most recent financial audit, and proof of our nonprofit status.

Thank you for the long standing partnership that we have from the City of Franklin.

Sincerely yours,

Shannon Nehus

Shannon Nehus
Executive Director

Waves, Inc.
145 Southeast Parkway, Suite 100 Franklin, TN 37064
Telephone 615.794.7955 Fax 615.794.6019 E-mail snehus@wavesinc.com
www.wavesinc.com

NON-PROFIT ORGANIZATION
REQUEST FOR CITY OF FRANKLIN FUNDS
2015-2016 FISCAL YEAR

Organization Name: Waves, Inc **Phone:** 615-794-7955

Contact Person & Title: Shannon Nehus, Executive Director

Mailing Address: 145 Southeast Parkway Suite 100 Franklin TN 37064

Federal Identification # (if applicable): 620920595

Email Address: snehus@wavesinc.com

Number of Active Participants in Organization: 64 Adults 71 Children

Does this organization charge fees to participants? Yes X No____

IF yes, please itemize the structure utilized (use a separate sheet if necessary):
There are no fees charged for children from birth to three years of age who have delays in development. Adult clients who are not sponsored through a Medicaid waiver are charged an hourly rate between $11 and $17 based on the level and type of support needed.

Please provide the approximate number of clients served by your program on a yearly basis and an estimate of how many are Williamson County residents: 76 Children were served through our Early Childhood Learning Program in 13-14. 61 of these children were residents of Williamson County. 57 Adults were served in 13-14. 50 were residents of Williamson County.

List ANY agency (or agencies) in Williamson County which you consider may directly, or indirectly, provide the same or similar services as those provided by your agency. If such an agency exists, please list the similarities (use additional sheet, if needed): Waves serves children from 0-3 years of age who are experiencing delays in development; adults 21 years old and above with intellectual and developmental disabilities. The only other similar service is the Tennessee Vocational Training Center which provides services to individuals with a wide range of disabilities. A private organization, Brightstone, provides day services to a limited number of adults with intellectual disabilities who are able to pay a monthly tuition.

Non-Profit Organizattion Request for
City of Franklin Funds

Organization: WAVES INC.

Note: If necessary, please use a separate sheet in this format for the inclusion of additional expenditures or revenue line items)

EXP{ENDITURES	Actual 2013-14	Expended 2014-15	Requested 2015-16
13. Employee Salaries	$1,738,144	$1,833,495	$1,833,474
14. Employee Benefits	$270,197	$275,024	$274,400
15. Payroll Taxes	$125,490	$147,351	$146,976
16. Service Fees	$2,500	$2,500	$2,500
18. Office Expenses	$19,039	$12,936	$12,901
19. Information Technology	$47,507	$37,982	$46,800
21. Occupancy	$220,692	$186,456	$171,641
22. Travel & Entertainment	$139,753	$139,209	$137,808
24. Interest	$12,995	$8,880	$7,048
26. Depreciation & Amortization	$59,386	$44,157	$41,534
28. All other expenses ~~(please explain on separate page)~~	$185,541	$58,272	$67,072
TOTAL BUDGET	**$2,821,244**	**$2,746,262**	**$2,742,154**
Revenues: (include any Fund Raising events)	2013-14	2014-15	2015-16
City of Franklin	$22,913	$22,913	$22,913
United Way	$93,950	$93,924	$93,924
Government Grants	$45,464	$45,464	$45,464
All Other Contributions	$182,665	$62,087	$61,697
1f. **TOTAL Contributions**	$344,992	$224,388	$223,998
2. Program Services	$2,381,906	$2,495,575	$2,496,057
Investment Income (Dividends & Interest)	$90	$31	$31
Net Gain (Loss) on Sale of Assets Other than Inventory	$15,479	$180,454	
All other revenue		$22,068	$22,068
Total Revenues:	**$2,742,467**	**$2,922,516**	**$2,742,154**

Non-Profit Organization Request for Williamson Count Funds - Page Three

Organization: Waves, Inc.

Personnel Salary Information

	Salary 2013-2014	Salary 2014-2015	Salary 2015-2016
Community Trainer	14,016	$14,597	$15,427
Community Trainer	15,856	$15,720	$18,947
Community Trainer	15,165	$16,437	$17,016
Community Trainer	21,983	$22,787	$22,956
Community Trainer	17,331	$18,538	$19,148
Community Trainer	17,833	$17,966	$18,947
Community Trainer	15,165	$15,720	$18,947
Program Supervisor	24,914	$25,826	$26,660
Driver	7,584	$7,431	$5,294
Driver	5,411	$5,609	$5,254
Support Services Coordinator	25,236	$26,060	$27,101
Team Leader Franklin Day Services	23,801	$32,575	$33,224
Personal Assistant	21,118	$22,017	$16,028
Employment Specialist	5,037	$9,791	$11,920
Housemanager	25,880	$28,983	$23,069
Residential Support D		$20,058	$19,608
Residential Support E	25,880	$24,581	$19,608
Residential Support E	13,199	$12,536	
residential Support O	21,118	$20,058	$19,608
Residential Support WD	12,671	$12,035	$12,777
Residential Support WE +	14,301	$13,583	$12,554
Residential Support WE O	12,671	$12,035	$12,509
Companion	46,607	$49,887	$30,905
Residential Support WE	5,802	$5,826	$9,628
Permanent substitute			$16,255
Support services Coordinator	24,673	$24,833	$25,904
Support Services Coordinator	28,980	$29,120	$30,376
Team Leader 3	41,878	$41,958	$42,926
House Manager Day	29,085	$28,147	$27,579
Residential Support E+	20,716	$20,049	$18,105
Residential support-D	13,466	$13,032	$12,814
residential Support D	14,501	$14,034	$19,582
Residential Support O	18,645	$18,044	$16,681
Residential Support O+	18,170	$17,584	$19,582
Residential Support WE-D	12,430	$12,029	$12,767
Residential Support WE-D	17,091	$16,540	$14,234
Housemanager	43,202	$38,081	$20,871
Residential Support O	25,904	$24,085	$20,078
Residential support WEO			$17,449
Residential Support WE-D			$12,959
Housemanager	22,458	$22,395	$22,034
Residential Support D	19,963	$19,907	$21,711
Residential Support E-WE	15,970	$15,925	$18,191
Residential Support WE-0	20,462	$20,404	$12,555

Non-Profit Organization Request for Williamson Count Funds - Page Three

Organization: Waves, Inc.

Personnel Salary Information

	Salary 2013-2014	Salary 2014-2015	Salary 2015-2016
Residential Support O	18,045	$17,994	$20,881
Residential Support WE+	9,981	$9,953	$16,640
Residential Support E-WE	5,989	$5,972	$18,129
Residential Support E-WE	15,970	$15,925	
House Manager	22,493	$22,741	$24,282
Residential Support o	19,843	$20,061	$19,746
Residential Support WE-0	16,122	$16,300	$17,470
Residential Support We	11,906	$12,037	$12,831
Supports Service Coordinator	26,283	$26,500	$27,666
Team Leader	44,817	$44,993	$33,930
Community trainer	16,778		$14,083
Day Program Facility Leader	21,735	$22,421	$22,333
Day Program Facility Leader	20,090	$20,724	$20,632
Day Program Facility Leader	19,332	$17,308	$18,777
Lead Residential Support		$19,814	$19,643
Residential Supporte O	16,526	$16,939	$18,776
Residential Support WEO	18,746	$19,214	$20,830
Residential Support WE	9,373	$9,607	$9,705
Residential Support E	3,453	$3,539	$5,095
Lead Residential Support	23,448	$23,321	$22,660
Residential Support E	17,265	$17,171	$19,886
Residential Support E	4,062	$4,040	$9,184
Residential Support WE	3,140	$9,091	$6,526
Residential Support WE D	11,171	$11,111	$16,669
Residential Support WeO	16,757	$16,666	$17,915
Residential Supporte O	19,296	$19,191	$18,680
	6,034	$5,827	
Material Handler	7,402	$7,809	$8,173
Material Handler	7,402	$7,809	$9,808
Recycling Coordinator	24,125	$25,833	$27,039
Developmental Education Specialist	9,430	$9,648	$14,413
Developmental Therapist- HC	16,798	$17,186	$17,339
Early Learning Coordinator	33,376	$36,124	$36,958
Adult services Director	54,577	$55,484	$50,112
Quality Advisor	34,574	$35,250	$30,401
Recreation Coordinator	23,954	$24,231	$21,223
Development & Community Relations Manage	37,396	$38,512	$39,400
Admin Assistant	13,620	$13,766	$20,482
Bookkeeper	31,438	$31,744	$32,640
Business Manager	65,465	$66,443	$67,975
Executive Director	76,357	$77,452	$78,300
Human resources Manager	44,668	$45,422	$45,310
Information Technology Specialist	8,147	$8,234	$8,453
Maintenance Associate-Van Driver	16,116	$16,145	$16,580

Non-Profit Organization Request for Williamson Count Funds - Page Three

Organization: Waves, Inc.

Personnel Salary Information

	Salary 2013-2014	Salary 2014-2015	Salary 2015-2016
Training Coordinator	7,821	$7,905	$8,115
Administrator		$42,451	$28,000
Receptionist	10,650	$10,764	
	$1,738,144	$1,833,495	$1,833,474
List any equipment owned by this organization funded, in whole or in part, by Williamson County. Please indicate what it is used for, how it is maintained and where it is stored (use a separate sheet if necessary):		None	

City of Franklin
APPLICATION ADDENDUM
For the funding year July 1, 2015 through June 30, 2016

Name of Agency: **Waves, Inc.**
Date: March 31, 2015

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016.

The funds will be used to support the operation of one component of Waves, the Franklin Adult Day Program. This program for adults with intellectual and developmental disabilities has been operating in Williamson County for 40 years. The program is housed in space located at 1405 Brookwood Avenue and is leased from Williamson County government.

The cost for operating this program unit is $485,859. The requested funding from the City of Franklin is 4.7% of the direct cost, or an average contribution of $694 per person whose total annual cost to support is $14,723. The City's investment is met with funding from the state Department of Intellectual and Developmental Disabilities; United Way of Williamson County; Williamson County Government; private pay fees; and contributions.

Funding received from the City of Franklin will continue Waves efforts to provide meaningful daily activities for 33 adults that will enable them to progress toward their potential. Such support allows them to participate in, and contribute to, family and community life. Having a safe place for their family member to receive care, training and socialization allows their family members to work.

Please provide information on any interaction that your agency has with the operations of City of Franklin departments (e.g., response to calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc.)

Waves has interaction with the following City of Franklin departments:

- Fire Marshal's office for annual building inspections
- Codes Administration for any changes in facilities
- City Parks for recreation activities as well as volunteer work
- Member- Live Green Business Partnership
- A representative of the Police Department provided in-service training for staff related to the Drug Free Work Place Act
- Solid Waste Department for collection of trash in four residences managed by Waves
- Use of the Community Room at the Police Department

Please answer completely the following questions using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objectives and results? (Include description, capacity, intensity and duration of services.)

The primary services provided by the Franklin Adult Day Services Program are meaningful daily activities and participation in community life; vocational training; recreation therapy; advocacy; social services; transportation; monitoring of health conditions such as diabetes, high blood pressure and seizures; public education about intellectual and developmental disabilities; and referral and information services.

Waves Franklin Adult Day Program provided training and therapeutic recreation activities to 33 adults with intellectual disabilities ranging from 22 to 75 years in age. Eight of the 33 participants also have physical disabilities which require use of wheelchairs and/or assistive devices.

The objectives of the Adult Day Program are to support the acquisition, retention, or improvement in daily living, social, communication, self-help, and other adaptive skills. Most services are provided by a Community Trainer to a small group of three to six people and are individualized to the greatest extent possible. Some individuals who have significant physical disabilities require one on one staff support. In addition to the training provided in Waves Sites, learning activities take place in community settings, such as a local church or community center. "Life Focus" classes structured on themes related to safety and health, basic academic skills, and life activities such as money handling and using the trolley. A staff Recreation Therapist coordinates opportunities for physical activities such as walking club and swimming class at the Williamson County Recreation Center and attendance at special events such as Tuba Christmas, Belcourt Theater events, Cheekwood Scarecrow event, touring the Parthenon, and the Frist Museum.

Individuals are encouraged to consider community based employment or are linked to volunteer opportunities. Examples of volunteer opportunities that occur on a regular basis are: packaging lunches for Meals on Wheels; assisting with delivery of meals; cleaning trails at Edwin Warner Park. Other volunteer sites are Bowie Nature Park, The Community Garden, The Gentry Center and Ty's House. Volunteer activities that occur on a periodic basis are assisting with mailings for nonprofit organizations and churches and collecting donations of food or other supplies for other local organizations such as Bridges and GraceWorks.

One employment situation is Waves office recycling pick up service. Two men are employed as Materials Processors. They, along with the Driver/Coordinator, picked up 134,800 pounds of recyclable office materials last year. Eighty-seven recycling customers are located in Franklin and Brentwood.

The Adult Day Program is open Monday - Friday from 8:00 AM to 4:00 PM on a year round basis. Round trip transportation is provided to most participants.

2. Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data.

94% of enrollees participated in three health related activities per month.
62% of the targeted enrollees participated in vocational opportunities two times a month.
86% of attendees participated month in training activities that combines safety with independence.

The State of Tennessee is seeking accreditation from the Council on Quality Leadership in the way the state supports individuals with developmental and intellectual disabilities. The CQL is providing leadership for greater accountability, responsiveness, and quality performance in human and social service organization and systems worldwide. Waves has aligned with CQL philosophies and person centered planning. Waves will assess performance by randomly surveying 20% of the service recipients in the Day Program with Personal Outcome Measures adapted from the CQL. This instrument measures the individual's perception of the person's life and the services provided by Waves. Monthly progress reports on annual Individual Support Plans are the central measure of results. Other measures include a quarterly analysis of trends regarding falls, medication variances, and incidents, such as hospitalizations.

3. Does your agency receive any external quality review or accreditation? If so, provide a copy of certificate or license and please explain.

The agency receives an annual program evaluation by representatives from the Tennessee Division of Intellectual and Developmental Disabilities. The most recent survey score was 44 out of 54. The 2014 Amerigroup Community Care Audit, which included 20 standards, reflected a score of 100% compliance.

Program facilities are licensed by a separate division of the same state department. A copy of the current licenses for the Franklin Adult Service Program is attached.

4. What percent of your local agency budget is your allocation request from the City of Franklin?

The allocation request of $22,913 for our Franklin Adult Day Services program is .8% of Waves local program budget.

5. What other fund raising activities does your agency engage in during the year?

Waves participated in Macy's Shop for a Cause and the Belk Charity Sale. Waves submitted and received a grant for a Toyota Sienna Mobility Van through the 100 Cars for Good program. An end-of-year appeal letter was sent in December. Waves annual fundraising breakfast was held in February 2014 and another one in March 2015. Waves participated in the first annual Big

Payback event and were the beneficiaries of the 2nd annual Franklin half Marathon. Waves also submitted and received grants from the First Tennessee Foundation and Middle Tennessee Electric Customers Care.

Waves consistently seeks funding for individuals through the Tennessee Department of Intellectual and Developmental Disabilities and the Department of Education. Funding request are also submitted from Williamson County Government and United Way of Williamson County.

Application for additional funding is made as additional information is received about state, local or foundation grants that are appropriate for Waves mission. Waves periodically receives grants for vehicles from the Tennessee Department of Transportation.

6. Do you charge any fees for your services?

Historically fees were not charged for participation in the Adult Services Program as most individuals desiring services were eligible for sponsorship through the state Medicaid Waiver program, but for the last several years there has been an extremely long state waiting list of individuals needing services through the Medicaid Waiver program. TennCare has expanded the Choices program to provide limited funding for individuals with Intellectual disabilities who need day services. Waves received a grant from the United Way for scholarships to the day program and two individuals have benefited from these scholarships. Services are available for people who can pay privately. Fees for services are $11 to $17 per hour based on the amount of support needed.

WILLIAMSON COUNTY
wcpltn.org
PUBLIC LIBRARY

Received
MAR 12 2015
Finance

March 3, 2015

Russ Truell, CFO
ACA Finance and Administration
City of Franklin
109 Third Avenue South
Franklin, TN 37064

Dear Mr. Truell,

I would like to request a $59,220 donation – the same as last year - from the City of Franklin to purchase books. Unlike Williamson County funds which provide for staffing and operating costs, the City contribution is used exclusively to fill the Library with books.

Approximately 68,886 residents of Franklin enjoy the resources of the Williamson County Public Library. The main library is an information gathering learning center from which citizens of all ages can take advantage and grow.

The Library is using its funds to expand into new areas of technology, including the purchase of eBooks and to provide new programs, such as social networking and eBook downloading. For adults who are looking for employment, we offer resume and cover letter classes, as well as assistance with Internet job applications.

For children, the Library offers story times using iPads, special events, a summer reading program, and a terrific learning atmosphere.

Please consider this request as it benefits the majority of the City's taxpayers.

I am happy to discuss it further at your convenience and can be reached at 615-595-1240.

Sincerely,

Dolores Greenwald

Dolores Greenwald, Director
DG/rp

Williamson County Public Library
2015/2016 Salary Summary

Line Item #	ACCOUNT DESCRIPTION	2014/2015 Budget	2015/2016 Budget
101-56500-510100-00000-00-00-00-	Administrator	$73,988	$73,988
101-56500-512900-00000-00-00-00-	Librarians	$1,168,322	$1,168,322
101-56500-516800-00000-00-00-00-	Temp Personal	$12,040	$12,040
101-56500-516900-00000-00-00-00-	Part Time Personal	$231,715	$231,715
101-56500-518600-00000-00-00-00-	Longevity	$16,850	$16,850
Total Salary		**$1,502,915**	**$1,502,915**

Williamson County Public Library
2015/2016 Operating Budget

Line Item #	ACCOUNT DESCRIPTION	2014/2015 Budget	2015/2016 Budget
101-56500-530700-00000-00-00-00-	Communications	$8,000	$8,000
101-56500-531700-00000-00-00-00-	Data Processing Supplies	$5,500	$5,500
101-56500-532000-00000-00-00-00-	Dues & Membership	$705	$705
101-56500-533000-00000-00-00-00-	Copier Lease	$11,640	$11,640
101-56500-533700-00000-00-00-00-	Maintenance & Repair	$4,825	$4,825
101-56500-534800-00000-00-00-00-	Postage	$3,000	$3,000
101-56500-534900-00000-00-00-00-	Printing	$1,700	$1,700
101-56500-535500-00000-00-00-00-	Travel	$300	$300
101-56500-539900-00000-00-00-00-	Other Contracted Services	$24,600	$24,600
101-56500-541100-00000-00-00-00-	Data Processing	$103,596	$103,596
101-56500-543200-00000-00-00-00-	Library Books	$139,048	$139,048
101-56500-543500-00000-00-00-00-	Office Supplies	$9,000	$9,000
101-56500-543700-00000-00-00-00-	Periodicals	$7,500	$7,500
101-56500-545200-00000-00-00-00-	Utilities	$130,000	$130,000
101-56500-549900-00000-00-00-00-	Other Supplies	$3,200	$3,200
101-56500-552400-00000-00-00-00-	In-Service Training	$2,000	$2,000
Total Operating Budget		**$454,614**	**$454,614**

2015/2016 Total Budget **$1,957,529**

City of Franklin
APPLICATION ADDENDUM

For the funding year, July 1, 2015 through June 30, 2016

Name of Agency: Gentry's Education Center at the Store Front
Date: December 15, 2014

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015:

Gentry's Education Center at the Store Front is requesting $15,000 to be leveraged with additional funds to provide STEM Enrichment during the 2015/2016 academic year.

Funding from the City of Franklin will provide additional Science, Technology, Engineering, and Math (STEM) education for students. STEM School is an important addition to the before and after school program currently available through Gentry's. Students will develop math and science skills through STEM projects, aligned with Common Core Standards. Most of the students who will participate are currently functioning below their grade level expectations. Engaging projects will encourage participation, improving their academic knowledge and skills. It will incorporate project-based learning in all STEM areas and culminate in a field trip to the U.S. Space and Rocket Center in Huntsville, AL.

Objective - Student achievement in Math will reduce the gap between All Students and Students who are Economically Disadvantaged by at least 5% to a gap of 8.5 or less by May 2016 for students who regularly attend Gentry's.

STEM School is a year-round program for students and families to help them develop and improve Science, Technology, and Math skills.

Upon notification of funding, this program will be announced to the community through social media, newsletters, and word-of-mouth. It will include information about eligibility and program offerings. Students at Johnson Elementary School and Freedom Intermediate School will be eligible with preference given to those with the greatest need, based on academic ability and family income. Participants and teacher/tutors will be recruited at this time. Gentry's Director will hire teacher/tutors who are highly qualified and enjoy working with students from this neighborhood.

In February, STEM School will begin by analyzing students' beginning abilities based on standardized testing and information from current teachers. Teacher/tutors will work with students individually and in small groups of up to five before and after school, providing student tutoring through engaging activities based on their individual needs. Students will complete project-based STEM activities that help them realize STEM is all around them in art/design, sports/fitness, and music/performing arts. In May an interim assessment will determine progress and needs to achieve objectives by the end of the year.

During the summer students will participant in STEM Camp, where they will continue to improve academic skills in an engaging format during half-day sessions for two weeks.

In the fall the previous schedule and activities for the before and after school program will continue.

In December, all participants will be assessed to measure the impact of STEM School. These results will be shared through social media, Gentry's newsletter, and report to the City of Franklin.

Please provide information any interaction that your agency has with the operation of City of Franklin departments (e.g., response to calls from Police after domestic incidents, provision of meals or lodging to displaced person, etc.):

Gentry's has not had any formal interactions with the City of Franklin departments as described above.

Please answer completely the following questions using additional pages if necessary:

1. Specifically what services did your agency/program provide <u>last year</u> for which you are requesting funding this year? What were the objectives and results? (Include description of program capacity, intensity and duration of services.)

Last year, Gentry's provided tutoring, homework assistance, and academic enrichment to two primary groups: economically disadvantaged students and students with significant achievement gaps.

- 84 students (2^{nd}-4^{th} grade) were served during the school year; 118 students attended the Summer Academy; and 60 pre-kindergarten children attended the Linda Cope Pre-K Summer Camp.
- Services were provided by the executive director, one program director, one data analyst, three site directors, and thirty-two certified teachers from the Franklin Special School District ensuring use of common core educational standards.
- During the school year, students were provided 12-15 hours per week of homework assistance and individual/small group tutoring to increase proficiency in reading, language arts, and math.
- Enrichment activities provided another path to proficiency during the school year and in the full-day Summer Academy for K-6 students.
- Students were assessed three times throughout the year using STAR Renaissance Math and Reading to determine progress and expected performance on the annual state standardized assessment. Assessments aided in planning instruction to score well on this.

Goals and objectives were developed in response to glaring academic disparities among economically disadvantaged students and their peers. Academic achievement was assessed in terms of gains made in grade level growth. Attendance, behavior, and parental involvement were considered as these factors can positively impact achievement. Actual objectives and results for Gentry's during the 2013-2014 school year are:

Objective 1. 70% of students will demonstrate a .4 grade level growth/gain in reading and math by the final benchmark in May 2014.
Result - Students averaged more than one year's progress from fall 2013 to spring 2014 in both reading and math.

> <u>Reading</u> - Of the 84 students in grades 2-4 who attended at least 30 days, 80 demonstrated at least a .4 grade level growth/gain by March 2014. They averaged .8 progress Fall 2013 - Spring 2014.
> <u>Math</u> - Of the 84 students in grades 2-4 who attended at least 30 days, 63 demonstrated at least a .4 grade level growth/gain by March 2014. They averaged .8 progress Fall 2013 - Spring 2014.

Objective 2. 80% of students will attend 50 days or more in program activities.
Result - This goal was met.

Objective 3. 40% of students who attend 30 days or more will have less than 3 disciplinary actions
Result- Of all 84 students enrolled, only two had disciplinary actions. Each of these had only one incidence.

Objective 4. 50% of parents will attend 2 or more activities per year.
Result - More than 50% of parents attended at least two special activities during the year already. Gentry's helped ensure this by creating a family-friendly atmosphere where their drop-in visits were encouraged, translators were available, and there was always time to talk with staff.

2. **Are there procedures in place for measuring the results achieved by your agency/program? If so, provide detailed data.**

A systematic procedure is in place to monitor student progress throughout the program and to assess the program's impact annually. Evaluation is conducted in conjunction with Franklin Special School District to ensure Gentry's program aligns with school district goals.

Achievement is measured through formative and summative assessments.

- Formative assessment monitors student learning to provide ongoing feedback that is used to modify learning intervention strategies for students who are not making expected progress. This data is analyzed to ensure students are meeting requirements for proficiency in math, reading, science, and social studies and identifies students that are not proficient. Information is used to improve test-taking skills and modify interventions. Gentry's primarily uses STAR Reading and Math research-based assessments to collect formative data throughout the year. They are student-centered as the student is able to see his/her strengths and weaknesses and target areas that need work.

- Summative assessments are the final measure of achievement designed to evaluate student learning at the end of the academic year and compare it to a standard. The Tennessee Comprehensive Assessment Program (TCAP), the state standardized achievement test, is the summative assessment for Gentry's participants. Results are used to measure individual gains in performance as well as the entire group and scores of subgroups for economically disadvantaged and for minorities.

Attendance is recorded each program day to identify students who attend on a regular basis. Consistent attendance is necessary for students to receive a true benefit of supplemental instruction. Data is analyzed weekly to track absences and develop communication plans to parents/classroom teachers to encourage attendance.

Behavior is gauged by the number of referrals made to the principal, detention, and suspension. Gentry's goal is to identify students with behavioral intervention needs and connect them with appropriate services, thus reducing behavior problems that interfere with learning. Data collected on behavior problems allows Gentry's to assess effective interventions in the after school program and the regular classroom.

Success of the proposed program, STEM School, will be formatively using Star Reading and Math and summatively using the TCAP. STEM School's outcomes are designed to counteract some issues faced by its children from low-income families in Franklin.

Outcome 1 - Student achievement in Math will reduce the gap between All Students and Students who are Economically Disadvantaged by at least 5% to a gap of 8.5 or less by May 2016 for students who regularly attend Gentry's.

3. Does your agency/program receive any external quality review or accreditation? If so, provide a copy of certificate or license and please explain.

Gentry's meets the standards for Child Care Centers and School Age Programs according to TN State Board of Education Chapter 0520-12-01. A copy of the Certificate of Approval is attached.

4. What percent of your local agency/program budget is your allocation request? Explain specifically how the allocation amount requested would be spent.

Gentry's is requesting $15,000. This investment request represents 8% of Gentry's agency budget for FY2015-2016. These funds would be allocated to STEM education.

5. What other fundraising activities does your agency/program engage in during the year?

Gentry's Education Center at the Storefront (Gentry's) engages a multi-faceted, long-term focused fundraising program to grow the base of financial support for its tutoring and enrichment projects. In 2015-16, we seek to further broaden our individual base of support, while maintaining as many foundation and federal grants as possible. To do this, we aggressively pursue a multi-level direct mail campaign, major gifts from individuals through outreach both to current donors and prospects, and charitable foundation and corporate cultivation and prospecting.

- Gentry's will use **program fees** as a revenue source for unrestricted income to support tutoring and enrichment activities. Fees will be charged each semester and in the summer for participants.
- Gentry's will require the Board of Directors to adhere to a **Give/Get Policy** in which a specific amount of financial support is received from each Board member either from a personal contribution or in getting a specific amount of money from a funding source.
- Gentry's will engage the staff in the **20/20 Campaign** in which each participant solicits a $20 donation from 20 individuals to raise money in the spring. The Executive Director and the Board Chair will continue with industry and corporate engagement to build relationships that support Gentry's mission and services either with monetary or in-kind revenue.
- Gentry's will raise funds via the **Alternative Gift Fair** in December in partnership with local faith-based organizations.
- Gentry's will implement Giving Matters into its literature to direct donors to the "Donate Now" tab of our profile for those that would be willing to give online. Further consulting is needed to pursue Facebook or Twitter social media tools.
- Gentry's will utilize a **grant development** team to prospect research, write, and submit grant applications that are deemed a suitable match in focus areas for both the funder and Gentry's.
- Gentry's has in place a **systematic acknowledgement process**, and we will continue that with the following basic schedule: Within 48 Hours: Thank you call made by Executive director/staff ; Within 1 Week: Personal handwritten note sent ; Monthly: Board Chair and Executive Director send thank you letter to donors at the $500+ level

6. Do you charge any fees for your services?

Registration fees are $30.00 per student. Pre-Kindergarten program fee is $60.00/week. After school tutoring program fee is $20.00/week. Enrichment courses are $60.00 for nine weeks of services. Gentry's is able to receive vouchers from the Family First program to assist with fee payments. To ensure no child is excluded, scholarships are available to students from very-low income households.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 12 2011

GENTRYS EDUCATION CENTER AT THE
STORE FRONT INC
2226 HENPECK LN
FRANKLIN, TN 37064

Employer Identification Number:
27-1202003
DLN:
401080085
Contact Person:
JEFFERY A CULLEN ID# 31215
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
December 30, 2009
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,

Lois G. Lerner

Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

Tennessee Department of Education

Certification of Approval

Gentry Education Foundation at Johnson

This agency has met the minimum standards for child care program approval

pursuant to T.C.A. 49-1-302(l) et seq.

Maximum number of children enrolled: 85 Fiscal Year 2013-2014

Location: 815 Glass Lane County: Williamson

Commissioner

Director, Child Care

ED-5019

Regional Transportation Authority

FY 2013 & FY2014 Actuals and Projections through FY2017

	FY13 Actual	FY14 Actual	FY15 Budget	FY16 Projected	FY17 Projected
Expenses					
Direct Cost of Service Provided					
87X - Gallatin Express	202,920.00	271,272.00	296,575.00	312,557.00	325,074.00
92X - Hendersonville Express	288,420.00	289,560.00	308,958.00	333,179.00	346,540.00
89X - Robertson Cty Express	269,401.58	275,803.36	297,749.00	317,396.00	330,103.00
91X - Franklin Express [c]	327,567.32	360,050.08	400,012.00		
95X - Spring Hill Express [c]	205,836.16	236,540.04	265,125.00	546,890.00	568,795.00
94X - Clarksville Express	276,167.00	361,696.00	393,883.00	547,002.00	568,871.00
88X - Dickson Express [a]	-	-	156,787.00	314,855.00	327,473.00
84X - Murfreesboro Express [b]	251,397.01	348,468.32	353,725.00	364,346.00	375,295.00
86X - Smyrna Express [b]	197,805.25	274,235.37	283,326.00	291,833.00	300,603.00
96L - Murfreesboro Local [b]	554,759.34	829,081.23	855,907.00	881,606.00	908,097.00
96X - Murfreesboro Express (Original) [a]	238,229.25				
Commuter Rail Train Service	2,490,571.33	2,535,702.36	2,777,467.00	2,804,440.00	2,873,265.00
Indirect Costs	2,411,355.61	2,582,971.54	2,811,153.00	2,726,081.00	2,777,000.00
Total Expenses	**7,714,429.85**	**8,365,380.30**	**9,200,667.00**	**9,440,185.00**	**9,701,116.00**
Revenue Sources					
Self-Generated Revenues					
Fares & Other Self-generated Revenues	1,622,076.16	1,700,876.25	1,898,321.00	1,901,469.00	1,941,026.00
Membership Dues	149,584.00	162,119.00	162,119.00	162,119.00	162,119.00
Total Fares and Other	1,771,660.16	1,862,995.25	2,060,440.00	2,063,588.00	2,103,145.00
Federal					
Job Access Reverse Commute (JARC)	71,170.92	46,272.00		78,237.00	80,589.00
ARRA - Stimulus	40,877.00	-	-		
CMAQ/Bus Seat Guarantee/Rideshare	1,469,840.28	1,401,223.25	1,842,341.00	1,200,636.00	984,056.00
Planning Revenues	11,835.20	-	-		
Federal §5307 (Cap Cost of Contracting)	1,827,578.31	2,020,567.24	2,377,328.00	1,729,491.00	1,659,526.00
Total Federal	3,421,301.71	3,468,062.49	4,219,669.00	3,008,364.00	2,724,171.00
State					
TDOT	775,484.00	855,664.00	855,627.00	855,627.00	855,627.00
Total State	775,484.00	855,664.00	855,627.00	855,627.00	855,627.00
Regional Subsidy Contributions					
Davidson County (Rail)	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00
Davidson County (R&R)	155,700.00	155,700.00	155,700.00	527,326.00	599,261.00
Rutherford County	19,555.00	32,966.00	20,469.00	110,728.00	145,413.00
Murfreesboro	11,479.67	12,279.71	6,313.00	18,359.00	22,269.00
Murfreesboro §5307 (Federal & State)	44,777.82	64,711.09	75,762.00	220,311.00	267,227.00
Smyrna	19,555.00	20,714.00	14,156.00	92,369.00	123,144.00
LaVergne	19,555.00	20,715.00	14,156.00	92,369.00	123,144.00
MTSU	19,555.00	21,263.00	9,461.00	82,945.00	106,256.00
Sumner County	14,447.00	14,500.00	21,271.00	97,193.00	116,749.00
Gallatin	14,447.00	17,870.00	21,271.00	97,193.00	116,749.00
Hendersonville	14,447.00	17,870.00	21,271.00	97,193.00	116,749.00
Williamson County	9,722.00	56,581.00	60,173.00	108,288.00	115,887.00
Spring Hill	-	27,044.00	28,337.00	50,995.00	54,574.00
Franklin	6,167.00	29,537.00	31,837.00	57,294.00	61,315.00
Brentwood	-	-	-		-
Thompson Station	-		-	-	-
Robertson County	813.00	20,771.00	30,613.00	75,237.00	80,492.00
Springfield	813.00	20,771.00	30,613.00	75,237.00	80,492.00
Montgomery County	-	-	-	68,512.00	74,164.00
Clarksville		-	-	68,512.00	74,164.00
Clarksville Transit	132,453.27	146,218.98	178,186.00		
Wilson County	10,000.00	10,000.00	10,000.00	151,405.00	151,405.00
Lebanon	50,000.00	50,000.00	50,000.00	62,687.00	62,687.00
Mt. Juliet	30,000.00		30,000.00	58,757.00	58,757.00
NERR	30,000.00	30,000.00	30,000.00	50,000.00	50,000.00
Cheatham County (Pleasant View)	-		-		
Dickson County			25,000.00	37,177.00	39,697.00
City of Dickson	-	-	25,000.00	37,177.00	39,697.00
Total Regional Contributions	2,103,486.76	2,269,511.78	2,389,589.00	3,837,264.00	4,180,292.00
Total Revenue Sources	**8,071,932.63**	**8,456,233.52**	**9,525,325.00**	**9,764,843.00**	**9,863,235.00**
Surplus / (Deficit)	357,502.78	90,853.22	324,658.00	324,658.00	162,119.00

Budget Assumptions and Notes

[a] 88X - Dickson Express; Service Budgeted started January-2015

[b] 84X - Murfreesboro Express & 86X - Smyrna; both services previously combined with 96X. Services split into three separate routes in October-2013

[c] 91X - Franklin & 95X - Spring Hill; Service combined into one

(1) Services Levels were assumed to remain static through FY17, except for Williamson County which will be consolidating to one route beginning March-15

(2) Services Rates per hour by Service:

	FY15	FY16	FY17
84X, 86X, 96L (Rutherford Cty) - starts Jul 1	$97.25	$100.17	$103.18
87X, 92X (Sumner Cty) - starts Dec 1	$102.64	$108.28	$111.46
88X (Dickson Cty) - starts* Dec 1	$104.44	$110.18	$113.49
89X (Robertson Cty) - starts Dec 1	$105.28	$111.07	$114.40
91X, 95X (Williamson Cty) - starts Dec 1	**	$114.33	$117.76
94X (Montgomery Cty) - starts Dec 1	$99.36	$104.82	$107.96

* ~ Dickson Cty service is a new route which started Jan 5, 2015

** ~ Separate Services per Budget for FY15: 91X - $98.80 and 95X - $100.26

(3) FY14 Ridership and Service Hours :

	Srvc Hours	Ridership	
84X Murfreesboro Express	14.32	49,217	
86X Smyrna Express	11.47	42,040	
96L Murfreesboro Local	34.65	51,875	
87X, 92X Gallatin/Hendersonville	24.00	55,681	
88X Dickson Express	##	##	Started Jan-2015
89X Robertson Express	11.50	20,291	
91X Franklin Express	15.00	40,850	
95X Spring Hill Express	15.00	22,476	
94X Clarksville Express	21.00	58,174	

(4) Requests were submitted to increase TDOT's R&R Subsidy contribution for FY14 and FY15, but neither were received.

Requested for FY14 = **$430,000** Requested for FY15 = **$450,000**

Because of this, TDOT's contribution was assumed to remain static through the projected period:

	FY13	FY14	FY15	FY16	FY17
R&R	286,127	286,127	286,127	286,127	286,127
Train	489,357	569,537	569,500	569,500	569,500
	775,484	855,664	855,627	855,627	855,627

(5) Requests were submitted to increase Metro's R&R Subsidy contribution. Below is a list of amounts requested vs. received

	Requested	Received
FY13	155,700	155,700
FY14	192,000	155,700
FY15	250,000	155,700
FY16	525,065	pending
FY17	592,251	pending

(6) Davidson Cty and TDOT's contributions by County Served

	FY16		*FY17*	
	Davidson	**TDOT**	**Davidson**	**TDOT**
84X, 86X, 96L (Rutherford Cty)	140,918	81,609	172,269	97,521
87X, 92X (Sumner Cty)	97,192	63,284	116,749	63,016
88X (Dickson Cty)	37,176	18,155	39,698	16,070
89X (Robertson Cty)	75,237	33,457	80,491	32,584
91X, 95X (Williamson Cty)	108,290	52,881	115,890	46,913
94X (Montgomery Cty)	68,513	36,741	74,164	30,023
	527,326	286,127	599,261	286,127

(7) CMAQ Funding ("CMAQ" and "Bus Seat Guarantee") expires because of the 3-year rule.

(8) NO JARC Funding in FY15: because no funds were available, the CHSTP Program skipped a year. RTA was assured funding would be available for the full year in FY16 and following.

(9) Assumed 2% increase on FARES

(10) Cost Increases for **Services** Assumed:

R&R Services:

Grayline { An increase of 5.5% and 3.0% for FY16 and FY17 respectively was assumed beginning Dec 1

MTA { An increase of 3.0% for FY16 and FY17 was assumed for each year beginning July 1

Commuter Rail Services:

FY15 was over-budgeted; budgets for FY 16 and FY17 were adjusted accordingly.

(11) **Fuel** for FY15 assumed 240,000 gallons of usage. Per actual billings for the period Oct-13 to Sep-14, fuel usage is actually 221,000. Based on the decreasing per gallon prices currently being charged and the lower number of gallons, fuel costs assumed for FY16 decreased by over $130,000. FY17 assumed an approximate 1.5% increase over FY16.

(12) **Surplus** shown in FY15 Budget and FY16 and FY17 Projections are created by **Membership Dues** received that are not applied to current year expenses and the **Deferred Track Usage Revenues** that were used for repayment of the Deferred Track Usage Loan (expenses incurred in prior years)

(13) **Membership Dues** are calculated at a rate of $0.10 per capita or $500.00, whichever is greater and is based on the population figures of the latest certified population of Tennessee incorporated municipalities and counties as reported by the Department of Economic and Community Development on July 1, 2011.

REGIONAL TRANSPORTATION AUTHORITY
ROUTE PERFORMANCE INDICATOR REPORT

For the Month of: September-14

Rte. No.	Route Name	Monthly Ridership	Ridership Change Vs Last Year	Revenue Hours Of Service	Average Passengers Per Trip	Average Passengers Per Hour
	CORRIDOR SERVICE COMPARISONS - COMMUTER BUS SERVICE					
	North Corridor (Routes 87 & 92)	4,386	-5.6%	252	21	17.4
	Northwest Corridor (Routes 89 & 94)	7,335	17.4%	289	29	25.4
	South Corridor (Routes 91 & 95)	5,845	16.7%	256	28	22.9
	Southeast Corridor (Routes 84,86 & 96)	13,703	9.0%	1,008	21	13.6
	EXPRESS BUS ROUTE SERVCE					
84	Murfreesboro Express	4,159	-1.7%	177	33	23.4
86	Smyrna - LaVergne Express	3,686	7.2%	147	29	25.1
87	Gallatin Express	1,950	-9.1%	127	19	15.4
89	Springfield - Joelton Express	1,748	5.9%	123	21	14.3
91	Franklin - Brentwood Express	3,831	22.0%	151	30	25.3
92	Hendersonville Express	2,436	-2.6%	126	23	19.4
94	Clarksville Express	5,587	21.5%	167	33	33.5
95	Spring Hill - Thompson Station Express	2,014	7.8%	104	24	19.3
96	Murfreesboro - Relax and Ride	5,858	19.4%	684	15	8.6
	Express Bus Route Totals	31,269	9.8%	1,805	24	17.3
	OTHER ROUTES					
93	Music City Star West End Shuttle	8,312	-6.0%	119	49	69.6
	R.T.A. Bus Route Monthly Totals	**39,581**	**6.0%**	**1,924**	**27**	**20.6**
	COMMUTER RAIL SERVICE					
90	Music City Star Commuter Rail	21,953	9.7%	195	84	112.6
	R.T.A. Commuter Rail and Bus Totals	**61,534**	**7.3%**	**2,119**	**35**	**29**

REGIONAL TRANSPORTATION AUTHORITY
ROUTE PERFORMANCE INDICATOR REPORT

For the Month of: January-15

Rte. No.	Route Name	Monthly Ridership	Ridership Change Vs Last Year	Revenue Hours Of Service	Average Passengers Per Trip	Average Passengers Per Hour
	CORRIDOR SERVICE COMPARISONS - COMMUTER BUS SERVICE					
	North Corridor (Routes 87 & 92)	4,414	-8.1%	240	22	18.4
	Northwest Corridor (Routes 89 & 94)	6,705	-3.4%	275	28	24.4
	South Corridor (Routes 91 & 95)	5,405	-2.8%	243	27	22.2
	Southeast Corridor (Routes 84,86 & 96)	11,031	-8.5%	961	18	11.5
	EXPRESS BUS ROUTE SERVCE					
84	Murfreesboro Express	3,943	-10.7%	170	33	23.2
86	Smyrna - LaVergne Express	3,058	-17.6%	139	25	22.1
87	Gallatin Express	2,042	-5.9%	121	20	16.9
88	Dickson Express	1,414	N/A	68	19	20.8
89	Springfield - Joelton Express	1,574	-14.7%	117	20	13.5
91	Franklin - Brentwood Express	3,530	-1.0%	144	29	24.5
92	Hendersonville Express	2,372	-9.9%	120	24	19.8
94	Clarksville Express	5,131	0.6%	159	32	32.4
95	Spring Hill - Thompson Station Express	1,875	-6.1%	99	23	18.9
96	Murfreesboro - Relax and Ride	4,030	2.5%	653	11	6.2
	Express Bus Route Totals	28,969	-1.4%	1,788	22	16.2
	OTHER ROUTES					
93	Music City Star West End Shuttle	9,020	22.2%	114	56	79.3
	R.T.A. Bus Route Monthly Totals	37,989	3.4%	1,902	25	20.0
	COMMUTER RAIL SERVICE					
90	Music City Star Commuter Rail	20,768	1.7%	186	84	111.7
	R.T.A. Commuter Rail and Bus Totals	58,757	2.8%	2,088	34	28

Rogers C. Anderson
Williamson County Mayor

Nena Graham
Budget Director

WILLIAMSON COUNTY GOVERNMENT

March 11, 2015

Mr. Russ Truell, Finance Administrator
City of Franklin
103 3rd Avenue South
Franklin, TN 37064

Dear Mr. Truell: Re: Animal Control Contract

Due to the growth in the County, we have reviewed the Animal Control contract that has been in place for several years.

As I stated when we spoke in January, in an attempt to balance contributions from the Cities, I have calculated contributions based on population.

I am recommending a contribution of $89,223.97 from the City of Franklin for fiscal year 2015-16. Please review and sign the enclosed contract, and return all copies to me for Mayor Anderson's signature. We will return one complete set to you for your records.

If you have any questions, please call me at 790-5703.

Sincerely,

Nena Graham

Nena Graham
Finance Director

NG/lw

WILLIAMSON COUNTY
ANIMAL CONTROL - SHARED COSTS WITH CITIES

	Population Totals	Population %	Contribution By Population Total Budget
FRANKLIN	62,487	34.1120%	$ 356,896
WILLIAMSON COUNTY	45,847	25.0281%	$ 261,856
BRENTWOOD	37,060	20.2312%	$ 211,669
SPRING HILL	22,013	12.0170%	$ 125,728
FAIRVIEW	7,720	4.2144%	$ 44,093
NOLENSVILLE	5,861	3.1996%	$ 33,475
THOMPSONS STATION	2,194	1.1977%	$ 12,531
	183,182	100.0000%	$ 1,046,248

2014-15	
Salaries	750,769.00
Operating	295,479.00
	1,046,248.00

Option 1

The operating portion of the budget is 27% of the total budget.
Just to round down to an even number, the Cities would contribute 25% of the total budget allocated by the percentage of population from the last federal census. The Budget figure used for billing to the cities for the contribution would be based on the current fiscal years budget for Animal Control (Example the 2015-16 budget contribution request from cities would be based on the 2014-15 Animal Control Budget numbers)
Each year's contribution would increase based on County budget guidelines, but would not exceed 5% any given year, except possibly for calculations based on new census data.

	Contribution By Population Total Budget	25% of total budget	Current City Contribution
FRANKLIN	$ 356,896	$ 89,223.97	$ 54,684.00
WILLIAMSON COUNTY	$ 261,856		
BRENTWOOD	$ 211,669	$ 52,917.25	$ 51,948.00
SPRING HILL	$ 125,728	$ 31,431.93	$ 7,247.00
FAIRVIEW	$ 44,093	$ 11,023.24	$ 5,426.00
NOLENSVILLE	$ 33,475	$ 8,368.81	$ 1,821.00
THOMPSONS STATION	$ 12,531	$ 3,132.77	$ 1,129.00
Total	$ 1,046,248	$ 196,097.96	$ 122,255.00

Mid-Cumberland
Human Resource Agency

Homemaker Program

City of Franklin
Non-Profit Allocation Request

City of Franklin
APPLICATION ADDENDUM

For the funding year, July1, 2015 through June 30, 2016

Name of Agency: Mid-Cumberland Human Resource Agency – Homemaker Program
Date: 03/25/15

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016:

The requested dollars would be spent in direct services to residents of Franklin. City contributions are used to serve one of the most vulnerable populations, individuals who have been or are at imminent risk of becoming victims of abuse, neglect, or exploitation. The Homemaker Program is careful not to use any City, County, or United Way funds to provide services that an individual is eligible for through other funding sources.

Please provide information on any interaction that your agency has with the operations of City of Franklin departments (e.g., response to calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc):

The Homemaker Program does not have any official collaborative relationships with City Department; however, referrals are received from multiple sources including housing authorities, schools, senior centers, Dr. offices, and other community organizations to name only a few. The Program then provides unique in-home services as well as assistance accessing other community resources to enable the client to remain safely within their own home.

Please answer the following questions using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objectives and results? (Include description capacity, intensity and duration of services.)

The Homemaker Program's objective is to safely enable elderly and/or disabled persons to remain in the home for as long as possible; free of abuse, neglect, or exploitation. We do this by assisting clients with a unique plan of care that addresses their needs. Service might include routine household tasks, budgeting and bill paying, meal preparation, shopping, transportation to appointments, assistance with resources, and personal care. The Homemaker also provides emotional support to clients who are suffering from depression or loneliness. The Homemaker Program stays in the home of the elderly and/or disabled person as long as the services are needed which can be until the client has passed away, or until they must enter an Assisted Living Facility or Nursing Home. However, the Program also serves clients with urgent but short term needs.

The amount of services provided is based upon an assessment of the client's needs, risk factors, other available services and community support. Services are generally provided once a week but can be as frequent as 2-3 times per week when there is an immediate need or as little as once a month once a client has stabilized and is in need of monitoring only. The Regional Coordinator reassesses cases as situations change to assure that the appropriate level of service is received and to assure that the Program is not providing services with funds from United Way, Cities or County, or donations to individuals who are eligible for other paid services.

Without the help of the Homemaker Program, elderly and disabled residents of Williamson County would not be able to maintain their independence and might be forced to enter a nursing home prematurely. Clients are more content in their own home and the cost of in-home service is minimal compared to a nursing facility. Additionally, the MCHRA Homemaker Program is the only provider charged with caring for adults that have been identified as victims of abuse, neglect, or exploitation. Without the Homemaker Program's efforts for these individuals the results can be much worse.

When working with families with young children, often referred by the Department of Children's Services or the School system, the objective of the service is to eliminate the risk of neglect by teaching activities that are designed to help parents improve home management and child-rearing skills in order to prevent a foster care

placement. These activities include parenting skills, proper hygiene, budgeting, childproofing and safety, nutritional concerns, lice control, household cleaning, etc. The Homemaker Program stays in the home of families with young children until improvement is made or the Department of Children's Services closes the services which is generally between three and six months. The Homemaker Program assists families whose goals are to remain an intact family unit by improving the parenting and basic life skills of the parents. Without this service more children would enter or remain in Foster Care.

2. Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data.

   Yes. Service plans are developed for each client and reassessed at least once every six months by supervisory staff at which time any adjustments to services can be made to assure the appropriate and highest quality of service is provided. Random phone calls and satisfaction surveys are also completed. In addition, the Program is monitored annually by the Department of Finance and Administration, Department of Mental Health's Licensure Office, and Area Agency on Aging and Disability to assure compliance with contract and licensure requirements, goals, and objectives. The Program also measures its success based upon its outcome measures reported to the United Way. The Program is pleased to report that 92.05% of its clients were able to remain safely independent within their own home in FY 14.

3. Does your agency receive any external quality review or accreditation? If so, provide a copy of the certificate or license and please explain.

   Yes. The Finance and Administration Department and Department of Mental Health Licensure Office monitor the Homemaker Program on an annual basis. We also have regular monitoring visits by the Area Agency on Aging and Disability, Tennessee Commission on Aging and Disability, and Department of Human Services. In addition, the Agency is audited annually by an independent auditor. The Homemaker Program is licensed as a Personal Support Service Agency through the Department of Mental Health. License is Attached.

4. What percentage of your local agency budget is your allocation request from the City of Franklin?

   The Homemaker Program is requesting $4,700 from the City of Franklin which would equal 1.67% of the projected county budget.

5. What other fundraising activities does your agency engage in during the year?
The Homemaker Program is not designed to complete one time fundraisers. However, the Program does apply for grants and awards that it may be eligible and accepts donations at all times. Additionally the Homemaker Program is unable to utilize volunteers in the provision of service due to abuse, neglect, or exploitation identified in these vulnerable residents.

6. Do you charge any fees for your services?
The Homemaker Program does not charge fees to participants. The clients we serve are generally below the poverty level. We do; however, accept and encourage donations from participants.

NON-PROFIT ORGANIZATION
REQUEST FOR WILLIAMSON COUNTY FUNDS
2015-2016 FISCAL YEAR

Organization Name: Mid-Cumberland Human Resource Agency – Homemaker Program **Phone:** 615-850-3909
Contact Person & Title: Debra Holmes, Director of Home & Community Based Services
Mailing Address: 1101 Kermit Drive, Suite 300 Nashville, TN 37217
Federal Identification # (if applicable): 62-0923487
E-mail address: dholmes@mchra.com

Number of Active Participants in Organization: 88 (Williamson County)

Does this organization charge fees to participants? Yes____ No__X__
If Yes, please itemize the structure utilized (use a separate sheet if necessary):

If No, please explain: We do not charge fees to participants. The clients we serve are generally below the state poverty level. We use funding received by contracts and grants as well as funds solicited from cities, counties, foundations and United Way to enable services to be provided based upon need rather than ability to pay. We do; however, accept and encourage donations.

Please provide the approximate number of clients served by your program on a yearly basis and an estimate of how many are Williamson County residents: In FY 2014 we served 674 unduplicated clients throughout the Program, 88 were residents of Williamson County. We anticipate serving approximately 100 Williamson County residents this year.

List ANY agency (or agencies) in Williamson County which you consider may directly, or indirectly, provide the same or similar services as those provided by your agency. If such an agency exists, please list the similarities (use additional sheet, if needed): Mid-Cumberland Human Resource Agency is the only Homemaker Program contracted with the Department of Human Services to provide services to the most frail, neglected, and needy citizens of Williamson County, those referred as a result of abuse, neglect, or exploitation. MCHRA is the only program empowered to provide Homemaker services to this vulnerable population, referred by Adult Protective Services. The Homemaker Program is licensed as a Personal Support Service Agency and provides services at no cost to the client. MCHRA works with other funding agencies to make necessary referrals when appropriate. This is done to ensure that community funds from donations, Cities, Counties, and United Way are not used to duplicate services that are available elsewhere.

Non-Profit Organization Request for
Williamson County Funds – Page Two

Organization: MCHRA Homemaker Program

NOTE: If necessary, please use a separate sheet in this format for the inclusion of additional expenditures or revenue line items.

EXPENDITURES:	Actual 2013-14	Budgeted 2014-15	Requested 2015-16
Salaries	165,237	168,036	172,017
Employee Benefits	52,932	61,374	61,353
Professional Fees	3,140	2,871	2,803
Supplies	2,599	1,668	1,568
Communication	2,495	2,312	2,218
Postage, Printing, & Publication	1,521	1,139	1,116
Occupancy	5,423	4,703	4,560
Travel	12,160	12,653	12,653
Training & Seminars	611	289	238
Grants and allocation			
Depreciation	190	173	166
Insurance	999	916	879
Other:	19,537	19,208	20,639
TOTAL EXPENSES	$266,844	$275,342	$280,210

REVENUES: (include any fund raising events)	2013-14	2014-15	2015-16
Williamson County Government	36,000	36,000	36,000
City of Franklin	4,700	4,700	4,700
United Ways	130,000	132,500	132,500
All Other (direct and indirect public support)			5,000
Government grants	22,009	41,347	44,347
Program Service Revenue	70,457	57,663	57,663
Other revenue: (restricted)	3,684	3,132	
TOTAL REVENUES	$266,850	$275,342	$280,210

Non-Profit Organization Request for
Williamson County Funds – Page Three

Organization: MCHRA Homemaker Program

Personnel & Salary Information

Personnel (list by Positions)	Salary 2013-14	Salary 2014-15	Salary 2015-16
WILLIAMSON COUNTY			
In-Home Services Director (Portion allocated to Williamson County)	8,284		
Director of HCBS (Portion allocated to Williamson County)		3,630	3,571
Operations Coordinator (Portion allocated to Williamson County)	4,759		
Program Coordinator (Portion allocated to Williamson County)		3,871	3,808
Regional Coordinator (Portion allocated to Williamson County)	16,804	16,106	16,509
Intake & Care Coordinator (Portion allocated to Williamson County)		2,644	2,601
Service Coordinator (Portion allocated to Williamson County)		2,910	2,862
Program Specialist (Portion allocated to Williamson County)	4,779	3,379	3,324
Program Assistant (Portion allocated to Williamson County)	3,490	2,887	2,840
Technician (Portion allocated to Williamson County)	4,543	3,041	2,992
Floater	7,409	224	4,101
Homemaker	19,093	20,904	21,427
Homemaker	20,255	20,821	21,341
Homemaker	14,978	19,760	20,254
Homemaker	9,268	18,782	19,252
Homemaker	9,457	18,886	19,359
Homemaker	3,885	9,391	9,626
Companion	11,892	10,400	10,400
Companion	9,861	10,400	7,750
Companion	9,290		
Companion	7,190		
TOTAL SALARIES	$165,237	$168,036	$172,017

List any equipment owned by this organization funded, in whole or in part, by Williamson County. Please indicate what it is used for, how it is maintained and where it is stored (use a separate sheet if necessary): N/A

Mid-Cumberland
Human Resource Agency

Meals-On-Wheels

City of Franklin
Non-Profit Allocation Request

City of Franklin
APPLICATION ADDENDUM

For the funding year, July1, 2015 through June 30, 2016

Name of Agency: Mid-Cumberland Human Resource Agency – Meals-On-Wheels
Date: 03/25/15

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016:

Nearly 1 of 5 TN seniors are hungry which ranks TN as the 4th worst state in the country for senior hunger. Thirty percent of seniors are choosing between food and medicine, and 35% are choosing between food and heat/utilities. The funding from City of Franklin will be used to serve 2,297 meals @4.42 per meal. These meals are nutritious and provide 1/3 of the Required Daily Intake. By having a nutritious meal, the health of the seniors should be maintained, and they should be able to stay at home longer and independent without institutionalization. Furthermore, by having Meals on Wheels, they should be able to take money they were using for food and be able to use it for medicine and utilities which should also help to maintain their health.

The meals are delivered by caring volunteers who often foster a sense of family for a lonely senior. On average, 45-50% of the seniors served by the program live alone so the volunteer visit is important. In a 2012 study by the University of California, it was determined that seniors had a 45% greater chance of death and a 59% greater chance of some type of decline if they reported themselves as lonely. The impact of the volunteer visit is a catalyst in helping seniors feel less lonely which can improve their emotional and physical health.

Please provide information on any interaction that your agency has with the operations of City of Franklin departments (e.g., response to calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc):

In the event of a health emergency for a client during the process of the meal delivery, emergency responders could be called.

Please answer the following questions using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objectives and results? (Include description capacity, intensity and duration of services.)

   Last year over 13,375 meals were served to vulnerable senior citizens from the Franklin meal site. By having a nutritious meal, the health of seniors should improve or at least be maintained allowing them to stay independent and at home.

2. Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data.

   Daily, the number of meals served to each client is tracked and reported to the Nashville Office. Site managers record comments regarding the look, taste, and overall quality of meals each day providing immediate feedback to the food vendor and administrative staff to make adjustments as needed. Customer satisfaction surveys are also conducted.

3. Does your agency receive any external quality review or accreditation? If so, provide a copy of the certificate or license and please explain.

   The meal site in Franklin is inspected by the health department twice a year. See attached.
   The entire program is also audited by the Greater Nashville Regional Council, and audited financially for the annual audit.

4. What percentage of your local agency budget is your allocation request from the City of Franklin?

   Meals-On-Wheels is requesting $10,152 from the City of Franklin which would equal 4.26% of the projected county budget.

5. What other fundraising activities does your agency engage in during the year?

   March for Meals is the main fundraiser for Meals on Wheels. The program is always looking for new avenues of funding. The Program is completing its 1st direct mail campaign in April.

6. Do you charge any fees for your services?

   There are no fees charged; however, voluntary contributions are expected. When there is a waiting list a client can elect to pay the cost of the food to begin services immediately until a sponsored spot opens up.

VOID

VOID

VOID

ATTN: MID-CUMBERLAND HUMAN RESOURCE AGCY
FRANKLIN MEALS ON WHEELS
1101 KERMIT DR., STE 300
NASHVILLE TN 37217

HEALTH PERMIT

9195213

STATE OF TENNESSEE
DEPARTMENT OF HEALTH
ANDREW JOHNSON TOWER - 4TH FLOOR
710 JAMES ROBERTSON PARKWAY
NASHVILLE, TENNESSEE 37243

This Permit Expires on June 30, 2015

Food Service Establishment

HE 0605146748

CAPACITY: 0

COUNTY: WILLIAMSON

ATTN: MID-CUMBERLAND HUMAN RESOURCE AGCY
FRANKLIN MEALS ON WHEELS
129 W. FOWLKES,, STE 107

FRANKLIN TN 37064

Be it known that above operator has made application and paid the sum prescribed by law, and is hereby authorized to conduct said business.
In Witness Whereof I have affixed my Hand at Nashville, Tennessee

John J. Dreyzehner, MD, MPH
Commissioner
Department of Health

Hugh Atkins
Director
Division of Environmental Health

NON-PROFIT ORGANIZATION
REQUEST FOR WILLIAMSON COUNTY FUNDS
2015-16 FISCAL YEAR

Organization Name: Mid-Cumberland Meals on Wheels **Phone:** 615-850-3910
Contact Person & Title: Debra Holmes, Director of Home & Community Based Services
Mailing Address: 1101 Kermit Drive Suite 300, Nashville, TN 37217
Federal Identification # (if applicable): 62-0923487
E-mail address: dholmes@mchra.com

Number of Active Participants in Organization: 298 in FY14

Does this organization charge fees to participants? Yes ____ No X
If Yes, please itemize the structure utilized (use a separate sheet if necessary):

If No, please explain: Seniors can make a voluntary donation, but no fee charged unless there is a waiting list and the senior elects to pay for meals.

Please provide the approximate number of clients served by your program on a yearly basis and an estimate of how many are Williamson County residents:
The program served 2,611 clients in FY14 with 298 from Williamson.

List ANY agency (or agencies) in Williamson County which you consider may directly, or indirectly, provide the same or similar services as those provided by your agency. If such an agency exists, please list the similarities (use additional sheet, if needed):
A group of churches provide meals on Mondays, Wednesdays, and Fridays in the Franklin city limits.
Mid-Cumberland Meals on Wheels provides meals on Tuesdays and Thursdays within Franklin city limits.

Non-Profit Organization Request for
Williamson County Funds - Page Two

Organization: Mid-Cumberland Meals on Wheels Williamson

NOTE: If necessary, please use a separate sheet in this format for the inclusion of additional expenditures or revenue line items)

EXPENDITURES:	**Actual 2013-14**	**Expended 2014-15**	**Requested 2015-16**
Salaries	$60,537	$58,930	$60,698
Benefits	$14,965	$14,567	$15,005
Office Expenses	$5,762	$6,322	$6,368
Occupancy	$2,265	$2,662	$2,718
Travel	$1,577	$1,600	$1,600
Meetings/Conferences	$286	$336	$342
Insurance	$1,054	$1,155	$1,160
Other: Primarily Food	$145,846	$149,428	$150,334
TOTAL BUDGET	$232,292	$235,000	$238,225

REVENUES: (include any fund raising events)	**2013-14**	**2014-15**	**2015-16**
Williamson County Government	$14,622	$14,622	$14,622
Other Government	$95,035	$98,128	$98,128
United Way	$77,889	$77,250	$77,250
Contributions	$34,622	$35,000	$35,750
Program Services	$10,147	$10,000	$10,250
Other/Restricted			$2,225
TOTAL REVENUES	$232,315	$235,000	$238,225

Non-Profit Organization Request for Williamson County Funds - Page Three

Organization: Mid-Cumberland Meals on Wheels Williamson

Personnel & Salary Information

Personnel (list by Positions)	Salary 2013-14	Salary 2014-15	Salary 2015-16
HCBS Director (Portion Allocated to Williamson County)	166	4,111	4,234
Program Coordinator (Portion Allocated to Williamson County)	3,573	4,384	4,516
Community Engagement Manager (Portion Allocated to Williamson County)	11,919	4,617	4,756
Program Specialist (Portion Allocated to Williamson County)	3,160	3,393	3,495
Program Specialist (Portion Allocated to Williamson County)	3,752	3,428	3,531
Site Manager (Fairview)	9,875	9,766	10,059
Site Manager (Triune)	8,554	8,665	8,925
Site Manager (Franklin)	13,567	15,756	16,228
Site Aide (Franklin)	5,971	4,810	4,954

List any equipment owned by this organization funded, in whole or in part, by Williamson County. Please indicate what it is used for, how it is maintained and where it is stored (use a separate sheet if necessary): N/A

MIDCUMBERLAND
Human Resource Agency

March 25, 2015

Russell B. Truell
Assistant City Administrator/CFO
Historic Franklin
City Hall
109 Third Avenue South
Franklin, TN 37064

Please accept this letter as our formal request for FY' 2016. The services offered by Mid-Cumberland Human Resource Agency have proven to impact lives, maintain dignity, and allow many to live at home longer. With your support, we are able to provide and improve the quality of life within your community.

Please consider and approve the following requests:

Service:	**Requested Amount:**
Dues	$ 6,873.57
Meals-On-Wheels	$10,152.00
Homemaker Services	$ 4,700.00
Long-Term Care Ombudsman	$ 2,500.00
Total	**$24,225.57**

Service narratives are attached for your review. Should you have any questions, please feel free to contact me.

As always, we sincerely appreciate your support.

Best Regards,

Jane Hamrick

Jane Hamrick
Executive Director

1101 Kermit Drive, Suite 300 · Nashville, TN 37217 T. (615) 331-6033 F. (615) 834.8906 mchra.com

Please answer completely the following questions using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objectives and results? (Include description capacity, intensity and duration of services.

Services provided:

In the most recent completed FY, the program provided services to 292 persons in the City of Franklin. This included investigating and resolving 21 complaints, consultations with four facility administrators, information and referral services to 13 city residents and education initiatives with 254 residents in long term care facilities in the city. Volunteers and paid staff made 136 visits to City of Franklin long term care facilities.

Objectives:

Case investigation into complaints voiced by or on behalf of residents: The overall goals and objectives of our program are to assure that problems and concerns of long-term care residents are investigated and resolved, to educate the resident and facility staff regarding the federally mandated Residents' Rights resulting in each resident receiving quality care in a dignified manner.

Each case worked by our program staff involved a through investigation to determine the type of complaint, any possible violations of mandated state and federal regulations specifically related to Residents' Rights, and resident approved resolutions to the initial complaint. Ombudsman involvement continues until the complaint is resolved to the resident's satisfaction which can range between 10-20 hours, per case. Resident directed resolution to complaints is always the primary goal. Cases included complaints related to care, quality of life/dignity, involuntary discharges, and neglect, abuse and financial exploitation.

When necessary, referrals were made to other regulatory agencies including; the Tennessee Department of Health Licensure Department, Tennessee Adult Protective Services, Legal Aid Society of Middle Tennessee and Tennessee Bureau of Investigation to seek assistance in the resolution of complaints. Information and Referral services were provided to individuals and long term care facility staff related to interpretation of federally mandated Residents' Rights, long-term care placement options, in-home community services to allow individuals to remain in the least restrictive living environment, and Medicare/ Medicaid eligibility for coverage of nursing home services.

Volunteer Recruitment, Certification Training and Retention:

Ten (10) volunteers are trained and certified by the state to investigate complaints and assist in problem resolution in City of Franklin facilities. Certification guarantees 24/7 access to residents residing in licensed facilities. Certified volunteers complete a 16 hour training session, and make 2-4 "buddy visits" with experienced certified volunteers before and after training for an additional 8 hours of clinical training. Volunteer ombudsmen visit their assigned facilities 1-4 times monthly between 2-3 hours per visit, attend monthly and quarterly training meetings, receive ongoing technical support and submit facility visitation reports.

The following persons utilize ombudsman services:

- Residents of long-term care facilities (nursing facilities, assisted living facilities and homes for the aged);
- Individuals receiving long-term care services in their homes and community;
- Families and friends of individuals who live in long-term care facilities;
- Staff of long-term care facilities;
- The general public requesting information and referrals related to long term care issues/services;
- Government agencies.

2. **Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data.**

Our program does have procedures in place to measure the results of our services. Our program measures achieved results by soliciting immediate feedback from residents, facility staff and community members we provide services to determine the effectiveness of provided services. Additionally, our agency receives external quality review.

3. **Does your agency receive any external quality review or accreditation? If so, provide a copy of certificate or license and please explain.**

Our agency receives external quality review. There is no certification required to operate, but the Tennessee Commission on Aging and Disability and our local Area Agency on Aging and Disability completes annual audits of our program and both require a quarterly report of all program activities to ensure compliance with submitted annual goals as part of our contract.

The Long Term Care Program is mandated by the Older Americans Act of 1965.

4. **What percent of your local agency budget is your allocation request from the City of Franklin?**

The amount requested is $2,500 which is approximately 18.1% of our program's Williamson County budget and approximately 1.7 % of our total program budget. We would utilize City of Franklin funding to strengthen our current volunteer numbers within the City of Franklin and support paid professional staff serving Franklin long term care residents. Certified volunteer ombudsman advocate and provide a voice for the concerns of long-term care residents, primarily in nursing homes. A greater number of residents/elders would receive face-to-face visits from our program to learn about their federally mandated resident rights, and how to access our services if there are complaints about violations of their rights, substandard care or poor quality of life.

5. **What other fundraising activities does your agency engage in during the year?**

Our program does not participate in fund raising activities. With limited staff, volunteer recruitment/training/retention, facility visits, complaint investigations, and paperwork, there is limited time for fundraising. Grant applications are submitted to the cities/counties and United Way agencies in which the Program provides services.

6. **Do you charge any fees for your services?**

There are no fees for the Long Term Care Ombudsman services.

NON-PROFIT ORGANIZATION
REQUEST FOR WILLIAMSON COUNTY FUNDS
2015-16 FISCAL YEAR

Organization Name: MCHRA: Long Term Care Ombudsman Program **Phone:** 615) 331-6033
Contact Person & Title: Richard Robinson, Ombudsman Program Director
Mailing Address: 600 Small Street, Suite 125-B, Gallatin, TN 37066
Federal Identification # (if applicable): 62-0923487
E-mail address: rrobinson@mchra.com

Number of Active Participants in Organization: ______________

Does this organization charge fees to participants? Yes _____ No X
If Yes, please itemize the structure utilized (use a separate sheet if necessary): ______________

If No, please explain: The ombudsman program charges no fees for its services.

Please provide the approximate number of clients served by your program on a yearly basis and an estimate of how many are Williamson County residents: All 13,271 residents of long term care facilities in the 13 counties we serve are beneficiaries of ombudsman services. 1,547 of them 9.6%) reside in Williamson County

List ANY agency (or agencies) in Williamson County which you consider may directly, or indirectly, provide the same or similar services as those provided by your agency. If such an agency exists, please list the similarities (use additional sheet, if needed): The MCHRA Long Term Care Ombudsman Program is the only program of its type in Williamson County. We are proactive in visiting all long 17 term care facilities in Williamson County at least four times a year and in most cases we have volunteers placed at facilities that visit those facilities even more than quarterly. We make contact with a sampling of residents each time to see what issues they are dealing with in terms of level of care, respect for their rights and quality of life in the facility.

Mid-Cumberland Human Agency
FY'16 Dues Request for the
City of Franklin

Mid-Cumberland HRA Agency Dues Request of $6,873.57

Pursuant to the **"Human Resource Agency Act of 1973"** The Mid-Cumberland Human Resource Agency was created forty years ago on the fundamental belief that all Middle Tennesseans deserve to live productive, healthy, and independent lives. We use this principle as a measurement tool in our ability to make a difference. And do we? ***YES, our dedicated team makes a difference EVERY day!***

13-26102 Creative authorized...*"with the intent that the agencies so created may be the delivery system for human resources..."*

13-26107(c) Appropriations-Local contributions...*"it is the intent of the state to assist financially with the delivery of human resources for residents. After the creation...and when the local governments have indicated a willingness to contribute financially be adopting a budget requiring a certain **per capita** assessment, the state is authorized to match the local contributions according to the ..schedule..."*

The request for Dues hereby made by the Mid-Cumberland Human Resource Agency is eleven cents per capita, the minimum on this schedule.

(d)*...such funds may be used for purposes of matching various federal programs of assistance...Cities and counties are specifically authorized to appropriate and expend funds for carry out the purposes of this chapter."*

Calculation:

2010 census population of 62,487 x $.11 per capita=**$9.873.57**

Mid-Cumberland
Human Resource Agency

Ombudsman Program

City of Franklin
Non-Profit Allocation Request

Mid Cumberland Human Resource Agency

OMBUDSMAN PROGRAM
for long-term care
Advocates for the Elderly

Long-Term Care Ombudsman Program

Request amount: The Long-Term Care Ombudsman Program is requesting **$2,500** from the City of Franklin in Williamson County. The Williamson County has 9.6% of the long-term care beds in our 13-county district. Therefore, $13,795 of our Program's total budget for FY 2015-2016 will be spent on residents of Williamson County's long-term care facilities..

How will the funding be spent: The requested funding will be used in providing direct advocacy services to residents and consumers of the City of Franklin. Requested dollars will be used to meet a required match for federal dollars. Your funding will be utilized to assist vulnerable nursing home and assisted care living residents with complaint resolution related to abuse, neglect, and substandard care.

Quick Facts: Forty-four percent 44%) of nursing home residents have been abused (Broyles,2000), and 50 % of nursing home staff admitted to mistreating residents (Ben Natan 2010).Thirty percent (30%) of Tennessee nursing homes get the worst possible rating from the Centers for Medicare and Medicaid Services (Associated Press 2010). Tennessee collected $6.34 million in fines from nursing homes over the past year, one of the highest totals of any in the country, according to data collected by ProPublica (Updated 2014). The Families for Better Care Report Card gives Tennessee an overall grade of D for nursing home quality (2014) and the TN Department of Human Services estimates than only 1 in 20 incidences of abuse, neglect or exploitation of the elderly ever gets reported. The Long-Term Care Ombudsman Program has the federally mandated responsibility to serve these individuals that have received inadequate care, been mistreated or neglected.

Program's mission: The Long-Term Care Ombudsman Program provides paid staff and trained certified volunteers to residents in nursing homes and assisted care living facilities to assist with complaint resolution related to abuse, neglect, substandard care, quality of life and care improvement. Our program is dedicated to protecting the rights, safety and dignity of the residents we serve. **We are the only program within the City of Franklin and within Williamson County.**

FY 2013-2014 in Williamson County:
In the last full FY we served 509 residents in Williamson County's seventeen long term care facilities. Services included regular facility monitoring visits, complaint investigations/resolutions, information and referral consultations with community members and facility administrators and education initiatives with long term care residents.

Why is the Long-Term Care Ombudsman Program a vital service? When long-term care facility staff fail to resolve voiced complaints from residents, our volunteers and paid staff become the resident's advocate to resolve their complaints to their satisfaction. Examples of Long Term Care Ombudsman activities include:

- Resolving issues of neglect or substandard care (e.g.. residents remaining in soiled pants/clothing, wound care);
- Stopping a resident from being physically or emotionally abused by a nursing home staff member.
- Assisting residents in receiving prompt medical or dental care.
- Preventing inappropriate involuntary discharge to an unsafe location.
- Assisting residents in obtaining needed assistive devices such as motorized wheelchairs.
- Resolving poor and inadequate staff response time to call lights.
- Addressing resident concerns related to food variety, taste and quality.
- Assisting residents in maintaining their dignity related to privacy, personal care, etc.

"Advocating for the rights of the elderly!"

Long Term Care Ombudsman Success Stories

- An elderly female with a tracheostomy tube was sent out to a local hospital by her nursing home because of problems with the tube. When she was cleared for discharge back to the nursing home they refused to take her back. Nursing homes are required to develop safe and appropriate discharge plans for residents and are not permitted to simply "dump" them on hospitals. The woman's family was untrained and unskilled in caring for their loved one at home in her condition, which is where the nursing suggested she go. Dumping is a sadly common practice in the nursing home industry. The Ombudsman was called and he was able to inform the nursing home that it was required to take the resident back. She was readmitted to the skilled facility the following day where she could continue to receive proper care.

- A 35 year old quadriplegic resident of a nursing home was occasionally skipped over for the evening meal. She would sometimes sleep through the dinner hour and no one would wake her. When she awoke the meal would not have been left for her and she would be told the kitchen was closed and a meal could not be obtained. The ombudsman was notified and he was able to negotiate a plan between the resident, the Quality Care Manager and the Charge Nurse for the evening shift where someone was designated to check on her every evening to be sure she had been fed and to document who fed her in the patient record, This has ensured that the resident is not skipped for meals and is adequately nourished.

- A 93-year old resident of an Assisted Living memory care facility complained to the Ombudsman that her call light was not being answered (a serious safety issue) and that the food, which was prepared in an adjacent building and transported over to her building was frequently cold (a quality of life issue). The ombudsman was able to work with facility staff to correct the call light issue so that in an emergency the resident could call for help and receive it in a timely manner. The food issue was also resolved by staff agreeing to test the warmth of the food when it arrived to her building and reheating it in ovens that were available in the building so it could be served hot to residents.

- An anonymous complaint was received by the Ombudsman that the dates on food containers in a facility kitchen were being scratched out and changed so that outdated food could be served, placing residents at risk for foodborne pathogens such as botulism and salmonella. When the ombudsman investigated he found numerous outdated food items in the refrigerators and immediately threw them out. The ombudsman developed a plan with the Administrator and the Director of Nursing whereby the kitchen manager would be re-trained in food safety issues and all kitchen staff would be authorized to throw away outdated food without prior approval. The administrator and the Ombudsman agreed to monitor the situation for compliance.

City of Franklin
APPLICATION ADDENDUM

For the funding year, July 1, 2015 through June 30, 2016

Name of Agency: Mid-Cumberland HRA/Long Term-Care Ombudsman Program

Date: 3/24/15

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016:

The Long Term Care Ombudsman Program is requesting $2,500 from the City of Franklin.

In the City of Franklin, there are four nursing homes and seven assisted care living facilities. Within these facilities reside 1,099 individuals. Each is a potential client and we strive to monitor and improve the level of care and quality of life of each person. The allocation would be used to support the program and the staff enabling us to recruit train, and provide technical support to more volunteers to visit the long-term care facilities. As a direct result of City of Franklin funding for the last three years, we were able to recruit and train four (4) additional certified volunteer ombudsmen. We now have ten (10) volunteer ombudsmen in Franklin facilities. This allows our program to have an assigned volunteer to complete facility visitations (3-4 hours; 2-4 times each month) to each of the four nursing homes and six of the assisted care living facilities in the City of Franklin. Continued funding will allow us to continue our efforts to recruit, train and certify volunteer ombudsmen for the Assisted Living Facilities with no volunteer ombudsman and to provide paid staff to continue to provide support and guidance to the current volunteer ombudsmen. Funding will also help our staff continue to respond to the needs of long term care residents and community members living in Franklin.

Funding will also be used for:

1.) **Complaint Investigation and Resolution:** Number of complaints: 20 resident complaints will be investigated and services provided to resolve complaints;
2.) **Resident Visitation:** Ombudsman representatives: 145 facility visits will be made;
3.) **Resident Rights Education:**: 250 long term care residents will receive education regarding resident rights, elder abuse and how to access our program's services;
4.) **Certified Volunteer Recruitment**: Each nursing home facility (total 4) will continue to have an assigned certified volunteer ombudsman which will ensure residents are visited 1-4 times each month and have access to the program's services. Funding will also assist us in recruiting, training and certifying additional volunteer.

Please provide information on any interaction that your agency has with the operations of City of Franklin departments (e.g., response to calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc.):

Although our program does not work directly with the City of Franklin departments, we work with the Tennessee Department of Health, Department of Licensure, Tennessee Bureau of Investigation, Department of Human Services, Department of Mental Health and Mental Retardation, and Adult Protection Service to assist in improving the response and investigation of abuse complaints for residents residing in long term care facilities and to assure the residents receive the best care while in a facility.

TRANSIT
ALLIANCE
of Middle Tennessee

April 1, 2015

The Honorable Ken Moore
City of Franklin
109 3rd Avenue South
Franklin, TN 37064

Dear Mayor Moore,

The Transit Alliance of Middle Tennessee respectfully requests a $5,000 donation from the City of Franklin to support its educational efforts about the need for a funded regional multi-modal transportation system. The funds will be used for education and outreach for three specific purposes:

1) Why are transit alternatives needed?
2) What will transit alternatives look like?
3) How will our local and state governments pay for them?

The Transit Alliance is a tax-exempt 501(c)(3) non-profit, non-partisan organization concerned about the growing congestion and mobility challenges in the 10-county region of Middle Tennessee. We are a collaborative volunteer organization committed to focus maximum regional educational and advocacy efforts toward providing dedicated funding for transit opportunities.

It is clear how much our region has grown and the impact of that growth upon our infrastructure. The projections for future growth underscore the need for multi-modal transportation solutions with dedicated funding sources that ensure a sustainable system for economic prosperity as well as accessibility and mobility for our residents, our workers, and our businesses.

As the only regional educational organization focused solely on multi-modal transportation solutions, the Transit Alliance has garnered support from thousands of citizens and leaders throughout the area since its creation in 2009. We have worked closely with the Mayor's Caucus in this process and are pleased that the Caucus itself is focused on the need for dedicated funding for a regional transit system. We are also pleased to work with the Regional

Transit Authority, particularly as it launches a year-long strategic planning process that will, with the Nashville Metropolitan Planning organization, further define a multi-modal regional transit plan.

Now, more than ever, there is a sense of urgency as we address congestion in our cities and counties. Without doubt, the solution will require a regional multi-modal infrastructure with dedicated funding. Those discussions must begin and continue through efforts to build a base of educated citizens and leaders that remain committed to this long-term effort. The financial support of local leaders to these efforts is critical to action and solutions.

Please find enclosed application and supporting documents. I will be happy to attend your deliberations as appropriate to provide further information if requested.

Please look favorably on this request. I appreciate your consideration as your support is a must to achieve transportation and transit sustainability for the future in Middle Tennessee.

Sincerely,

Tommy Bragg

Tommy Bragg
Chair, TAMT Board of Directors

About the Transit Alliance of Middle Tennessee

The Transit Alliance of Middle Tennessee is a non-profit organization with the mission of encouraging private sector as well as public sector support for new investments in mass transit in the ten county region of Middle Tennessee. The Alliance is committed to communicating the value of regional mass transportation needs and options. It fosters education across the region about the economic value of mass transit investments. Through these communication and education efforts, the Alliance will actively participate in the steps necessary to secure dedicated revenues for mass transit investments in the months and years ahead.

City of Franklin
APPLICATION ADDENDUM

For the funding year, July 1, 2015 through June 30, 2016

Name of Agency: Transit Alliance of Middle TN
Date: 4/1/15

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016:

Education programs, briefings for elected officials and public; expansion of constituency base in Williamson County.

Please provide information on any interaction that your agency has with the operations of City 0f Franklin departments (e.g., response to calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc.):

N/A

NON-PROFIT ORGANIZATION
REQUEST FOR WILLIAMSON COUNTY FUNDS
2015-16 FISCAL YEAR

Organization Name: Transit Alliance of Middle TN **Phone:** 615-743-3051
Contact Person & Title: Carrie Brumfield - Director of Programs
Mailing Address: 211 Commerce Street, Ste. 100, Nashville 37201
Federal Identification # (if applicable): 27-1568117
E-mail address: carrie.brumfield@thetransitalliance.org

Number of Active Participants in Organization: ______________

Does this organization charge fees to participants? Yes _____ No X
If Yes, please itemize the structure utilized (use a separate sheet if necessary): ______________

If No, please explain: The Transit Citizen Leadership Academy is free of charge and funded by sponsorships.

Please provide the approximate number of clients served by your program on a yearly basis and an estimate of how many are Williamson County residents: We serve residents, employers, employees and visitors of the 10-county region. We hold the Transit Citizen Leadership Academy with 127 alumni, including 26 from Williamson County.

List ANY agency (or agencies) in Williamson County which you consider may directly, or indirectly, provide the same or similar services as those provided by your agency. If such an agency exists, please list the similarities (use additional sheet, if needed): ______________
None.

Non-Profit Organization Request for Williamson County Funds - Page Two

Organization: Transit Alliance of Middle TN

NOTE: If necessary, please use a separate sheet in this format for the inclusion of additional expenditures or revenue line items)

EXPENDITURES:	Actual 2013-14	Expended 2014-15	Requested 2015-16
Wages and benefits	143,349	82,259	
Confrences, Conventions, Mtgs.	34,025	16,741	
Professional fees	13,625	Ø	
Office Expenses	15,065	6,646	
Other	5,852	2,328	
TOTAL BUDGET	211,916	107,974	

REVENUES: (include any fund raising events)	2013-14	2014-15	2015-16
Williamson County Government			
Years 1+2 of 3 yr. commitment from local institution	200,000		
Private Donors	76,500	4,350	
TOTAL REVENUES	276,500	4,350	

Non-Profit Organization Request for Williamson County Funds - Page Three

Organization: Transit Alliance of Middle TN

Personnel & Salary Information

Personnel (list by Positions)	Salary 2013-14	Salary 2014-15	Salary 2015-16
Executive Director	79,632	$25,000 partial year	
Director of Programs	53,000	53,000	

List any equipment owned by this organization funded, in whole or in part, by Williamson County. Please indicate what it is used for, how it is maintained and where it is stored (use a separate sheet if necessary):

No equipment owned, in whole or in part, by Williamson County.

Please answer completely the following questions using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objectives and results? (Include description capacity, intensity and duration of services.)
   None specific to Williamson Co.; activity in the 10-county region
2. Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data.
   N/A
3. Does your agency receive any external quality review or accreditation? If so, provide a copy of certificate or license and please explain.
   N/A
4. What percent of your local agency budget is your allocation request from the City of Franklin? >3%
5. What other fundraising activities does your agency engage in during the year? Private and Public Sector Fundraising
6. Do you charge any fees for your services?
   No.

EXHIBIT A

STATEMENT OF WORK AND PROGRAM OBJECTIVES

The Agency 2015 Annual Work Plan shall include:

1. Transit Citizen Leadership Academy - class in fall of 2015
2. Grow base of transit supporters within 10-county region
3. Educate constituents - public / legislative / elected officials / business community about the need for funding a multimodal transit system.

Transit Alliance of Middle Tennessee
Budget Schedule
January 1-December 31, 2015

Revenue:			
	Private Donors	$	100,000
	Grants		
	Programs		
	Other		
	Total Revenue	$	100,000
Expense:			
	Program Costs	$	12,000
	Wages		53,000
	Benefits		4,100
	Parking		1,650
	Maintenance		1,000
	Fees		600
	Supplies		1,000
	Meals & Entertainment		1,000
	Conference & Meetings		4,000
	Payroll Processing		750
	Miscellaneous		1,000
	Total Expense	$	80,100
Net Excess(Deficit)		$	19,900
Budgeted Cash Balance at 12/31/15		$	31,767

100 bus mile
$900K - converting cap to operations

Regional Transportation Authority

Alternative 3: Continuation of Federal Funding

	FY13 Actual	FY14 Actual	FY15 Budget	FY16 Projected	FY17 Projected
Expenses					
Direct Cost of Service Provided					
87X - Gallatin Express	202,920.00	271,272.00	296,575.00	312,557.00	325,074.00
92X - Hendersonville Express	288,420.00	289,560.00	308,958.00	333,179.00	346,540.00
89X - Robertson Cty Express	269,401.58	275,803.36	297,749.00	317,396.00	330,103.00
91X - Franklin Express	327,567.32	360,050.08	400,012.00	284,099.00	284,398.00
95X - Spring Hill Express	205,836.16	236,540.04	265,125.00	284,099.00	284,397.00
94X - Clarksville Express	276,167.00	361,696.00	393,883.00	547,002.00	568,871.00
88X - Dickson Express [a]	-	-	156,787.00	314,855.00	327,473.00
84X - Murfreesboro Express [b]	251,397.01	348,468.32	353,725.00	364,346.00	375,295.00
86X - Smyrna Express [b]	197,805.25	274,235.37	283,326.00	291,833.00	300,603.00
96L - Murfreesboro Local [b]	554,759.34	829,081.23	855,907.00	881,606.00	908,097.00
96X - Murfreesboro Express (Original) [b]	238,229.25				
Commuter Rail Train Service	3,750,735.95	3,874,836.11	4,226,067.00	4,156,489.00	4,257,465.00
Indirect Costs	1,151,190.99	1,243,837.79	1,362,553.00	1,374,033.00	1,392,800.00
Total Expenses	**7,714,429.85**	**8,365,380.30**	**9,200,667.00**	**9,461,494.00**	**9,701,116.00**
Revenue Sources					
Self-Generated Revenues					
Fares & Other Self-generated Revenues	1,622,076.16	1,700,876.25	1,898,321.00	1,951,683.00	1,941,026.00
Membership Dues	149,584.00	162,119.00	162,119.00	162,119.00	162,119.00
Total Fares and Other	**1,771,660.16**	**1,862,995.25**	**2,060,440.00**	**2,113,802.00**	**2,103,145.00**
Federal					
Job Access Reverse Commute (JARC)	71,170.92	46,272.00		78,237.00	80,589.00
ARRA - Stimulus	40,877.00	-	-		
CMAQ/Bus Seat Guarantee/Rideshare	1,469,840.28	1,401,223.25	1,842,341.00	1,186,049.00	984,056.00
Planning Revenues	11,835.20	-	-		
Federal §5307 (Cap Cost of Contracting)	1,827,578.31	2,020,567.24	2,377,328.00	2,491,988.00	1,659,526.00
Total Federal	**3,421,301.71**	**3,468,062.49**	**4,219,669.00**	**3,756,274.00**	**2,724,171.00**
State					
TDOT	775,484.00	855,664.00	855,627.00	855,627.00	855,627.00
Total State	**775,484.00**	**855,664.00**	**855,627.00**	**855,627.00**	**855,627.00**
Regional Subsidy Contributions					
Davidson County (Rail)	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00
Davidson County (R&R)	155,700.00	155,700.00	155,700.00	320,239.00	599,261.00
Rutherford County	19,555.00	32,966.00	20,469.00	49,220.00	145,413.00
Murfreesboro	11,479.67	12,279.71	6,313.00	9,382.00	22,269.00
Murfreesboro §5307 (Federal & State)	44,777.82	64,711.09	75,762.00	112,583.00	267,227.00
Smyrna	19,555.00	20,714.00	14,156.00	39,839.00	123,144.00
LaVergne	19,555.00	20,715.00	14,156.00	39,839.00	123,144.00
MTSU	19,555.00	21,263.00	9,461.00	39,859.00	106,256.00
Sumner County	14,447.00	14,500.00	21,271.00	55,597.00	116,749.00
Gallatin	14,447.00	17,870.00	21,271.00	55,597.00	116,749.00
Hendersonville	14,447.00	17,870.00	21,271.00	55,597.00	116,749.00
Williamson County	9,722.00	56,581.00	60,173.00	71,944.00	115,887.00
Spring Hill	-	27,044.00	28,337.00	42,237.00	54,574.00
Franklin	6,167.00	29,537.00	31,837.00	29,707.00	61,315.00
Brentwood	-	-	-	-	-
Thompson Station	-	-	-	-	-
Robertson County	813.00	20,771.00	30,613.00	48,088.00	80,492.00
Springfield	813.00	20,771.00	30,613.00	48,088.00	80,492.00
Montgomery County	-	-	-	28,385.00	74,164.00
Clarksville	-	-	-	28,385.00	74,164.00
Clarksville Transit	132,453.27	146,218.98	178,186.00	132,000.00	
Wilson County	10,000.00	10,000.00	10,000.00	131,411.00	151,405.00
Lebanon	50,000.00	50,000.00	50,000.00	54,408.00	62,687.00
Mt. Juliet	30,000.00		30,000.00	50,997.00	58,757.00
NERR	30,000.00	30,000.00	30,000.00	43,397.00	50,000.00
Cheatham County (Pleasant View)	-	-	-	-	-
Dickson County			25,000.00	36,825.00	39,697.00
City of Dickson	-	-	25,000.00	36,825.00	39,697.00
Total Regional Contributions	**2,103,486.76**	**2,269,511.78**	**2,389,589.00**	**3,060,449.00**	**4,180,292.00**
Total Revenue Sources	**8,071,932.63**	**8,456,233.52**	**9,525,325.00**	**9,786,152.00**	**9,863,235.00**
Surplus / (Deficit)	357,502.78	90,853.22	324,658.00	324,658.00	162,119.00

Williamson County Health Department Health Services Report for the City of Franklin

Franklin Clinic
1324 West Main Street
Franklin, TN 37064
(615) 794-1542

Fairview Clinic
2629 Fairview Boulevard
Fairview, TN 37062
(615) 799-2389

Hours of Operation
Monday – Friday
8:00 a.m. – 4:30 p.m.

Tennessee Department of Health

Mission

Protect, promote, and improve the health and prosperity of people in Tennessee

Vision

A recognized and trusted leader, partnering and engaging to accelerate Tennessee to one of the nation's ten healthiest states

Values

Teamwork
Integrity
Mutual Respect
Excellence
Compassion
Servant Leadership

Adult Services

Primary care

- Physical exams
- Pap smears
- Cancer screening & referral
- Treatment of chronic disease

Communicable disease

- Confidential testing
- Treatment
- Contact follow-up

Emergency dental care

Immunizations

Adult Services (continued)

Family planning

Pregnancy tests

Women, Infants and Children (WIC)

- Nutrition Counseling
- Breastfeeding support

The health department participates in TennCare, and accepts Blue Cross Blue Shield Network S, P and E insurance.

Fees for services are on a sliding fee scale based on family size and income.

Child Health Services

- Well-child, school and sports physicals
- Immunizations
- WIC Nutrition Program
- Children's Special Services
- HUGS (Helping Us Grow Successfully)
- Dental

Health Education

Health educators provide a variety of health education services, and coordinate activities and presentations that focus attention on health topics and lifestyle choices that result in positive differences for city and county residents.

Classes provided in Franklin include:

- Scale Down weight management classes
- Falls Prevention for senior adults
- STD and tobacco presentations at high schools
- Dental and nutrition education puppet shows at daycare centers
- Exercise programs
- Diabetes and Chronic Conditions education classes

Other Services

Environmental Health

- School, restaurant, hotel and motel inspections
- General sanitation
- Rabies control
- Swimming pool inspections

Motor Voter Program

- Assist with voter registration

Tobacco cessation counseling

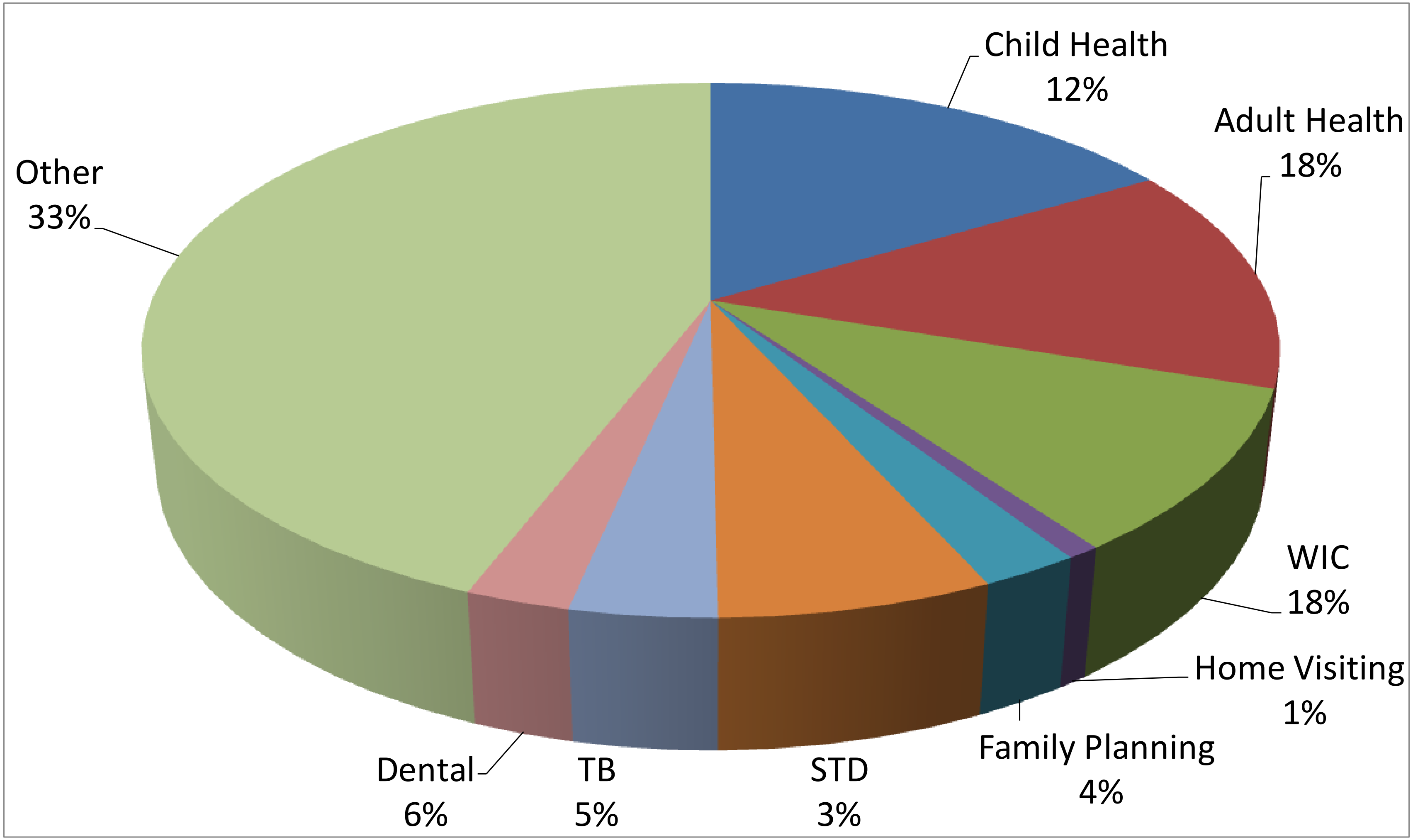
Certificate of immunizations

Vital records

Total Program Services provided to residents in the Franklin area zip codes 37064, 37065, 37067, 37068 & 37069 January – December 2014

PROGRAM SERVICES PROVIDED	2014 (Duplicated) Patients	2014 Patient Visits
Adult Health (includes AIDS Prevention, Breast/Cervical Cancer, Men's Health, Women's Health)	1,547	2,971
Child Health (includes Child Health, CSS, HUGS)	1,301	1,989
Dental	590	896
Family Planning	295	584
Sexually Transmitted Diseases	427	495
Tuberculosis Control	154	1,018
WIC/Nutrition Services (includes breastfeeding)	1,178	2,934
Other (includes Voter Registration, TennCare Outreach, Birth Certificates, Death Certificates, Smoking Cessation Counseling)	3,503	5,233
Totals (Individuals may receive services from more than one program)	8,995	16,120

Patient Encounters – Franklin Residents



Upcoming Activities

Walk across Williamson

Tobacco prevention targeting

- middle school youth
- pregnant women
- second hand smoke

WC Anti-Drug Coalition activities

Healthier Tennessee

- Get Fit Franklin

Baldrige

STATE OF TENNESSEE
DEPARTMENT OF HEALTH
WILLLIAMSON COUNTY HEALTH DEPARTMENT
1324 WEST MAIN STREET
FRANKLIN, TN 37064

April 2, 2015

Russell Truell
City of Franklin
109 Third Avenue, South
Franklin, TN 37064

RE: 2014 Health Services Report for Franklin

Dear Mr. Truell:

On behalf of the Tennessee Department of Health and the Williamson County Health Department, thank you for the continued support we receive from the City of Franklin. Enclosed is the 2014 Health Services Report for Franklin residents and the completed Application Addendum with additional information about the health department's goals and objectives for 2015.

This past year was filled with activities in the Franklin community, and I included only a few in our report. Health department employees engaged in a number of coalitions and collaborative partnerships with City of Franklin agencies to promote health and safety throughout the city.

As in previous years, we would like to request the city's contribution of $21,150 for fiscal year 2015-2016. Contributions from the City of Franklin help to assure quality care, services and programs are provided to our residents. This amount does not reflect an increase for the new fiscal year.

We look forward to our continued partnership, and invite you and your colleagues to tour our health department facilities. If you have any questions or need additional information, please contact me at (615) 595-1258 or email Catherine.montgomery@tn.gov.

Best regards,

Cathy Montgomery, County Director
Williamson County Health Department

cc: Annette Haley, Mid-Cumberland Regional Director

City of Franklin
APPLICATION ADDENDUM

For the funding year, July 1, 2015 through June 30, 2016

Name of Agency: Williamson County Health Department
Date: April 1, 2015

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2015-2016:

Each year, the City of Franklin has subsidized the health department budget by $21,150. Approximately 44% ($9,256) is used to supplement the county health director's salary while the remainder of $11,894 is used to offset costs and support operations of the county health department. This includes – but is not limited to – medical and dental supplies; health education materials; and instructional supplies.

Please provide information on any interaction that your agency has with the operations of City of Franklin departments (e.g. response to calls from police after domestic incidents, provision of meals or lodging to displaced persons, etc.)

Franklin Special School District (FSSD)
A. In October 2014, the health department's school health program offered flu vaccines and FluMist in all schools affiliated with the Franklin Special School District. More than 500 students were immunized.

B. Health educators provided multiple classes and presentations for students and parents in most FSSD schools. These included nutrition and physical activity classes; germ presentations; walking club; and anti-tobacco presentations.

C. The health department is currently working with FSSD curriculum instructors and school board to adopt the Michigan Model curricula as a resource for tobacco, alcohol and substance abuse prevention. Funds from the county's annual tobacco grant will be used to purchase the curriculum.

Get Fit Franklin
Health department representatives have been engaged in the planning and implementation of **all** *Get Fit Franklin* events including coordinating vendors; assisting with set-up and registration; providing blood pressures and health-related information at events; and attending planning meetings.

Currently, the health department is participating on the planning and implementation committee for the Healthier Tennessee Initiative being spearheaded by Franklin Tomorrow.

Couch to 5K

Health educator Patty Norem provides a 10-week exercise, walking and running program for city and county employees at Pinkerton Park. The first of this series will end on April 11th with most participants completing a 5K run in scheduled in downtown Franklin.

Walk across Williamson

The health department participates on the Williamson County Health Council and is responsible for coordinating *Walk across Williamson* annually. The program encourages adults and children to engage in physical activity for at least 60 minutes per day. The health department has worked extensively with Williamson County Schools and Franklin Special School District children, parents and teachers as well as the community to encourage participation. This includes providing information on morning announcements at schools; writing articles about the event for school newsletters and local papers; and conducting radio interviews.

In 2014, more than 3,800 parents, students, teachers and community members participated in the program with approximately 1,000 of these attending the celebration event at Pinkerton Park.

Please answer completely the following questions using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objectives and results? (Include description capacity, intensity and duration of services.)
(Please see attached PowerPoint with documented services for City of Franklin residents during calendar year 2014.)

Below are results of indicators from 2013-2014 compared to results in 2012-2013:

Indicator	Increase / Decrease	Percentage
WIC encounters (Franklin)	Decrease	6% (232)
WIC encounters (Fairview)	Increase	9% (101)
Physicals provided for children on Tenncare (Franklin)	Decrease	8% (23)
Physicals provided for children on Tenncare (Fairview)	Increase	35% (57)
Family planning encounters (Franklin)	Increase	11% (94)
Family planning encounters (Fairview)	Increase	29% (40)
Primary care encounters (Franklin)	Increase	19% (729)
Primary care encounters (Fairview)	Decrease	7% (72)
*Dental (Franklin)	Increase	37% (323)

*Dental services only provided in Franklin Clinic.

The health department established goals and objectives for both Franklin and Fairview Clinics in 2015 (see Exhibits A and B).

2. Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data.
Productivity reports for physicians, ARNP, dentist and nurses are disbursed monthly. In addition, reports are generated indicating the number of monthly services that were provided by program (e.g. WIC; dental); patient no-show rates; charges and collections; and receivables.

3. Does your agency receive any external quality review or accreditation? If so, provide a copy of certificate or license and please explain.
Yes, quality improvement audits are completed bi-annually including – but not limited to – review of medical records; expired medications and supplies; coding; current licensure and required certifications; safety and security; and mandatory training. The last audit was conducted in both Franklin and Fairview Clinics in March 2015. There were no significant findings in either clinic.

In addition, a fiscal review is completed annually by the Tennessee Department of Health's Office of Quality Improvement. The last review was conducted in October 2014, and the health department achieved a score of 100% with no findings.

4. What percent of your local agency budget is your allocation request from the City of Franklin?

Approximately 1% ($21,150)

5. What other fundraising activities does your agency engage in during the year?

Not applicable

6. Do you charge any fees for your services?

Yes, fees for primary care services are based on family size and income using the Tennessee Department of Health's Sliding Fee Scale (see attached). While there is no charge for children accessing dental services, there is a $5.00 minimum administration fee for adults.

EXHIBITS A and B
STATEMENT OF WORK AND PROGRAM OBJECTIVES
WORK PLAN

The Agency 2015-2016 Annual Work Plan shall include:

1) Maintain the number of referrals and patients accessing WIC services through health department programs and community outreach.

- Encourage presumptive women who meet eligibility criteria to access WIC services.
- Encourage pregnant women – while accessing dental services – to access WIC services.
- Develop health department website and provide WIC information, eligibility requirements and links to required forms.
- Coordinate Primary Prevention Initiative (PPI) activities that provide information about WIC services.

2) Increase breastfeeding rates in Williamson County.

- Train newly-hired breastfeeding peer counselor to provide services in Franklin and Fairview Clinics.
- Offer breastfeeding services 4 days per week in Franklin. Provide services at the Fairview Clinic (2) days per month.
- Coordinate pre-natal classes (4 week sessions) and include a breastfeeding component in at least one class.
- Collaborate with health educators to teach the breastfeeding component of Gold Sneakers for local daycare providers.

3) Increase EPSDT opportunities through family planning, WIC, HUGS and dental programs referrals.

- Schedule profile for EPSDTs in PTBMIS – 3 in the morning and 2 in the afternoon.
- Provide referrals for WIC services from internal programs.
- Stage a clinical nurse on the child health hall to provide exams.
- Promote EPSDTs and child health exams during back-to-school immunization and flu clinics.

4) Conduct community outreach to inform children, parents and caregivers about the importance of child health exams.

- Coordinate PPI activities at local schools and daycare centers to provide information importance of child health exams.
- Develop health department website and provide EPSDT information and links to required forms.

5) Increase family planning opportunities through WIC and dental program referrals.

6) Conduct community outreach to promote information and services provided by the family planning program.

- Develop health department website and provide family planning information, eligibility requirements and links to required forms.

7) Increase the number of referrals to primary care through health department programs and community outreach.

- Conduct outreach (e.g. health fairs) to educate the community about services provided at the health department.
- Utilize media outlets (e.g. newspaper) to promote primary care services.
- Promote primary care services when patients are accessing other health department services (e.g. WIC; dental; flu clinic).
- Develop health department website and provide primary care information, eligibility requirements and links to required forms.

8) Increase the number of referrals from WIC and family planning to dental.

- Schedule dental visits for children utilizing WIC services.
- Schedule dental visits for women coming to clinic for presumptive eligibility.
- Schedule dental visits for prenatal women accessing WIC services.
- Conduct referrals for patients when mobile dental unit is transferred out of Fairview.

9) Conduct community outreach to inform children, parents and caregivers about the importance of dental exams.

- Coordinate outreach activities at local schools, college and daycare centers to provide information about dental exams.
- Promote services provided on mobile dental unit through schools and media advertising.
- Develop health department website and provide dental information and links to required forms.

10) Increase collection rates by 10% in the Fairview clinic (baseline average February – July 2014: 46.5%).

11) Increase coding opportunities on encounter forms.

- Enhance encounter form.
- Provide information and training on RVUs and coding opportunities.

12) Increase number of RVUs based on strategies implemented to increase the number of EPSDTs, dental, WIC and primary care visits.

TENNESSEE DEPARTMENT OF HEALTH SLIDING FEE SCALE

Effective April 1, 2015

MONTHLY INCOME

% Patient Pays	0	20%	40%	60%	80%	95%	100%
% of Poverty (FPL)	0-100%	100.01-125%	125.01-150%	150.01-175%	175.01 -200%	200.01-250%	250.1% over
Family Size	**Mo. Income**	**Mo. Income**	**Mo. Income**	**Mo. Income**	**Mo. Income**	**Mo. Income**	**Mo. Income**
1	0-981	982-1226	1227-1471	1472-1716	1717-1962	1963-2452	2453
2	0-1328	1329-1659	1660-1991	1992-2323	2324-2655	2656-3319	3320
3	0-1674	1675-2093	2094-2511	2512-2929	2930-3348	3349-4185	4186
4	0-2021	2022-2526	2527-3031	3032-3536	3537-4042	4043-5052	5053
5	0-2368	2369-2959	2960-3551	3552-4143	4144-4735	4736-5919	5920
6	0-2714	2715-3393	3394-4071	4072-4749	4750-5428	5429-6785	6786
7	0-3061	3062-3826	3827-4591	4592-5356	5357-6122	6123-7652	7653
8	0-3408	3409-4259	4260-5111	5112-5963	5964-6815	6816-8519	8520
9	0-3754	3755-4693	4694-5631	5632-6569	6570-7508	7509-9385	9386
10	0-4101	4102-5126	5127-6151	6152-7176	7177-8202	8203-10252	10253

ANNUAL INCOME

Family Size	**Annual Income**	**Annual Income**	**Annual Income**	**Annual Income**	**Annual Income**	**Annual Income**	**Annual Income**
1	0-11770	11771-14713	14714-17655	17656-20598	20599-23540	23541-29425	29426
2	0-15930	15931-19913	19914-23895	23896-27878	27879-31860	31861-39825	39826
3	0-20090	20091-25113	25114-30135	30136-35158	35159-40180	40181-50225	50226
4	0-24250	24251-30313	30314-36375	36376-42438	42439-48500	48501-60625	60626
5	0-28410	28411-35513	35514-42615	42616-49718	49719-56820	56821-71025	71026
6	0-32570	32571-40713	40714-48855	48856-56998	56999-65140	65141-81425	81426
7	0-36730	36731-45913	45914-55095	55096-64278	64279-73460	73461-91825	91826
8	0-40890	40891-51113	51114-61335	61336-71558	71559-81780	81781-102225	102226
9	0-45050	45051-56313	56314-67575	67576-78838	78839-90100	90101-112625	112626
10	0-49210	49211-61513	61514-73815	73816-86118	86119-98420	98421-123025	123026

7,610 Poverty Base Income ($11,770-4160= $7,610)
4160 Per Person

Sgore 2/25/2015

INTERLOCAL AGREEMENT BETWEEN WILLIAMSON COUNTY, TENNESSEE, AND THE CITY OF FRANKLIN, TENNESSEE

THIS INTERLOCAL AGREEMENT, ("Agreement"), is made and entered into pursuant to Tennessee Code Annotated, Section 12-9-101, et. seq., by and between **WILLIAMSON COUNTY, TENNESSEE,** (hereinafter "County"), and the **CITY OF FRANKLIN**, (hereinafter "City"), to establish the terms, responsibilities and financial obligations of the parties for the provision of animal control services ("Services").

RECITALS

WHEREAS, Williamson County, Tennessee and the City of Franklin have the authority, pursuant to Tenn. Code Ann. §12-9-104, to enter into interlocal agreements to provide services to their citizens; and

WHEREAS, Williamson County, Tennessee, through its Animal Control Department, ("Department"), provides important animal control services to the citizens of Williamson County pursuant to the authority granted by Tenn. Code Ann. §5-1-120; and

WHEREAS, Williamson County currently provides animal control services within the City of Franklin; and

WHEREAS, the City finds that it is imperative that animal control services be available to its citizens and has agreed to pay the County a pro rata fee based on the City's population; and

WHEREAS, County and City have determined it to be in the best interest of the parties' respective citizens to enter into this Interlocal Agreement to combine resources to provide the Services:

NOW THEREFORE, in consideration of the mutual promises contained herein, the sufficiency of which is hereby acknowledged, the parties agree as follows:

I. **<u>Purpose of Agreement.</u>** The County provides animal control services within the City's jurisdiction and in return, the City agrees to reimburse the County for its pro-rata share of the total cost of providing the services.

II. **<u>Authority.</u>** This Agreement is made and entered into pursuant to the authority granted by the parties under the *Interlocal Cooperation Act, Tennessee Code Annotated,* Sections 12-9-101, et seq., and the parties agree that all approvals and filings required by the terms of said Act shall be achieved as soon as possible prior to the execution of this Agreement.

III. **<u>Animal Control Services.</u>** The County shall employ, or cause to be employed, such personnel as it deems appropriate and sufficient to provide the Services within both the County's and City's jurisdiction. Such personnel shall be County employees and shall be subject to the supervision and control of such persons as the County may from time to time designate. Such personnel shall be paid a salary by the County and shall receive such other benefits and perquisites of employment as is customary of other County employees. It is the intent of the parties that such personnel shall be subject to the rules, regulations, and conditions of employment as are customary with other employees of the County.

IV. **Compensation.**

a. City shall pay the County for the provision of Services an amount to be established on an annual basis to be paid by the City no later than June 30th of the fiscal year in which the Services are to be provided. The amount shall be established by taking the operating portion of the current total fiscal year animal control budget and allocating the operating portion of the total budget based on the individual City's population from the last federal census.

b. For the fiscal year 2015-2016 the City shall pay to the County **$89,223.97**. The City's population from the last federal Census was 62,487 which is 34.112% of the total County population of 183,182. The City's portion of the total animal control budget is calculated by multiplying City's population percentage by the total budget ($1,046,248.00) which is approximately $356,896.00 and then multiplying the actual amount by the operating portion of the budget of 25% which equals the sum of $89,223.97.

c. The City shall pay to the County **$89,223.97** in full no later than June 30, 2015 for the provision of the Services for the 2015-2016 fiscal year. The annual fee shall be calculated on an annual basis and shall be provided to the City of Franklin no later than March 1 of each year. The annual fee shall be due no later than June 30 of the fiscal year in which the services will be provided. The annual fee rate increase shall not exceed 5% of the previous year fee except for years in which a special census was completed.

V. **Term.** The initial term of this Agreement shall be for a period of fifteen months beginning on April 1, 2015 and shall continue until June 30, 2016. This Agreement shall be automatically renewed for additional one year terms beginning on July 1 of each subsequent year and continuing until June 30 of the following year unless either party provides a minimum of ninety days' written notice to the other party prior to the automatic Renewal Date of its intent to terminate the agreement. Alternatively, the parties may enter into a new agreement at any time to supersede this Agreement.

VI. **Termination - Breach.** Should any party fail to fulfill in a timely and proper manner a material obligation under this Agreement or if any party should violate a material term of this Agreement, the non-breaching party shall provide the breaching party with notice of the breach. The breaching party will then have fourteen calendar days from the receipt of the notice to cure the breach. Should the breaching party fail to cure the breach, the non-breaching party may terminate this Agreement. Such termination shall not relieve the breaching party of any damages sustained by the non-breaching party. Termination of this Agreement by the non-breaching party for any breach by the breaching party shall be in addition to any other remedies available for such breach. Nothing herein shall be construed as prohibiting the non-breaching party from pursuing any other available remedy, including without limitation, injunctive relief and/or money charges.

VII. Notices. All notices under this Lease shall be given in writing, addressed to the following persons:

To: Williamson County
Attn: Williamson County Mayor
1320 West Main St., Suite 125
Franklin, TN 37064

To: City of Franklin
Attn: City Administrator
103 3rd Avenue South
Franklin, TN 37064

Written notices shall be deemed received three days after the same are deposited in the United States Mail, postage prepaid, addressed as provided above.

VIII. MISCELLANEOUS.

a. Relationship. In consideration of the mutual covenants provided herein, the parties agree that nothing contained herein is intended to be or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting an agency relationship in any manner whatsoever. The individual parties are and shall remain independent entities with respect to this Agreement.
b. Binding. This Agreement shall be binding upon the parties and shall take effect from and after its ratification and signing by all parties after obtaining appropriate approval pursuant to the requirements of applicable law.
c. Severability. The parties agree that if any part, term, or provision of this Agreement is determined to be illegal or in conflict with any law of the State of Tennessee by any court with jurisdiction, the validity of the remaining portions or provisions shall not be affected. The rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid.
d. No Third Party Beneficiaries. There are no third party beneficiaries to this Agreement. No person or entity other than a party to this Agreement shall have any rights hereunder or any authority to enforce its provisions, and any such rights or enforcement must be consistent with and subject to the terms of this Agreement.
e. Dispute Resolution. The parties may agree to participate in non-binding mediation in an attempt to resolve any disputes. Notwithstanding the foregoing statement, any claims, disputes or other matters in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof shall be subject to and decided by a court of law.
f. Assignment. The rights and obligations of this Agreement are not assignable.
g. Cooperation. The parties agree to cooperate fully in order to successfully execute the terms and conditions of this Agreement, including obtaining all regulatory and governmental approvals required to carry out the terms of this Agreement, recognizing that the intent of each party to the other is to serve the individual interests of each party while respecting the conditions and obligations of this Agreement.

h. Law/Venue. This Agreement shall be exclusively governed by the laws of the State of Tennessee. In the event that any section and/or term of this Agreement, or any exhibits hereto, become subject to litigation, the venue for such action will be exclusively maintained in a court of competent jurisdiction sitting in Williamson County, Tennessee.

i. Entire Agreement. This Agreement represents the entire agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral, with respect to the subject matter hereof. This Agreement may be amended only by written instrument signed by all parties.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the dates recorded below.

ATTEST:

BY: Eric Stuckey, City Administrator

CITY OF FRANKLIN

BY: Dr. Ken Moore, Mayor

DATE: ____________

APPROVED AS TO FORM AND LEGALITY:

City of Franklin Attorney

ATTEST:

BY:

WILLIAMSON COUNTY, TENNESSEE

BY: Rogers Anderson, County Mayor

DATE: ____________

APPROVED AS TO FORM AND LEGALITY:

Williamson County Attorney

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ORDINANCE NO. 2015 – 07

WHEREAS, the City Charter, Article VIII, provides for adoption of an annual budget for departments of the City of Franklin, and

WHEREAS, an annual budget process appropriating funds to the various departments and divisions of the City government for the fiscal year beginning July 1, 2014 has been completed in accordance with state law and local ordinances,

NOW, THEREFORE BE IT ORDAINED, by the Board of Mayor and Aldermen of the City of Franklin, Tennessee:

SECTION I: That the annual budget for the City of Franklin for the Fiscal Year 2014-2015 shall be amended and does allocate and appropriate additional funding as follows:

HOTEL TAX FUND		
REVENUE		
Hotel Tax	Increase	$ 60,000
EXPENDITURES		
Contribution to Friends of Franklin Parks for Public Restroom Project	Increase	$ 200,000
Construction of Public Restrooms at Harlinsdale	Decrease	($ 140,000)

Net Increase (Decrease) to Total Hotel Tax Fund Balance		**$ 0**
CAPITAL PROJECTS FUND		
REVENUE		
Reimbursement for Stormwater portion of Third Avenue North project		$ 325,379
Reimbursement for Stormwater portion of Hillsboro Road project		$ 593,760
EXPENDITURES		
		$ 0

Net Increase (Decrease) to Total Capital Projects Fund Balance		**$ 919,139**
STORMWATER FUND		
REVENUE		
		$ 0
EXPENDITURES		
Stormwater portion of Third Avenue North project		$ 325,379
Stormwater portion of Hillsboro Road project		$ 593,760

Net Increase (Decrease) to Total Stormwater Fund Balance		**($ 919,139)**

SECTION II: That each department of the City shall limit its expenditures to the amount appropriated; that any changes or amendments to the appropriations set forth in the budget shall be made in accordance with the City Code, Article VIII.

SECTION III: That this Ordinance shall take effect on May 12, 2015, from and after the passage on Second and Final Reading; the health, safety and welfare of the citizens of the City of Franklin requiring it.

ATTEST: **CITY OF FRANKLIN, TENNESSEE**

By: ______________________________ **By:** ___________________________

ERIC S. STUCKEY
City Administrator

DR. KEN MOORE
Mayor

PASSED FIRST READING: ________________________
PUBLIC HEARING: ________________________
PASSED SECOND READING: ________________________

RESOLUTION 2015-22

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN FOR THE CITY OF FRANKLIN EMPLOYEES PENSION PLAN, PROVIDING A COST OF LIVING ADJUSTMENT TO THE MONTHLY BENEFIT FOR RETIRED RECIPIENTS

WHEREAS, the City of Franklin periodically adopted a cost-of-living adjustment for recipients of benefits from the City of Franklin Employees' Pension Plan, and

WHEREAS, the Board of Mayor and Aldermen wishes to approve a cost of living increase to maintain the purchasing power of retiree benefit payments, and

WHEREAS, the formula previously used by BOMA is based on the March-to-March change in the Consumer Price Index (CPI) - U.S. City average for all items less food & energy, as reported by the United States Bureau of Labor Statistics (BLS).

NOW, THEREFORE, BE IT RESOLVED, by the Board of Mayor and Aldermen for the City of Franklin as follows:

Section 1. That the custodial bank of the City of Franklin Employees' Pension Plan be instructed to make effective on July 1, 2015 the change in the appropriate CPI series between March 2014 and March 2015 in the amount of monthly benefit to eligible beneficiaries of the Plan.

Section 2. That this Resolution shall be effective on July 1, 2015.

IT IS SO RESOLVED AND DONE on this 28th day of April, 2015.

ATTEST:	**CITY OF FRANKLIN, TENNESSEE**
By: ___________________________	**by:** ___________________________
Eric Stuckey **City Administrator**	**Dr. Ken Moore** **Mayor**

Consumer Price Index - All Urban Consumers
Original Data Value

Series Id: CUUR0000SA0L1E
Not Seasonally Adjusted
Area: U.S. city average
Item: All items less food and energy
Base Period: 1982-84=100
Years: 2005 to 2015

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2005	198.4	199.5	200.7	200.9	200.8	200.6	200.8	201.0	201.3	202.3	202.3	202.1
2006	202.6	203.6	204.9	205.5	205.7	205.9	206.2	206.7	207.2	207.8	207.6	207.3
2007	208.0	209.1	209.9	210.3	210.3	210.5	210.8	211.1	211.6	212.3	212.4	212.4
2008	213.1	213.9	214.9	215.1	215.2	215.6	216.0	216.5	216.9	217.0	216.7	216.1
2009	216.7	217.7	218.6	219.1	219.1	219.3	219.4	219.6	220.1	220.7	220.4	220.0
2010	220.1	220.6	221.1	221.2	221.2	221.3	221.3	221.6	221.9	222.1	222.1	221.8
2011	222.2	223.0	223.7	224.1	224.5	224.9	225.2	225.9	226.3	226.7	226.9	226.7
2012	227.2	227.9	228.7	229.3	229.6	229.9	229.9	230.2	230.8	231.3	231.3	231.0
2013	231.6	232.4	233.1	233.2	233.5	233.6	233.8	234.3	234.8	235.2	235.2	235.0
2014	235.4	236.1	236.9	237.5	238.0	238.2	238.1	238.3	238.8	239.4	239.2	238.8
2015	239.2	240.1	241.1									
		year over year increase =	1.75%									

Source: Bureau of Labor Statistics

Generated on: April 18, 2015 (12:58:58 PM)

Resolution 2015-01

A RESOLUTION DECLARING THE INTENT OF THE CITY OF FRANKLIN TO REIMBURSE ITSELF FOR CERTAIN EXPENDITURES RELATING TO PUBLIC WORKS PROJECTS WITH THE PROCEEDS OF BONDS OR OTHER DEBT OBLIGATIONS TO BE ISSUED BY THE CITY OF FRANKLIN, TENNESSEE IN AN APPROXIMATE AMOUNT OF $15,000,000.

WHEREAS, it is the intention of the Board of Mayor and Aldermen (the "Governing Body") of the City of Franklin, Tennessee (the "Municipality") to provide funds for the (i) construction of and improvements to roads and sidewalks; (ii) acquisition of land and site development for and the design, construction, renovation, repair and equipping of fire stations; (iii) construction and improvements to public buildings and public facilities; and (iv) payment of legal, fiscal, administrative, architectural and engineering costs incident thereto (the "Projects"); and

WHEREAS, it is the intention of the Governing Body to pay all or a portion of the costs of the Projects by the sale of general obligation bonds (the "Bonds") or other debt obligations of the Municipality; and

WHEREAS, it is anticipated that it will be necessary to make expenditures in payment of costs of the Projects prior to the issuance of the Bonds or other debt obligations of the Municipality; and

WHEREAS, the Governing Body wishes to state its intentions with respect to reimbursements for said expenditures in accordance with the requirements of final regulations applicable thereto promulgated by the United States Department of the Treasury.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Franklin, Tennessee, as follows:

Section 1. It is reasonably expected that the Municipality will reimburse itself for certain expenditures in an amount not to exceed $15,000,000 made by the Municipality in connection with the Projects. The Municipality intends to reimburse all such expenditures through issuance of the Bonds or other debt obligations of the Municipality. The expenditures made prior to the issuance of the Bonds or other debt obligations of the Municipality are expected to be paid from the Municipality's General Fund and reimbursement shall be made to said fund. Debt service on the Bonds or other debt obligations issued for the purposes herein is expected to be paid from unlimited ad valorem taxes to be levied on all taxable property within the corporate limits of the Municipality.

Section 2. The approximate principal amount of the Bonds, or other debt obligations of the Municipality, are expected to be issued to finance the Projects is $15,000,000.

Section 3. This resolution shall be placed in the minutes of the Governing Body and shall be made available for inspection by the general public at the office of the City Recorder.

Section 4. It is the Municipality's reasonable expectation that it will reimburse the original expenditures for the Project, or a portion thereof, from the proceeds of the Bonds or other debt obligations of the Municipality.

Section 5. This resolution constitutes a declaration of official intent under Treas. Reg. §1.150-2.

Section 6. All resolutions or parts of resolutions in conflict herewith are hereby repealed, and this resolution shall be in immediate effect from and after its adoption.

Adopted and approved this 28th day of April, 2015.

____

Mayor

ATTEST:

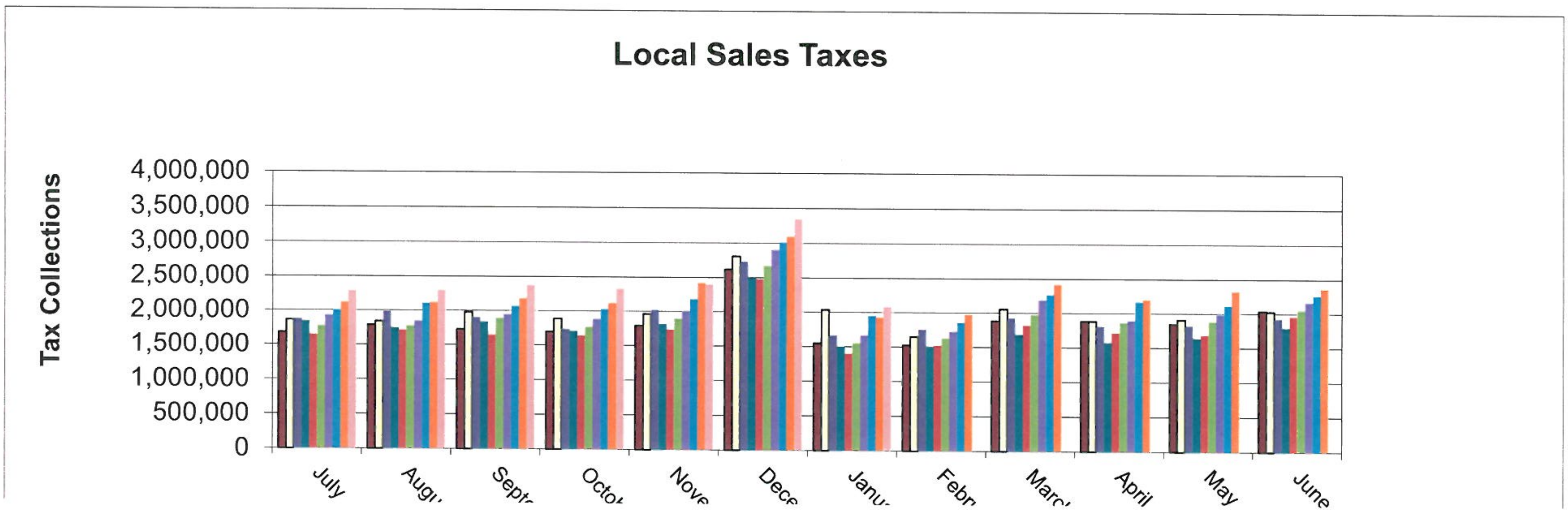
____

City Recorder

12910912.1

Local Sales Tax Revenue Comparison

Month	FY06	FY07	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	% over prior yr	$ over prior yr
July	1,676,862	1,857,805	1,876,318	1,842,160	1,646,449	1,769,523	1,925,395	2,003,719	2,113,374	2,288,457	8.3%	175,083
August	1,788,477	1,837,563	1,985,123	1,747,507	1,711,487	1,774,021	1,843,928	2,101,518	2,115,836	2,296,081	8.5%	180,245
September	1,724,983	1,977,557	1,900,808	1,834,296	1,645,241	1,888,809	1,946,970	2,065,402	2,178,174	2,374,572	9.0%	196,399
October	1,695,501	1,887,613	1,734,361	1,707,123	1,639,767	1,767,404	1,881,099	2,026,865	2,117,978	2,327,025	9.9%	209,047
November	1,787,276	1,960,370	2,018,105	1,816,125	1,736,146	1,892,149	1,998,723	2,176,371	2,419,578	2,399,941	-0.8%	-19,637
December	2,617,849	2,806,905	2,730,286	2,491,017	2,479,640	2,670,491	2,902,675	3,012,759	3,097,595	3,345,841	8.0%	248,246
January	1,544,557	2,034,121	1,664,281	1,502,087	1,401,398	1,552,324	1,664,281	1,948,752	1,926,687	2,079,073	7.9%	152,385
February	1,526,301	1,649,397	1,752,131	1,507,868	1,521,898	1,628,745	1,729,002	1,856,748	1,973,541			
March	1,880,654	2,054,793	1,925,296	1,688,794	1,819,095	1,979,080	2,191,405	2,265,006	2,421,918			
April	1,883,777	1,885,024	1,812,244	1,572,824	1,719,674	1,866,180	1,897,741	2,168,372	2,201,566			
May	1,846,229	1,909,074	1,824,127	1,642,271	1,686,756	1,884,275	1,989,477	2,109,923	2,323,975			
June	2,033,237	2,025,044	1,926,353	1,800,044	1,961,270	2,047,664	2,168,095	2,260,297	2,364,520			
Total Budgeted	**22,005,703**	**23,885,264**	**23,149,433**	**21,152,117**	**20,968,821**	**22,720,667**	**24,138,792**	**25,995,732**	**27,254,742**	**17,110,990**	**15,969,222**	**1,141,768**
	Up 11.2%	Up 8.5%	Down -3.1%	*Down* -8.6%	*Down* -0.9%	*year to date* 8.4%	*year to date* 6.2%	*year to date* 7.7%	*year to date* 4.8%	*year to date* 7.1%	*last yr YTD* 15,969,222	*YTD difference*



HISTORIC
FRANKLIN
TENNESSEE

MEMORANDUM

MEMORANDUM

March 16, 2015

TO: Eric Stuckey, City Administrator

FROM: Russ Truell, ACA/CFO

RE: Local Sales Tax Report

The local sales tax remittance from the State of Tennessee for March was $2,079,073 compared to $1,926,687 for the same month in 2014, an increase of $152,385, or 7.9%. [The March remittance is for sales tax collected during the month of January, representing the seventh month of the fiscal year on an accrual basis.] During the same period, the State of Tennessee sales tax collections were up 7.6% from the prior year.

Year-to-date, the City has received $17.99 million compared to $15.97 million in the previous year, a difference of $1,141,768 or 7.1%. The State of Tennessee sales tax collections, year-to-date, are $4.48 billion compared to $4.19 billion in the prior year, a difference of $287.7 million or 6.8%.

For budget comparisons, the City anticipated collections of $16.87 million through seven months of the fiscal year. Through January, the City is $236,364, or 0.8%, above budgeted collections. As a further comparison, the January collection of $2.07 million compares to $1.66 million in 2008, $1.50 million in 2009, $1.40 million in 2010, $1.55 million in 2011, $1.66 million in 2012 and $1.94 million in 2013.

N0005001 9342545150304

TENNESSEE DEPARTMENT OF REVENUE

COUNTY EXECUTIVE/MAYOR
WILLIAMSON COUNTY
1320 W MAIN ST STE 125
FRANKLIN TN 37064-3700

March 7, 2015

Month of:	FEBRUARY
Tot. Collections:	$7,425,234.96
Cost of Admin:	$83,533.90
Net Collections:	$7,341,701.06

The Department of Revenue has collected and allocated the above total during the month indicated from Local Option Sales Tax as follows:

COUNTY/CITY NAME	TOTAL COLLECTIONS	LESS ADMIN. COSTS	NET COLLECTIONS
WILLIAMSON COUNTY	$228,766.96	$2,573.63	$226,193.33
FRANKLIN	$4,247,935.93	$47,789.28	$4,200,146.65
FAIRVIEW	$187,583.81	$2,110.32	$185,473.49
BRENTWOOD	$2,238,696.63	$25,185.34	$2,213,511.29
SPRING HILL	$377,327.67	$4,244.94	$373,082.73
THOMPSON STATION	$107,630.63	$1,210.84	$106,419.79
NOLENSVILLE	$37,293.33	$419.55	$36,873.78

Note that we have deducted 1.125% state cost of administration leaving the net collections. The Department of Finance and Administration has been notified to issue a payment to the Trustee of your county in the amount of the net collections.

Please be aware that normal Local Option Sales Tax collections may fluctuate. This could be due to additional collections on assessments or reductions as a result of taxpayer refunds or returned checks. Should your collection amount increase significantly, it might be the result of an audit assessment.

For additional information regarding the allocation you may call the Division of Fiscal Services at (615) 532-8944 between 8:00 a.m. and 4:30 p.m., Monday through Friday, holidays excepted.

4,200,146.65 ÷ 2 = 2,100,073.33
− 21,000.74
2,079,072.59

STATE OF TENNESSEE
DEPARTMENT OF FINANCE AND ADMINISTRATION
STATE CAPITOL
NASHVILLE, TENNESSEE 37243-0285

LARRY B. MARTIN
COMMISSIONER

FOR IMMEDIATE RELEASE
FRIDAY, MARCH 13, 2015

CONTACT: DAVID THURMAN
615-741-4806

FEBRUARY REVENUES

NASHVILLE, Tenn. – Tennessee tax collections exceeded the budgeted estimates in February. Department of Finance and Administration Commissioner Larry Martin today announced that overall February revenues were $787.2 million, which is $25.8 million more than the state budgeted for the month.

"Sales tax collections in February marked the seventh consecutive month this fiscal year in which collections exceeded budgeted expectations," Martin said. "As a result of a one-time event, Franchise and Excise tax collections were also above expectations.

"The renewed strength in our sales and corporate tax collections is an indication of an improving economy in Tennessee. However, more than half of our annual corporate collections materialize April through June, so we'll continue conservative spending and monitoring revenue activity."

On an accrual basis, February is the seventh month in the 2014-2015 fiscal year.

The general fund was over collected by $13.1 million and the four other funds were over collected by $12.7 million.

Sales tax collections were $17.9 million more than the estimate for February. The February growth rate was positive 7.62%. The year-to-date growth rate for seven months is positive 6.86%.

Franchise and excise taxes combined were $7.3 million above the budgeted estimate of $42.8 million. For seven months revenues are over collected by $165.2 million. The year-to-date growth rate for seven months is positive 29.41%.

Gasoline and motor fuel collections for February increased by 8.71%, and were $3.8 million above the budgeted estimate of $66.3 million. For seven months revenues are over collected by $14.5 million.

Tobacco tax collections were $3.3 million under the budgeted estimate of $21.5 million. For seven months revenues are under collected in the amount of $5.9 million.

Inheritance and estate taxes were under collected by $1.9 million for the month. Year-to-date collections for seven months are $12.0 million more than the budgeted estimate.

Privilege tax collections were $2.6 million less than the February estimate, and on a year-to-date basis, August through February, collections are $2.4 million above the estimate.

Business tax collections were $4.5 million above the February budgeted estimate, and for seven months collections are $18.3 million more than the budgeted estimate of $20.6 million.

All other taxes were over collected by a net of $0.1 million.

Year-to-date collections for seven months were $369.7 million more than the budgeted estimate. The general fund was over collected by $336.5 million and the four other funds were over collected by $33.2 million.

The budgeted revenue estimates for 2014-2015 are based on the State Funding Board's consensus recommendation of December 17th, 2013 and adopted by the second session of the 108th General Assembly in April 2014. They are available on the state's website at
http://www.tn.gov/finance/bud/Revenues.shtml.

The Funding Board met on December 11, 2014 to hear updated revenue projections from the state's various economists. The board met again on December 16 and adopted revised revenue ranges for 2014-2015. The revised ranges assume an over collection from the July 2014 budgeted estimate in the amount of $32.3 million to $73.4 million in total taxes. The revised ranges for the general fund recognize a negative growth in the amount of $6.6 million up to a positive growth of $27.5 million for the current fiscal year.

Table 1
Revenue Collections by Fund
February
2014-2015

Fund	2015 Actual	2015 Budgeted	2015 B/(W)	2015 Percent	2014 Actual	2015 B/(W)	2015 Percent
General Fund	$612,212,000	$599,125,000	$13,087,000	2.18%	$566,308,000	$45,904,000	8.11%
Highway Fund	58,570,000	56,728,000	1,842,000	3.25%	55,024,000	3,546,000	6.44%
Sinking Fund	30,664,000	30,560,000	104,000	0.34%	33,667,000	(3,003,000)	-8.92%
City & County Fund	82,120,000	71,361,000	10,759,000	15.08%	79,272,000	2,848,000	3.59%
Earmarked Fund	3,585,000	3,583,000	2,000	0.06%	2,900,000	685,000	23.62%
Total	**$787,151,000**	**$761,357,000**	**$25,794,000**	**3.39%**	**$737,171,000**	**$49,980,000**	**6.78%**

Revenue Collections by Tax
February
2014-2015

Tax Source	2015 Actual	2015 Budgeted	2015 B/(W)	2015 Percent	2014 Actual	2015 B/(W)	2015 Percent
Franchise & Excise	$50,058,000	$42,800,000	$7,258,000	16.96%	$38,114,000	$11,944,000	31.34%
Income	1,843,000	2,829,000	(986,000)	-34.85%	1,518,000	325,000	21.41%
Inheritance & Estate	3,551,000	5,443,000	(1,892,000)	-34.76%	8,816,000	(5,265,000)	-59.72%
Gasoline	52,815,000	49,435,000	3,380,000	6.84%	48,404,000	4,411,000	9.11%
Petroleum Special	5,343,000	5,066,000	277,000	5.47%	4,979,000	364,000	7.31%
Tobacco	18,176,000	21,474,000	(3,298,000)	-15.36%	23,508,000	(5,332,000)	-22.68%
Beer	979,000	1,464,000	(485,000)	-33.13%	1,345,000	(366,000)	-27.21%
Motor Vehicle Registration	21,754,000	21,778,000	(24,000)	-0.11%	21,843,000	(89,000)	-0.41%
Motor Vehicle Title	866,000	982,000	(116,000)	-11.81%	829,000	37,000	4.46%
Mixed Drink	6,377,000	5,775,000	602,000	10.42%	5,737,000	640,000	11.16%
Business	5,739,000	1,224,000	4,515,000	368.87%	5,537,000	202,000	3.65%
Privilege	16,349,000	18,997,000	(2,648,000)	-13.94%	15,040,000	1,309,000	8.70%
Gross Receipts	(160,000)	173,000	(333,000)	-192.49%	186,000	(346,000)	-186.02%
TVA - In Lieu of Tax Payments	28,623,000	27,200,000	1,423,000	5.23%	27,075,000	1,548,000	5.72%
Alcoholic Beverage	3,405,000	3,306,000	99,000	2.99%	3,217,000	188,000	5.84%
Sales and Use	559,291,000	541,346,000	17,945,000	3.31%	519,697,000	39,594,000	7.62%
Motor Vehicle Fuel	11,962,000	11,841,000	121,000	1.02%	11,117,000	845,000	7.60%
Severance	170,000	224,000	(54,000)	-24.11%	207,000	(37,000)	-17.87%
Coin-operated Amusement	10,000	0	10,000	NA	1,000	9,000	900.00%
Unauthorized Substance	0	0	0	NA	1,000	(1,000)	NA
Total	**$787,151,000**	**$761,357,000**	**$25,794,000**	**3.39%**	**$737,171,000**	**$49,980,000**	**6.78%**

Table 2
Revenue Collections by Fund
Year-to-Date
August - February
2014-2015

Fund	2014 - 2015 Actual	2014 - 2015 Budgeted	2014 - 2015 B/(W)	2014 - 2015 Percent	2013-2014 Actual	2014-2015 B/(W)	2014-2015 Percent
General Fund	$5,684,437,000	$5,347,917,000	$336,520,000	6.29%	$5,175,780,000	$508,657,000	9.83%
Highway Fund	405,835,000	400,523,000	5,312,000	1.33%	386,807,000	19,028,000	4.92%
Sinking Fund	218,844,000	217,767,000	1,077,000	0.49%	239,838,000	(20,994,000)	-8.75%
City & County Fund	519,908,000	493,105,000	26,803,000	5.44%	483,966,000	35,942,000	7.43%
Earmarked Fund	25,084,000	25,083,000	1,000	0.00%	20,300,000	4,784,000	23.57%
Total	**$6,854,108,000**	**$6,484,395,000**	**$369,713,000**	**5.70%**	**$6,306,691,000**	**$547,417,000**	**8.68%**

Revenue Collections by Tax
Year-to-Date
August - February
2014-2015

Tax Source	2014 - 2015 Actual	2014 - 2015 Budgeted	2014 - 2015 B/(W)	2014 - 2015 Percent	2013-2014 Actual	2014-2015 B/(W)	2014-2015 Percent
Franchise & Excise	$988,646,000	$823,402,000	$165,244,000	20.07%	$763,950,000	$224,696,000	29.41%
Income	19,019,000	18,392,000	627,000	3.41%	13,198,000	5,821,000	44.11%
Inheritance & Estate	52,597,000	40,597,000	12,000,000	29.56%	65,172,000	(12,575,000)	-19.30%
Gasoline	370,953,000	358,954,000	11,999,000	3.34%	356,747,000	14,206,000	3.98%
Petroleum Special	38,047,000	37,236,000	811,000	2.18%	36,568,000	1,479,000	4.04%
Tobacco	149,232,000	155,136,000	(5,904,000)	-3.81%	153,043,000	(3,811,000)	-2.49%
Beer	9,844,000	10,502,000	(658,000)	-6.27%	10,083,000	(239,000)	-2.37%
Motor Vehicle Registration	141,028,000	140,712,000	316,000	0.22%	137,487,000	3,541,000	2.58%
Motor Vehicle Title	6,682,000	6,784,000	(102,000)	-1.50%	6,611,000	71,000	1.07%
Mixed Drink	48,195,000	42,704,000	5,491,000	12.86%	42,261,000	5,934,000	14.04%
Business	38,858,000	20,593,000	18,265,000	88.70%	52,208,000	(13,350,000)	-25.57%
Privilege	163,635,000	161,215,000	2,420,000	1.50%	142,977,000	20,658,000	14.45%
Gross Receipts	13,362,000	14,368,000	(1,006,000)	-7.00%	12,066,000	1,296,000	10.74%
TVA - In Lieu of Tax Payments	203,939,000	196,100,000	7,839,000	4.00%	196,726,000	7,213,000	3.67%
Alcoholic Beverage	33,044,000	32,583,000	461,000	1.41%	32,001,000	1,043,000	3.26%
Sales and Use	4,480,466,000	4,330,130,000	150,336,000	3.47%	4,192,699,000	287,767,000	6.86%
Motor Vehicle Fuel	95,020,000	93,366,000	1,654,000	1.77%	91,237,000	3,783,000	4.15%
Severance	1,454,000	1,621,000	(167,000)	-10.30%	1,499,000	(45,000)	-3.00%
Coin-operated Amusement	87,000	0	87,000	NA	138,000	(51,000)	-36.96%
Unauthorized Substance	0	0	0	NA	20,000	(20,000)	NA
Total	**$6,854,108,000**	**$6,484,395,000**	**$369,713,000**	**5.70%**	**$6,306,691,000**	**$547,417,000**	**8.68%**

The TMA Group
Statement of Activities
Grant 20, Franklin Transit Service
For the Eight Months Ending February 28, 2015

	Month Actual	Month Budget	YTD Actual	YTD Budget	Total Budget
Revenues					
Revenue - Fares Fixed Route	$ 10,084.50 $	6,166.67 $	53,199.94 $	49,333.36	74,000.00
Revenue - Transit Fares; HT	0.00	0.00	15,984.00	13,600.00	13,600.00
Revenue - Contracts	0.00	1,083.33	7,682.00	8,666.64	13,000.00
Revenue - Building & EquipRent	800.00	800.00	6,300.00	6,400.00	9,700.00
Revenue - Transit-Interest	291.62	833.33	2,230.79	6,666.64	10,000.00
Revenue - Sale of Surpls Asset	0.00	0.00	0.00	0.00	7,500.00
COF Transit Operating	100,193.86	39,673.92	558,573.98	317,391.36	476,087.00
Revenue - Operating Assistance	0.00	0.00	0.00	0.00	249,515.00
State New Freedoms	0.01	623.92	13,373.68	4,991.36	7,487.00
State 5307 Routematch	0.00	167.75	0.00	1,342.00	2,013.00
State 5307 Cap. Cost. Contract	0.00	5,163.25	32,931.73	41,306.00	61,959.00
State 5309 Rent Assistance	335.47	335.50	3,019.21	2,684.00	4,026.00
Federal New Freedoms	0.01	2,911.58	26,749.01	23,292.64	34,939.00
Feder 5307 Preventative Mainte	0.00	3,945.50	0.00	31,564.00	47,346.00
Federal 5307 Routematch	0.00	1,342.00	0.00	10,736.00	16,104.00
Feder 5307 Cap. Cost. Contract	0.00	35,416.67	263,454.00	283,333.36	425,000.00
Federal 5309 Rent Assistance	2,684.00	2,684.00	19,442.00	21,472.00	32,208.00
Total Revenues	**114,389.47**	**101,147.42**	**1,002,940.34**	**822,779.36**	**1,484,484.00**
Direct Cost of Program					
Salaries	40,236.45	38,508.34	377,864.71	312,716.72	466,750.00
Employer Taxes and Benefits	16,607.38	14,649.85	133,494.11	118,150.80	176,750.00
Professional Services	1,735.00	1,687.50	18,168.70	13,500.00	20,250.00
Transit Bldg/Oper. Maintenance	175.00	1,027.00	15,692.09	12,492.00	16,600.00
Transit Maintenance	6,077.34	7,833.34	47,815.39	62,666.72	94,000.00
Transit Center Cleaning	422.00	375.00	3,376.00	3,000.00	4,500.00
Education/Community Outreach	200.00	833.33	379.38	6,666.64	10,000.00
Promotional Products	0.00	500.00	3,363.68	4,000.00	6,000.00
Print Advertising	712.50	1,250.00	7,537.44	10,000.00	15,000.00
Print Advertising HT	0.00	0.00	600.00	0.00	0.00
Radio Advertising/Web	400.03	750.00	3,614.62	6,000.00	9,000.00
Radio Advertising/Web HT	0.00	0.00	600.00	0.00	0.00
Printed Brochures & Pieces	0.00	687.50	2,294.69	5,500.00	8,250.00
Legal Fees	0.00	208.33	0.00	1,666.64	2,500.00
Transit-DAM Compliance	248.00	291.67	1,482.50	2,333.36	3,500.00
Transit Fuel	4,296.45	12,499.99	64,094.23	99,999.92	150,000.00
Supplies	1,306.98	958.33	6,504.03	7,666.64	11,500.00
Transit Maint. Fac - Utilities	2,369.82	1,333.33	11,955.34	10,666.64	16,000.00
Radio Communications	626.34	416.67	4,455.17	3,333.36	5,000.00
Trolley Insurance	6,306.63	5,133.33	45,571.61	41,066.64	61,600.00
Transit General Liability	379.85	741.67	3,018.90	5,933.36	8,900.00
Payouts for Insured Liab Damag	0.00	0.00	506.50	0.00	0.00
Recov. for Liab. & Dmge Settle	0.00	0.00	(2,540.40)	0.00	0.00
Errors & Omissions Liability	572.38	541.67	4,421.52	4,333.36	6,500.00
Vehicle Licensing & Registrati	0.00	0.00	17.50	0.00	0.00
Dues, Subs, Tuition	184.58	720.83	6,144.64	5,766.64	8,650.00

The TMA Group
Statement of Activities
Grant 20, Franklin Transit Service
For the Eight Months Ending February 28, 2015

	Month Actual	Month Budget	YTD Actual	YTD Budget	Total Budget
Meetings	360.00	208.33	1,022.28	1,666.64	2,500.00
Travel and Training	41.67	416.67	2,874.04	3,333.36	5,000.00
Trolley Cleaning Supplies	0.00	41.66	383.00	333.28	500.00
Bank Credit Card Charges	0.00	0.00	494.32	0.00	0.00
Transit Maint. Facility-Rent	3,354.67	3,375.00	26,837.36	27,000.00	40,500.00
Depreciation - Transit Off Equ	92.35	0.00	296.40	0.00	0.00
Total Direct Cost of Program	**86,705.42**	**94,989.34**	**792,339.75**	**769,792.72**	**1,149,750.00**
Indirect Expenditures	30,684.31	29,696.67	288,159.63	237,573.36	356,360.00
Net Difference - Operations	**($ 3,000.26)**	**($ 23,538.59)**	**($ 77,559.04)**	**($ 184,586.72)**	**(21,626.00)**
Planning					
Federal 5307 Planning	$ 13,191.00	$ 7,208.33	$ 41,050.00	$ 57,666.64	86,500.00
State 5307 Planning	1,648.93	901.08	5,131.31	7,208.64	10,813.00
COF Planning Cost Share	1,648.93	901.08	5,131.31	7,208.64	10,813.00
Total Planning Revenues	**16,488.86**	**9,010.49**	**51,312.62**	**72,083.92**	**108,126.00**
Planning Costs					
Planning/Transit	16,489.27	7,208.33	51,313.04	57,666.64	86,500.00
Net Difference - Planning	**($ 0.41)**	**$ 1,802.16**	**($ 0.42)**	**$ 14,417.28**	**21,626.00**
Equipment					
State 5307 Capital Expenditure	$ 0.00	$ 0.00	$ 5,626.50	$ 6,250.00	12,500.00
Federal 5307 Capital Expenditu	0.00	0.00	45,012.00	50,000.00	100,000.00
COF Capital Cost Share	0.00	0.00	5,626.50	6,250.00	12,500.00
Total Equipment Revenues	**0.00**	**0.00**	**56,265.00**	**62,500.00**	**125,000.00**
Equipment Costs					
Equipment - Transit	0.00	0.00	56,265.00	62,500.00	125,000.00
Net Difference - Equipment	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**0.00**

Marriott
HOTELS & RESORTS

Franklin Marriott Cool Springs
700 Cool Springs Boulevard
Franklin, TN 37067
t: 615.261.6100 f: 615.261.6161
Marriott.com/BNACS

March 13, 2015

Mr. Russ Truell, CFO
City of Franklin, Tennessee
109 Third Avenue South
Franklin, TN 37064

Dear Mr. Truell:

Please find enclosed the Consolidated Profit and Loss Statement for the Cool Springs Conference Center for period end February 2015.

A summary of the financial and distribution date is as follows:

COOL SPRINGS CONFERENCE CENTER
February, 2015

	CURRENT MONTH			YEAR-TO-DATE		
	ACTUAL	BUDGET	LAST YR	ACTUAL	BUDGET	LAST YR
GROSS REVENUE	476,028	510,779	555,369	4,127,369	4,318,627	4,215,749
HOUSE PROFIT	16,894	50,921	82,881	255,588	482,019	503,537
Less: FIXED EXPENSES	17,800	15,807	18,100	154,355	144,145	110,096
DEPRECIATION	(293,721)	0		0		
NET INCOME	292,815	35,114	64,781	101,233	337,874	393,441
Less:						
FF&E RESERVE-4%	19,041	20,431	22,215	165,095	172,745	168,630
NET CASH FLOW	273,774	14,683	42,566	(63,863)	165,129	224,811

TOTAL CURRENT BALANCE DUE TO OWNERS – FEB	273,774
TOTAL DUE TO CITY OF FRANKLIN	136,887
TOTAL DUE TO WILLIAMSON COUNTY	136,887

Marriott
HOTELS & RESORTS

Franklin Marriott Cool Springs
700 Cool Springs Boulevard
Franklin, TN 37067
t: 615.261.6100 f: 615.261.6161
Marriott.com/BNACS

The financial statements for the Cool Springs Conference Center, subject to routine year-end audit and adjustments, is true and correct in all material respects to the best of my knowledge.

Sincerely,

Michael Sanders
General Manager

Tory Peek
Property Controller

GOVERNMENT PORTFOLIO ADVISORS

Monthly Report

Account **2/28/2015**

City of Franklin

GOVERNMENT PORTFOLIO ADVISORS

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MONTH END COMMENTARY - FEBRUARY 2015

Treasury yields rose in February in reaction to stronger economic news and the perception that the Fed will finally move on rates in 2015. U.S. Government bonds posted the biggest monthly sell off since June 2013. Fed Chairwoman Janet Yellen said in her testimony that while the Fed is moving closer to a rate increase, the timing still depends on how the economy performs and inflation data. Conventional wisdom continues to anticipate that the Fed will stay on track to begin raising the federal funds rate around midyear. The yield on the ten-year Treasury note increased 36 basis points in February, after declining 77 basis points in January, the biggest decline in any January since 1988. Two-year yields increased the most in almost five years.

Non-farm Payrolls/Unemployment: Total nonfarm payroll employment increased by 257,000 in January. This exceeded the expectation number of 234,000. The unemployment rate was little changed at 5.7% vs. the expectation of 5.6%. This was the only time in the last 11 years that January's numbers beat expectations. Over the past three months, job creation has averaged 336,000, with upward revisions for both November and December. Gains came across the board, with retail leading the way with 46,000 new positions. Construction added 39,000, while health care grew 38,000.

Other Economic Data: Existing home sales were lower than expected as sales fell 4.8%. This was offset by positive housing starts which rose 4.4%. It is the strongest figure since July as single-family home starts hit the highest level in more than six years. Gas prices continued to drop, keeping inflation low. Consumer prices fell 0.7% in January, a bit more than expected, while "core" inflation rose slightly more than forecast at 0.2%. Expectations were for prices to fall 0.6% month-on-month as the decline in energy continues to weigh on prices.

Asset Class Performance: Stocks, both foreign and domestic were the big performers in February with the S&P 500 returning 5.8% and the Dow 5.64%. Bonds performed poorly with TIPS returning -1.2% and the Barclays US Aggregate bonds index returning -.09%.

Treasury Yield Curve Total Returns over the last 12 months:*

3month bill	.03
1 year note	.26
2 year note	.72
3 year note	.82
5 year note	2.36

TREASURY BENCHMARK TOTAL RETURNS IN MONTH

Benchmark	Period Return	Duration
BAML 0-3 Year Treasury	-.15%	1.46
BAML 0-5 Year Treasury	-.40%	2.26

*Source: Bloomberg

Changes in the Treasury Market (absolute yield levels):*

	02/28/14	01/31/15	02/28/15	Change in February	Change from Prior Year
3month bill	.05	.005	.02	+.015	-.03
6month bill	.08	.05	.07	+.02	-.01
2 year note	.32	.45	.62	+.17	+.30
3 year note	.67	.76	1.00	+.24	+.33
5 year note	1.50	1.16	1.50	+.34	unch
10 year	2.65	1.64	2.00	+.36	-.65

*Source: Bloomberg

Account Summary

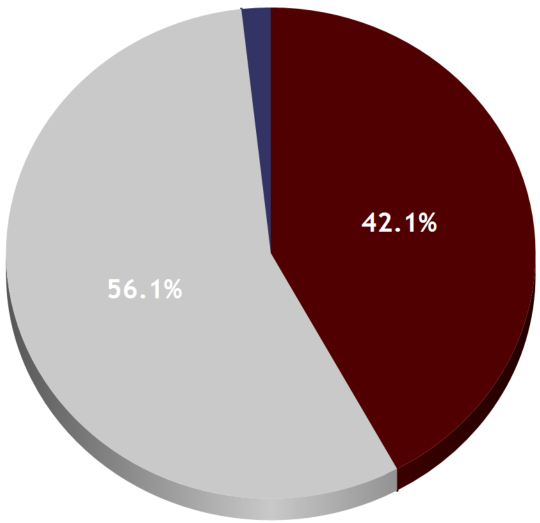
City of Franklin

2/28/2015

Weighted Averages

Book Yield	0.70
Maturity	1.46
Coupon	0.68
Moody	Aaa
S&P	AA+

Fixed Income Allocation



Fixed Income Totals

Par Value	17,817,425.84
Market Value	17,861,493.03
Amortized Book Value	17,815,206.67
Unrealized Gain/Loss	46,286.36
Estimated Annual Cash Flow	121,281.74

Security Type	Market Value	% Assets
US Agency (USD)	7,516,530.00	42.1
US Treasury (USD)	10,027,537.19	56.1
Money Market Bank Deposits (USD)	317,425.84	1.8
Fixed Income Total	**17,861,493.03**	**100.0**

City of Franklin

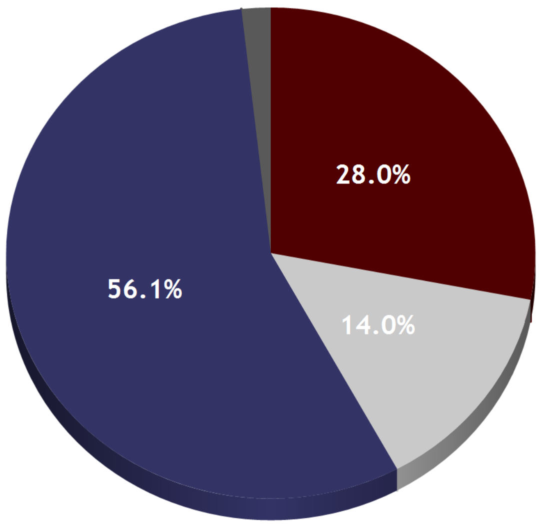
Total Return Report

Net of Accrued Fees | US Dollar 1/31/2015 - 2/28/2015

Total Return for Period

	Since 1/31/2015
Beginning Principal Value	**17,868,505.63**
Beginning Accrued Interest	23,336.06
Net Contributions/Withdrawals	10,937.50
Market Value Change	-33,265.00
Interest Earnings	9,233.74
Ending Principal Value	**17,861,493.03**
Ending Accrued Interest	17,254.90
Net Total Return	**-26,114.59**
Management Fees Paid By Client	-2,083.33

Portfolio Allocation



Issuer	Market Value	% Assets	Book Yield
FEDERAL HOME LOAN BANKS	5,009,397.50	28.0	0.6
FEDERAL HOME LN MTG CORP	2,507,132.50	14.0	1.0
UNITED STATES TREAS NTS	10,027,537.19	56.1	0.7
FIFTH THIRD BK CINCINNATI STN	317,425.84	1.8	0.0
Total	**17,861,493.03**	**100.0**	**0.7**

City of Franklin

Historical Performance

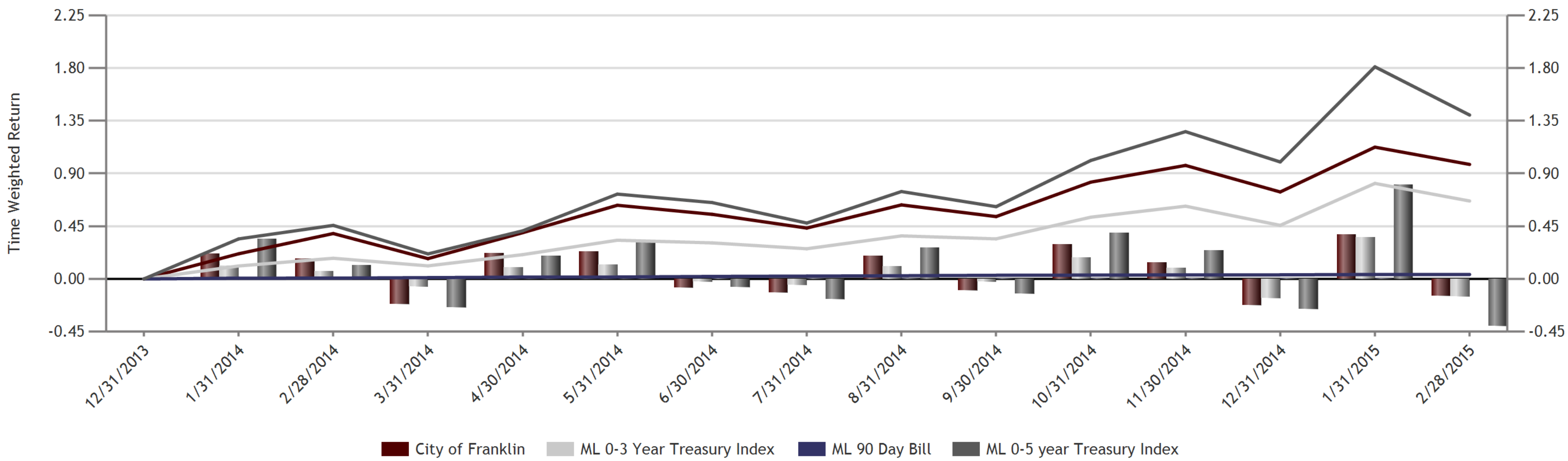
Net of Allocated Accrued Fees | US Dollar 2/28/2015

Performance History Inception (12/31/2013) to Date

Portfolio	Month To Date	Quarter To Date	Year To Date	Inception To Date
Account	**-0.15**	**0.23**	**0.23**	**0.98**

Index				
ML 0-3 Year Treasury Index	-0.15	0.21	0.21	0.67
ML 90 Day Bill	0.00	0.00	0.00	0.04
ML 0-5 year Treasury Index	-0.40	0.40	0.40	1.40

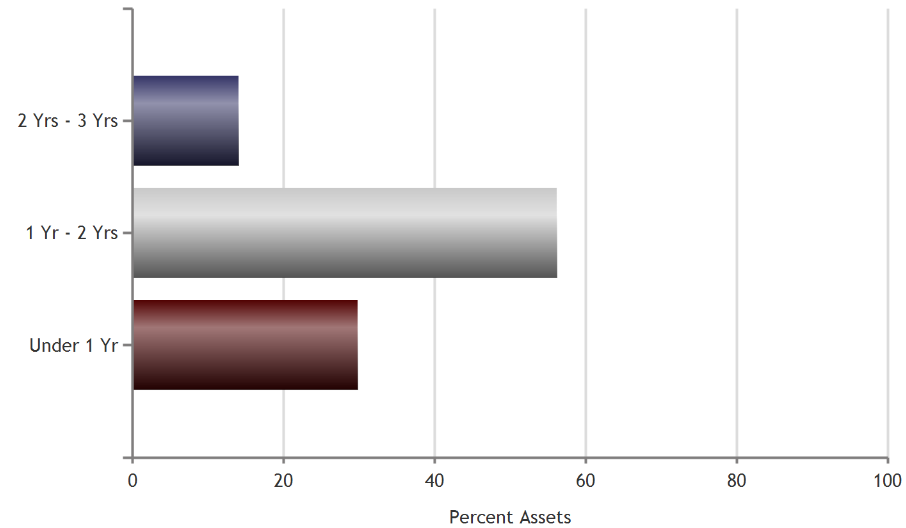
Time Weighted Return Inception (12/31/2013) to Date



Distribution by Maturity

Maturity	Number	Market Value	% FI Holdings	Average YTM	Average Coupon	Average Duration
Under 1 Yr	3	5,326,823.34	29.8	0.2	0.518%	0.6
1 Yr - 2 Yrs	4	10,027,537.19	56.1	0.5	0.688%	1.7
2 Yrs - 3 Yrs	1	2,507,132.50	14.0	0.9	1.000%	2.4

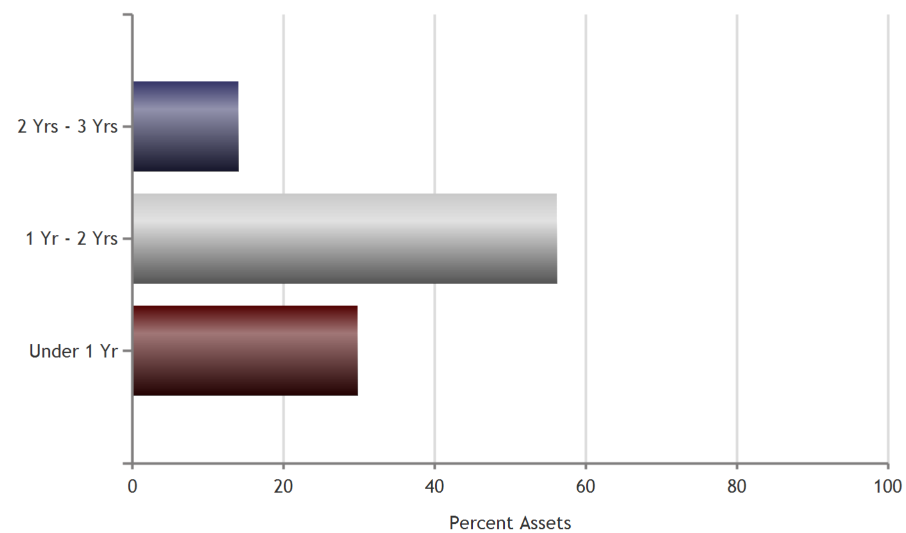
Distribution by Maturity



Distribution by Duration

Duration	Number	Market Value	% FI Holdings	Average YTM	Average Coupon	Average Duration
Under 1 Yr	3	5,326,823.34	29.8	0.2	0.518%	0.6
1 Yr - 2 Yrs	4	10,027,537.19	56.1	0.5	0.688%	1.7
2 Yrs - 3 Yrs	1	2,507,132.50	14.0	0.9	1.000%	2.4

Distribution by Duration

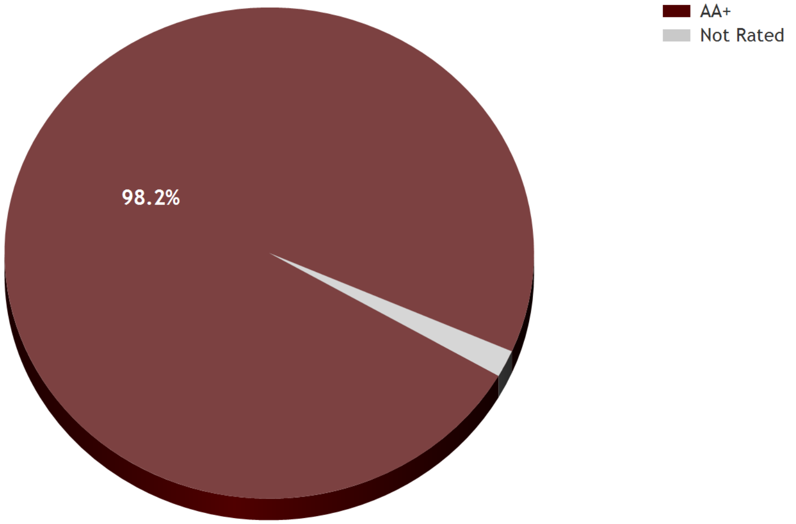


Ratings Distribution

Distribution by S&P Rating

S&P Rating	Number	Market Value	% FI Holdings	Average YTM	Average Coupon	Average Duration
AA+	7	17,544,067.19	98.2	0.7	0.693%	2.8
Not Rated	1	317,425.84	1.8	0.0	0.010%	0.2

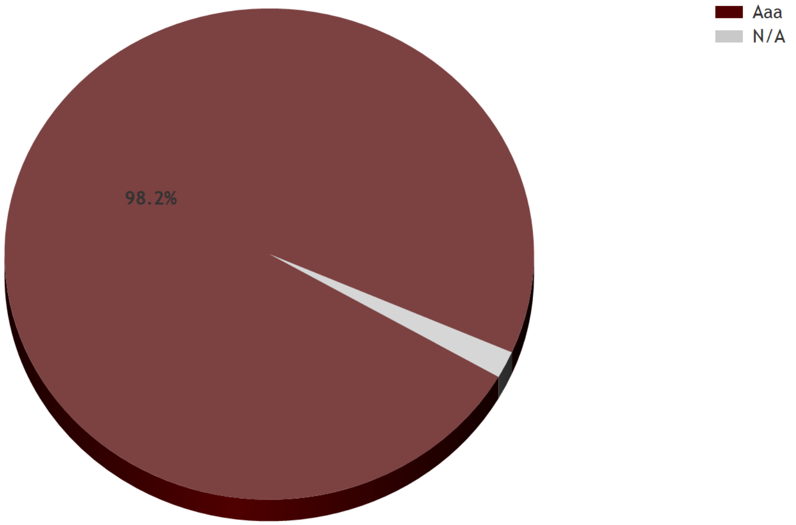
Distribution by S&P Rating



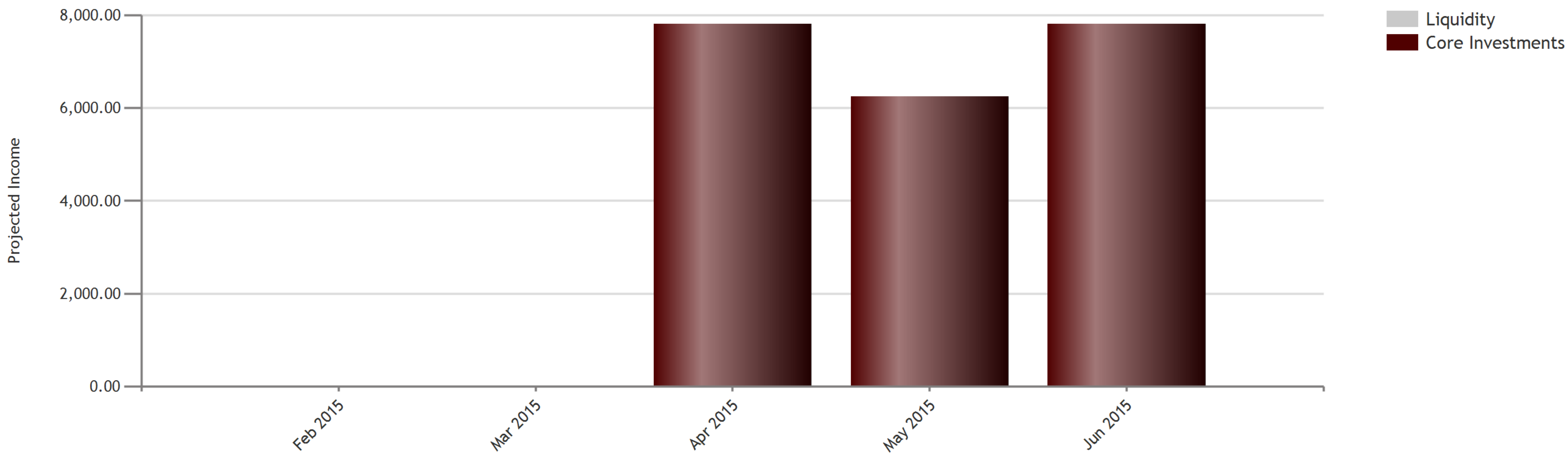
Distribution by Moody Rating

Moody Rating	Number	Market Value	% FI Holdings	Average YTM	Average Coupon	Average Duration
Aaa	7	17,544,067.19	98.2	0.7	0.693%	2.8
N/A	1	317,425.84	1.8	0.0	0.010%	0.2

Distribution by Moody Rating



Coupon Cash Flow Projection



	Feb 2015	Mar 2015	Apr 2015	May 2015	Jun 2015	
Core Investments	0.00	0.00	7,812.50	6,250.00	7,812.50	
US Agency (USD)	0.00	0.00	0.00	6,250.00	0.00	
US Treasury (USD)	0.00	0.00	7,812.50	0.00	7,812.50	
Liquidity	0.00	2.65	0.00	0.00	0.00	
Money Market Bank Deposits (USD)	0.00	2.65	0.00	0.00	0.00	
Total	**0.00**	**2.65**	**7,812.50**	**6,250.00**	**7,812.50**	
Grand Total						**21,877.65**

Purchases

Trade Date	Settle Date	Quantity	Symbol	Security	Adj Unit Cost	Adjusted Total Cost
2/2/2015	2/2/2015	2	0000FIFTH3	FIFTH THIRD BANK MMF 0.010% Due 03-29-15	100.00	2.40
2/15/2015	2/15/2015	7,813	0000FIFTH3	FIFTH THIRD BANK MMF 0.010% Due 03-29-15	100.00	7,812.50
2/17/2015	2/17/2015	7,500	0000FIFTH3	FIFTH THIRD BANK MMF 0.010% Due 03-29-15	100.00	7,500.00
Total Purchases						**15,314.90**

Interest

Trade Date	Settle Date	Symbol	Security	Amount
2/2/2015	2/2/2015	0000FIFTH3	FIFTH THIRD BANK MMF 0.010% Due 03-29-15	2.40
2/15/2015	2/15/2015	912828VR8	UNITED STATES TREAS NTS 0.625% Due 08-15-16	7,812.50
2/17/2015	2/17/2015	313378CN9	FEDERAL HOME LOAN BANKS 0.600% Due 08-17-15	7,500.00
Total Interest				**15,314.90**

Expenses

Trade Date	Settle Date	Symbol	Security	Amount
2/28/2015	2/28/2015	manfee	Management Fee	2,083.33
Total Expenses				**2,083.33**

Contributions

Trade Date	Settle Date	Quantity	Symbol	Security	Unit Price	Amount
2/2/2015	2/2/2015	10,938	0000FIFTH3	FIFTH THIRD BANK MMF 0.010% Due 03-29-15	100.00	10,937.50
Total Contributions						**10,937.50**

Portfolio Summary

February 28, 2015

Portfolio Name	Par Amount	Total Original Cost	Total Adjusted Cost	Market Value	Yield At Cost	Mod Dur	Eff Dur	Bench Dur	Benchmark
City of Franklin	17,817,426	17,809,592.72	17,815,206.67	17,861,493.03	0.70	1.45	1.44	1.45	BofA Merrill 0-3 Treasury
TOTAL PORTFOLIO	**17,817,426**	**17,809,592.72**	**17,815,206.67**	**17,861,493.03**	**0.70**	**1.45**	**1.44**	**1.45**	

Portfolio Holdings

City of Franklin

February 28, 2015

Cusip	Quantity	Security	Call Date	Trade Date	Amor Price	Book Yield	Market Price	Market Yield	Market Value	Accrued Interest	Total Value	Unrealized Gain/Loss	Pct. Assets	Dur Mat	Eff Dur
US Treasury															
912828VR8	2,500,000	UNITED STATES TREAS NTS 0.625% Due 08-15-16		03-27-14	100.00	0.62	100.2422	0.46	2,506,054.69	561.12	2,506,615.81	5,994.79	14.0	1.46	1.45
912828WA4	2,500,000	UNITED STATES TREAS NTS 0.625% Due 10-15-16		03-27-14	99.88	0.70	100.2031	0.50	2,505,077.50	5,837.91	2,510,915.41	8,196.17	14.0	1.61	1.61
912828A59	2,500,000	UNITED STATES TREAS NTS 0.625% Due 12-15-16		12-18-13	99.98	0.64	100.1328	0.55	2,503,320.00	3,219.44	2,506,539.44	3,847.38	14.0	1.78	1.78
912828SC5	2,500,000	UNITED STATES TREAS NTS 0.875% Due 01-31-17		03-27-14	100.06	0.84	100.5234	0.60	2,513,085.00	1,691.99	2,514,776.99	11,632.51	14.1	1.90	1.90
	10,000,000					0.70		0.53	10,027,537.19	11,310.46	10,038,847.64	29,670.85	56.1	1.69	1.68
US Agency Bullet															
313378CN9	2,500,000	FEDERAL HOME LOAN BANKS 0.600% Due 08-17-15		03-12-12	99.97	0.66	100.2001	0.17	2,505,002.50	458.33	2,505,460.83	5,649.91	14.0	0.47	0.46
313380L96	2,500,000	FEDERAL HOME LOAN BANKS 0.500% Due 11-20-15		07-11-13	99.99	0.51	100.1758	0.26	2,504,395.00	3,402.78	2,507,797.78	4,578.03	14.0	0.73	0.72
3137EADJ5	2,500,000	FEDERAL HOME LN MTG CORP 1.000% Due 07-28-17		12-18-13	100.03	0.99	100.2853	0.88	2,507,132.50	2,083.33	2,509,215.83	6,387.57	14.0	2.38	2.38
	7,500,000					0.72		0.44	7,516,530.00	5,944.44	7,522,474.44	16,615.51	42.1	1.19	1.18
Money Market Fund															
0000FIFTH	317,426	FIFTH THIRD BANK MMF 0.010% Due 03-29-15		12-31-14	100.00	0.01	100.0000	0.01	317,425.84	0.00	317,425.84	0.00	1.8	0.08	0.01
TOTAL	**17,817,426**					**0.70**		**0.48**	**17,861,493.03**	**17,254.90**	**17,878,747.93**	**46,286.36**	**100.0**	**1.45**	**1.44**

MASTER EARNED INCOME REPORT

From 01-31-15 To 02-28-15

Name	Beginning Accrued Interest	Purchased Interest	Sold Interest	Interest Received	Ending Accrued Interest	Earned Interest	Amortization/ Accretion	Earned Income
City of Franklin	23,336.06	0.00	0.00	-15,314.90	17,254.90	9,233.74	212.72	9,446.46
TOTAL	**23,336.06**	**0.00**	**0.00**	**-15,314.90**	**17,254.90**	**9,233.74**	**212.72**	**9,446.46**

Disclaimer & Terms

2/28/2015

This report is for general informational purposes only and is not intended to provide specific advice or recommendations. Government Portfolio Advisors (GPA) is an investment advisor registered with the Securities and Exchange Commission and is required to maintain a written disclosure statement of our background and business experience.

Questions About an Account: GPA's monthly report is intended to detail our investment advisory activity managed by GPA. In addition, at the request of the account, the report may include bank balances, LGIP balances and other funds that are held but not invested at the direction of GPA. The custodian bank maintains the control of assets and executes (ie. Settles) all investment transactions. The custodian statement is the official record of security and cash holdings and transactions. GPA recognizes that clients may use these reports to facilitate record keeping and that the custodian bank statement and the GPA report should be reconciled and differences resolved. Many custodians use a settlement date basis which may result in the need to reconcile due to a timing difference.

Account Control
GPA does not have the authority to withdraw funds from or deposit funds to the custodian. Our clients retain responsibility for their deposit funds to the custodian. Our clients retain responsibility for their internal accounting policies, implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

Market Value
Generally, market prices in GPA's reports are derived from closing bid prices as of the last business day of the month as supplied by Interactive Data or Bloomberg. Where prices are not available from generally recognized sources the securities are priced using a yield-based matrix system to arrive at an estimated market value. Prices that fall between data points are interpolated. Non-negotiable FDIC - insured bank certificates of deposit are priced at par. Although GPA believes the prices to be reliable, the values of the securities do not always represent the prices at which the securities could have been bought or sold.

Amortized Cost
The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premiums with respect to short term securities (those with less than one year to maturity at time of issuance) is amortized on a straightline basis. Such discount or premium with respect to longer term securities is amortized using the constant yield basis.

Financial Situation
In order to better serve you, GPA should be promptly notified of any material change in your investment objective or financial situation.

Callable Securities
Securities subject to redemption prior to maturity may be redeemed in whole or in part before maturity, which could affect the yield represented. Certain call dates may not show up on the report if the call date has passed and it is continuously callable.

Duration
The duration listed on the reports is duration to maturity and duration to call. Effective duration is calculated on Bloomberg and imported into these reports and reflects the OAS duration which incorporate the probability of the bond being called. Effective duration is what GPA compares to the benchmark to reflect current market risk.

Benchmark Duration: The benchmark duration is the historical weighted average of the benchmark duration over monthly periods. GPA is reporting this number as a static amount period over period.

Portfolio
The securities in this portfolio are not guaranteed or otherwise protected by GPA, the FDIC (except for non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested.

Rating
Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

Results of Fuel Hedging contract, FY2014-2015, through month of February

Gas Price	Gas Contract	Spread	Diesel Price	Diesel Contract	Spread	Month	Gas Contracts (7.14%, 12,000 gallons)	Diesel Contracts (3.30%, 9,700 gallons)	Total
$2.9101	$2.6900	$0.220	$2.8445	$2.8675	($0.023)	July	$2,641.68	($223.08)	$2,418.60
2.7334	2.6900	0.043	2.8234	2.8675	-0.044	August	520.57	(427.73)	92.85
2.5904	2.6883	-0.098	2.7095	2.8792	-0.170	September	(1,174.71)	(1,646.06)	(2,820.77)
2.2525	2.6883	-0.436	2.5045	2.8792	-0.375	October	(5,229.00)	(3,634.35)	(8,863.35)
2.0582	2.6883	-0.630	2.3231	2.8792	-0.556	November	(7,561.20)	(5,393.75)	(12,954.95)
1.6182	2.6883	-1.070	1.7779	2.8792	-1.101	December	(12,840.60)	(10,681.65)	(23,522.25)
1.3410	2.6883	-1.347	1.5378	2.8792	-1.341	January	(16,167.00)	(13,010.38)	(29,177.38)
1.6046	2.6883	-1.084	1.8127	2.8792	-1.067	February	(13,003.80)	(10,344.12)	(23,347.92)
0.0000	0.0000	0.000	0.0000	0.0000	0.000	March	0.00	0.00	0.00
0.0000	0.0000	0.000	0.0000	0.0000	0.000	April	0.00	0.00	0.00
0.0000	0.0000	0.000	0.0000	0.0000	0.000	May	0.00	0.00	0.00
0.0000	0.0000	0.000	0.0000	0.0000	0.000	June	0.00	0.00	0.00
1.4257	2.5500	-1.124	1.5278	2.8675	-1.340	**Fiscal Yr Total**	**-52,814.06**	**-45,361.11**	**-98,175.18**

Contract schedule:

Contract	Trade Date	Effective Date	Termination Date	Price	Gallons
Diesel	6/5/14	7/1/14	6/30/15	2.868	126,000
Gasoline	6/5/14	7/1/14	6/30/16	2.690	84,000
Diesel	8/7/14	9/1/14	6/30/15	2.888	168,000
Gasoline	8/7/14	9/1/14	6/30/16	2.687	84,000

Building Permits

Month	FY2015	FY2014	BUDGET	Variance from Last Year	Variance from Budget
July	82,353	95,116	94,863	(12,763)	(12,510)
August	69,863	133,605	133,250	(63,742)	(63,387)
September	127,700	79,606	79,394	48,094	48,306
October	123,191	133,091	132,737	(9,900)	(9,546)
November	94,573	113,777	113,475	(19,204)	(18,902)
December	74,673	102,609	102,336	(27,936)	(27,663)
January	117,569	91,634	91,390	25,935	26,179
February	81,060	37,955	37,854	43,105	43,206
March	0	82,251	82,032		
April	0	113,765	113,463		
May	0	148,190	147,796		
June	0	212,413	211,849		
Total (year-to-date)	770,982	1,344,012	1,340,440	(16,411)	(14,318)
				100.0%	100.0%

* seasonality based on last year's results
110-32120

Road Impact fees

Month	FY2015	FY2014	BUDGET	Variance from Last Year	Variance from Budget
July	229,572	153,724	316,667	75,848	(87,095)
August	139,840	888,987	316,667	(749,147)	(176,827)
September	217,394	205,408	316,667	11,986	(99,273)
October	200,301	264,184	316,667	(63,883)	(116,366)
November	254,561	360,104	316,667	(105,543)	(62,106)
December	168,587	351,901	316,667	(183,314)	(148,080)
January	186,851	295,934	316,667	(109,083)	(129,816)
February	183,500	76,244	316,667	107,256	(133,167)
March	0	386,184	316,667		
April	0	122,560	316,667		
May	0	165,892	316,667		
June	0	1,454,780	316,667		
Total (year-to-date)	1,580,606	4,725,902	3,800,000	(1,015,880)	(952,727)
				100.0%	100.0%

* seasonality not assigned; divided evenly by month
128-32800

Facilities Tax

Month	FY2015	FY2014	BUDGET	Variance from Last Year	Variance from Budget
July	174,169	188,335	308,099	(14,166)	(133,930)
August	128,599	282,956	308,099	(154,357)	(179,500)
September	155,707	172,873	308,099	(17,166)	(152,392)
October	211,229	1,182,887	308,099	(971,658)	(96,870)
November	160,556	234,251	308,099	(73,695)	(147,543)
December	203,249	188,891	308,099	14,358	(104,850)
January	177,164	189,243	308,099	(12,079)	(130,935)
February	130,798	70,242	308,099	60,556	(177,301)
March	0	216,615	308,099		
April	0	160,708	308,099		
May	0	309,052	308,099		
June	0	652,730	308,099		
Total (year-to-date)	1,341,471	3,848,783	3,697,190	(1,168,207)	(1,123,322)
				100.0%	100.0%

* seasonality not assigned; divided evenly by month

130-31600

Williamson County Facilities Tax

Month	FY2015	FY2014	BUDGET	Variance from Last Year	Variance from Budget
July	83,121	71,175	69,308	11,946	13,813
August	77,682	0	30,000	77,682	47,682
September	66,808	79,159	77,083	(12,351)	(10,275)
October	75,521	179,384	145,000	(103,864)	(69,479)
November	80,039	134,240	130,719	(54,201)	(50,680)
December	77,729	55,574	54,116	22,155	23,613
January	67,795	64,112	62,430	3,683	5,365
February	83,183	68,997	67,187	14,186	15,996
March	0	91,280	88,886		
April	0	102,399	99,713		
May	0	103,705	100,985		
June	0	76,909	74,892		
Total (year-to-date)	611,878	1,026,933	1,000,000	-40,762	-23,966
				100.0%	100.0%

* seasonality based on last year's results
budgeted in Capital Projects Fund beginning with FY11
310-31600