HISTORIC FRANKLIN TENNESSEE

City of Franklin

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

Meeting Agenda

Budget & Finance Committee

Thursday, February 20, 2025 | **3:00 PM** | **Eastern Flank Event Facility**

MEETING LOCATION
Eastern Flank Event Facility
1368 Eastern Flank Circle

CALL TO ORDER

SETTING OF THE AGENDA

1. Consideration Of Changes In Agenda And Setting The Agenda
   i. Discussion Of Removal Of Items From Consent/Changes Not Requiring A Vote
   ii. Proposed Changes To The Agenda
   iii. Approval Of Agenda As Submitted Or Changed

CITIZEN COMMENTS (Open for citizens to be heard on any issue or concern, including those related to items on the agenda. Please submit a Speaker Card at the beginning of the meeting if you would like to address the Board/Commission. If you would like to speak on an agenda item, the Chair will hold your comment until the public comment period associated with the item. As provided by law, Boards/Commissions shall make no decisions or consideration of action of citizen comments for items not on the agenda, except to refer the matter to the City Administrator/Staff for administrative consideration, or to a schedule the matter for consideration at a later date. Those addressing the Board/Commission are requested to come to the microphone and identify themselves by name and address for the official record. The Chair may restrict the period for public comment, including the length of the public comment period, the number of individuals who can speak and the length of time each individual may speak. When time allows, the standard individual public comment time is two minutes.)

Comments on agenda items may be made in person or by emailing recorder@franklintn.gov before noon on the day of the meeting. Comments will be submitted for the record.

NEW BUSINESS

2. Consideration Of Resolution 2025-19, A Resolution Authorizing The Use Of The Competitive Sealed Proposal Procurement Method For Choosing The Service Provider For Annual Financial And Compliance Auditing Services For A Term Of Award

   Sponsors: Margaret Wilson

3. Consideration Of Resolution 2025-20, A Resolution Authorizing The Use Of A Competitive Sealed Proposal Procurement Method For Choosing The Service Provider For Liability, Property, And Workers' Compensation Insurance Products And Services

Sponsors: Kevin Townsel

4. Consideration Of Resolution 2025-21, A Resolution Authorizing The Use Of The Competitive Sealed Proposal Procurement Method For Choosing A Service Provider For Employee Near-Site Clinic For A Term Of Award

Sponsors: Kevin Townsel

5. Budget Presentation - Finance & Administration

Sponsors: Kristine Brock, Margaret Wilson, Jason Potts, Kevin Townsel, Jessica Davey, Brad Wilson

OTHER BUSINESS

ADJOURN

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

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

File #: 21-0153

DATE: February 12, 2025

TO: Budget & Finance Committee

FROM: Margaret Wilson, Comptroller

SUBJECT:
Consideration Of Resolution 2025-19, A Resolution Authorizing The Use Of The Competitive Sealed Proposal Procurement Method For Choosing The Service Provider For Annual Financial And Compliance Auditing Services For A Term Of Award

PURPOSE:
The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the request to use the competitive sealed proposal for choosing the service provider for annual financial and compliance auditing services.

BACKGROUND/STAFF COMMENTS:
We are requesting to use the competitive sealed proposal for choosing the service provider for annual financial and compliance auditing services for the City and the Conference Center.

FINANCIAL IMPACT:
There is no financial impact.

RECOMMENDATION:
Staff recommends that Resolution 2025-19 be recommended to the Board of Mayor and Aldermen for approval.

RESOLUTION 2025-19

A RESOLUTION AUTHORIZING THE USE OF THE COMPETITIVE SEALED PROPOSAL PROCUREMENT METHOD FOR CHOOSING THE SERVICE PROVIDER FOR ANNUAL FINANICIAL AND COMPLIANCE AUDITING SERVICES FOR A TERM OF AWARD

WHEREAS, pursuant to Tenn. Code Ann. § 12-3-1207 the City may use competitive sealed proposals rather than competitive sealed bids when the City adopts a process for the use of competitive sealed proposals and determines that the use of competitive sealed bidding is either not practicable or not advantageous to the City; and

WHEREAS, the City passed Ordinance 2019-24 on August 13, 2019, authorizing the use of the competitive sealed proposal procurement method; and

WHEREAS, should the City choose to pursue conducting its own competitive process for establishing the basis of pricing pursuant to sealed submittals and published legal notice, then City staff requests authority to use the competitive sealed proposal procurement method for determining which service provider to recommend for award of annual financial and compliance auditing services for a term of award; and

WHEREAS, the Board of Mayor and Aldermen believes that it is in the best interest of the City to use the competitive sealed proposal procurement method because qualifications, experience, and competence are more important than price in making the purchase, and because there is more than one solution to this purchasing issue and the competitive sealed proposal procurement method will assist in choosing the best solution and service provider.

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

Should the City choose to pursue conducting its own competitive process for establishing the basis of pricing pursuant to sealed submittals and published legal notice, then the City is authorized to use the competitive sealed proposal procurement method pursuant to the standards set forth in Municipal Code § 5-504 for determining which service provider to recommend for award of annual financial and compliance auditing services for a term of award because qualifications, experience, and competence are more important than price in making the purchase, and because there is more than one solution to this purchasing issue and the competitive sealed proposal procurement method will assist in choosing the best solution and service provider.

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

Law Dept approved 02.12.24

ATTEST: **CITY OF FRANKLIN, TENNESSEE:**

By:_______________________________ **By:______________________________**

Angie Skarp **Dr. Ken Moore**

City Recorder **Mayor**

Approved as to Form:

By: _______________________________

J. Blake Harper

Staff Attorney

HISTORIC FRANKLIN TENNESSEE

City of Franklin

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

File #: 21-0172

DATE: February 7, 2025

TO: Budget & Finance Committee

FROM: Kevin Townsel, Director of Human Resources

SUBJECT:
Consideration Of Resolution 2025-20, A Resolution Authorizing The Use Of A Competitive Sealed Proposal Procurement Method For Choosing The Service Provider For Liability, Property, And Workers' Compensation Insurance Products And Services

PURPOSE:
The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning a resolution authorizing the use of a competitive sealed procurement method for choosing the service provider for liability, property, and workers' compensation products and services.

BACKGROUND/STAFF COMMENTS:
Our prior contract 2020-0100 is expiring June 30, 2025. This RFP process will include insurance broker services, liability, property, and workers' compensation products and services. We are currently self-insured for our workers' compensation program, so this will pertain to excess insurance coverage and TPA (third-party administrator) services.

FINANCIAL IMPACT:
This is the first step in the RFP process and does not have a financial impact on the City of Franklin. When we complete the RFP process, we will present our recommendation to award to BOMA. At that time, we will have a cost for coverage and services.

RECOMMENDATION:
Staff recommends that Resolution 2025-20 be recommended to the Board of Mayor and Aldermen for approval.

RESOLUTION 2025-20

A RESOLUTION AUTHORIZING THE USE OF A COMPETITIVE SEALED PROPOSAL PROCUREMENT METHOD FOR CHOOSING THE SERVICE PROVIDER FOR LIABILITY, PROPERTY, AND WORKERS COMPENSATION INSURANCE PRODUCTS AND SERVICES

WHEREAS, pursuant to Tenn. Code Ann. § 12-3-1207 the City may use competitive sealed proposals rather than competitive sealed bids when the City adopts a process for the use of competitive sealed proposals and determines that the use of competitive sealed bidding is either not practicable or not advantageous to the City; and

WHEREAS, Section 5-504 of the Franklin Municipal Code authorizes the use of the competitive sealed proposal procurement method; and

WHEREAS, City staff requests authority to use the competitive sealed proposal procurement method for determining which service provider to recommend for award of liability, property, and workers compensation insurance products and services; and

WHEREAS, the Board of Mayor and Aldermen believes it is in the best interest of the City of Franklin for the Board of Mayor and Alderman to find that the use of the competitive sealed proposal procurement method is advantageous to the City because of qualifications, experience, and competence are more important than price in making the purchase, and because there is more than one solution to this purchasing issue and the competitive sealed proposal method will assist in choosing the best solution and service provider.

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

Should the City choose to pursue conducting its own competitive process for establishing the basis of pricing pursuant to sealed submittals and published legal notice, then the City is authorized to use the competitive sealed proposal procurement method pursuant to the standards set forth in Municipal Code § 5-504 for determining which service provider to recommend for award of liability, property, and workers compensation insurance products and services because qualifications, experience, and competence are more important than price in making the purchase, and because there is more than one solution to this purchasing issue and the competitive sealed proposal procurement method will assist in choosing the best solution and service provider.

IT IS SO RESOLVED AND DONE on this ____ day of ________________, 2025.

Law Dept approved 02.13.25

ATTEST:

By:_______________________________
Angie Skarp
City Recorder

CITY OF FRANKLIN, TENNESSEE:

By:_____________________________
Dr. Ken Moore
Mayor

Approved as to Form:

By: _______________________________
J. Blake Harper
Staff Attorney

Law Dept approved 02.13.25

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

File #: 21-0113

DATE: January 23, 2025

TO: Budget & Finance Committee

FROM: Kevin Townsel, Director of Human Resources

SUBJECT:
Consideration Of Resolution 2025-21, A Resolution Authorizing The Use Of The Competitive Sealed Proposal Procurement Method For Choosing A Service Provider For Employee Near-Site Clinic For A Term Of Award

PURPOSE:
The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning a resolution authorizing the use of the competitive sealed proposal procurement method for choosing the service provider for an employee near-site clinic for a term of award.

BACKGROUND/STAFF COMMENTS:
City has offered a near-site clinic for employees, dependents, and retirees covered under the City's medical insurance plan since 2020. This is a low-cost option to employees for urgent healthcare needs, and for pre-employment physicals. Our current vendor contract is expiring and is due to rebid.

FINANCIAL IMPACT:
The financial impact will be based on a per member per month charge, plus fees for services, including pre-employment physicals. The numbers will fluctuate each year but will be approximately $350,000. These costs are currently a factor when departments do their budget, and fees are allocated back to the departments.

RECOMMENDATION:
Staff recommends that Resolution 2025-21 be recommended to the Board of Mayor and Aldermen for approval.

RESOLUTION 2025-21

A RESOLUTION AUTHORIZING THE USE OF A COMPETITIVE SEALED PROPOSAL PROCUREMENT METHOD FOR CHOOSING THE SERVICE PROVIDER FOR NEAR-SITE CLINIC HEALTHCARE SERVICES

WHEREAS, pursuant to Tenn. Code Ann. § 12-3-1207 the City may use competitive sealed proposals rather than competitive sealed bids when the City adopts a process for the use of competitive sealed proposals and determines that the use of competitive sealed bidding is either not practicable or not advantageous to the City; and

WHEREAS, Section 5-504 of the Franklin Municipal Code authorizes the use of the competitive sealed proposal procurement method; and

WHEREAS, City staff requests authority to use the competitive sealed proposal procurement method for determining which service provider to recommend for the near-site clinic healthcare services; and

WHEREAS, the Board of Mayor and Alderman believes it is in the best interest of the City of Franklin for the Board of Mayor and Alderman to find that find that the use of the competitive sealed proposal procurement method is advantageous to the City because qualifications, experience, and competence are more important than price in making the purchase, and because there is more than one solution to this purchasing issue and the competitive sealed proposal method will assist in choosing the best solution and service provider.

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

The City is hereby authorized to use the competitive sealed proposal procurement method pursuant to the standards set forth in Municipal Code § 5-504 for determining which service provider to recommend for award of near-site clinic healthcare services because qualifications, experience, and competence are more important than price in making the purchase, and because there is more than one solution to this purchasing issue and the competitive sealed proposal procurement method will assist in choosing the best solution and service provider.

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

ATTEST:

By:_______________________________
Angie Skarp
City Recorder

CITY OF FRANKLIN, TENNESSEE:

By:_____________________________
Dr. Ken Moore
Mayor

Approved as to Form:

By: _______________________________
J. Blake Harper
Staff Attorney

City of Franklin

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

File #: 21-0196

DATE: February 13, 2025

TO: Budget & Finance Committee

FROM: Kristine Brock, Asst. City Administrator/CFO
Margaret Wilson, Comptroller
Jason Potts, IT Director
Kevin Townsel, Director of Human Resources
Jessica Davey, Billing & Licensing Director
Brad Wilson, Facilities Project Manager

SUBJECT:
Budget Presentation - Finance & Administration

PURPOSE:
The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the FY 2026 Budget Request for the Finance & Administration Program Area (Including the Finance (inclusive of Purchasing), Information Technology, Human Resources, Billing & Licensing, Municipal Court, and Project and Facilities Maintenance)

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

This year each program area of the City's Operations - Governance & Management, Public Safety, Finance & Administration, Community & Economic Development and Public Works will present as a unit to the Budget & Finance Committee during meetings in February and March. This presentation will encompass those departments in Finance & Administration.

New this year is the ability to access the budget electronically. While traditional static files in Adobe Acrobat are attached to this agenda item, please click the links below to access the individual fund stories:

Finance Budget
Information Technology Budget
Human Resources Budget
Billing & Licensing Budget
Municipal Court Budget
Project & Facilities Management Budget

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

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

Finance & Administration

Finance – Information Technology – Human Resources – Billing & Licensing – Municipal Court
Project & Facilities Management

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - **FY 2026 Budget Request**

Program: Finance & Administration

Outline

- Finance
- Information Technology
- Human Resources
- Billing & Licensing & Municipal Court
- Project & Facilities Management

City of Franklin, Tennessee

FY 2026 Operating Budget

Finance

Kristine Brock, Assistant City Administrator/CFO
Margaret Wilson, Comptroller
Suzanne Ward, Purchasing Manager

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - **FY 2026 Budget Request**

Finance

Department Leadership

Kristine Brock, Assistant City Administrator/CFO
Margaret Wilson, Comptroller
Suzanne Ward, Purchasing Manager

FY2026 is the first year that Finance and Purchasing will have a combined budget.

The departments were consolidated into one department in late December 2024.

City of Franklin, Tennessee - FY 2026 Budget Request

Finance

Purpose of Department

Finance oversees the security and management of the City's financial interests. The department also plans and executes the issuance of short-term and long-term borrowing.

Finance provides a variety of 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.

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - FY 2026 Budget Request

Finance

Purpose of Department (con't)

Purchasing is divided into two broad categories: (1) that which pertains to the design and/or construction of new infrastructure and facilities; and (2) that which does not.

Its attention is focused on the purchase of goods and services that do not pertain to new construction and leaves to the Engineering Department and the Facilities Office purchasing that does pertain to new construction.

Purchasing provides a variety of services for the City of Franklin. These include: (1) support the City's end-user departments in the policy-compliant procurement of non-construction-related products and services, (2) strive for the City to receive maximum value for every non-construction-related purchase of the City, (3) strive to preserve and enhance the public trust in the manner in which the City conducts its non-construction-related purchasing.

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - **FY 2026 Budget Request**

Finance

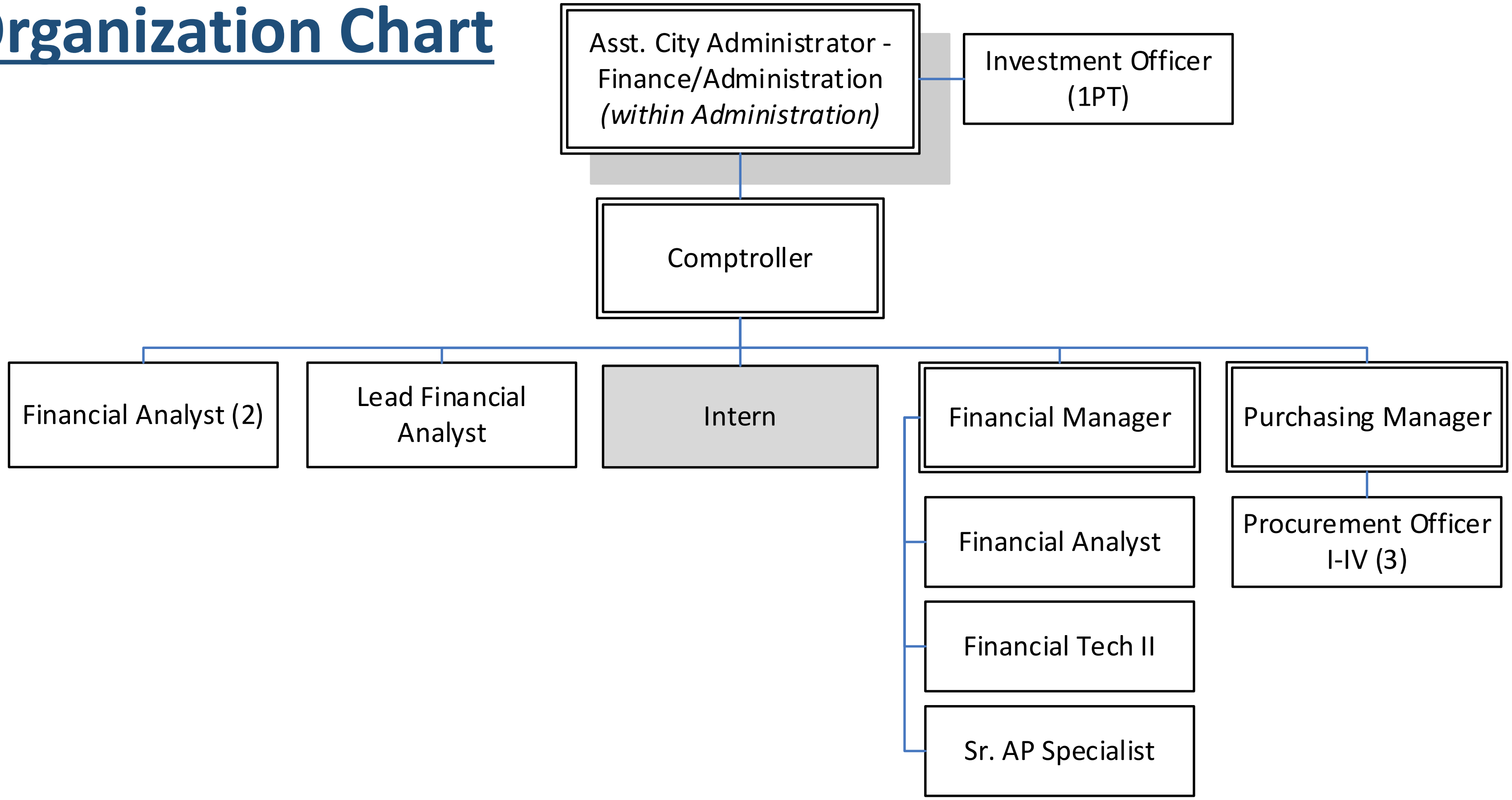
Accomplishments

- Received no audit findings from the FY 2024 audit.
- Implemented GASB 100 for the 2024 annual report.
- Continued to roll out the AP workflow to departments.
- Implemented new payroll software January 2024.
- Financial Analysts continued learning and documenting various processes to help in the transitional phase.
- Managed the transition following the departure of three long-time employees.

City of Franklin, Tennessee - FY 2026 Budget Request

Finance

Organization Chart



City of Franklin, Tennessee - FY 2026 Budget Request

Finance

Base Budget:

Personnel

FY2025: $1,144,846
FY2026: $1,543,700
Increase of $398,854 or 34.8% due to the consolidation of the Purchasing Department into the Finance Department.

Operations

FY 2025 Budget: $6,754 *(net – w/o Interfund Transfers $223,016)*
FY 2026 Budget: -$79,145 *(net – w/o Interfund Transfers $230,989)*
Decrease of -$85,899 due to no scheduled equipment replacements and UKG Payroll having been implemented and ongoing cost expensed in the IT budget.

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - **FY 2026 Budget Request**

Finance

Program Enhancement Requests

The department is requesting 1 program enhancement

New Accounting Software	**$ 1,000,000**
Total	**$ 1,000,000**

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - **FY 2026 Budget Request**

Finance

Summary

The Finance department is poised in FY 2026 to continue its role in supporting the various boards and departments of the City to deliver the high quality of services our citizens have come to expect. We are proud of our accomplishments and will look to build upon them in the upcoming year.

As always remember, *Public procurement is a team effort!*

33rd Consecutive Year

GFOA Certificate of Achievement for Excellence in Financial Reporting

FY 2024 Audit

0

Audit Findings

City of Franklin, Tennessee

FY 2026 Operating Budget

Information Technology

Jason Potts, Director
Brandi Arnett, Assistant Director Applications & Administration
Mike Proctor, Assistant Director Infrastructure

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - **FY 2026 Budget Request**

Information Technology

Department Leadership

Jason Potts, Director
Brandi Arnett, Assistant Director Applications & Administration
Mike Proctor, Assistant Director Infrastructure

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.

City of Franklin, Tennessee - FY 2026 Budget Request

Information Technology

Accomplishments 2024

- 7,556 tickets dispatched and worked.
- 79 completed projects by Information Technology for 2024.
- IT Project tracking solution for reporting timelines, project status, and future decision making.
- Rolled out Windows Hello for Business (WHfB) to all city department computers enhancing security for Windows sign-in.
- Implemented the organizations first SIEM (Security Information and Event Management) solution which collects security logs and events from various systems across the organization, centralizes them, analyzes them in real-time to identify potential security threats, and alerts security teams to respond.
- Configured new server patch management system to provide automated patching across 170 servers with varying operating systems, freeing up time each month for many IT staff that historically performed monthly updates manually.

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - FY 2026 Budget Request

Information Technology

Accomplishments 2024

- Implementation of redundant internet circuits with internet service providers to enable business continuity and communications in the event failure occurs with our primary ISP. Complex routing protocols were implemented to accomplish this task.
- Water Reclamation Facility network switch upgrades to provide more secure operations and complex configurations for our SCADA network.
- Implementation of FASTER Fleet Management Software – helped with the migration of from the previous system, training, and implementation.
- Accounts Payable Workflow – developed a standardized form to simplify the processing of invoices.
- Parkfinder – worked with the Parks Department to develop a digital pathway for citizens to find parks in the City of Franklin.
- Updated the GIS webpage and the downtown parking webpage using ESRI's Experience Builder to modernize and make more user-friendly.

City of Franklin, Tennessee - FY 2026 Budget Request

Information Technology

Accomplishments 2024

- HR Retirement Request Portal – Developed for potential retirees inquiring for more information on their retirement benefits. The solution helps Human Resources track and monitor the status of retirement requests.

- BrainStorm Learning Management System - Created multiple training campaigns in preparation for the city hall move and developed technology related resources to assist users in day-to-day operations and basic troubleshooting.

- Special Census – worked with GIS, Communications, and other departments to develop a web application for Franklin residents to be used in lieu of a mailed in census form or door to door census taking.

- FFD Step Up Pay – Developed solution for managing step up pay for Fire personnel who are temporarily stepping up in rank and, after a 72-hour qualification period, earn a differential in pay. This application automates step up pay totals for all FFD personnel and makes the data available in a dashboard view to Fire personnel.

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - FY 2026 Budget Request

Information Technology

Accomplishments 2024

TICKET SUMMARY REPORT

ctrl + click to multi-select

Select all | 2021 | 2022 | 2023 | 2024 | 2025

7556 Total Tickets

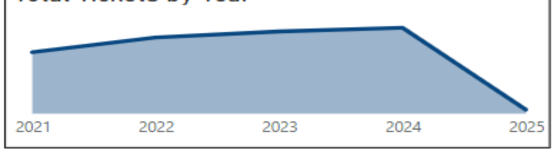
38 Support Reps

449 ServicePro Users

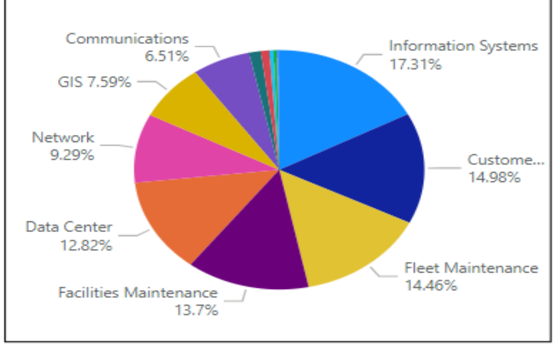
Information Systems 1229 Top Queue

[NONE] 2243 Top Rep

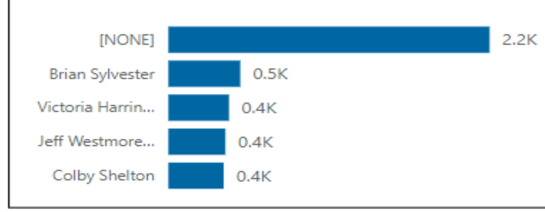
Total Tickets by Year



Total Tickets by Queue

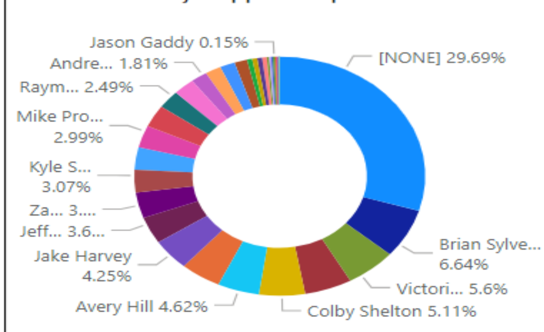


Top 5 Support Reps by Name



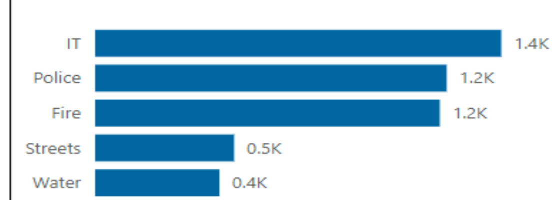
Department	2021	2022	2023	2024	2025	Total
Administration	188	377	412	430	22	**1429**
Billing & Licensing	122	201	184	272	11	**790**
BNS	118	275	261	261	30	**945**
Budget & Performance	11	8	15	16		**50**
Court	52	83	48	71	1	**255**
Engineering	211	253	364	271	20	**1119**
Finance	131	196	202	189	9	**727**
Fire	826	912	1095	1200	30	**4063**
Fleet	27	33	41	50		**151**
Human Resources	230	277	264	314	11	**1096**
IT	820	1378	1209	1414	63	**4884**
Law	72	238	272	137	8	**727**
Parks	155	150	62	90	8	**465**
Planning	482	183	301	310	20	**1296**
Police	974	1000	1178	1224	60	**4436**
Purchasing	94	78	149	93	4	**418**
SES	293	336	316	297	12	**1254**
Streets	308	401	394	484	16	**1603**
Water	285	322	465	433	19	**1524**
Total	**5399**	**6701**	**7232**	**7556**	**344**	**27232**

Total Tickets by Support Rep Name



Top 5 Requesters by Name

Top 5 Requesters by Department

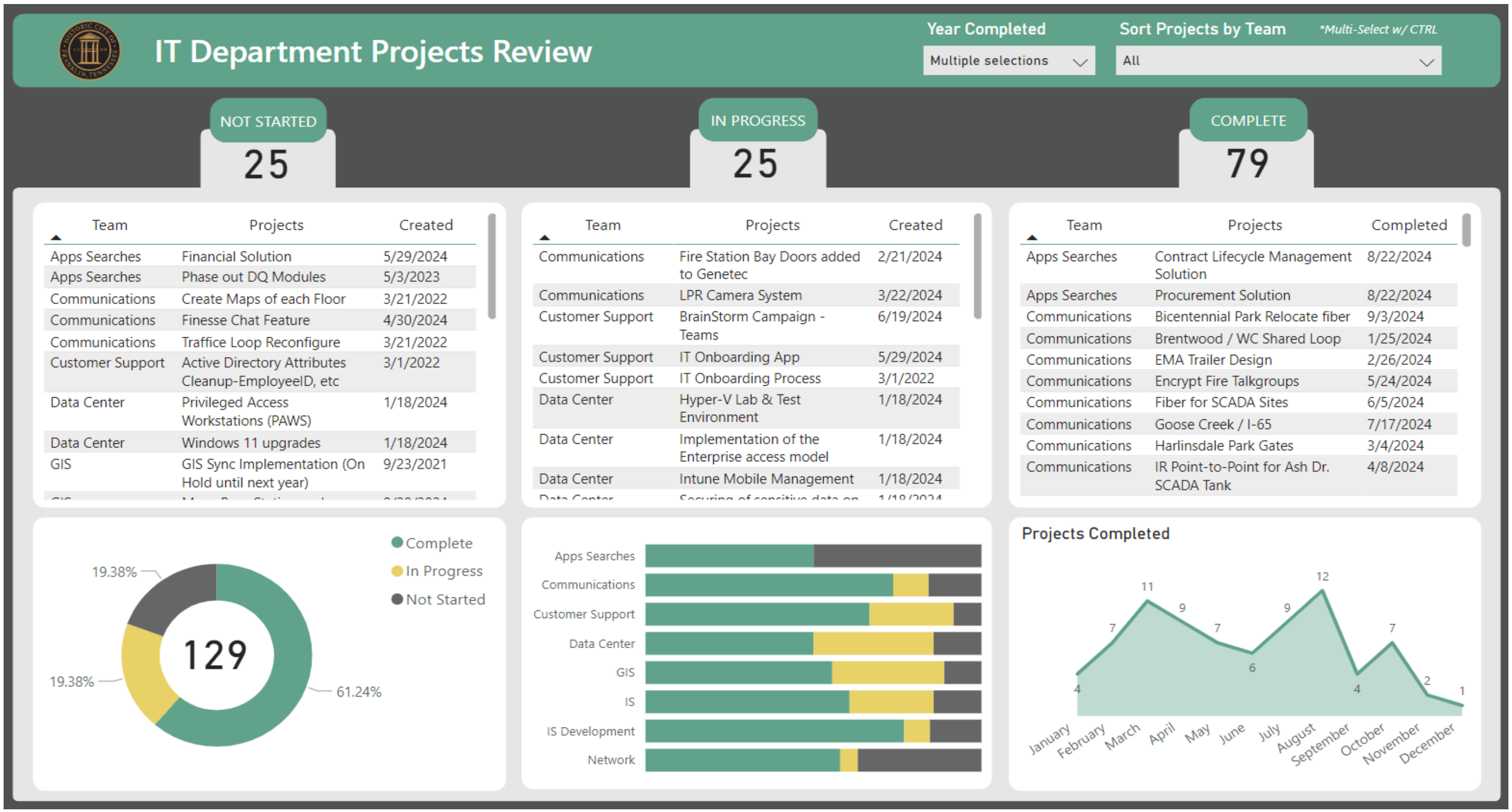


HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - FY 2026 Budget Request

Information Technology

Accomplishments 2024



Team	Projects	Created
Apps Searches	Financial Solution	5/29/2024
Apps Searches	Phase out DQ Modules	5/3/2023
Communications	Create Maps of each Floor	3/21/2022
Communications	Finesse Chat Feature	4/30/2024
Communications	Traffice Loop Reconfigure	3/21/2022
Customer Support	Active Directory Attributes Cleanup-EmployeeID, etc	3/1/2022
Data Center	Privileged Access Workstations (PAWS)	1/18/2024
Data Center	Windows 11 upgrades	1/18/2024
GIS	GIS Sync Implementation (On Hold until next year)	9/23/2021

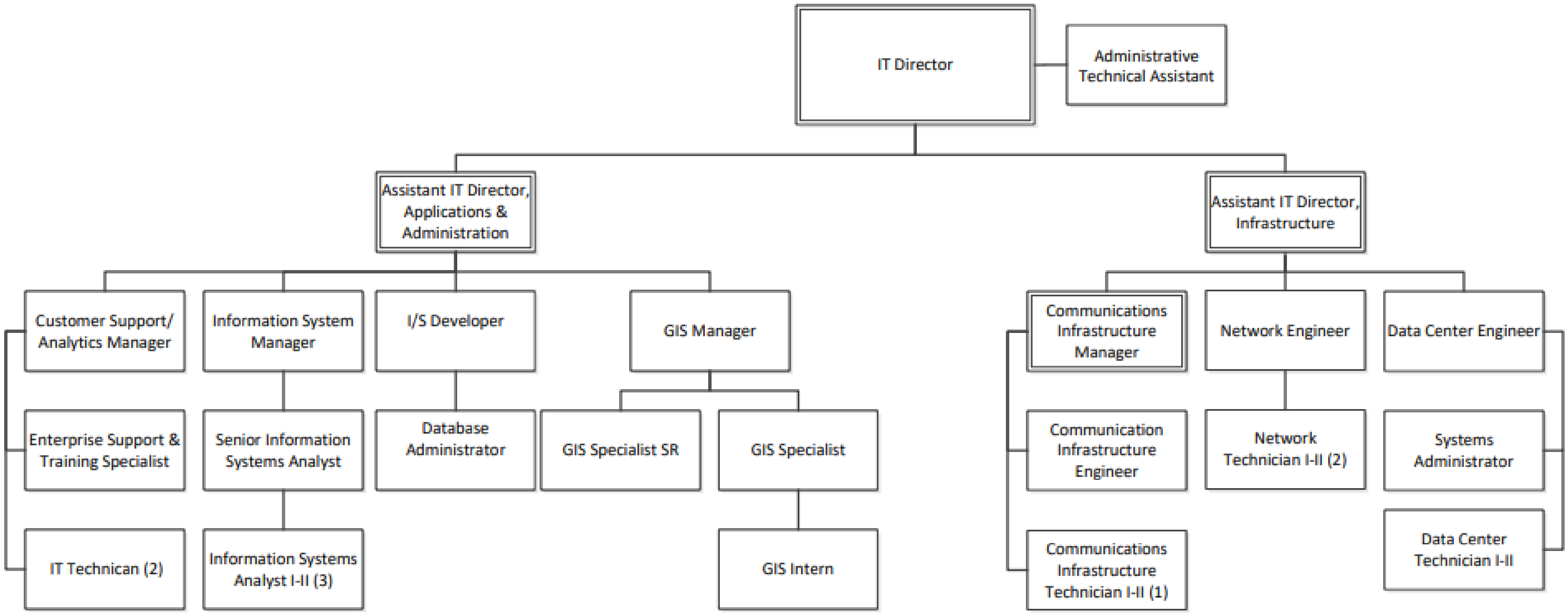
Team	Projects	Created
Communications	Fire Station Bay Doors added to Genetec	2/21/2024
Communications	LPR Camera System	3/22/2024
Customer Support	BrainStorm Campaign - Teams	6/19/2024
Customer Support	IT Onboarding App	5/29/2024
Customer Support	IT Onboarding Process	3/1/2022
Data Center	Hyper-V Lab & Test Environment	1/18/2024
Data Center	Implementation of the Enterprise access model	1/18/2024
Data Center	Intune Mobile Management	1/18/2024

Team	Projects	Completed
Apps Searches	Contract Lifecycle Management Solution	8/22/2024
Apps Searches	Procurement Solution	8/22/2024
Communications	Bicentennial Park Relocate fiber	9/3/2024
Communications	Brentwood / WC Shared Loop	1/25/2024
Communications	EMA Trailer Design	2/26/2024
Communications	Encrypt Fire Talkgroups	5/24/2024
Communications	Fiber for SCADA Sites	6/5/2024
Communications	Goose Creek / I-65	7/17/2024
Communications	Harlinsdale Park Gates	3/4/2024
Communications	IR Point-to-Point for Ash Dr. SCADA Tank	4/8/2024

City of Franklin, Tennessee - FY 2026 Budget Request

Information Technology

Current Organization Chart



HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - FY 2026 Budget Request

Information Technology

Base Budget

Personnel

FY2025: $3,541,926
FY2026: $3,779,184
Increase of $237,258 or 6.8% due to an assumed increase in Medical Premiums and Retirement Benefit costs.

Operations

FY 2025 Budget: $2,903,140 *(net – w/o Interfund Transfers $3,818,918)*
FY 2026 Budget: $3,437,895 *(net – w/o Interfund Transfers $4,353,673)*
Increase of $534,755 or 18.4% due primarily to additional software maintenance for department programs and inflationary adjustments of existing contracts.

Capital

FY 2025 Budget: $325,000 **FY 2026 Budget: $400,000**
Increase of $75,000 or 23.1% due to continued replacement of network hubs and cyber security.

City of Franklin, Tennessee - **FY 2026 Budget Request**

Information Technology

Program Enhancement Requests

The department is requesting 3 program enhancements.

IS Developer I Position	$ 84,878
Data Center Solution	$ 798,000
EDGE Intelligence for Traffic Operations and Preemption	$ 320,000
Total	$1,202,878

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - FY 2026 Budget Request
Information Technology

Summary

We appreciate the Board of Mayor and Aldermen, the City Administrator, and our ACAs for your support to our department and the trust given to us to provide solid technology solutions to enhance the operating efficiency of all city departments.

Upcoming Forecast for FY26:
- Records Management System upgrade for our Police Department.
- Technology architecture and design for new City Hall.
- Responsible integration of AI tools that will provide efficiency to City operations.

Thank you all for your time. Jason, Brandi, and Mike

City of Franklin, Tennessee

FY 2026 Operating Budget

Human Resources

Kevin G. Townsel, J.D., Director

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - FY 2026 Budget Request
Human Resources

Department Leadership

Kevin G. Townsel, J.D., Director

Purpose of Department

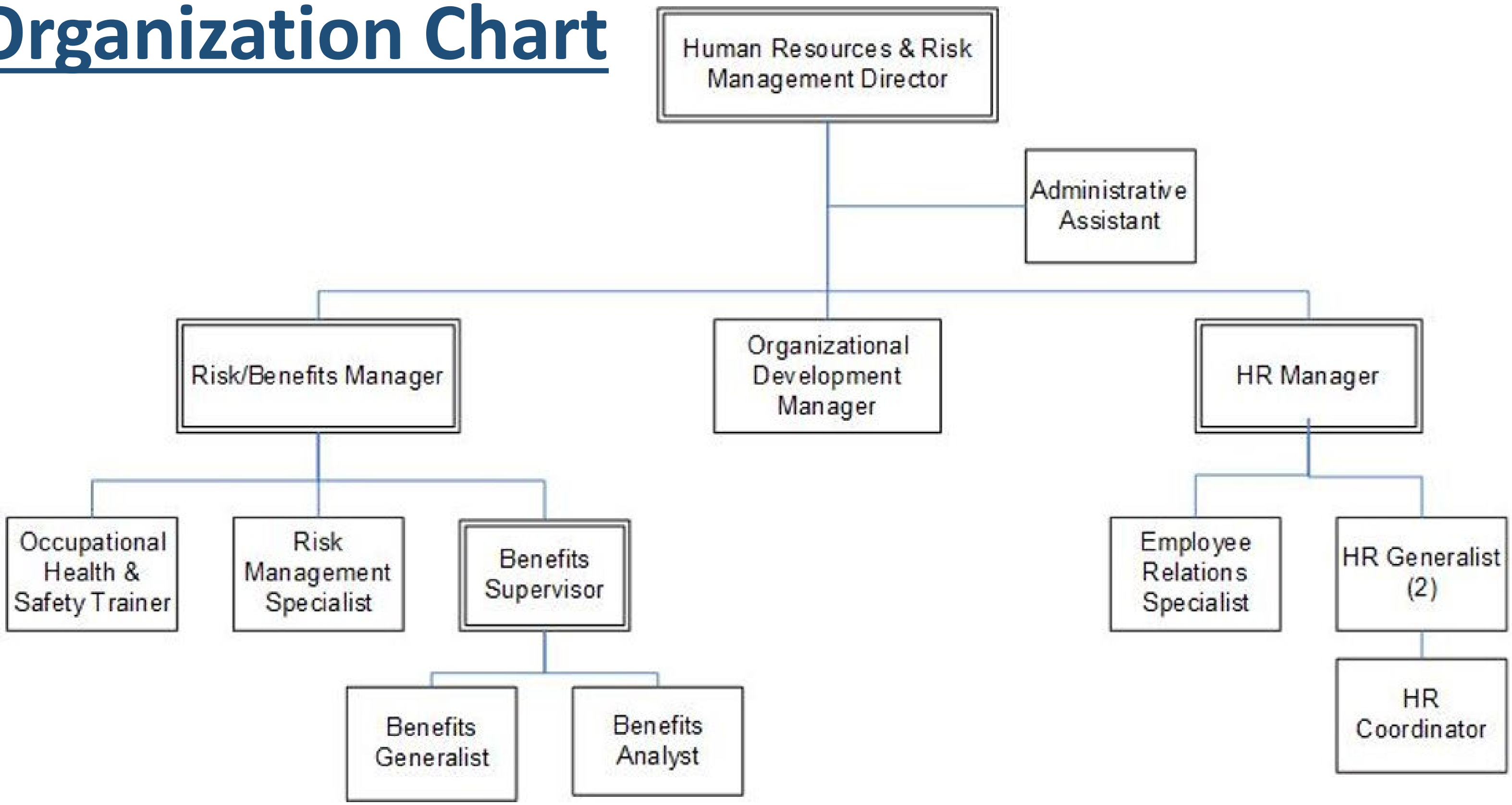
The Human Resources Department provides services to other City departments and the citizens of the City of Franklin. Those responsibilities include:

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

City of Franklin, Tennessee - FY 2026 Budget Request

Human Resources

Organization Chart



HISTORIC
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TENNESSEE

City of Franklin, Tennessee - FY 2026 Budget Request

Human Resources

Base Budget

Personnel

FY2025: $1,777,285
FY2026: $1,838,005
Increase of $60,720 or 3.4% due to an assumed increase in Medical Premiums and Retirement Benefit costs.

Operations

FY 2025 Budget: $348,570 *(net – w/o Interfund Transfers $223,016)*
FY 2026 Budget: $299,219 *(net – w/o Interfund Transfers $230,989)*
Decrease of -$49,351 or 14.2% due to less need for compensation consultants once our tri-annual market study is finished and reduced training needs.

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - **FY 2026 Budget Request**

Human Resources

Program Enhancement Requests

The Human Resources Department has 4 program enhancement requests:

Leadership and Management Development	$ 108,000
Human Resources Generalist	$ 85,149
Upgrade Employee Relations Specialist to Empl. Relations Supervisor	$ 13,809
Add Benefits Manager	$ 111,348
Total	**$ 318,306**

Summary

The Human Resources Department will continue the good work in FY 2025 serving our most important resource – our employees! Highlights of the last year included:

- With 90% participation from City employees, implemented Nectar, an employee recognition and rewards platform that fosters a culture of celebration within the City
- Conducted a Public Safety compensation study, resulting in new pay scales for Police and Fire targeting the 90th percentile of the market along with salary increases to existing staff
- Obtained a new background check vendor enhancing customer service to prospective employees and a quicker turnaround time for background checks in the hiring process
- In conjunction with IT, revamped the Tuition Reimbursement program and the portal for employees to submit requests
- Implemented two new benefit programs, Hinge Health and Health Advocate. Both are great resources for employees, retirees, and their dependents.
    - Hinge Health is a digital clinic for joint and muscle care. It can assist with pain management, recovering from an injury, or preparing for surgery.
    - Health Advocate is a service that assists employees, retirees, and their dependents to navigate their health by answering questions, scheduling appointments, providing clinical care management, etc.

Summary

The Human Resources Department will continue the good work in FY 2025 serving our most important resource – our employees! Highlights of the last year included:

- Hosted 18 gatherings of Team Talks all-staff meetings to help communicate important information to employees and give staff an opportunity to provide feedback to City leaders
- Developed new leadership development and team building opportunities for City leaders to enhance organizational health
- Implemented new Harassment Training program
- The City of Franklin opted into TCRS's Military Service Retirement Credit provision. This allows employees hired after January 1, 2017 to establish prior service credit.
- In conjunction with IT, developed a request portal for employees considering retirement and wanting a retirement estimate to enhance service to staff.
- Excluding Police and Fire departments, over 3,000 online training courses were completed in Target Solutions.
- Digitized insurance files, medical files, personnel files, and retirement files. Over ~150,000 pages were scanned in Risk/Benefits and another ~150,000 pages of personnel files were organized and prepared for scanning by the HR team for an external vendor to digitize.

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee

FY 2026 Operating Budget

Billing & Licensing Department
and
City Court

Jessica Davey, Billing & Licensing Director & City Court Clerk

Purpose of Department

Billing and Licensing:

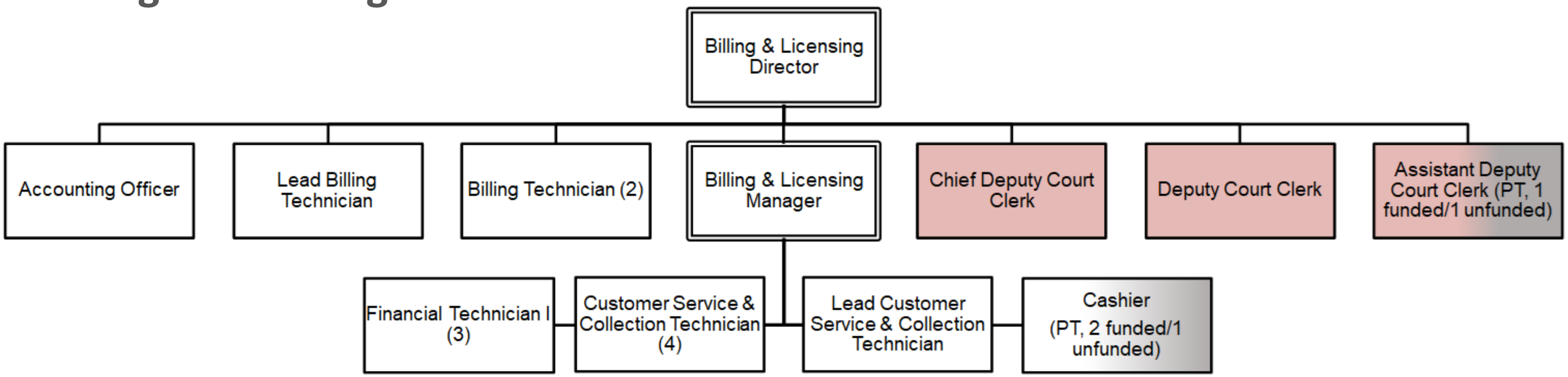
The Billing & Licensing department performs billing services, collection services, and provides customer service for the City of Franklin Utility Department (water and wastewater), Stormwater Division, and the Sanitation & Environmental Services Department. The department collects and processes business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

City of Franklin, Tennessee - FY 2026 Budget Request

Billing and Licensing & City Court

Organization Chart

Billing & Licensing:



Guide: White: Billing & Licensing | Salmon: Municipal Court | Grey: Unfunded

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - FY 2026 Budget Request
Billing and Licensing & City Court

Base Budget Request: Personnel

Billing & Licensing:

We currently have budgeted 14 full-time and 2 part-time employees. We had no new hires in FY25 and have enjoyed being fully staffed with an amazing team!

In this year's budget we are not requesting any changes to personnel.

FY2025: $1,454,609
FY2026: $1,529,704
Increase of $75,095 or 5.2% due to benefit deduction and election changes & anticipated medical premium increases.

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - FY 2026 Budget Request
Billing and Licensing & City Court

Base Budget Request: Operations

Billing & Licensing:

FY 2025: ($513,106) ***(net – w/o Interfund Transfers $556,127)***
FY 2026: ($526,943) ***(net – w/o Interfund Transfers $542,290)***

Operational costs are decreasing $13,837 or 2.7% from FY 2025 due to transfers of insurance and utilities to other department budgets

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - **FY 2026 Budget Request**

Billing and Licensing & City Court

Summary

Billing & Licensing was excited to become an official city department this year! In the first 10 months of 2024, our team of 16 has handled 29,226 calls. This puts us on track to field over 35,000 calls.

Billing & Licensing looks forward to another year providing our customers with exceptional service and continuing to look for ways to be innovative.

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - FY 2026 Budget Request
Billing and Licensing & City Court

Purpose of Department

City Court:

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

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

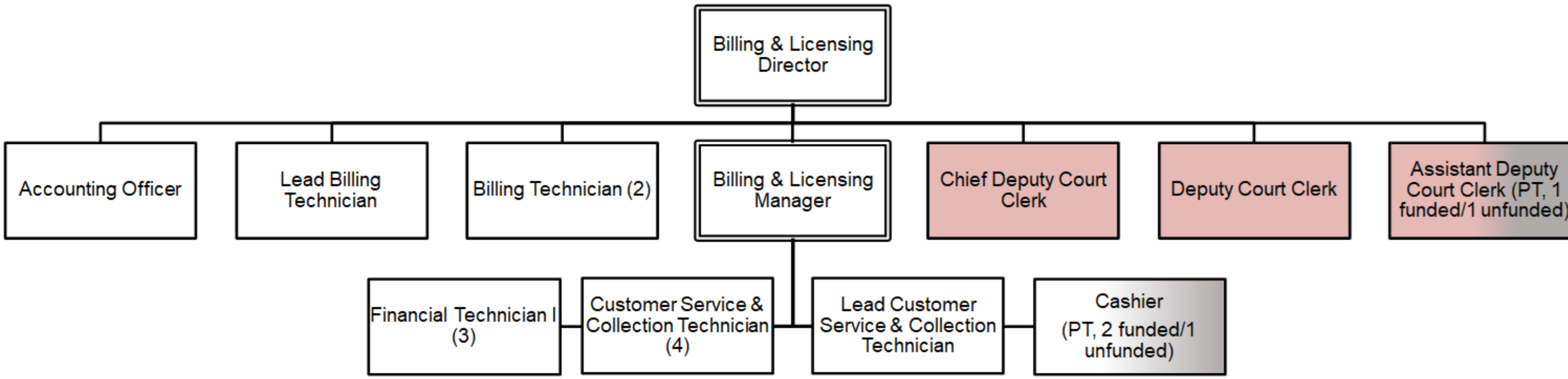
Jessica Borne continues to serve as City Court Judge for the third year.

City of Franklin, Tennessee - FY 2026 Budget Request

Billing and Licensing & City Court

Organization Chart

City Court:



Guide: White: Billing & Licensing | Salmon: Municipal Court | Grey: Unfunded

Base Budget Request: Personnel

City Court:

We currently have budgeted 2 full-time and 1 part-time employees.

In this year's budget we are requesting to add one position.

FY 2025: $289,197
FY 2026: $283,998
Decrease of $5,199 or 1.8% due to benefit deduction and election changes.

City of Franklin, Tennessee - FY 2026 Budget Request

Billing and Licensing & City Court

Base Budget Request: Operations

City Court:

FY 2025: $44,164
FY 2026: $38,636

Operational costs are decreasing $10,727 or 3.2% from FY 2025 due to transfers of insurance and utilities to other department budgets

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - **FY 2026 Budget Request**

Billing and Licensing & City Court

Program Enhancement Requests

Add Deputy Court Clerk: $70,560

Budget Year	FY2026	**Intended Year**	FY2026	**Priority**	1	of	1
Department-Division	41200 COURT						
FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service						
Title of Request:	Deputy Court Clerk						
Total Personnel			$ 70,560		$ 70,560		

Purpose (Description) and Service Implication (if the request is not funded)

This request is to add a full-time Deputy Court Clerk to the City Court department in pay grade E. Currently, City Court operates with a staff of two full-time clerks and one part-time clerk. City Court currently has one authorized, but unfunded part-time poisition that we would be willing to relinquish. As the city continues to grow, so does the workload handled by the City Court team. In FY22 the court team processed 3,886 citations and in FY24 they handled 5,620 citations. This is a 45% increase in just two years. We are on track to handle 6,268 citations in FY25, which is another 12% increase. The court team also manages three dockets a month with an average of 150 citations per docket and an average attendance of 50 defendants. The addition of a third full-time employee will help us maintain our efficiency levels of closing out citations within 40 days, and responding to customer inquiries within two business days. Further, having three full-time employees will allow for full office coverage when one employee is on leave. As a customer-facing department, we strive to have two employees available at all times to assist customers. Finally, with only two full-time employees, the department supervisor must work the front-line in addition to handling all managerial duties. If the request is not funded, this high level of efficiency and customer service will becoming increasingly difficult to maintain.

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - **FY 2026 Budget Request**

Billing and Licensing & City Court

Summary

City Court is currently implementing new technology upgrades. While these enhancements will improve efficiency and customer service in many ways, a primary goal is to offer online citation payment for our defendants.

The team will continue to review processes and look for ways to streamline and improve productivity

City of Franklin, Tennessee

FY 2026 Operating Budget

Project & Facilities Management

Brad Wilson, Facilities Project Manager

Clint Bogle, Facilities Maintenance Supervisor

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - FY 2026 Budget Request

Projects and Facilities Management

Purpose of Department

The Facilities Management mission is to consistently deliver effective programs and efficient facility services based on sustainable and collaborative outcomes aligned with the City of Franklin's core mission.

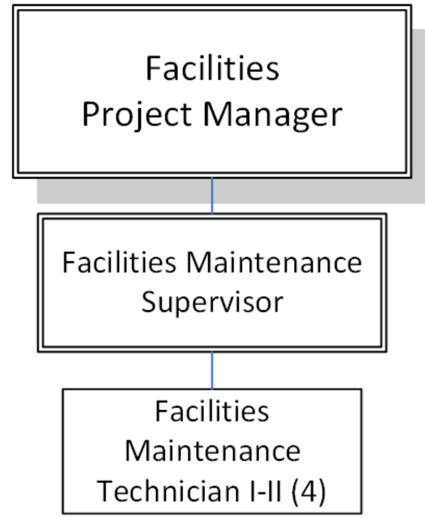
The COF Facilites Maintenance Department is charged to maintain the safety and cohesiveness regarding infrastructure for both staff and guest regarding all City Facilites.

Some of the items that we completed this budget year are the following:
Remodeling of Restrooms Waste-Water Treatment Plant
Maintenance Agreement with Thompson Cat for Generators
Maintenance Agreement with TKE Elevator
Station 8 HVAC Replacement
SES HVAC Replacement
SES Transfer Station Compactor Installation
City Hall Interim Move and Closure of City Hall In Process
Developing with Purchasing a Contractual Agreement System for Vendors

City of Franklin, Tennessee - FY 2026 Budget Request

Projects and Facilities Management

Organization Chart



Budgeted Positions	Pay Grade	FY 2022		FY 2023		FY 2024		FY 2025		FY 2026	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Facilities Project Manager	J	1	0	1	0	1	0	1	0	1	0
Facilities Maintenance Supervisor	G	1	0	1	0	1	0	1	0	1	0
Lead Facilities Maintenance Worker	E	0	0	1	0	0	0	0	0	0	0
Facilities Maintenance Technician I-II	D-E	3	0	2	0	4	0	4	0	4	0
Custodian	D	1	0	1	0	0	0	0	0	0	0
Totals		**6**	**0**	**6**	**0**	**6**	**0**	**6**	**0**	**6**	**0**

Base Budget Request: Personnel

FY 2025: $620,661
FY 2026: $620,902
Increase of $241 or 0.0% due to benefit deduction and election changes.

Currently, we see no new additional request for additional personnel for the Facilities Department. We do wish to keep the position of Lead Facilites Maintenance Worker on the table.

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - FY 2026 Budget Request

Projects and Facilities Management

Base Budget Request: Operations

FY 2025: $1,274,375 *(net – w/o Interfund Transfers $1,483,614)*
FY 2026: $1,500,945 *(net – w/o Interfund Transfers $1,727,515)*
Increase of $226,811 or 12.0% the result of consolidating all General Fund facility utilities into the Facilities Budget.

With City Hall being removed our overall operations budget will lower in some areas such as utilities and general repair along with roofing and mechanical system work. I will keep the line in the budget for roofing as other facilities around the city are aging and are starting to need more care. Utility cost are still high and seem to be still going up, vendor increases for labor and material items, items needed to purchase for day-to-day activities etc. and again facilities getting older. We work with our supply chain vendors regarding pricing and continue to look for other suppliers as we can. The current vendors we have been using over the years work to keep there pricing low so that we are able to work with them. We purchase items from the facilities budget for Fire Facilities, Police and Public Works. We as other departments work hard to control spending as best we can but, in this department a lot of items arise through out the year and pull what is needed to repair or replace if it a equipment ending issue.

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - **FY 2026 Budget Request**

Projects and Facilities Management

Base Budget Request: Capital

At this time, we see no new additional Capital improvements for the Facilities Department.

HISTORIC FRANKLIN TENNESSEE

City of Franklin, Tennessee - **FY 2026 Budget Request**

Projects and Facilities Management

Program Enhancement Requests

The following are the Enhancement Requests for Facilities in order:

1) Under pin Foundation Repairs Station 6	$ 77,845
2) Generator Load Bank Testing	$ 18,500
3) Mack Hatcher Pavilion Roof Replacement	$ 13,650
4) Station 5 Bathroom Remodel	$ 39,000
5) Kitchen Remodel Station 2	$ 65,000
6) Kitchen Remodel Station 5	$ 60,000
7) Door Replacement Proj. St. 4	$ 185,000
8) Window Replacements St. 4	$ 215,000
Total	$ 673,635

Summary

In summary it is hard to believe that we are at the point of leaving the current City Hall where we have repaired and band aided the facility over the last few years. She will be missed (NAH). It is always our intention to keep our budget as close to the prior year as possible but rising cost don't allow. With rising vendor supply cost and inflation over the last few years this years budget definitely still reflects changes. Challenges continue to arise within facilities regarding cost impacts that we cannot control based on today's marketplace. Facilities continues to replace when needed older appliances such as mechanical and electrical control systems etc. Facilites are aging around such as PW-12y, PD-17y, SES-23y and Fire Facilites such as Stations 1 thru 5 over 25 years old with the remaining already at 4 between 9 and 17 years of age. Station 3 is 31 and 2 is even older. All still mainly with original installed materials and units. I will conclude as always and have stated in the past that we will continue to take the funds provided and use them in the very wisest way possible while working to save funds however and wherever possible.

My Thanks to the Board of Mayor and Aldermen along with City Administration.

HISTORIC
FRANKLIN
TENNESSEE

FY 2026 Operating Budget

Finance

Margaret Wilson, Comptroller

Departmental Summary

The Finance Department oversees the security and management of the City's financial interests, 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 $50,000, plans and executes the issuance of short-term and long-term borrowing, administers the City’s purchasing card program, administers, with support from Fleet Maintenance, fuel purchasing for the City’s vehicle and equipment fleet, and facilitates, with support from Fleet Maintenance, Police and Parks, 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.

Finance provides a variety of 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 2025 Accomplishments & FY 2026 Outlook

- Received no audit finding from the FY 2024 audit.
- Implemented GASB 100, Accounting Changes and Error Corrections, for the 2024 annual report.
- Received the Certificate for Achievement of Excellence in Financial Reporting for the 33rd consecutive year from the Government Finance Officers Association (GFOA).
- Implemented new payroll software January 2024.
- Financial Analysts continued learning and documenting various processes to help in the transitional phase.
- Continued to roll out the AP workflow to departments.
- Managed the transition following the departure of two long-time employees.
- City Purchasing Card Rebate received was over $150,000.
- Proceeds received from electronic auctions of surplus property was over $650,000.

Department Summary (con't)

For 2026, Finance is focusing on the following financial best practices:

- The Processing (including Payroll and AP) section is focusing on improving payment and scanning processes, and
- The Accounting and Reporting section will continue to work with departments on financial policies development and updates.

Purchasing anticipates continuing to focus on its mission:

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

Performance Measures & Strategic Plan

The City of Franklin is in process of revising its Strategic Plan. First established in 2013, the City of Franklin 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.

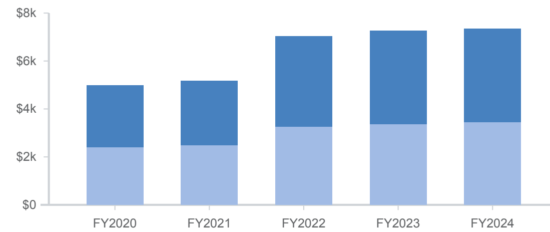
The new strategic plan has six major goals. They include:

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.

Specific departmental strategic plan measures will be refined as the budget process continues.

To the right is shown one of the key financial indicators of **Franklin*Forward***, to create and maintain a climate for necessary taxes and fees by assuring an equitable and balanced commercial, industrial, and residential tax base without an over-dependence on a single dominant revenue source. Over the years, while the City funds most of its General Fund operations from the Local Option Sales Taxes and comparatively little from Property Taxes, the balance of valued property in the community between commercial/industrial and residential sources has remained relatively steady. This stability is good for the community and for financial planning.

Finance FranklinForward Financial Performance Measures



$7,353.70

Output Measure in FY2024

The tables below show important non-financial measures from **Franklin*Forward*** and general non-financial performance measures included in the Finance Department.two credit rating agencies for over 23 years.

Finance FranklinForward Non-Financial Perf. Measures

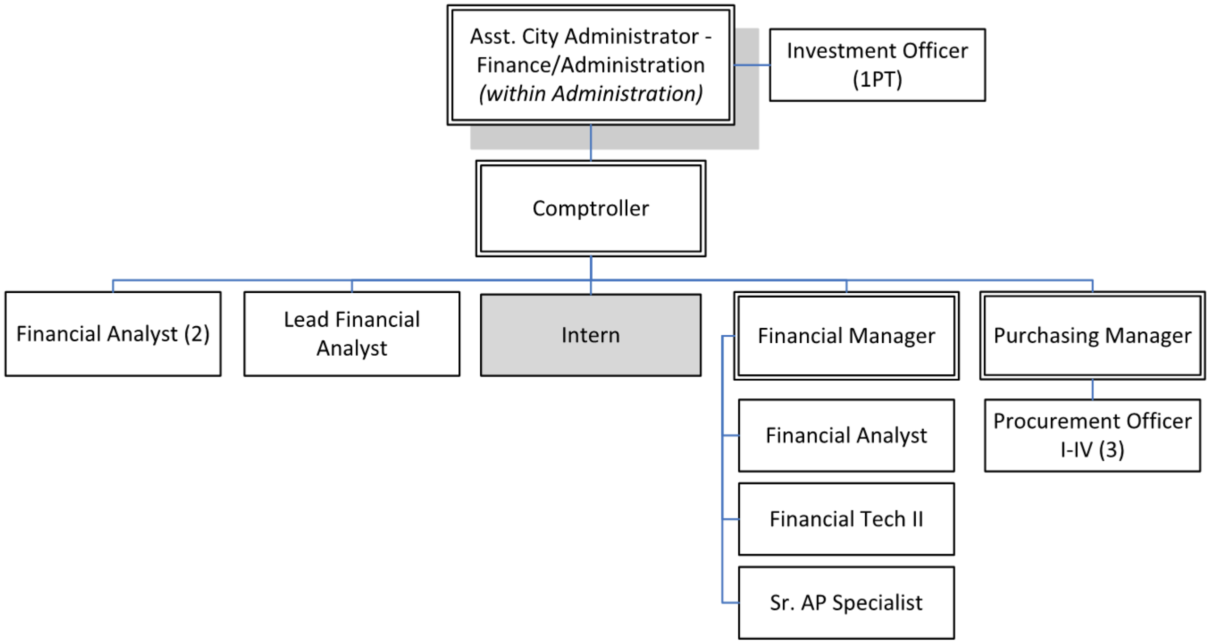
Output Measure	FY2020	FY2021	FY2022	FY2023	FY2024
Amount					
Percent of tax base that is industrial & commercial. Goal: equitable and balanced commercial, industrial, and residential tax base without an over-dependence on a single dominant.	52.3	52.5	53.7	53.9	53.3
Cumulative number of months that the City has retained the AAA rating that was earned in December 1998.	258	270	282	294	300
Percent of tax base that is residential and farm. Goal: Equitable and balanced commercial, industrial, and residential tax base without an over-dependence on a single dominant.	47.7	47.5	46.3	46.1	46.7
Number of agencies that have affirmed the City's rating (maximum 3).	2	2	2	2	2
Number of agencies that have rated Franklin with AAA. Goal: 2 of 3 (Moody's, Fitch, and S&P).	2	2	2	2	2
AMOUNT	**362**	**374**	**386**	**398**	**404**

General Performance Measures

Finance Non-Financial Performance Measures

Output Measure	FY2020	FY2021	FY2022	FY2023	FY2024
Amount					
Number of Payments issued.	3,323	2,932	2,574	2,853	3,600
Percent of payroll paid by ACH. Sustainable Franklin measure. Goal: Increase use to 100%.	100	100	100	100	100
Number of AP transactions processed.	6,391	6,328	3,737	3,339	4,322
Achieve the GFOA Budget Report Award annually (shown as number of times awarded).	12	12	13	13	14
Achieve GFOA Annual Report Award for Financial Reporting annually (shown as number of consecutive years awarded).	29	30	31	32	33
Number of days to close fiscal year; not to exceed 60.	60	60	60	60	60
Exceed return on investments compared to BAML benchmark.	3.43	0.14	1.24	0.48	1.34
Percent of AP paid by ACH. Sustainable Franklin measure. Goal: Increase year over year.	61	64	67	66	78
Number of Non-Payroll checks issued.	1,283	1,051	836	993	780
Bank of America/Merrill Lynch return on investment benchmark.	3.48	0.1	1.2	1.18	1.38
AMOUNT	**11,265.91**	**10,577.24**	**7,420.44**	**7,457.66**	**8,989.72**

Organizational Chart



Staffing by Position

Budgeted Positions	Pay Grade	FY 2022		FY 2023		FY 2024		FY 2025		FY 2026	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Comptroller	M	1	0	1	0	1	0	1	0	1	0
Budget & Strategic Innovation Manager	L	1	0	1	0	1	0	0	0	0	0
Financial Manager	K	1	1	1	1	1	1	1	0	1	0
Investment Officer	J	0	1	0	1	0	1	0	1	0	1
Purchasing Manager	J	0	0	0	0	0	0	0	0	1	0
Lead Financial Analyst	J	0	0	0	0	0	0	1	0	1	0
Financial Analyst	I	4	0	4	0	4	0	3	0	3	0
Payroll Specialist	G	1	0	1	0	1	0	1	0	1	0
Senior AP Specialist	F	1	0	1	0	1	0	1	0	1	0
Procurement Officer I-IV	E-I	0	0	0	0	0	0	0	0	3	0
Sub-Total - Budgeted Positions		**9**	**2**	**9**	**2**	**9**	**2**	**8**	**1**	**12**	**1**

Authorized, Unbudgeted Positions	Pay Grade	FY 2022		FY 2023		FY 2024		FY 2025		FY 2026	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Intern	INTERN	0	1	0	1	0	1	0	1	0	1
Sub-Total - Unbudgeted Positions		**0**	**1**	**0**	**1**	**0**	**1**	**0**	**1**	**0**	**1**

Total Authorized Positions	**9**	**3**	**9**	**3**	**9**	**3**	**8**	**2**	**12**	**2**

Budget Summary

Finance

	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	EOY 2025	BUDGET 2026		
	FY2023	**FY2024**	**FY2025**	**FY2025**	**FY2026**	**25 v. 26 Difference $**	**25 v. 26 Difference %**
Expenses							
110 - GENERAL FUND							
PERSONNEL							
PERSONNEL (81000)	$1,175,384	$1,353,984	$1,144,846	$1,030,953	$1,543,700	$398,854	34.8%
PERSONNEL TOTAL	**$1,175,384**	**$1,353,984**	**$1,144,846**	**$1,030,953**	**$1,543,700**	**$398,854**	**34.8%**
OPERATIONS							
SERVICES (82000)	$119,242	$93,012	$53,140	$36,903	$80,983	$27,843	52.4%
SUPPLIES (83000)	$12,853	$40,646	$43,500	$43,275	$15,975	($27,525)	(63.3%)
BUSINESS EXPENSES (85000)	$95,467	$127,598	$126,376	$125,421	$134,031	$7,655	6.1%
DEBT SERVICE (86000)	–	–	–	$0	$0	$0	–
REIMBURSEMENT OF EXPENDITURES (87500)	($168,921)	($216,261)	($216,262)	($216,262)	($310,134)	($93,872)	43.4%
OPERATIONS TOTAL	**$58,641**	**$44,995**	**$6,754**	**($10,663)**	**($79,145)**	**($85,899)**	**(1,271.8%)**
CAPITAL	–	–	–	$0	$0	$0	–
110 - GENERAL FUND TOTAL	**$1,234,025**	**$1,398,978**	**$1,151,600**	**$1,020,290**	**$1,464,555**	**$312,955**	**27.2%**
EXPENSES TOTAL	**$1,234,025**	**$1,398,978**	**$1,151,600**	**$1,020,290**	**$1,464,555**	**$312,955**	**27.2%**

FY 2026 Finance Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
Finance Personnel									
REGULAR PAY	110-81110-41500		$887,373	$1,032,291	$887,077	$768,705	$1,161,208	$1,280,195	$1,341,491
FAMILY LEAVE PAY	110-81113-41500		$0	$0	$0	$0	$0	$0	$0
OVERTIME PAY	110-81120-41500		$2,458	$3,366	$3,543	$2,000	$3,000	$3,000	$3,000
TEMPORARY WORK BY NON-CITY EMPLOYEES	110-81150-41500		$0	$0	$0	$0	$0	$0	$0
VACANCY ADJUSTMENT	110-81199-41500		$0	$0	-$35,773	$0	-$36,462	-$41,596	-$43,589
FICA (EMPLOYER'S SHARE)	110-81410-41500		$64,981	$75,739	$65,072	$58,806	$93,245	$98,046	$102,978
MEDICAL PREMIUMS	110-81420-41500		$146,972	$146,530	$124,927	$102,063	$208,445	$229,290	$252,219
NEAR-SITE CLINIC (URGENT TEAM)	110-81422-41500		$4,283	$3,545	$3,390	$2,800	$4,980	$4,980	$4,980
VISION PREMIUMS	110-81425-41500		$961	$1,061	$917	$714	$1,462	$1,609	$1,769
DENTAL INSURANCE PREMIUMS	110-81430-41500		$5,340	$5,916	$5,292	$4,415	$8,735	$9,609	$10,570
FSA ADMINISTRATION FEES	110-81431-41500		$115	$154	$134	$134	$140	$150	$160
GROUP INSURANCE PREMIUMS	110-81433-41500		$3,949	$4,382	$4,172	$4,130	$6,697	$6,984	$6,888
EE MEDICAL INSURANCE CONTRIBUTIONS	110-81440-41500		-$23,540	-$26,021	-$26,654	-$19,867	-$41,431	-$45,574	-$50,131
CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	110-81441-41500		$1,200	$2,400	$2,400	$3,600	$2,400	$2,400	$2,400
EE DENTAL INSURANCE CONTRIBUTIONS	110-81443-41500		-$958	-$1,173	-$1,018	-$856	-$1,706	-$1,877	-$2,065
EE VISION INSURANCE CONTRIBUTIONS	110-81444-41500		-$179	-$208	-$175	-$137	-$287	-$316	-$347
RETIREMENT HEALTH SAVINGS ACCOUNTS	110-81445-41500		$0	$0	$0	$0	$0	$0	$0
RETIREMENT CONTRIBUTIONS	110-81450-41500		$38,510	$52,383	$56,253	$56,253	$59,066	$62,019	$65,120
DEFINED CONTRIBUTION MATCH (CLOSED)	110-81455-41500		$6,011	$6,568	$6,940	$0	$0	$0	$0
DEFINED CONTRIBUTION MATCH (TCRS)	110-81456-41500		$35,532	$42,294	$45,864	$39,983	$65,587	$68,892	$72,373
Defined Cont Match (2017)	110-81458-41500		$0	$2,420	$0	$6,000	$6,300	$6,615	$7,000
UNEMPLOYMENT CLAIMS	110-81460-41500		$0	$0	$0	$0	$0	$0	$0
WORKERS COMPENSATION PREMIUMS	110-81470-41500		$2,377	$2,337	$2,485	$2,210	$2,321	$2,437	$2,558
WORKERS COMPENSATION CLAIMS	110-81475-41500		$0	$0	$0	$0	$0	$0	$0
CAR ALLOWANCE	110-81482-41500		$0	$0	$0	$0	$0	$0	$0
Total Personnel			**$1,175,384**	**$1,353,984**	**$1,144,846**	**$1,030,953**	**$1,543,700**	**$1,686,863**	**$1,777,374**
Finance Operating									
MAILING & OUTBOUND SHIPPING SERVICES	110-82110-41500		$1,169	$575	$1,500	$1,500	$1,500	$1,530	$1,561

FY 2026 Finance Personnel, Operating, and Capital Budgets									
Account Name	**Account String**	**Itemizations**	**FY23 Actual**	**FY24 Actual**	**FY25 Budget**	**FY2025 EOY**	**FY2026 Budget**	**FY2027 Forecast**	**FY2028 Forecast**
FREIGHT FOR INBOUND PURCHASED ITEMS	110-82120-41500		$0	$0	$0	$0	$0	$0	$0
PRINTING & COPYING SERVICES, OUTSOURCED	110-82210-41500		$4,424	$4,459	$3,000	$3,000	$4,500	$4,590	$4,682
ARCHIVING/RECORDS MANAGEMENT SERVICES	110-82230-41500		$0	$0	$0	$0	$0	$0	$0
TESTING & PHYSICALS	110-82250-41500		$184	$235	$500	$500	$500	$510	$520
OTHER OPERATING SERVICES	110-82299-41500		$61	$87	$250	$250	$150	$153	$156
LEGAL NOTICES	110-82310-41500		$95	$0	$300	$300	$150	$153	$156
DUES FOR MEMBERSHIPS	110-82350-41500		$2,411	$3,765	$4,430	$4,748	$5,648	$5,648	$5,648
DUES FOR MEMBERSHIPS	110-82350-41500	Amazon Prime				$100	$100	$100	$100
DUES FOR MEMBERSHIPS	110-82350-41500	NIGP				$0	$700	$700	$700
DUES FOR MEMBERSHIPS	110-82350-41500	TAPP				$0	$100	$100	$100
DUES FOR MEMBERSHIPS	110-82350-41500	MTPPA				$0	$100	$100	$100
DUES FOR MEMBERSHIPS	110-82350-41500	ICMA				$900	$900	$900	$900
DUES FOR MEMBERSHIPS	110-82350-41500	TGFOA				$240	$240	$240	$240
DUES FOR MEMBERSHIPS	110-82350-41500	GFOA				$1,000	$1,000	$1,000	$1,000
DUES FOR MEMBERSHIPS	110-82350-41500	Sam's Club				$100	$100	$100	$100
DUES FOR MEMBERSHIPS	110-82350-41500	Payroll.org				$298	$298	$298	$298
DUES FOR MEMBERSHIPS	110-82350-41500	Certification Fees (UPPCC, NIGP-CPP)				$1,200	$1,200	$1,200	$1,200
DUES FOR MEMBERSHIPS	110-82350-41500	Recertification Fees (UPPC, NIGP-CPP)				$910	$910	$910	$910
PROFESSIONAL STANDARDS / ACCREDITATION	110-82355-41500		$1,185	$0	$1,500	$1,500	$1,500	$1,500	$1,500
EMERGENCY RELIEF	110-82371-41500		$0	$0	$0	$0	$0	$0	$0
PUBLICATIONS, NON-TRAINING	110-82390-41500		$265	$149	$900	$650	$1,280	$1,280	$1,280
PUBLICATIONS, NON-TRAINING	110-82390-41500	Payroll Source				$300	$300	$300	$300
PUBLICATIONS, NON-TRAINING	110-82390-41500	NIGP 5-digit commodity code annual license renewal				$0	$630	$630	$630
PUBLICATIONS, NON-TRAINING	110-82390-41500	GAAFR & GAAFR Plus				$350	$350	$350	$350
TELEPHONE SERVICE	110-82450-41500		$440	$600	$1,510	$650	$0	$0	$0
CELLULAR TELEPHONE SERVICE	110-82455-41500		$2,199	$2,027	$2,175	$2,175	$2,800	$2,800	$2,800
INTERNET & RELATED SERVICES	110-82470-41500		$3,903	$5,147	$4,100	$5,300	$0	$0	$0
CONNECTION CHARGES	110-82483-41500		$0	$0	$0	$0	$0	$0	$0
COMPUTER SERVICES	110-82510-41500		$85,245	$55,296	$0	$700	$23,825	$23,825	$23,825
COMPUTER SERVICES	110-82510-41500	CRI				$0	$4,500	$4,500	$4,500
COMPUTER SERVICES	110-82510-41500	Greenshades - archive costs				$0	$3,500	$3,500	$3,500
COMPUTER SERVICES	110-82510-41500	spend analysis				$0	$15,300	$15,300	$15,300
COMPUTER SERVICES	110-82510-41500	Adobe renewals				$700	$525	$525	$525
LEGAL SERVICES	110-82520-41500		$0	$0	$0	$0	$0	$0	$0

FY 2026 Finance Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
AUDIT SERVICES	110-82530-41500		$0	$0	$0	$0	$0	$0	$0
CONSULTANT SERVICES	110-82560-41500		$0	$0	$0	$0	$0	$0	$0
OTHER CONSULTANT/PASS THROUGH	110-82570-41500		$0	$0	$0	$0	$0	$0	$0
OTHER CONTRACTUAL SERVICES	110-82599-41500		$1,465	$1,538	$2,000	$2,000	$2,000	$2,000	$2,000
VEHICLE REPAIR & MAINTENANCE SERVICES	110-82610-41500		$0	$0	$0	$0	$0	$0	$0
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41500		$84	$0	$3,000	$500	$1,000	$3,000	$3,000
EMPLOYEE RECOGNITION/RECEPTIONS	110-82750-41500		$0	$0	$0	$0	$0	$0	$0
TRAINING, OUTSIDE	110-82780-41500		$2,668	$3,234	$4,000	$4,000	$4,000	$4,000	$4,000
TRAINING, IN-HOUSE	110-82790-41500		$0	$0	$0	$0	$500	$0	$0
REGISTRATIONS	110-82810-41500		$3,814	$5,240	$11,625	$4,400	$12,400	$12,400	$12,400
REGISTRATIONS	110-82810-41500	TGFOA - Fall				$1,600	$1,600	$1,600	$1,600
REGISTRATIONS	110-82810-41500	TGFOA - Spring				$250	$250	$250	$250
REGISTRATIONS	110-82810-41500	GFOA - Online				$500	$500	$500	$500
REGISTRATIONS	110-82810-41500	CPPB Exam Fee				$1,500	$1,500	$1,500	$1,500
REGISTRATIONS	110-82810-41500	Annual NIGP Forum & Expo (5 staff)				$0	$4,000	$4,000	$4,000
REGISTRATIONS	110-82810-41500	Various NIGP seminars				$0	$2,000	$2,000	$2,000
REGISTRATIONS	110-82810-41500	Various NIGP webinars				$0	$1,000	$1,000	$1,000
REGISTRATIONS	110-82810-41500	TAPP - Fall (5 employees)				$0	$500	$500	$500
REGISTRATIONS	110-82810-41500	TAPP - Spring (5 employees)				$0	$500	$500	$500
REGISTRATIONS	110-82810-41500	MTAS				$50	$50	$50	$50
REGISTRATIONS	110-82810-41500	Varoius SkillPath seminars (CEUs)				$500	$500	$500	$500
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41500		$1,609	$1,043	$2,000	$1,300	$3,400	$3,400	$3,400
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41500	Mileage Reimbursement				$600	$600	$600	$600
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41500	Lyft/Uber Rides				$500	$500	$500	$500
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41500	Annual NIGP Forum & Expo (5 staff)				$0	$500	$500	$500
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41500	Various NIGP seminars				$0	$500	$500	$500

FY 2026 Finance Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41500	Fall conference of TAPP				$0	$500	$500	$500
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41500	Spring conference of TAPP				$0	$500	$500	$500
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41500	Monthly MTPPA chapter meeting				$0	$100	$100	$100
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41500	DBE Outreach Events				$100	$100	$100	$100
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41500	Various SkillPath seminars, CEUs				$100	$100	$100	$100
AIR TRAVEL	110-82830-41500		$1,998	$2,253	$5,500	$1,600	$3,400	$3,400	$3,400
AIR TRAVEL	110-82830-41500	GFOA Annual Coference				$1,000	$1,000	$1,000	$1,000
AIR TRAVEL	110-82830-41500	Annual NIGP Forum & Expo				$0	$1,800	$1,800	$1,800
AIR TRAVEL	110-82830-41500	NIGP Seminar				$600	$600	$600	$600
LODGING	110-82840-41500		$5,076	$6,390	$1,700	$500	$9,100	$9,100	$9,100
LODGING	110-82840-41500	Spring TGFOA				$500	$500	$500	$500
LODGING	110-82840-41500	GFOA Annual Coference				$0	$3,000	$3,000	$3,000
LODGING	110-82840-41500	Annual NIGP Forum & Expo				$0	$3,600	$3,600	$3,600
LODGING	110-82840-41500	Various NIGP seminars				$0	$500	$500	$500
LODGING	110-82840-41500	Fall conference of TAPP				$0	$600	$600	$600
LODGING	110-82840-41500	Spring conference of TAPP				$0	$900	$900	$900
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41500		$947	$974	$3,000	$1,180	$3,030	$3,030	$3,030
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41500	GFOA Annual Coference				$880	$880	$880	$880
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41500	Spring TGFOA				$300	$300	$300	$300
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41500	Annual NIGP Forum & Expo				$0	$600	$600	$600
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41500	Various NIGP seminars				$0	$200	$200	$200
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41500	Fall conference of TAPP				$0	$100	$100	$100
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41500	Spring conference of TAPP				$0	$200	$200	$200
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41500	MTPPA annual banquet for staff				$0	$300	$300	$300
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41500	Various Skill Path seminars				$0	$100	$100	$100

FY 2026 Finance Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41500	MTPPA meetings				$0	$350	$350	$350
OTHER TRAVEL EXPENSES	110-82890-41500		$0	$0	$150	$150	$300	$300	$300
OFFICE SUPPLIES	110-83110-41500		$4,714	$4,692	$5,200	$5,200	$5,500	$5,500	$5,500
OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	110-83120-41500		$0	$0	$0	$0	$150	$150	$150
EMPLOYEE BENEVOLENCE ITEMS	110-83130-41500		$49	$0	$100	$100	$100	$100	$100
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41500		$2,156	$3,388	$3,500	$3,375	$3,875	$3,875	$3,875
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41500	Staff Meals				$1,500	$1,500	$1,500	$1,500
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41500	Snacks for Office				$650	$650	$650	$650
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41500	Coffee/Tea Supplies				$300	$300	$300	$300
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41500	Birthday Celebration				$100	$100	$100	$100
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41500	Refreshments for DPA Meetings				$800	$800	$800	$800
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41500	Halloween Candy				$25	$25	$25	$25
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41500	Spring TAPP				$0	$200	$200	$200
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41500	DPA Appreciation for 12				$0	$300	$300	$300
TRAINING SUPPLIES	110-83210-41500		$36	$18	$100	$0	$100	$100	$100
UNIFORMS PURCHASED	110-83260-41500		$749	$861	$1,500	$1,500	$1,500	$1,500	$1,500
OTHER OPERATING SUPPLIES	110-83299-41500		$0	$0	$0	$0	$0	$0	$0
GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	110-83310-41500		$0	$0	$0	$0	$0	$0	$0
MILEAGE (INSIDE WILLIAMSON COUNTY)	110-83320-41500		$0	$0	$50	$50	$100	$100	$100
FURNITURE, FIXTURES (<$50,000)	110-83510-41500		$0	$1,482	$1,000	$1,000	$500	$500	$500
MACHINERY & EQUIPMENT (<$50,000)	110-83530-41500		$0	$320	$13,350	$13,350	$0	$0	$0
COMPUTER HARDWARE (<$50,000)	110-83540-41500		$3,658	$9,641	$10,000	$10,000	$3,500	$3,500	$3,500
COMPUTER SOFTWARE (<$50,000)	110-83550-41500		$1,490	$20,243	$8,000	$8,000	$500	$500	$500
COMPUTER SOFTWARE (<$50,000)	110-83550-41500	Base Amount				$8,000	$500	$500	$500

FY 2026 Finance Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
COMPUTER SOFTWARE (<$50,000)	110-83550-41500	FY 2024 PER - A/P Automation				$0	$0	$0	$0
EQUIPMENT PARTS & SUPPLIES	110-83620-41500		$0	$0	$500	$500	$150	$150	$150
BUILDING MAINTENANCE SUPPLIES	110-83660-41500		$0	$0	$200	$200	$0	$0	$0
PROPERTY INSURANCE	110-85110-41500		$1,474	$1,616	$1,548	$1,660	$0	$0	$0
FRAUD INSURANCE	110-85111-41500		$2,412	$0	$2,533	$25	$0	$0	$0
INLAND MARINE INSURANCE	110-85112-41500		$72	$75	$76	$80	$0	$0	$0
AUTO PHYSICAL DAMAGE INSURANCE	110-85113-41500		$0	$0	$0	$0	$0	$0	$0
LIABILITY INSURANCE	110-85115-41500		$1,090	$5,119	$1,145	$2,820	$0	$0	$0
E&O LIABILITY INSURANCE	110-85116-41500		$1,345	$0	$1,413	$1,350	$0	$0	$0
VEHICLE LIABILITY INSURANCE	110-85117-41500		$0	$0	$0	$0	$0	$0	$0
LAW ENFORCEMENT LIABILITY INSURANCE	110-85118-41500		$0	$0	$0	$0	$0	$0	$0
UMBRELLA LIABILITY INSURANCE	110-85119-41500		$742	$749	$780	$655	$0	$0	$0
PROPERTY CLAIMS/DEDUCTIBLES	110-85120-41500		$0	$0	$0	$0	$0	$0	$0
SURETY/NOTARY COSTS	110-85140-41500		$0	$0	$50	$0	$0	$0	$0
STATE FEES	110-85320-41500		$0	$0	$800	$800	$0	$0	$0
BANKING FEES	110-85510-41500		$18,552	$17,688	$24,000	$24,000	$24,000	$24,000	$24,000
BANKING FEES	110-85510-41500	PInnacle				$24,000	$24,000	$24,000	$24,000
INVESTMENT FEES	110-85520-41500		$57,779	$89,363	$70,000	$70,000	$80,000	$80,000	$80,000
INVESTMENT FEES	110-85520-41500	GPA Advisors				$70,000	$80,000	$80,000	$80,000
FINANCIAL ADVISOR FEES	110-85525-41500		$12,000	$12,882	$24,000	$24,000	$30,000	$30,000	$30,000
FINANCIAL ADVISOR FEES	110-85525-41500	PFM				$24,000	$30,000	$30,000	$30,000
E-COMMERCE FEES	110-85530-41500		$0	$0	$20	$20	$20	$20	$20
CASH SHORT/OVER	110-85550-41500		$0	$0	$1	$1	$1	$1	$1
LATE CHARGES	110-85580-41500		$0	$0	$0	$0	$0	$0	$0
MISCELLANEOUS	110-85990-41500		$0	$107	$10	$10	$10	$10	$10
LEASE/LOAN PRINCIPAL	110-86600-41500		$0	$0	$0	$0	$0	$0	$0
REIMBURSEMENT OF INTERFUND SERVICES	110-87510-41500		-$168,921	-$216,261	-$216,262	-$216,262	-$310,134	-$310,134	-$310,134
Comp Software-Leased (>$50,000	110-89551-41500		$0	$0	$0	$0	$0	$0	$0
Total Operating			**$58,641**	**$44,995**	**$6,754**	**-$10,663**	**-$79,145**	**-$77,509**	**-$77,370**
Finance Capital									
COMPUTER HARDWARE (>$50,000)	110-89540-41500		$0	$0	$0	$0	$0	$0	$0
COMPUTER SOFTWARE (>$50,000)	110-89550-41500		$0	$0	$0	$0	$0	$0	$0
Total Capital			**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

FY 2026 Finance Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
Total Finance Budget			**$1,234,025**	**$1,398,978**	**$1,151,600**	**$1,020,290**	**$1,464,555**	**$1,609,354**	**$1,700,004**

Program Enhancement Summary Form

Department/Division: 41500 FINANCE

Fund	Fiscal Year	Priority	Title	FTE	Comp.	Benefits	Operating	Capital	Total	Funded
110	FY2026	1	New Financial Accounting/Purchasing	0				$ 1,000,000	$ 1,000,000	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
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									$ -	
									$ -	
			Totals	0	$ -	$ -	$ -	$ 1,000,000	$ 1,000,000	$ -

Franklin*Forward* Requested Allocations for the Upcoming Budget Year

A Safe, Clean Livable City	$ -
Sustainable Growth & Economic Vitality	$ -
Fiscally Sound	$ 1,000,000.00
Quality Life Experiences	$ -
Organizational Health	$ -
Operational Excellence	$ -
Total Franklin Forward Allocations	$ 1,000,000.00

Fund	Function	Requested Amount	Funded
	Personnel		
	Operations		
	Capital (Vehicles, Equipment, Buildings, etc.)	**$ 1,000,000.00**	
	Total	$ 1,000,000.00	$ -

Program Enhancement Request Form - Operating and Capital (PER-OC)

Use this form to spell out your request for operating and capital purchases.

Budget Year FY2026 **Intended Year** FY2026 **Priority** 1 of 1

Department-Division 41500 FINANCE

1000000 1000000

FranklinForward Theme: Sustainable Growth & Economic Prosperity

Title of Request: New Financial Accounting/Purchasing Software

Requested Funding

Account Description	FY2026 Costs	Future FY Costs	Total FY2026	Total Impact
Operating Expenses				
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Capital Expenses				
50 COMPUTER SOFTWARE (>$25,(	$ 1,000,000.00	$ 1,000,000.00	$ 1,000,000	$ 2,000,000
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Total Personnel			$ 1,000,000	$ 2,000,000

Purpose (Description) and Service Implication (if the request is not funded)

To aid in the process of evaluating and reviewing potential new Accounting Software, we are requesting an initial amount to be allocated to the Multi-Purpose Capital Fund in the amont of $1,000,000 in FY2026 and then an additional $1,000,000 in FY2027. Finance and IT have been talking with potential accounting software companies, to learn initially which companies offer the software that we require to function effeciently as a Finance and Purchasing team. Some of these items include fund accounting, procurement, emcumbrances, AP workflow, grant and contract tracking, capital asset tracking, depreciation, and chart of account reporting. Currently, many of these items are tracked in excel files, which we would like to track within the accounting software. A big reason that we are actively looking for new accounting software is due to the end of life announcement of our current software Microsoft Great Plains Dynamics. The end of life is reported as September 30, 2029. We will continue to receive software updates through this date, but we would like to make the transition to a new software prior to FY2029.

HISTORIC
FRANKLIN
TENNESSEE

FY 2026 Operating Budget

Information Technology

Jason Potts, Director

Departmental Summary

Departmental Mission:

To provide innovative, reliable, and secure technology solutions that are aligned with City of Franklin's goals and objectives to enhance City services.

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.

Performance Measures & Strategic Plan

The City of Franklin is in process of revising its Strategic Plan. First established in 2013, the City of Franklin 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.

The new strategic plan has six major goals. They include:

- Safe Clean Livable City
- Sustainable Growth & Economic Vitality
- Fiscally Sound
- Quality Life Experiences
- Organizational Health
- Operational Excellence

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.

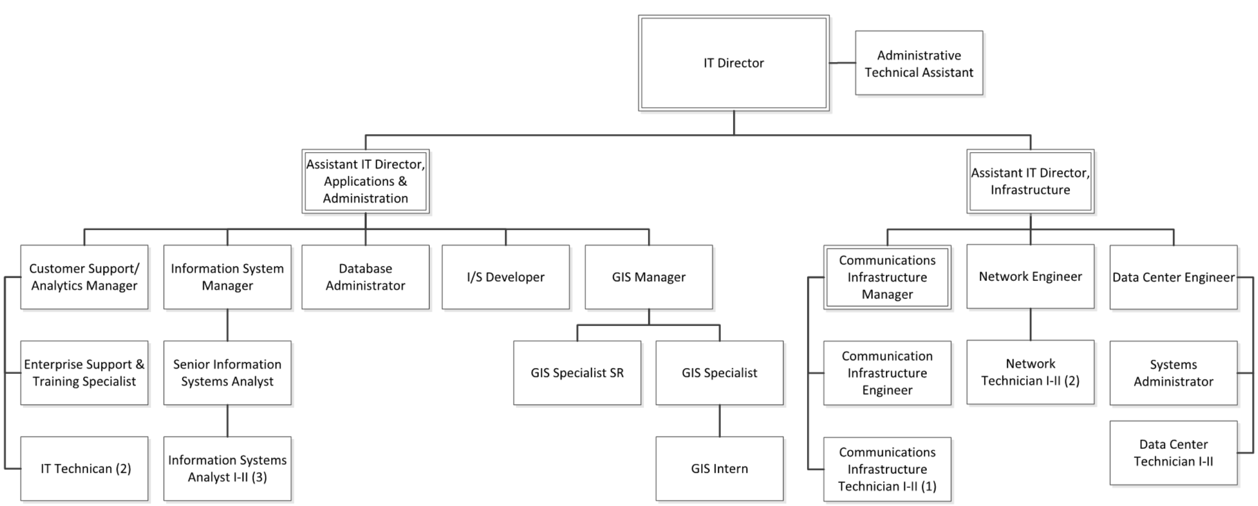
Specific departmental strategic plan measures will be refined as the budget process continues.

General Performance Measures

IT Non-Financial Performance Measures

Output Measure	FY2020	FY2021	FY2022	FY2023	FY2024
Amount					
Number of supported technology devices & applications: desktops.	0	0	337	459	340
Number of supported network devices: wireless radios.	0	0	790	707	780
Number of supported network devices: wireless access points.	0	0	60	78	79
Number of supported network devices: door access.	0	0	200	232	258
Number of supported technology devices & applications: virtual servers.	0	0	150	175	165
Number of supported network devices: radios.	0	0	790	707	780
Number of supported technology devices & applications: laptops.	0	0	425	578	490
Number of budgeted full time positions.	24	25	25	26	27
Number of supported technology devices & applications: physical servers.	0	0	21	17	20
Number of supported infrastructure: intersections.	0	0	130	124	125
Number of supported infrastructure: radio towers.	0	0	3	3	3
Number of supported network devices: network switches/routers.	0	0	125	363	381
Number of supported infrastructure: City facilities (buildings).	0	0	35	37	40
Number of supported technology devices & applications: applications.	0	0	110	119	122
Number of supported technology devices & applications: cameras.	0	0	575	253	271
Number of supported network devices: cellphones.	0	0	387	422	425
Number of supported network devices: phones.	0	0	1,215	1,220	1,337
Number of technology service requests.	4,177	4,022	4,705	6,745	7,556
Number of supported technology devices & applications: mobile data terminals (MDT's).	0	0	170	237	150
Number of supported infrastructure: fiber (# of miles).	0	0	80	82	87
AMOUNT	**4,201**	**4,047**	**10,333**	**12,584**	**13,436**

Organizational Chart



Staffing by Position

Budgeted Positions	Pay Grade	FY 2022		FY 2023		FY 2024		FY 2025		FY 2026	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Information Technology Director	N	1	0	1	0	1	0	1	0	1	0
Assistant IT Director: Applications & Administration	L	1	0	1	0	1	0	1	0	1	0
Assistant IT Director: Infrastructure & Administration	L	0	0	0	0	0	0	1	0	1	0
Database Administrator	K	1	0	1	0	1	0	1	0	1	0
Information Systems Manager	K	1	0	1	0	1	0	1	0	1	0
Information Systems Developer	K	1	0	1	0	1	0	1	0	1	0
Communications Infrastructure Manager	K	1	0	1	0	1	0	1	0	1	0
Network Engineer	K	1	0	1	0	1	0	1	0	1	0
Data Center Engineer	K	1	0	1	0	1	0	1	0	1	0
Customer Support/Analytics Manager	J	1	0	1	0	1	0	1	0	1	0
GIS Manager	J	1	0	1	0	1	0	1	0	1	0
Systems Administrator	J	0	0	0	0	1	0	1	0	1	0
Senior Informations Systems Analyst	I	1	0	1	0	1	0	1	0	1	0
Communication Infrastructure Engineer	I	1	0	1	0	1	0	1	0	1	0
Enterprise Support & Training Specialist	H	1	0	1	0	1	0	1	0	1	0
Information Systems Analyst I-II	G-H	3	0	3	0	3	0	3	0	3	0
Communications Infrastructure Tech I-II	G-H	1	0	1	0	1	0	1	0	1	0
Data Center Technician I-II	G-H	2	0	2	0	1	0	1	0	1	0
Network Technician I-II	G-H	2	0	2	0	2	0	2	0	2	0
GIS Specialist Senior	G	1	0	1	0	1	0	1	0	1	0
GIS Specialist	F	1	0	1	0	1	0	1	0	1	0
Administrative Technical Assistant	F	1	0	1	0	1	0	1	0	1	0
IT Technician	E	1	0	2	0	2	0	2	0	2	0
GIS Intern	INTERN	0	1	0	1	0	1	0	1	0	1
Sub-Total - Budgeted Positions		**25**	**1**	**26**	**1**	**26**	**1**	**27**	**1**	**27**	**1**

Total Authorized Positions	**25**	**1**	**26**	**1**	**26**	**1**	**27**	**1**	**27**	**1**

Budget Summary

Information Technology

	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	EOY 2025	BUDGET 2026		
	FY2023	**FY2024**	**FY2025**	**FY2025**	**FY2026**	**25 v. 26 Difference $**	**25 v. 26 Difference %**
Expenses							
110 - GENERAL FUND							
PERSONNEL							
PERSONNEL (81000)	$3,053,754	$3,480,391	$3,541,926	$3,659,438	$3,779,184	$237,258	6.7%
PERSONNEL TOTAL	**$3,053,754**	**$3,480,391**	**$3,541,926**	**$3,659,438**	**$3,779,184**	**$237,258**	**6.7%**
OPERATIONS							
SERVICES (82000)	$2,373,067	$3,222,518	$3,413,293	$3,412,981	$3,943,499	$530,206	15.5%
SUPPLIES (83000)	$253,349	$387,521	$352,901	$426,900	$357,450	$4,549	1.3%
BUSINESS EXPENSES (85000)	$86,895	$132,351	$52,724	$37,505	$52,724	$0	0.0%
DEBT SERVICE (86000)	$48,089	$77,156	–	$0	$0	$0	–
REIMBURSEMENT OF EXPENDITURES (87500)	($648,031)	($915,780)	($915,778)	($915,778)	($915,778)	$0	0.0%
OPERATIONS TOTAL	**$2,113,370**	**$2,903,765**	**$2,903,140**	**$2,961,608**	**$3,437,895**	**$534,755**	**18.4%**
CAPITAL	$224,518	$277,146	$325,000	$277,114	$400,000	$75,000	23.1%
110 - GENERAL FUND TOTAL	**$5,391,642**	**$6,661,302**	**$6,770,066**	**$6,898,160**	**$7,617,079**	**$847,013**	**12.5%**
EXPENSES TOTAL	**$5,391,642**	**$6,661,302**	**$6,770,066**	**$6,898,160**	**$7,617,079**	**$847,013**	**12.5%**

FY 2026 Information Technology Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
Information Technology Personnel									
REGULAR PAY	110-81110-41350		$2,258,296	$2,563,419	$2,556,754	$2,584,116	$2,700,617	$2,976,783	$3,118,938
ARPA - COVID19 LEAVE/ISOLATION	110-81112-41350		$0	$0	$0	$0	$0	$0	$0
FAMILY LEAVE PAY	110-81113-41350		$0	$6,021	$0	$0	$0	$0	$0
OVERTIME PAY	110-81120-41350		$43,333	$36,993	$46,200	$46,200	$45,000	$45,000	$45,000
TEMPORARY WORK BY NON-CITY EMPLOYEES	110-81150-41350		$0	$0	$50,000	$0	$0	$0	$0
VACANCY ADJUSTMENT	110-81199-41350		$0	$0	-$85,789	$0	-$94,522	-$104,187	-$109,163
FICA (EMPLOYER'S SHARE)	110-81410-41350		$170,833	$192,483	$195,592	$197,246	$215,876	$226,487	$240,071
MEDICAL PREMIUMS	110-81420-41350		$369,310	$401,417	$368,868	$420,727	$485,787	$534,366	$587,803
NEAR-SITE CLINIC (URGENT TEAM)	110-81422-41350		$9,521	$9,955	$10,035	$11,175	$11,700	$11,700	$11,700
VISION PREMIUMS	110-81425-41350		$2,080	$2,321	$2,655	$2,743	$3,156	$3,472	$3,818
DENTAL INSURANCE PREMIUMS	110-81430-41350		$14,804	$15,973	$18,171	$17,489	$19,861	$21,847	$24,032
FSA ADMINISTRATION FEES	110-81431-41350		$211	$166	$192	$192	$202	$212	$222
GROUP INSURANCE PREMIUMS	110-81433-41350		$11,226	$12,318	$12,757	$13,186	$16,138	$16,837	$16,605
EE MEDICAL INSURANCE CONTRIBUTIONS	110-81440-41350		-$61,363	-$72,030	-$79,672	-$83,796	-$96,874	-$106,561	-$117,217
CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	110-81441-41350		$0	$6,100	$6,000	$3,600	$3,600	$3,600	$3,600
EE DENTAL INSURANCE CONTRIBUTIONS	110-81443-41350		-$2,754	-$3,210	-$3,500	-$3,386	-$3,850	-$4,236	-$4,660
EE VISION INSURANCE CONTRIBUTIONS	110-81444-41350		-$382	-$462	-$509	-$529	-$610	-$670	-$737
RETIREMENT HEALTH SAVINGS ACCOUNTS	110-81445-41350		$0	$0	$0	$0	$0	$0	$0
RETIREMENT CONTRIBUTIONS	110-81450-41350		$166,877	$226,994	$365,647	$365,647	$383,929	$403,126	$423,282
DEFINED CONTRIBUTION MATCH (CLOSED)	110-81455-41350		$16,730	$18,090	$17,471	$18,200	$19,110	$20,066	$21,069
DEFINED CONTRIBUTION MATCH (TCRS)	110-81456-41350		$48,189	$55,177	$54,754	$54,943	$57,725	$60,660	$63,745
Defined Cont Match (2017)	110-81458-41350		$0	$2,926	$0	$6,035	$6,039	$6,043	$6,048
WORKERS COMPENSATION PREMIUMS	110-81470-41350		$6,842	$5,593	$6,300	$5,650	$6,300	$6,300	$6,300
WORKERS COMPENSATION CLAIMS	110-81475-41350		$0	$148	$0	$0	$0	$0	$0
Total Personnel			**$3,053,754**	**$3,480,391**	**$3,541,926**	**$3,659,438**	**$3,779,184**	**$4,120,845**	**$4,340,456**
Information Technology Operating									
MAILING & OUTBOUND SHIPPING SERVICES	110-82110-41350		$445	$349	$500	$500	$500	$500	$500

FY 2026 Information Technology Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
FREIGHT FOR INBOUND PURCHASED ITEMS	110-82120-41350		$0	$0	$0	$0	$0	$0	$0
VEHICLE LICENSES & TITLES	110-82130-41350		$42	$21	$0	$0	$0	$0	$0
PRINTING & COPYING SERVICES, OUTSOURCED	110-82210-41350		$394	$120	$130	$150	$150	$150	$150
TRANSCRIPTION FEES	110-82240-41350		$0	$0	$0	$0	$0	$0	$0
FINGERPRINTING FEES	110-82245-41350		$0	$0	$116	$0	$0	$0	$0
TESTING & PHYSICALS	110-82250-41350		$322	$0	$589	$600	$600	$625	$650
OTHER OPERATING SERVICES	110-82299-41350		$161	$174	$76	$200	$200	$200	$200
LEGAL NOTICES	110-82310-41350		$0	$0	$150	$0	$0	$0	$0
DUES FOR MEMBERSHIPS	110-82350-41350		$279	$379	$1,000	$400	$500	$600	$700
EMERGENCY RELIEF	110-82371-41350		$0	$0	$0	$0	$0	$0	$0
PUBLICATIONS, NON-TRAINING	110-82390-41350		$0	$0	$0	$0	$0	$0	$0
ELECTRIC SERVICE	110-82410-41350		$33,623	$31,467	$25,137	$25,000	$0	$0	$0
SANITATION & ENVIR SERVICES	110-82435-41350		$0	$0	$0	$0	$0	$0	$0
TELEPHONE SERVICE	110-82450-41350		$991	$1,235	$3,165	$1,500	$0	$0	$0
800 MHZ ACCESS LINE SERVICE	110-82451-41350		$0	$0	$0	$0	$0	$0	$0
CELLULAR TELEPHONE SERVICE	110-82455-41350		$17,796	$17,243	$16,642	$18,000	$19,000	$20,000	$21,000
INTERNET & RELATED SERVICES	110-82470-41350		$21,692	$32,449	$40,000	$40,000	$85,000	$20,000	$20,000
INTERNET & RELATED SERVICES	110-82470-41350	External DNS				$20,000	$20,000	$20,000	$20,000
INTERNET & RELATED SERVICES	110-82470-41350	ISP 1				$20,000	$29,000	$0	$0
INTERNET & RELATED SERVICES	110-82470-41350	ISP 2				$0	$36,000	$0	$0
CONNECTION CHARGES	110-82483-41350		$0	$0	$0	$0	$0	$0	$0
COMPUTER SERVICES	110-82510-41350		$1,898,254	$2,880,626	$2,902,288	$2,890,031	$3,356,149	$3,264,876	$2,902,609
COMPUTER SERVICES	110-82510-41350	Infor Public Sector				$330,000	$330,000	$330,750	$347,288
COMPUTER SERVICES	110-82510-41350	Motorola				$289,400	$289,400	$303,870	$319,064
COMPUTER SERVICES	110-82510-41350	Microsoft Enterprise Agreement				$383,000	$508,825	$402,150	$422,258
COMPUTER SERVICES	110-82510-41350	SmartNet / Cisco UCCX				$44,000	$44,000	$67,200	$70,560
COMPUTER SERVICES	110-82510-41350	ESRI				$60,500	$60,500	$63,525	$66,702
COMPUTER SERVICES	110-82510-41350	Operative IQ				$12,588	$16,240	$16,500	$16,800
COMPUTER SERVICES	110-82510-41350	Brazos E-citation				$38,000	$39,000	$39,900	$41,895
COMPUTER SERVICES	110-82510-41350	ESO-Medical				$13,656	$32,162	$32,162	$15,056
COMPUTER SERVICES	110-82510-41350	Hiring Solution				$22,000	$22,438	$22,438	$18,743
COMPUTER SERVICES	110-82510-41350	Vailmail				$20,768	$20,769	$21,808	$22,898
COMPUTER SERVICES	110-82510-41350	Docusign				$16,471	$17,800	$17,800	$18,160
COMPUTER SERVICES	110-82510-41350	OnBase				$50,000	$54,976	$54,976	$55,125
COMPUTER SERVICES	110-82510-41350	Informacast Fusion				$11,600	$12,000	$12,180	$12,789
COMPUTER SERVICES	110-82510-41350	Locution - Fire Alert Software				$30,000	$30,751	$31,500	$33,075
COMPUTER SERVICES	110-82510-41350	Emergent LLC - Adobe				$2,200	$3,500	$3,550	$3,550
COMPUTER SERVICES	110-82510-41350	Crywolf				$12,000	$12,000	$12,000	$11,411

FY 2026 Information Technology Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
COMPUTER SERVICES	110-82510-41350	Genetec Video & Physical Security				$15,200	$19,278	$19,278	$16,516
COMPUTER SERVICES	110-82510-41350	LGA				$25,000	$26,940	$26,940	$22,050
COMPUTER SERVICES	110-82510-41350	VMWare				$33,000	$77,977	$77,977	$36,383
COMPUTER SERVICES	110-82510-41350	Helpdesk Solution				$12,000	$12,000	$12,600	$13,230
COMPUTER SERVICES	110-82510-41350	Xmedius				$5,000	$5,320	$5,320	$4,585
COMPUTER SERVICES	110-82510-41350	Quest Active Administrator & Security Explorer				$5,000	$5,272	$5,670	$5,954
COMPUTER SERVICES	110-82510-41350	APC Service Agreement (Mission Critical)				$34,000	$35,700	$35,700	$37,485
COMPUTER SERVICES	110-82510-41350	Metro E Internet Service				$65,000	$65,000	$68,250	$71,663
COMPUTER SERVICES	110-82510-41350	Central Square (Formerly TriTech)				$94,000	$103,529	$103,529	$95,000
COMPUTER SERVICES	110-82510-41350	PD Diverse				$4,450	$4,450	$4,673	$4,907
COMPUTER SERVICES	110-82510-41350	Crime Reports				$3,588	$3,588	$3,768	$3,956
COMPUTER SERVICES	110-82510-41350	Microsoft Tru-up				$25,000	$25,000	$5,880	$6,174
COMPUTER SERVICES	110-82510-41350	Solarwinds				$20,000	$21,200	$21,200	$22,000
COMPUTER SERVICES	110-82510-41350	Backup Software				$41,000	$41,000	$43,050	$45,203
COMPUTER SERVICES	110-82510-41350	Trellix (formerly FireEye)				$45,000	$48,769	$48,769	$25,909
COMPUTER SERVICES	110-82510-41350	Everbridge Notification System (reimburse Williamson CO)				$15,400	$15,400	$17,375	$18,244
COMPUTER SERVICES	110-82510-41350	Kronos				$135,000	$141,750	$141,750	$148,838
COMPUTER SERVICES	110-82510-41350	TrakStar				$45,566	$50,280	$51,000	$49,062
COMPUTER SERVICES	110-82510-41350	SSL Security Certificates				$3,300	$3,300	$3,465	$3,639
COMPUTER SERVICES	110-82510-41350	Syn-Apps				$6,000	$6,000	$6,300	$6,615
COMPUTER SERVICES	110-82510-41350	Tree Size Pro				$1,500	$1,500	$1,575	$1,654
COMPUTER SERVICES	110-82510-41350	Exagrid				$14,500	$23,000	$23,000	$15,987
COMPUTER SERVICES	110-82510-41350	.GOV Renewal				$800	$1,200	$840	$882
COMPUTER SERVICES	110-82510-41350	Plan Review Software Renewal (IDT)				$31,500	$51,000	$51,000	$34,729
COMPUTER SERVICES	110-82510-41350	RouteSmart				$33,500	$33,500	$35,175	$36,934
COMPUTER SERVICES	110-82510-41350	CAT Base License				$540	$540	$567	$596
COMPUTER SERVICES	110-82510-41350	CRI				$51,000	$53,550	$53,550	$56,228
COMPUTER SERVICES	110-82510-41350	GPSGate (MyCommerce Digital RIver)				$2,400	$1,600	$1,600	$1,700
COMPUTER SERVICES	110-82510-41350	Patch MyPC				$2,130	$4,500	$2,237	$2,349
COMPUTER SERVICES	110-82510-41350	LOKI PPK DGPS Core & ASPsuite				$1,500	$1,500	$1,575	$1,654
COMPUTER SERVICES	110-82510-41350	Vector formally Target Solutions				$38,000	$38,000	$39,500	$41,000
COMPUTER SERVICES	110-82510-41350	GPS \ GEO Tab - Formerly Actsoft				$14,400	$15,120	$15,120	$15,876
COMPUTER SERVICES	110-82510-41350	ESO - Fire				$12,663	$14,000	$14,350	$13,961

FY 2026 Information Technology Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
COMPUTER SERVICES	110-82510-41350	Cradlepoint - Mobile Connectivity				$35,560	$35,560	$37,338	$39,205
COMPUTER SERVICES	110-82510-41350	Palo Alto				$6,000	$8,000	$8,000	$6,615
COMPUTER SERVICES	110-82510-41350	IP Cam Live (streaming service for TOC cameras)				$8,000	$8,000	$8,400	$8,820
COMPUTER SERVICES	110-82510-41350	HighQ				$55,000	$55,000	$57,750	$60,638
COMPUTER SERVICES	110-82510-41350	IONWave				$17,470	$18,327	$18,327	$18,533
COMPUTER SERVICES	110-82510-41350	UKG Payroll				$25,000	$25,000	$25,750	$26,522
COMPUTER SERVICES	110-82510-41350	Bentley Software				$30,000	$31,500	$31,500	$33,075
COMPUTER SERVICES	110-82510-41350	LP360				$1,400	$1,400	$1,442	$1,500
COMPUTER SERVICES	110-82510-41350	Twilio Sendgrid				$1,500	$1,500	$1,545	$1,600
COMPUTER SERVICES	110-82510-41350	Blue Beam Subscription				$20,000	$20,000	$20,600	$21,500
COMPUTER SERVICES	110-82510-41350	LogiKull				$44,000	$45,000	$45,000	$44,800
COMPUTER SERVICES	110-82510-41350	FASTER Fleet Asset Solution				$22,000	$24,000	$22,440	$22,668
COMPUTER SERVICES	110-82510-41350	SketchUp Pro - Carahsoft				$400	$400	$0	$0
COMPUTER SERVICES	110-82510-41350	Falcon				$104,377	$106,162	$109,000	$113,000
COMPUTER SERVICES	110-82510-41350	Varonis				$54,359	$54,359	$54,359	$54,359
COMPUTER SERVICES	110-82510-41350	1Password				$18,322	$11,000	$18,871	$19,437
COMPUTER SERVICES	110-82510-41350	OpenGov				$42,500	$42,500	$42,500	$42,500
COMPUTER SERVICES	110-82510-41350	Extrahop				$73,850	$73,850	$77,911	$0
COMPUTER SERVICES	110-82510-41350	EMC Isilon				$12,073	$17,460	$17,460	$0
COMPUTER SERVICES	110-82510-41350	EVP Solution				$105,000	$105,000	$105,000	$0
COMPUTER SERVICES	110-82510-41350	Civic Plus				$17,500	$17,500	$17,499	$17,500
COMPUTER SERVICES	110-82510-41350	JustFoia				$9,000	$9,100	$9,100	$9,000
COMPUTER SERVICES	110-82510-41350	CitiBot				$13,600	$13,600	$14,300	$0
COMPUTER SERVICES	110-82510-41350	Learning Management System				$0	$13,550	$13,550	$0
COMPUTER SERVICES	110-82510-41350	DebtBook				$0	$21,000	$19,500	$0
COMPUTER SERVICES	110-82510-41350	GITHUB				$0	$460	$500	$0
COMPUTER SERVICES	110-82510-41350	Exabeam (LogRhythm) SIEM				$0	$22,000	$22,000	$0
COMPUTER SERVICES	110-82510-41350	LPR Maintenance				$0	$15,000	$15,000	$0
COMPUTER SERVICES	110-82510-41350	Service Express				$0	$22,000	$22,000	$0
COMPUTER SERVICES	110-82510-41350	SecureLink (SHI)				$0	$28,342	$28,342	$0
COMPUTER SERVICES	110-82510-41350	Fiber Mapping Solution				$0	$39,455	$0	$0
COMPUTER SERVICES	110-82510-41350	Open Counter				$0	$25,000	$25,000	$25,000
LEGAL SERVICES	110-82520-41350		$0	$0	$0	$0	$0	$0	$0
ENGINEERING SERVICES	110-82540-41350		$0	$0	$0	$0	$0	$0	$0
AERIAL PHOTOGRAPHY / MAPPING SERVICES	110-82550-41350		$25,276	$21,389	$27,000	$53,000	$95,000	$27,000	$21,800
AERIAL PHOTOGRAPHY / MAPPING SERVICES	110-82550-41350	3DHP Project with State of TN				$25,000	$27,000	$27,000	$21,800
AERIAL PHOTOGRAPHY / MAPPING SERVICES	110-82550-41350	NearMap				$28,000	$28,000	$0	$0
AERIAL PHOTOGRAPHY / MAPPING SERVICES	110-82550-41350	LiDAR Project				$0	$40,000	$0	$0

FY 2026 Information Technology Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
CONSULTANT SERVICES	110-82560-41350		$294,953	$152,864	$297,800	$297,800	$280,000	$328,800	$329,800
CONSULTANT SERVICES	110-82560-41350	Enterprise Application				$75,000	$75,000	$75,000	$75,000
CONSULTANT SERVICES	110-82560-41350	Annual Technology Security Assessment				$30,000	$30,000	$30,000	$30,000
CONSULTANT SERVICES	110-82560-41350	Customer Support				$5,000	$5,000	$5,000	$5,000
CONSULTANT SERVICES	110-82560-41350	Application Development				$5,000	$5,000	$15,000	$15,000
CONSULTANT SERVICES	110-82560-41350	Infrastructure				$15,000	$15,000	$15,000	$15,000
CONSULTANT SERVICES	110-82560-41350	GIS				$5,000	$5,000	$5,000	$5,000
CONSULTANT SERVICES	110-82560-41350	IS				$20,000	$20,000	$20,000	$20,000
CONSULTANT SERVICES	110-82560-41350	Microsoft Technical Account Management				$72,800	$35,000	$72,800	$72,800
CONSULTANT SERVICES	110-82560-41350	City Wide Scanning Project				$70,000	$70,000	$70,000	$70,000
CONSULTANT SERVICES	110-82560-41350	Nectar				$0	$20,000	$21,000	$22,000
OTHER CONTRACTUAL SERVICES	110-82599-41350		$23,121	$15,484	$21,500	$21,500	$21,500	$21,500	$2,150
OTHER CONTRACTUAL SERVICES	110-82599-41350	Middle TN Electric Wifi Pole rental				$21,500	$21,500	$21,500	$2,150
OTHER CONTRACTUAL SERVICES	110-82599-41350	Tower Maintenance				$0	$0	$0	$0
OTHER CONTRACTUAL SERVICES	110-82599-41350	Various				$0	$0	$0	$0
VEHICLE REPAIR & MAINTENANCE SERVICES	110-82610-41350		$361	$5,384	$1,500	$10,000	$5,000	$5,000	$5,000
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41350		$592	$653	$5,000	$1,500	$1,500	$1,500	$1,500
FIBER OPTIC SERVICE	110-82649-41350		$0	$0	$0	$0	$0	$0	$0
GROUNDS MAINTENANCE SERVICES	110-82654-41350		$0	$0	$0	$0	$0	$0	$0
BUILDING REPAIR & MAINTENANCE SERVICES	110-82660-41350		$0	$6,303	$0	$0	$0	$0	$0
OTHER REPAIR & MAINTENANCE SERVICES	110-82699-41350		$0	$1,363	$0	$0	$0	$0	$0
TUITION ASSISTANCE PROGRAM	110-82720-41350		$0	$0	$0	$0	$0	$0	$0
TRAINING, OUTSIDE	110-82780-41350		$17,855	$21,177	$40,000	$20,000	$40,000	$20,000	$40,000
TRAINING, OUTSIDE	110-82780-41350	Application Training				$10,000	$20,000	$20,000	$40,000
TRAINING, OUTSIDE	110-82780-41350	Network Training				$10,000	$20,000	$0	$0
TRAINING, IN-HOUSE	110-82790-41350		$0	$58	$200	$0	$200	$200	$200
REGISTRATIONS	110-82810-41350		$8,562	$16,357	$10,000	$12,000	$16,000	$10,500	$9,500
REGISTRATIONS	110-82810-41350	TN GIS User Group Conf - 3 GIS Employees				$1,500	$2,500	$1,500	$1,500
REGISTRATIONS	110-82810-41350	APCO Conf				$1,000	$3,000	$1,000	$500
REGISTRATIONS	110-82810-41350	Asset Management Conf				$2,000	$2,000	$2,000	$2,000
REGISTRATIONS	110-82810-41350	OnBase Conf				$3,000	$3,500	$3,500	$3,000

FY 2026 Information Technology Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
REGISTRATIONS	110-82810-41350	GP Conf				$2,500	$3,000	$2,500	$2,500
REGISTRATIONS	110-82810-41350	VMWare Explore				$2,000	$2,000	$0	$0
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41350		$1,407	$639	$1,500	$1,500	$1,550	$1,600	$1,650
AIR TRAVEL	110-82830-41350		$7,520	$5,625	$6,000	$6,000	$6,250	$6,500	$6,750
LODGING	110-82840-41350		$16,554	$7,760	$10,000	$10,000	$11,000	$12,000	$13,000
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41350		$1,720	$2,277	$2,000	$2,500	$2,550	$2,600	$2,650
OTHER TRAVEL EXPENSES	110-82890-41350		$1,145	$1,122	$1,000	$800	$850	$900	$950
OFFICE SUPPLIES	110-83110-41350		$6,407	$8,181	$7,000	$8,000	$8,050	$8,100	$8,150
OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	110-83120-41350		$387	$0	$1,001	$200	$200	$200	$200
EMPLOYEE BENEVOLENCE ITEMS	110-83130-41350		$84	$0	$200	$250	$150	$150	$150
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41350		$1,371	$2,193	$1,500	$1,400	$2,000	$2,100	$2,200
TRAINING SUPPLIES	110-83210-41350		$0	$0	$500	$0	$0	$0	$0
SAFETY SUPPLIES	110-83250-41350		$0	$0	$0	$0	$0	$0	$0
UNIFORMS PURCHASED	110-83260-41350		$2,355	$2,236	$3,000	$2,300	$2,400	$2,500	$2,600
OTHER OPERATING SUPPLIES	110-83299-41350		$12	$48	$200	$50	$50	$50	$50
GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	110-83310-41350		$2,838	$4,051	$3,000	$4,000	$4,100	$4,200	$4,300
MILEAGE (INSIDE WILLIAMSON COUNTY)	110-83320-41350		$0	$0	$200	$0	$0	$0	$0
FURNITURE, FIXTURES (<$50,000)	110-83510-41350		$2,439	$300	$5,000	$200	$500	$500	$500
VEHICLES (<$50,000)	110-83520-41350		$0	$0	$0	$0	$0	$0	$0
MACHINERY & EQUIPMENT (<$50,000)	110-83530-41350		$3,031	$4,737	$0	$1,500	$5,000	$5,000	$5,000
COMPUTER HARDWARE (<$50,000)	110-83540-41350		$208,725	$300,342	$190,000	$190,000	$192,000	$192,000	$235,000
COMPUTER HARDWARE (<$50,000)	110-83540-41350	Server Replacements				$25,000	$27,000	$27,000	$25,000
COMPUTER HARDWARE (<$50,000)	110-83540-41350	Network Gear				$100,000	$100,000	$100,000	$100,000
COMPUTER HARDWARE (<$50,000)	110-83540-41350	Computer Hardware Replacement				$30,000	$30,000	$30,000	$75,000
COMPUTER HARDWARE (<$50,000)	110-83540-41350	Camera Replacement				$35,000	$35,000	$35,000	$35,000
COMPUTER SOFTWARE (<$50,000)	110-83550-41350		$7,395	$3,773	$75,000	$205,000	$125,000	$20,000	$0
COMPUTER SOFTWARE (<$50,000)	110-83550-41350	HelpDesk Solution				$0	$50,000	$0	$0

FY 2026 Information Technology Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
COMPUTER SOFTWARE (<$50,000)	110-83550-41350	FY2025 PER: Security SIEM				$75,000	$75,000	$20,000	$0
COMPUTER SOFTWARE (<$50,000)	110-83550-41350	Base				$130,000	$0	$0	$0
Other Equipment (<$50,000)	110-83599-41350		$0	$286	$0	$0	$0	$0	$0
VEHICLE PARTS & SUPPLIES	110-83610-41350		$0	$0	$3,000	$0	$0	$0	$0
EQUIPMENT PARTS & SUPPLIES	110-83620-41350		$6,852	$18,317	$3,000	$2,000	$5,000	$6,000	$7,000
FIBER OPTIC SUPPLIES	110-83649-41350		$11,454	$43,057	$55,000	$12,000	$13,000	$14,000	$15,000
BUILDING MAINTENANCE SUPPLIES	110-83660-41350		$0	$0	$300	$0	$0	$0	$0
OTHER REPAIR & MAINTENANCE PARTS & SUPPLIES	110-83699-41350		$0	$0	$5,000	$0	$0	$0	$0
PROPERTY INSURANCE	110-85110-41350		$1,586	$1,729	$1,666	$1,660	$1,666	$1,749	$1,836
FRAUD INSURANCE	110-85111-41350		$10,352	$0	$10,870	$35	$10,870	$11,414	$11,984
INLAND MARINE INSURANCE	110-85112-41350		$20,830	$21,692	$21,522	$23,000	$21,522	$22,598	$23,728
AUTO PHYSICAL DAMAGE INSURANCE	110-85113-41350		$217	$277	$215	$300	$215	$225	$237
LIABILITY INSURANCE	110-85115-41350		$16,150	$101,878	$4,001	$3,715	$4,001	$4,201	$4,411
E&O LIABILITY INSURANCE	110-85116-41350		$5,775	$0	$5,150	$1,770	$5,150	$5,407	$5,677
VEHICLE LIABILITY INSURANCE	110-85117-41350		$1,965	$2,175	$1,931	$2,150	$1,931	$2,028	$2,129
LAW ENFORCEMENT LIABILITY INSURANCE	110-85118-41350		$0	$0	$0	$0	$0	$0	$0
UMBRELLA LIABILITY INSURANCE	110-85119-41350		$6,369	$3,362	$3,369	$875	$3,369	$3,537	$3,714
PROPERTY CLAIMS/DEDUCTIBLES	110-85120-41350		$0	$0	$0	$0	$0	$0	$0
PHYSICAL DAMAGE CLAIMS/DEDUCTIBLES	110-85123-41350		$0	$0	$0	$0	$0	$0	$0
LIABILITY CLAIMS/DEDUCTIBLES	110-85125-41350		$4,597	-$551	$0	$0	$0	$0	$0
E&O Settlements	110-85131-41350		$18,428	$0	$0	$0	$0	$0	$0
EQUIPMENT RENTAL & LEASES	110-85240-41350		$0	$1,157	$1,000	$1,000	$1,000	$1,000	$1,000
STORAGE RENTAL	110-85250-41350		$0	$0	$0	$0	$0	$0	$0
PERMITS	110-85310-41350		$0	$0	$0	$0	$0	$0	$0
STATE FEES	110-85320-41350		$0	$0	$0	$0	$0	$0	$0
MISCELLANEOUS	110-85990-41350		$626	$632	$3,000	$3,000	$3,000	$3,000	$3,000
PRINCIPAL	110-86100-41350		$0	$0	$0	$0	$0	$0	$0
INTEREST	110-86200-41350		$0	$0	$0	$0	$0	$0	$0
LEASE/LOAN PRINCIPAL	110-86600-41350		$46,889	$74,454	$0	$0	$0	$0	$0
LEASE/LOAN INTEREST	110-86700-41350		$1,200	$2,701	$0	$0	$0	$0	$0
REIMBURSEMENT OF INTERFUND SERVICES	110-87510-41350		-$648,031	-$915,780	-$915,778	-$915,778	-$915,778	-$943,251	-$971,548
Total Operating			**$2,113,370**	**$2,903,765**	**$2,903,140**	**$2,961,608**	**$3,437,895**	**$3,111,759**	**$2,747,077**

FY 2026 Information Technology Personnel, Operating, and Capital Budgets									
Account Name	**Account String**	**Itemizations**	**FY23 Actual**	**FY24 Actual**	**FY25 Budget**	**FY2025 EOY**	**FY2026 Budget**	**FY2027 Forecast**	**FY2028 Forecast**
Information Technology Capital									
VEHICLES (>$50,000)	110-89520-41350		$0	$0	$0	$0	$0	$0	$0
MACHINERY & EQUIPMENT (>$50,000)	110-89530-41350		$0	$0	$0	$0	$0	$0	$0
COMPUTER HARDWARE (>$50,000)	110-89540-41350		$224,518	$277,146	$325,000	$277,114	$400,000	$0	$0
COMPUTER HARDWARE (>$50,000)	110-89540-41350	Network Switches & Routers				$277,114	$300,000	$0	$0
COMPUTER HARDWARE (>$50,000)	110-89540-41350	Cyber Security Tools				$0	$100,000	$0	$0
COMPUTER SOFTWARE (>$50,000)	110-89550-41350		$0	$0	$0	$0	$0	$0	$0
Total Capital			**$224,518**	**$277,146**	**$325,000**	**$277,114**	**$400,000**	**$0**	**$0**
Total Information Technology Budget			**$5,391,642**	**$6,661,302**	**$6,770,066**	**$6,898,160**	**$7,617,079**	**$7,232,604**	**$7,087,533**

Program Enhancement Summary Form

Department/Division: 41350 INFORMATION TECHNOLOGY (IT)

Fund	Fiscal Year	Priority	Title	FTE	Comp.	Benefits	Operating	Capital	Total	Funded
110	FY2026	1	IS Developer I Position	1	$ 60,407	$ 24,471			$ 84,878	
110	FY2026	2	Data Center Solution	0			$ 43,000	$ 755,000	$ 798,000	
110	FY2026	3	EDGE INTELLIGENCE FOR TRAFFIC OP	0				$ 320,000	$ 320,000	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
			Totals	1	$ 60,407	$ 24,471	$ 43,000	$ 1,075,000	$ 1,202,878	$ -

Franklin*Forward* Requested Allocations for the Upcoming Budget Year

A Safe, Clean Livable City	$ 1,118,000
Sustainable Growth & Economic Vitality	$ -
Fiscally Sound	$ -
Quality Life Experiences	$ -
Organizational Health	$ -
Operational Excellence	$ 84,878
Total Franklin Forward Allocations	$ 1,202,878

Fund	Function	Requested Amount	Funded
	Personnel	**$ 84,878**	
	Operations	**$ 43,000**	
	Capital (Vehicles, Equipment, Buildings, etc.)	**$ 1,075,000**	
	Total	$ 1,202,878	$ -

Program Enhancement Request Form - Personnel (PER-P)

Use this form to spell out your request for additional personnel and associated costs.

Budget Year FY2026 **Intended Year** FY2026 **Priority** 1 of 3

Department-Division 41350 INFORMATION TECHNOLOGY (IT)

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

Title of Request: IS Developer I Position

Account Description	FY2026 Costs	Future FY Costs	Total FY2026	Total Impact
Compensation				
81110 REGULAR PAY	$ 60,407		$ 60,407	$ 60,407
			$ -	$ -
			$ -	$ -
Benefits				
FICA/MEDI (7.65%)	$ 4,621		$ 4,621	$ 4,621
Pension (Current 7.22%)	$ 4,361		$ 4,361	$ 4,361
Holiday (Yes 108.28 for FY and 9 Month, No for ineligible, existing, or 6 Month)	$ -		$ -	$ -
Supplemental Life (Existing Emp $0, New Emp FY $84, New Empl 9 Month $63, New Empl 6 $42)			$ -	$ -
Basic (.001575/ AD&D .0003/ DISAB .00304)	$ 44		$ 44	$ 44
MED/DNT/VIS (Existing Emp. Reclass $0, New Emp. FY $15,444, New Emp. 9 Month $11,583 , New Emp.6 Month $7,722)			$ 15,444	$ 15,444
Operating Expenses				
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Capital Expenses				
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Total Personnel			$ 84,878	$ 84,878

Purpose (Description) and Service Implication (if the request is not funded)

Addition of this role gives our IT group the ability to work on more customizations for software that will benefit all departments and staff. It also will help with the work load that is currently being carried by our IS Developer Role.

Program Enhancement Request Form - Operating and Capital (PER-OC)

Use this form to spell out your request for operating and capital purchases.

Budget Year FY2026 **Intended Year** FY2026 **Priority** 2 of 3

Department-Division 41350 INFORMATION TECHNOLOGY (IT)

FranklinForward Theme: A Safe, Clean, Livable City

Title of Request: Data Center Solution

Requested Funding				
Account Description	**FY2026 Costs**	**Future FY Costs**	**Total FY2026**	**Total Impact**
Operating Expenses				
		$43,000	$ -	$ 43,000
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Capital Expenses				
89540 COMPUTER HARDWARE (>$	$ 755,000.00		$ 755,000	$ 755,000
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Total Personnel			$ 755,000	$ 798,000

Purpose (Description) and Service Implication (if the request is not funded)

The Data Center Solution PER is the battery backup system and cooling solution for our data center located at the Police Department. This solution provides all backup power and cooling for our core network switches, routers, storage, and servers in our Data Center. This current system is end of life, parts for replacement are not in production any longer. We have worked to keep this solution in production as long as possible, but we are now requesting a replacement. This solution was implemented when the Police Department was built 2010. The lifespan of this new system is approximately 170K hours (20 years) with proper maintenance and replacement of disposable parts (filters, fans, etc.) Maintenance cost each year after will run approximately $43k annually for the solution.

Program Enhancement Request Form - Operating and Capital (PER-OC)

Use this form to spell out your request for operating and capital purchases.

Budget Year	FY2026	**Intended Year**	FY2026	**Priority**	3	of 3

Department-Division	41350 INFORMATION TECHNOLOGY (IT)
FranklinForward Theme:	A Safe, Clean, Livable City
Title of Request:	EDGE INTELLIGENCE FOR TRAFFIC OPERATIONS AND PREEMPTION

Requested Funding

Account Description	FY2026 Costs	Future FY Costs	Total FY2026	Total Impact
Operating Expenses				
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Capital Expenses				
89540 COMPUTER HARDWARE (>$	$ 160,000.00	$ 160,000.00	$ 160,000	$ 320,000
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Total Personnel			$ 160,000	$ 320,000

Purpose (Description) and Service Implication (if the request is not funded)

Edge Intelligence for traffic operations and preemption is a joint PER between Engineering, Fire and IT to provide smart traffic operating data for efficient traffic flow throughout the city. This technology is layered upon our fiber and physical network that is already in place.

HISTORIC
FRANKLIN
TENNESSEE

FY 2026 Operating Budget

Human Resources

Kevin G. Townsel, J.D., Director

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:

- City's recruitment, hiring and onboarding processes
- Administering the City's Pension, Defined Benefit, Defined Contribution Plan and TCRS plans
- Creating and implementing the HR Manual rules and regulations
- Managing the training of all City employees in OSHA regulations, Civil Treatment and other topics as required/needed
- Procuring and administering all Property and Casualty insurance, including the City's self-insured WC program
- Managing Safety Program for all City employees
- Managing employee benefits
- Conducting workplace investigations
- Classification and compensation administration
- Employee and supervisory training, and
- Procurement and administration of all lines of risk insurance.

Strategic support 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.

FY2025 Accomplishments

- With 90% participation from City employees, implemented Nectar, an employee recognition and rewards platform that fosters a culture of celebration within the City.
- Conducted a Public Safety compensation study, resulting in new pay scales for Police and Fire targeting the 90th percentile of the market along with salary increases to existing staff.
- Obtained a new background check vendor enhancing customer service to prospective employees and a quicker turnaround time for background checks in the hiring process.
- In conjunction with IT, revamped the Tuition Reimbursement program and the portal for employees to submit requests.

FY2025 Accomplishments (con't)

- Implemented two new benefit programs, Hinge Health and Health Advocate. Both are great resources for employees, retirees, and their dependents.
  - Hinge Health is a digital clinic for joint and muscle care. It can assist with pain management, recovering from an injury, or preparing for surgery.
  - Health Advocate is a service that assists employees, retirees, and their dependents to navigate their health by answering questions, scheduling appointments, providing clinical care management, etc.
- Hosted 18 gatherings of Team Talks all-staff meetings to help communicate important information to employees and give staff an opportunity to provide feedback to City leaders.
- Developed new leadership development and team building opportunities for City leaders to enhance organizational health.
- Implemented new Harassment Training program.
- The City of Franklin opted into TCRS's Military Service Retirement Credit provision. This allows employees hired after January 1, 2017 to establish prior service credit.
- In conjunction with IT, developed a request portal for employees considering retirement and wanting a retirement estimate to enhance service to staff.
- Excluding Police and Fire departments, over 3,000 online training courses were completed in Target Solutions.
- Digitized insurance files, medical files, personnel files, and retirement files. Over ~150,000 pages were scanned in Risk/Benefits and another ~150,000 pages of personnel files were organized and prepared for scanning by the HR team for an external vendor to digitize.

Performance Measures & Strategic Plan

The City of Franklin is in process of revising its Strategic Plan. First established in 2013, the City of Franklin 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.

The new strategic plan has six major goals. They include:

- Safe Clean Livable City
- Sustainable Growth & Economic Vitality
- Fiscally Sound
- Quality Life Experiences
- Organizational Health
- Operational Excellence

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.

Specific departmental strategic plan measures will be refined as the budget process continues.

HR FranklinForward Non-Financial Perf. Measures

Output Measure	FY2020	FY2021	FY2022	FY2023	FY2024
Amount					
Percent of the City of Franklin population that are female.	20.7	21.5	52.6	52.64	52.4
Number of employees who had accidents. Goal: 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.	74	70	89	74	111
Percent of City of Franklin Employees that are female. Goal: Actively recruit and retain a workforce representative of the community.	52.6	52.6	21.6	20.4	20.6
Number of lost work days by employees. Goal: 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.	283	150	70	209	364
Percent of the City of Franklin employees that are part of a minority classification. Goal: Actively recruit and retain a workforce representative of the community.	22.7	22.7	7.8	9.6	12.6
Number of credit hours reimbursed for employees. Goal: 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.	185	230	127	198	277
City for Franklin's percentile of the equivalent job expectations as reflected in the marketplace. Goal: Be in the 70th percentile	0	0	75	75	80
Percent of the City of Franklin population that are a minority.	7.9	8.5	22.7	20.67	26.9
AMOUNT	**645.9**	**555.3**	**465.7**	**659.31**	**944.5**

General Performance Measures

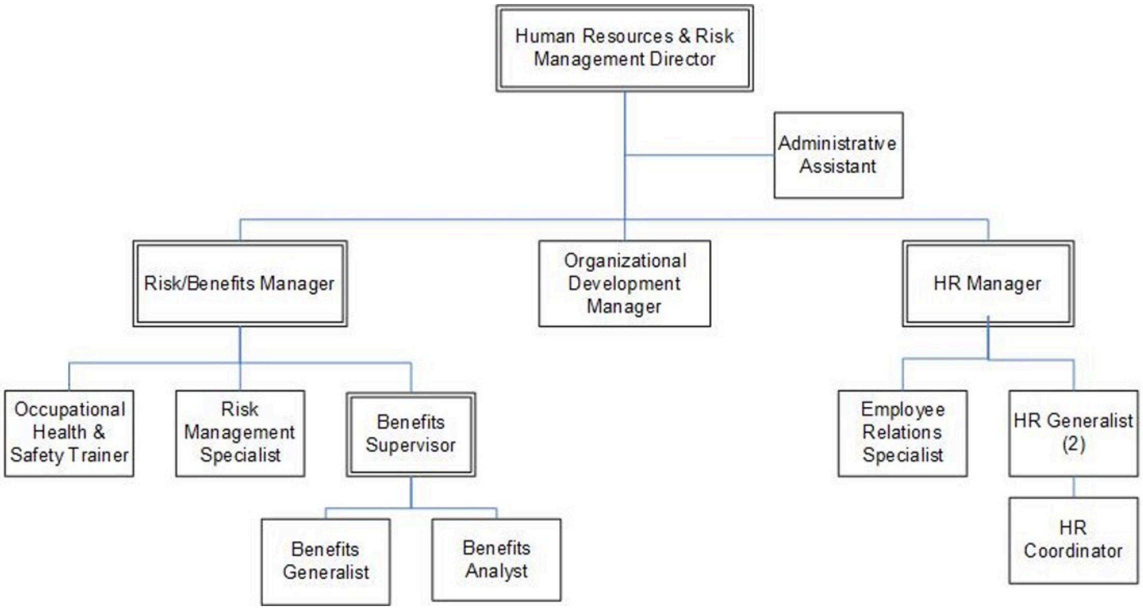
HR Financial Performance Measures

Output Measure	FY2020	FY2021	FY2022	FY2023	FY2024
Amount					
Human Resources cost per total FTE (city-wide).	$1,629	$1,519	$1,843	$1,835	$2,608
Worker's compensation paid per policy year.	$0	$23,763	$301,917	$447,962	$536,574
Total HR Department expenditures.	$1,270,498	$1,148,280	$1,433,482	$1,431,668	$2,044,679
AMOUNT	**$1,272,127**	**$1,173,562**	**$1,737,242**	**$1,881,465**	**$2,583,861**

HR Non-Financial Performance Measures

Output Measure	FY2020	FY2021	FY2022	FY2023	FY2024
Amount					
Number of externally advertised vacancies.	44	75	82	75	65
Number of budgeted full-time positions.	749	733	778	780	784
Number of requisitions approved (internal and external).	54	68	141	84	71
Number of budgeted part-time positions.	31	23	16	24	19
Total number of HR FTEs.	12	12	11	14	14
Number of new employees hired.	40	70	122	95	97
Number of new hires that were from within ranks (promotions).	23	50	68	41	46
Number of OSHA 300 log recordable injuries or illnesses.	19	20	23	46	25
Average number of applications per advertised position.	57.36	53.33	44.03	43.6	69.44
Number of applications processed (internal and external).	2,692	4,200	3,611	3,270	4,696
Percentage of employee turnover for full-time positions (does not include retirees).	6.5	7	10.6	7.8	7.4
Number of Worker's Compensation claims.	53	53	50	74	51
Average number of days to fill a position.	68	60	75	72	67.64
Number of processed external applications.	2,524	4,000	3,495	3,106	4,514
Number of HR Staff per 100 employees.	1.54	1.59	1.39	1.8	1.78
AMOUNT	**6,374.4**	**9,425.92**	**8,528.02**	**7,734.2**	**10,528.26**

Organizational Chart



Staffing by Position

Positions	Pay Grade	FY 2022		FY 2023		FY 2024		FY 2025		FY 2026	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
HR & Risk Management Director	N	1	0	1	0	1	0	1	0	1	0
Risk/Benefits Manager	K	1	0	1	0	1	0	1	0	1	0
Organizational Development Manager	K	0	0	1	0	1	0	1	0	1	0
HR Manager	K	1	0	1	0	1	0	1	0	1	0
Benefits Supervisor	I	0	0	1	0	1	0	1	0	1	0
Benefits Specialist	---	1	0	0	0	0	0	0	0	0	0
Risk Management Specialist	I	1	0	1	0	1	0	1	0	1	0
Occupational Health & Safety Trainer	H	1	0	1	0	1	0	1	0	1	0
Employee Relations Specialist	H	1	0	1	0	1	0	1	0	1	0
Risk/Benefits Analyst	H	0	0	1	0	1	0	1	0	1	0
Benefits Generalist	G	0	0	1	0	1	0	1	0	1	0
HR Generalist	G	3	0	2	0	2	0	2	0	2	0
HR Coordinator	F	0	0	0	0	0	0	1	0	1	0
Administrative Assistant	E	2	0	2	0	2	0	1	0	1	0
Totals		**12**	**0**	**14**	**0**	**14**	**0**	**14**	**0**	**14**	**0**

Budget Summary

Human Resources

	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	EOY 2025	BUDGET 2026		
	FY2023	**FY2024**	**FY2025**	**FY2025**	**FY2026**	**25 v. 26 Difference $**	**25 v. 26 Difference %**
Expenses							
110 - GENERAL FUND							
PERSONNEL							
PERSONNEL (81000)	$1,510,790	$1,732,942	$1,777,285	$1,842,427	$1,838,005	$60,720	3.4%
PERSONNEL TOTAL	**$1,510,790**	**$1,732,942**	**$1,777,285**	**$1,842,427**	**$1,838,005**	**$60,720**	**3.4%**
OPERATIONS							
SERVICES (82000)	$422,713	$463,580	$694,850	$700,670	$682,675	($12,175)	(1.8%)
SUPPLIES (83000)	$54,202	$38,923	$68,700	$68,750	$55,050	($13,650)	(19.9%)
OPERATIONAL UNITS (84000)	–	–	–	$8,000	$0	$0	–
BUSINESS EXPENSES (85000)	$22,610	$23,011	$24,026	$24,750	$500	($23,526)	(97.9%)
DEBT SERVICE (86000)	–	–	–	$0	$0	$0	–
REIMBURSEMENT OF EXPENDITURES (87500)	($229,631)	($439,006)	($439,006)	($439,006)	($439,006)	$0	0.0%
OPERATIONS TOTAL	**$269,894**	**$86,508**	**$348,570**	**$363,164**	**$299,219**	**($49,351)**	**(14.2%)**
CAPITAL	–	–	–	$0	$0	$0	–
110 - GENERAL FUND TOTAL	**$1,780,684**	**$1,819,450**	**$2,125,855**	**$2,205,591**	**$2,137,224**	**$11,369**	**0.5%**
EXPENSES TOTAL	**$1,780,684**	**$1,819,450**	**$2,125,855**	**$2,205,591**	**$2,137,224**	**$11,369**	**0.5%**

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FY 2026 Human Resources Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
Human Resources Personnel									
REGULAR PAY	110-81110-41650		$1,096,866	$1,276,393	$1,297,872	$1,311,524	$1,311,863	$1,445,086	$1,513,742
ARPA - COVID19 LEAVE/ISOLATION	110-81112-41650		$0	$0	$0	$0	$0	$0	$0
FAMILY LEAVE PAY	110-81113-41650		$0	$0	$0	$0	$0	$0	$0
OVERTIME PAY	110-81120-41650		$5,990	$1,387	$4,859	$500	$3,000	$3,000	$3,000
TEMPORARY WORK BY NON-CITY EMPLOYEES	110-81150-41650		$0	$0	$0	$0	$0	$0	$0
VACANCY ADJUSTMENT	110-81199-41650		$0	$0	-$40,459	$0	-$45,915	-$50,578	-$52,981
FICA (EMPLOYER'S SHARE)	110-81410-41650		$80,899	$93,790	$95,266	$100,332	$104,845	$109,728	$116,368
MEDICAL PREMIUMS	110-81420-41650		$223,501	$232,199	$216,940	$224,769	$249,804	$274,784	$302,263
NEAR-SITE CLINIC (URGENT TEAM)	110-81422-41650		$7,146	$6,790	$6,360	$6,525	$6,540	$6,540	$6,540
VISION PREMIUMS	110-81425-41650		$1,441	$1,415	$1,645	$1,444	$1,605	$1,766	$1,942
DENTAL INSURANCE PREMIUMS	110-81430-41650		$9,596	$10,240	$11,794	$10,952	$12,160	$13,376	$14,714
FSA ADMINISTRATION FEES	110-81431-41650		$115	$125	$115	$115	$121	$127	$133
GROUP INSURANCE PREMIUMS	110-81433-41650		$5,417	$6,089	$6,434	$6,666	$7,947	$8,288	$8,175
EE MEDICAL INSURANCE CONTRIBUTIONS	110-81440-41650		-$37,074	-$40,947	-$44,312	-$40,231	-$44,201	-$48,621	-$53,482
CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	110-81441-41650		$6,000	$11,200	$9,600	$8,400	$8,400	$8,400	$8,400
EE DENTAL INSURANCE CONTRIBUTIONS	110-81443-41650		-$1,839	-$2,124	-$2,319	-$2,141	-$2,377	-$2,615	-$2,877
EE VISION INSURANCE CONTRIBUTIONS	110-81444-41650		-$269	-$287	-$323	-$284	-$316	-$347	-$382
RETIREMENT HEALTH SAVINGS ACCOUNTS	110-81445-41650		$0	$0	$0	$0	$0	$0	$0
RETIREMENT CONTRIBUTIONS	110-81450-41650		$51,347	$69,844	$140,634	$140,634	$147,666	$155,049	$162,801
DEFINED CONTRIBUTION MATCH (CLOSED)	110-81455-41650		$3,675	$0	$5,174	$0	$0	$0	$0
DEFINED CONTRIBUTION MATCH (TCRS)	110-81456-41650		$53,785	$60,335	$64,767	$61,822	$64,928	$68,213	$71,669
Defined Cont Match (2017)	110-81458-41650		$0	$3,785	$0	$8,200	$8,600	$9,000	$9,500
UNEMPLOYMENT CLAIMS	110-81460-41650		$0	$47	$0	$0	$0	$0	$0
WORKERS COMPENSATION PREMIUMS	110-81470-41650		$3,171	$2,663	$3,238	$2,700	$2,835	$2,977	$3,126
WORKERS COMPENSATION CLAIMS	110-81475-41650		$1,025	$0	$0	$500	$500	$500	$500
CAR ALLOWANCE	110-81482-41650		$0	$0	$0	$0	$0	$0	$0
Total Personnel			**$1,510,790**	**$1,732,942**	**$1,777,285**	**$1,842,427**	**$1,838,005**	**$2,004,673**	**$2,113,151**
Human Resources Operating									

FY 2026 Human Resources Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
MAILING & OUTBOUND SHIPPING SERVICES	110-82110-41650		$2,605	$3,004	$3,000	$3,000	$3,000	$3,500	$3,500
FREIGHT FOR INBOUND PURCHASED ITEMS	110-82120-41650		$0	$0	$0	$0	$0	$1,000	$1,000
VEHICLE LICENSES & TITLES	110-82130-41650		$21	$0	$100	$0	$0	$100	$100
PRINTING & COPYING SERVICES, OUTSOURCED	110-82210-41650		$1,036	$1,911	$1,500	$1,500	$1,500	$1,000	$1,000
TRANSCRIPTION FEES	110-82240-41650		$0	$0	$0	$0	$0	$100	$100
TESTING & PHYSICALS	110-82250-41650		$471	$2,163	$2,000	$500	$500	$2,000	$2,000
UNIFORM RENTAL & SERVICES	110-82260-41650		$0	$0	$0	$0	$0	$0	$0
OTHER OPERATING SERVICES	110-82299-41650		$2,311	$2,393	$16,800	$2,500	$2,500	$1,800	$1,800
OTHER OPERATING SERVICES	110-82299-41650	Base Amount				$2,500	$2,500	$1,800	$1,800
OTHER OPERATING SERVICES	110-82299-41650	FY 2024 PER - Certificate of Insurance Tracking System				$0	$0	$0	$0
LEGAL NOTICES	110-82310-41650		$57	$33	$0	$150	$150	$0	$0
CITIZENS ACADEMIES	110-82330-41650		$0	$0	$0	$0	$200	$0	$0
LEADERSHIP RETREATS	110-82340-41650		$0	$0	$12,000	$12,000	$12,000	$7,500	$7,500
DUES FOR MEMBERSHIPS	110-82350-41650		$7,158	$9,675	$10,000	$10,000	$10,000	$10,000	$10,000
PROFESSIONAL STANDARDS / ACCREDITATION	110-82355-41650		$87	$2,245	$7,000	$5,000	$6,000	$5,000	$5,000
PROFESSIONAL STANDARDS / ACCREDITATION	110-82355-41650	Base				$5,000	$1,000	$5,000	$5,000
PROFESSIONAL STANDARDS / ACCREDITATION	110-82355-41650	Civil Treatment Staff Certification				$0	$3,000	$0	$0
PROFESSIONAL STANDARDS / ACCREDITATION	110-82355-41650	Staff Certifications				$0	$2,000	$0	$0
PUBLIC RELATIONS & EDUCATION (CITY SPONSORED0	110-82360-41650		$0	$0	$0	$0	$0	$0	$0
PROMOTIONS & SPECIAL EVENTS (NOT CITY SPONSORED)	110-82370-41650		$0	$179	$3,000	$3,000	$2,500	$4,000	$4,500
EMERGENCY RELIEF	110-82371-41650		$0	$0	$2,000	$2,000	$2,000	$2,000	$2,000
RECRUITMENT	110-82373-41650		$7,022	$17,111	$25,000	$56,000	$33,000	$12,000	$12,000
RECRUITMENT	110-82373-41650	LinkedIn Recruiter				$15,000	$19,000	$12,000	$12,000
RECRUITMENT	110-82373-41650	Job Fairs & Public Outreach				$5,000	$4,000	$0	$0
RECRUITMENT	110-82373-41650	Base				$5,000	$3,000	$0	$0
RECRUITMENT	110-82373-41650	Police & Fire Website Updates				$11,000	$0	$0	$0
RECRUITMENT	110-82373-41650	Executive Search				$20,000	$5,000	$0	$0
RECRUITMENT	110-82373-41650	National Testing Network - Public Safety Recruiting				$0	$2,000	$0	$0
PUBLICATIONS, NON-TRAINING	110-82390-41650		$235	$135	$250	$250	$250	$250	$250
TELEPHONE SERVICE	110-82450-41650		$440	$600	$1,400	$600	$0	$0	$0

FY 2026 Human Resources Personnel, Operating, and Capital Budgets									
Account Name	**Account String**	**Itemizations**	**FY23 Actual**	**FY24 Actual**	**FY25 Budget**	**FY2025 EOY**	**FY2026 Budget**	**FY2027 Forecast**	**FY2028 Forecast**
800 MHZ ACCESS LINE SERVICE	110-82451-41650		$0	$0	$100	$0	$0	$0	$0
CELLULAR TELEPHONE SERVICE	110-82455-41650		$6,447	$5,999	$6,500	$6,500	$6,500	$6,500	$6,500
INTERNET & RELATED SERVICES	110-82470-41650		$6,814	$3,276	$2,800	$3,500	$0	$0	$0
9-1-1 CHARGES	110-82480-41650		$0	$0	$0	$0	$0	$0	$0
CONNECTION CHARGES	110-82483-41650		$56	$0	$0	$0	$0	$0	$0
COMPUTER SERVICES	110-82510-41650		$1,312	$30,814	$3,425	$8,075	$9,075	$0	$0
COMPUTER SERVICES	110-82510-41650	Canva				$700	$700	$0	$0
COMPUTER SERVICES	110-82510-41650	Survey Monkey				$1,800	$1,800	$0	$0
COMPUTER SERVICES	110-82510-41650	Doodle				$575	$575	$0	$0
COMPUTER SERVICES	110-82510-41650	Smartsheet				$800	$800	$0	$0
COMPUTER SERVICES	110-82510-41650	Adobe Acrobat				$1,200	$1,200	$0	$0
COMPUTER SERVICES	110-82510-41650	Base				$3,000	$2,000	$0	$0
COMPUTER SERVICES	110-82510-41650	Zoom				$0	$2,000	$0	$0
LEGAL SERVICES	110-82520-41650		$0	$0	$12,000	$17,000	$18,000	$12,000	$12,000
LEGAL SERVICES	110-82520-41650	Attorney Services - Workplace Investigations				$15,000	$16,000	$12,000	$12,000
LEGAL SERVICES	110-82520-41650	Base				$2,000	$2,000	$0	$0
CONSULTANT SERVICES	110-82560-41650		$81,567	$80,997	$138,500	$142,975	$132,975	$138,500	$151,500
CONSULTANT SERVICES	110-82560-41650	Benefits Consultant				$75,000	$75,000	$57,000	$57,000
CONSULTANT SERVICES	110-82560-41650	Wage & Classification Consultant (Burris, & Thompson Associates)				$30,000	$6,500	$30,000	$30,000
CONSULTANT SERVICES	110-82560-41650	Energage Employee Survey				$19,975	$19,975	$23,000	$23,000
CONSULTANT SERVICES	110-82560-41650	Actuarial Services - WC Self-insured program				$5,500	$5,500	$5,500	$5,500
CONSULTANT SERVICES	110-82560-41650	Property Appraisals				$9,500	$10,000	$20,000	$20,000
CONSULTANT SERVICES	110-82560-41650	OPEB Expense				$0	$13,000	$0	$13,000
CONSULTANT SERVICES	110-82560-41650	Base				$3,000	$3,000	$3,000	$3,000
OTHER CONTRACTUAL SERVICES	110-82599-41650		$0	$10,525	$20,000	$10,000	$20,000	$9,002	$9,000
OTHER CONTRACTUAL SERVICES	110-82599-41650	Quench (water cooler)				$1,000	$1,000	$9,001	$9,000
OTHER CONTRACTUAL SERVICES	110-82599-41650	Samba Safety - monthly MVR checks				$9,000	$19,000	$1	$0
VEHICLE REPAIR & MAINTENANCE SERVICES	110-82610-41650		$2,857	$354	$2,750	$6,000	$6,000	$2,750	$2,750
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41650		$2,360	$1,102	$3,000	$3,000	$3,000	$3,500	$3,500
BUILDING REPAIR & MAINTENANCE SERVICES	110-82660-41650		$0	$0	$0	$0	$0	$0	$0
OTHER REPAIR & MAINTENANCE SERVICES	110-82699-41650		$0	$0	$0	$0	$0	$0	$0
RETIREMENT SERVICES	110-82710-41650		$0	$0	$0	$0	$0	$0	$0

FY 2026 Human Resources Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
TUITION ASSISTANCE PROGRAM	110-82720-41650	22 Participants across 6 departments	$119,547	$122,071	$130,000	$135,000	$130,000	$125,000	$125,000
TUITION ASSISTANCE PROGRAM	110-82720-41650	BNS -3				$135,000	$130,000	$125,000	$125,000
TUITION ASSISTANCE PROGRAM	110-82720-41650	Fire - 12				$0	$0	$0	$0
TUITION ASSISTANCE PROGRAM	110-82720-41650	Finance - 2				$0	$0	$0	$0
TUITION ASSISTANCE PROGRAM	110-82720-41650	Planning - 1				$0	$0	$0	$0
TUITION ASSISTANCE PROGRAM	110-82720-41650	Police - 3				$0	$0	$0	$0
TUITION ASSISTANCE PROGRAM	110-82720-41650	SES - 1				$0	$0	$0	$0
EMPLOYEE ASSISTANCE PROGRAM	110-82730-41650		$18,579	$19,219	$25,000	$25,000	$25,000	$25,000	$25,000
EMPLOYEE ASSISTANCE PROGRAM	110-82730-41650	Ulliance - we pay per employee per month regardless of usage. Charged by quarters.				$25,000	$25,000	$25,000	$25,000
EMPLOYEE WELLNESS PROGRAM	110-82740-41650		$15,824	$36,107	$38,250	$38,250	$38,250	$38,250	$38,250
EMPLOYEE WELLNESS PROGRAM	110-82740-41650	Retro Sno - month of July - Heat Awareness				$1,500	$1,500	$1,500	$1,500
EMPLOYEE WELLNESS PROGRAM	110-82740-41650	Food for Lunch & Learn meetings				$1,000	$1,000	$1,000	$1,000
EMPLOYEE WELLNESS PROGRAM	110-82740-41650	Door prizes for Walking Challenges, Hold it For the Holidays, Employee Benefits Day, etc				$1,000	$1,000	$1,000	$1,000
EMPLOYEE WELLNESS PROGRAM	110-82740-41650	Benefits Newsletter - annual				$3,200	$3,200	$3,200	$3,200
EMPLOYEE WELLNESS PROGRAM	110-82740-41650	Fitness Direct - preventative maintenance for City Hall and outlying gyms.				$800	$800	$800	$800
EMPLOYEE WELLNESS PROGRAM	110-82740-41650	Base				$30,750	$30,750	$30,750	$30,750
EMPLOYEE RECOGNITION/RECEPTIONS	110-82750-41650		$44,554	$52,365	$77,400	$67,600	$62,700	$58,800	$58,800
EMPLOYEE RECOGNITION/RECEPTIONS	110-82750-41650	Holiday Breakfast				$12,000	$14,000	$14,000	$14,000
EMPLOYEE RECOGNITION/RECEPTIONS	110-82750-41650	Public Service Recognition Week				$10,000	$12,000	$12,000	$12,000

FY 2026 Human Resources Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
EMPLOYEE RECOGNITION/RECEPTIONS	110-82750-41650	Retirement Receptions				$5,000	$5,000	$5,000	$5,000
EMPLOYEE RECOGNITION/RECEPTIONS	110-82750-41650	Halloween Party				$1,000	$1,200	$1,500	$1,500
EMPLOYEE RECOGNITION/RECEPTIONS	110-82750-41650	Service Awards				$14,000	$14,000	$9,800	$9,800
EMPLOYEE RECOGNITION/RECEPTIONS	110-82750-41650	Employee of the Quarter				$4,000	$4,000	$4,000	$4,000
EMPLOYEE RECOGNITION/RECEPTIONS	110-82750-41650	Base				$3,000	$5,000	$5,000	$5,000
EMPLOYEE RECOGNITION/RECEPTIONS	110-82750-41650	Employee Survey Lunches				$0	$7,500	$7,500	$7,500
EMPLOYEE RECOGNITION/RECEPTIONS	110-82750-41650	Nectar Platform				$18,600	$0	$0	$0
SAFETY PROGRAM	110-82760-41650		$52,750	$18,278	$29,000	$29,500	$31,000	$29,000	$29,000
SAFETY PROGRAM	110-82760-41650	Retro Sno - Done in July for Heat Awareness Month				$1,400	$1,400	$1,400	$1,400
SAFETY PROGRAM	110-82760-41650	Health & Safety Fair - Rental Fee for location				$2,100	$2,100	$2,100	$2,100
SAFETY PROGRAM	110-82760-41650	Items for Health & Safety giveways				$5,000	$5,000	$5,000	$5,000
SAFETY PROGRAM	110-82760-41650	Food for Health & Safety Fair				$5,000	$5,000	$5,000	$5,000
SAFETY PROGRAM	110-82760-41650	Safety Supplies for departments - quenchers, cooling towels, etc.				$4,000	$4,000	$4,000	$4,000
SAFETY PROGRAM	110-82760-41650	CPR Mannequin + Supplies				$0	$1,500	$1,500	$1,500
SAFETY PROGRAM	110-82760-41650	Base				$12,000	$12,000	$10,000	$10,000
TRAINING, OUTSIDE	110-82780-41650		$4,789	$9,568	$47,500	$47,770	$38,000	$43,000	$43,000
TRAINING, OUTSIDE	110-82780-41650	Civil Treatment				$4,770	$0	$5,000	$5,000
TRAINING, OUTSIDE	110-82780-41650	Leadership Training & Development				$5,000	$0	$0	$0
TRAINING, OUTSIDE	110-82780-41650	Employee Training & Development				$0	$0	$0	$0
TRAINING, OUTSIDE	110-82780-41650	Base				$38,000	$38,000	$38,000	$38,000
TRAINING, IN-HOUSE	110-82790-41650		$12,221	$9,973	$30,000	$18,000	$42,500	$25,000	$25,000
TRAINING, IN-HOUSE	110-82790-41650	LinkedIn Learning				$15,000	$20,000	$25,000	$25,000
TRAINING, IN-HOUSE	110-82790-41650	Base				$0	$10,000	$0	$0
TRAINING, IN-HOUSE	110-82790-41650	Civil Treatment				$0	$5,000	$0	$0
TRAINING, IN-HOUSE	110-82790-41650	Leadership Training Program				$0	$0	$0	$0
TRAINING, IN-HOUSE	110-82790-41650	Employee Development Program				$0	$0	$0	$0
TRAINING, IN-HOUSE	110-82790-41650	Mentorship Program				$3,000	$7,500	$0	$0
REGISTRATIONS	110-82810-41650		$13,945	$9,032	$20,500	$20,500	$21,500	$20,500	$20,500

FY 2026 Human Resources Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
REGISTRATIONS	110-82810-41650	RIMS - The Risk Management Society National Conference - Risk Staff				$3,175	$3,500	$3,175	$3,175
REGISTRATIONS	110-82810-41650	SHRM - Society for Human Resource Management National Conference				$6,300	$6,500	$6,300	$6,300
REGISTRATIONS	110-82810-41650	TN SHRM - State Conference				$900	$1,500	$900	$900
REGISTRATIONS	110-82810-41650	Base				$10,125	$10,000	$10,125	$10,125
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41650		$1,838	$767	$1,000	$1,500	$1,500	$1,000	$1,000
AIR TRAVEL	110-82830-41650		$4,661	$3,145	$7,000	$7,000	$7,000	$7,000	$7,000
LODGING	110-82840-41650		$9,695	$9,523	$14,000	$14,000	$14,000	$14,000	$14,000
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41650		$1,364	$715	$2,000	$2,500	$2,000	$2,000	$2,000
OTHER TRAVEL EXPENSES	110-82890-41650		$90	$300	$75	$500	$75	$75	$75
OFFICE SUPPLIES	110-83110-41650		$9,983	$8,803	$10,000	$7,500	$10,000	$9,500	$9,500
OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	110-83120-41650		$111	$0	$1,000	$250	$1,000	$1,001	$1,000
EMPLOYEE BENEVOLENCE ITEMS	110-83130-41650		$0	$0	$2,500	$500	$2,500	$2,500	$2,500
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41650		$12,590	$11,165	$17,000	$17,000	$17,000	$17,000	$17,000
TRAINING SUPPLIES	110-83210-41650		$427	$337	$2,000	$2,000	$2,000	$2,000	$2,000
MEDICAL SUPPLIES	110-83240-41650		$0	$0	$0	$0	$0	$0	$0
SAFETY SUPPLIES	110-83250-41650		$242	$174	$0	$250	$250	$0	$0
UNIFORMS PURCHASED	110-83260-41650		$3,080	$1,123	$1,500	$1,500	$1,500	$1,500	$1,500
OTHER OPERATING SUPPLIES	110-83299-41650		$1,462	$0	$2,000	$1,500	$2,000	$2,000	$2,000
GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	110-83310-41650		$3,597	$3,096	$4,200	$3,750	$4,200	$4,410	$4,631
MILEAGE (INSIDE WILLIAMSON COUNTY)	110-83320-41650		$0	$0	$0	$0	$100	$0	$0
FURNITURE, FIXTURES (<$50,000)	110-83510-41650		$488	$0	$3,000	$1,000	$500	$4,000	$4,000
MACHINERY & EQUIPMENT (<$50,000)	110-83530-41650		$1,329	$979	$0	$8,000	$0	$0	$0
MACHINERY & EQUIPMENT (<$50,000)	110-83530-41650	New Badge Printer				$8,000	$0	$0	$0
COMPUTER HARDWARE (<$50,000)	110-83540-41650		$18,496	$12,131	$10,000	$10,000	$12,000	$10,000	$10,000
COMPUTER SOFTWARE (<$50,000)	110-83550-41650		$1,302	$1,092	$15,000	$15,000	$1,500	$32,000	$32,000
EQUIPMENT PARTS & SUPPLIES	110-83620-41650		$1,096	$24	$500	$500	$500	$500	$500

FY 2026 Human Resources Personnel, Operating, and Capital Budgets									
Account Name	**Account String**	**Itemizations**	**FY23 Actual**	**FY24 Actual**	**FY25 Budget**	**FY2025 EOY**	**FY2026 Budget**	**FY2027 Forecast**	**FY2028 Forecast**
BUILDING MAINTENANCE SUPPLIES	110-83660-41650		$0	$0	$0	$0	$0	$0	$0
OTHER REPAIR & MAINTENANCE PARTS & SUPPLIES	110-83699-41650		$0	$0	$0	$0	$0	$0	$0
CITY SPONSORED TRAINING PROGRAM	110-84610-41650		$0	$0	$0	$8,000	$0	$8,000	$8,000
PROPERTY INSURANCE	110-85110-41650		$1,492	$1,630	$1,712	$1,660	$0	$0	$0
FRAUD INSURANCE	110-85111-41650		$3,658	$0	$0	$55	$0	$0	$0
INLAND MARINE INSURANCE	110-85112-41650		$812	$845	$888	$900	$0	$0	$0
AUTO PHYSICAL DAMAGE INSURANCE	110-85113-41650		$171	$162	$171	$160	$0	$0	$0
LIABILITY INSURANCE	110-85115-41650		$1,654	$7,389	$7,759	$5,860	$0	$0	$0
E&O LIABILITY INSURANCE	110-85116-41650		$2,041	$0	$0	$2,790	$0	$0	$0
VEHICLE LIABILITY INSURANCE	110-85117-41650		$1,637	$1,450	$1,523	$1,415	$0	$0	$0
LAW ENFORCEMENT LIABILITY INSURANCE	110-85118-41650		$0	$0	$0	$0	$0	$0	$0
UMBRELLA LIABILITY INSURANCE	110-85119-41650		$1,126	$1,080	$1,135	$1,360	$0	$0	$0
PROPERTY CLAIMS/DEDUCTIBLES	110-85120-41650		$0	$321	$338	$0	$0	$0	$0
PHYSICAL DAMAGE CLAIMS/DEDUCTIBLES	110-85123-41650		$0	$0	$0	$0	$0	$0	$0
VEHICLE LIABILITY CLAIMS/DEDUCTIBLES	110-85127-41650		$0	$0	$0	$0	$0	$0	$0
SURETY/NOTARY COSTS	110-85140-41650		$10,000	$10,050	$10,000	$10,050	$0	$0	$0
SURETY/NOTARY COSTS	110-85140-41650	Annual surety bond renewal with State of TN for Self-Insured WC program				$10,050	$0	$0	$0
VEHICLE RENTAL (INSIDE WILLIAMSON COUNTY)	110-85260-41650		$0	$0	$0	$0	$0	$0	$0
STATE FEES	110-85320-41650		$0	$0	$0	$0	$0	$0	$0
E-COMMERCE FEES	110-85530-41650		$19	$76	$0	$0	$0	$0	$0
LATE CHARGES	110-85580-41650		$0	$0	$0	$0	$0	$0	$0
BOND COMPLIANCE	110-85590-41650		$0	$0	$0	$0	$0	$0	$0
MISCELLANEOUS	110-85990-41650		$0	$7	$500	$500	$500	$500	$500
PRINCIPAL	110-86100-41650		$0	$0	$0	$0	$0	$0	$0
INTEREST	110-86200-41650		$0	$0	$0	$0	$0	$0	$0
LEASE/LOAN PRINCIPAL	110-86600-41650		$0	$0	$0	$0	$0	$0	$0
LEASE/LOAN INTEREST	110-86700-41650		$0	$0	$0	$0	$0	$0	$0
REIMBURSEMENT OF INTERFUND SERVICES	110-87510-41650		-$229,631	-$439,006	-$439,006	-$439,006	-$439,006	-$452,176	-$465,741
Total Operating			**$269,894**	**$86,508**	**$348,570**	**$363,164**	**$299,219**	**$253,862**	**$254,015**

FY 2026 Human Resources Personnel, Operating, and Capital Budgets									
Account Name	**Account String**	**Itemizations**	**FY23 Actual**	**FY24 Actual**	**FY25 Budget**	**FY2025 EOY**	**FY2026 Budget**	**FY2027 Forecast**	**FY2028 Forecast**
Human Resources Capital									
FURNITURE, FIXTURE (>$50,000)	110-89510-41650		$0	$0	$0	$0	$0	$0	$0
VEHICLES (>$50,000)	110-89520-41650		$0	$0	$0	$0	$0	$0	$0
MACHINERY & EQUIPMENT (>$50,000)	110-89530-41650		$0	$0	$0	$0	$0	$0	$0
COMPUTER SOFTWARE (>$50,000)	110-89550-41650		$0	$0	$0	$0	$0	$0	$0
Total Capital			**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
Total Human Resources Budget			**$1,780,684**	**$1,819,450**	**$2,125,855**	**$2,205,591**	**$2,137,224**	**$2,258,535**	**$2,367,166**

Program Enhancement Summary Form

Department/Division: 41650 HUMAN RESOURCES

Fund	Fiscal Year	Priority	Title	FTE	Comp.	Benefits	Operating	Capital	Total	Funded
110	FY2026	1	Leadership and Management Development	0			$ 108,000		$ 108,000	
110	FY2026	2	Human Resources Generalist	1	$ 60,407	$ 24,742			$ 85,149	
110	FY2026	3	Upgrade Employee Relations Specialist to Empl. Relations Supervisor	0	$ 12,000	$ 1,809			$ 13,809	
110	FY2028	4	Add Benefits Manager	1	$ 96,762	$ 14,586			$ 111,348	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
			Totals	2	$ 169,169	$ 41,137	$ 108,000	$ -	$ 318,306	$ -

Franklin*Forward* Requested Allocations for the Upcoming Budget Year

A Safe, Clean Livable City	$ -
Sustainable Growth & Economic Vitality	$ -
Fiscally Sound	$ -
Quality Life Experiences	$ -
Organizational Health	$ 108,000
Operational Excellence	$ 98,958
Total Franklin Forward Allocations	$ 206,958

Fund	Function	Requested Amount	Funded
	Personnel	**$ 98,958**	
	Operations	**$ 108,000**	
	Capital (Vehicles, Equipment, Buildings, etc.)		
	Total	$ 206,958	$ -

Program Enhancement Request Form - Operating and Capital (PER-OC)

HISTORIC FRANKLIN TENNESSEE

Use this form to spell out your request for operating and capital purchases.

Budget Year FY2026 **Intended Year** FY2026 **Priority** 1 of 4

Department-Division 41650 HUMAN RESOURCES

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

Title of Request: Leadership and Management Development

Account Description	FY2026 Costs	Future FY Costs	Total FY2026	Total Impact
Requested Funding				
Operating Expenses				
82780 TRAINING, OUTSIDE	$ 43,000		$ 43,000	$ 43,000
82790 TRAINING, IN-HOUSE	$ 65,000		$ 65,000	$ 65,000
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Capital Expenses				
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Total Personnel			$ 108,000	$ 108,000

Purpose (Description) and Service Implication (if the request is not funded)

To ensure the City's sustained success, a budget increase of $108,000 is requested to enhance our leadership, management, and employee development programs. This investment aligns with BOMA's new strategic plan goals of Organizational Health and Operational Excellence and helps to ensure we cultivate a highly skilled and engaged workforce. Goals of the program will include equipping employees and leaders to think strategically, resolve conflict, communicate clearly, innovate and adapt to change, and inspire/deliver high performance. The requested amount represents the average cost of one full time employee (salary + benefits) but is strategically allocated to impact the entire employee population by enhancing skills, improving retention, and driving long-term cost savings.

Program Enhancement Request Form - Personnel (PER-P)

HISTORIC FRANKLIN TENNESSEE

Use this form to spell out your requst for additional personnel and associated costs.

Budget Year FY2026 **Intended Year** FY2026 **Priority** 2 of 4

Department-Division 41650 HUMAN RESOURCES

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

Title of Request: Add HR Generalist

Requested Funding				
Account Description	**FY2026 Costs**	**Future FY Costs**	**Total FY2026**	**Total Impact**
Compensation				
81110 REGULAR PAY	$60,407		$ 60,407	$ 60,407
			$ -	$ -
			$ -	$ -
Benefits				
FICA/MEDI (7.65%)	$ 4,621		$ 4,621	$ 4,621
Pension (Current 7.62%)	$ 4,440		$ 4,440	$ 4,440
Holiday (Yes 108.28 for FY and 9 Month, No for ineligible, existing, or 6 Month)	$ 108		$ 108	$ 108
Supplemental Life (Existing Emp $0, New Emp FY $84, New Empl 9 Month $63, New Empl 6 $42)	$ 84		$ 84	$ 84
Basic (.001575/ AD&D .0003/ DISAB .00304)	$ 45		$ 45	$ 45
MED/DNT/VIS (Existing Emp. Reclass $0, New Emp. FY $15,444 , New Emp. 9 Month $11,583 , New Emp.6 Month $7,722)	$ 15,444		$ 15,444	$ 15,444
Operating Expenses				
			$ -	$ -
Capital Expenses				
			$ -	$ -
Total Personnel			$ 85,149	$ 85,149

Purpose (Description) and Service Implication (if the request is not funded)

Please see attached

Additional Human Resources Generalist Program Enhancement Request Service Implication

Looking Ahead

The HR team has taken on a significant amount of responsibilities since 2020 and the City's overall growth along with the Strategic Plan will continue to add to HR's responsibilities. Nine areas of the Strategic Plan and Citywide priorities fall under the HR department's responsibility:

- Training & Development Program
- Executive Leader Search
- Compensation Plan Update
- Employee Engagement Survey & Response
- Succession Planning for Leadership Team
- Employee Recognition (Nectar)
- Artificial Intelligence
- Performance Evaluation Philosophy & System
- Onboarding Improvement

These priorities are in addition to the existing responsibilities of the HR Department and additional staffing is needed to continue meeting those responsibilities and to have the ability to add new ones.

Current & Developing

Some of the main areas where the HR Department's responsibilities have increased and/or where needs for improvement have been identified over the last 5 years are listed below. An additional position is needed to continue meeting these responsibilities and to add the identified new ones:

- Fire Department Intern Program: This new program was approved last fiscal year for the Fire Department. It will result in significant support needed from the HR Department to support its success
- More frequent Public Safety compensation analysis/studies: The landscape for public safety has changed significantly over the last 5-10 years and in order to keep up with this changing landscape, more frequent compensation analysis and studies are needed to keep the City competitive
- More frequent HR Manual updates: Employment laws have been changing more often and the City has made more frequent HR Manual updates in response to employee feedback and workplace trends. These updates require significant time and resources from HR staff.
- Additional employee appreciation events and recognition like Public Service Recognition Week and the Holiday Breakfast.
- New programs: sick conversion program and vacation buyback program were added in 2023 and require a significant amount of time and resources to administer successfully. Programs will continue to be researched and added to keep the City competitive and support recruiting, retention, and morale. Current staffing makes it difficult to continue innovation or adaptability in these areas.
- Police and Fire new hire testing was performed annually prior to 2020 and the labor market has shifted, requiring more frequent recruiting processes in public safety, especially in Police. New hire testing is now conducted 4-8 times per year for Police and 2-4 times per year in Fire. Each testing process is a considerable amount of work for the HR team to make it successful for candidates and for Fire Department personnel participating in the process.

- Additional Trainings: Interview training and harassment training have been added in the last few years and the HR team is responsible for administering these on an ongoing basis. HR has also added the responsibility of being back up for the annual Civil Treatment training conducted by the Risk/Benefits team.
- Changes to policy and practice in some areas that require more partnership and support from the HR team
  - Nepotism policy changes
  - Outside employment and business dealings
  - FPAT
  - Public safety recruiting websites and outreach
  - Inclement weather policy changes
- Technological Advancement: HR systems support and enhance many of the existing programs and new programs the HR Department has. Last fiscal year, the HR Department requested a new position (HR Systems Analyst) to utilize technology in HR. It was not approved so the HR Generalist job description added HR system responsibilities. This addition, along with all other current and new responsibilities has put the HR team at full capacity for the ability to support at our current service levels. Examples of technological solutions to current workflows and processes that impact all employees:
  - Workflows to support vacation buyback, sick conversion, and United Way campaign
  - Configurations to support enhanced reporting and analytics to make data driven decisions
  - Overall enhancement of other HR systems for performance management (Trakstar), learning management (Vector Solutions, LinkedIn and others), applicant tracking (Cadient and LinkedIn), background checks (Assurehire), employee recognition (Nectar), tuition reimbursement (Sharepoint), timekeeping and employee information (UKG), etc. HR staff manage and configure all of these sites to support the City.
  - A new applicant tracking system to enhance the candidate experience, enhance the hiring manager's experience, and improve the overall workflow for HR/users. This change will result in an increased candidate pool for all positions, especially in Public Safety and Public Works, reduce time to fill, increase productivity citywide, and lower costs for recruiting and turnover.
  - Continued additions and edits to HRIS like new stipends, pay codes, changed amounts of stipends, shift differentials, etc. These all take hours of time each time
- Additionally, the HR Department has been supporting Fire Department promotional processes through facilitation with an outside vendor with costs around ~$75,000 per year. The Fire Department has requested that HR support these processes internally, which will save the cost of the vendor, but require a significant amount of time and resources from current staff.

Organizational Health is part of the City’s Strategic Plan and an additional HR Generalist can also support the action items related to this goal. The Organizational Development Manager handles many priorities related to Organizational Health, culture, and employee engagement with very little support. An additional HR Generalist can provide needed support in these areas.

In summary, adding an HR Generalist will allow for the department to keep pace with overall City growth, support the Strategic Plan, add support to the promotional processes, continue to support the entire City at the current level, and enhance support for the City in many areas to improve service. If this request is not funded, the HR Department will be unable to support the new priorities, and the existing responsibilities required, within the current timeframes, at the level necessary to make them successful.

Program Enhancement Request Form - Personnel (PER-P)

Use this form to spell out your requst for additional personnel and associated costs.

Budget Year	FY2026	**Intended Year**	FY2026	**Priority**	3	of 4

Department-Division 41650 HUMAN RESOURCES

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

Title of Request: Upgrade Employee Relations Specialist to Employee Relations Supervisor

Requested Funding

Account Description	FY2026 Costs	Future FY Costs	Total FY2026	Total Impact
Compensation				
81110 REGULAR PAY	$12,000		$ 12,000	$ 12,000
			$ -	$ -
Benefits				
FICA/MEDI (7.65%)	$ 918		$ 918	$ 918
Pension (Current 7.62%)	$ 882		$ 882	$ 882
Holiday (Yes 108.28 for FY and 9 Month, No for ineligible, existing, or 6 Month)	$ -		$ -	$ -
Supplemental Life (Existing Emp $0, New Emp FY $84, New Empl 9 Month $63, New Empl 6 $42)	$ -		$ -	$ -
Basic (.001575/ AD&D .0003/ DISAB .00304)	$ 9		$ 9	$ 9
MED/DNT/VIS (Existing Emp. Reclass $0, New Emp. FY $15,444 , New Emp. 9 Month $11,583 , New Emp.6 Month $7,722)	$ -		$ -	$ -
Operating Expenses				
			$ -	$ -
Capital Expenses				
			$ -	$ -
Total Personnel			$ 13,809	$ 13,809

Purpose (Description) and Service Implication (if the request is not funded)

Upgrading the Employee Relations Specialist to Employee Relations Supervisor will allow the HR Coordinator to report to this new position. This will add capacity to the employee appreciation and employee relations areas of the HR Department and provide development and growth opportunities to the Employee Relations Specialist. The Employee Relations pillar of HR has taken on many new projects and broadened its scope in the last five years. Public safety promotional testing, workplace investigations, performance management, and management development/training have all increased, requiring more attention in this area than previously needed. Upgrading this position will poise the Employee Relations area for growth in the future as the City works towards the goals of the Strategic Plan with management and leadership development. This area of the HR Department will partner with the Organizational Development area to enhance the support the HR Department provides overall to the City.

Program Enhancement Request Form - Personnel (PER-P)

Use this form to spell out your requst for additional personnel and associated costs.

Budget Year	FY2028	**Intended Year**	FY2028	**Priority**	4	of 4

Department-Division 41650 HUMAN RESOURCES

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

Title of Request: Add a Benefits Manager

Requested Funding

Account Description	FY2028 Costs	Future FY Costs	Total FY2028	Total Impact
Compensation				
81110 REGULAR PAY	$96,762		$ 96,762	$ 96,762
			$ -	$ -
Benefits				
FICA/MEDI (7.65%)	$ 7,402		$ 7,402	$ 7,402
Pension (Current 7.62%)	$ 7,112		$ 7,112	$ 7,112
Holiday (Yes 108.28 for FY and 9 Month, No for ineligible, existing, or 6 Month)	$ -		$ -	$ -
Supplemental Life (Existing Emp $0, New Emp FY $84, New Empl 9 Month $63, New Empl 6 $42)	$ -		$ -	$ -
Basic (.001575/ AD&D .0003/ DISAB .00304)	$ 71		$ 71	$ 71
MED/DNT/VIS (Existing Emp. Reclass $0, New Emp. FY $15,444 , New Emp. 9 Month $11,583 , New Emp.6 Month $7,722)	$ -		$ -	$ -
Operating Expenses				
			$ -	$ -
Capital Expenses				
			$ -	$ -
Total Personnel			$ 111,348	$ 111,348

Purpose (Description) and Service Implication (if the request is not funded)

Added position to succession plan for eligible to retire Benefits Supervisor and eventual retirement of Risk/Benefits Manager

FY 2026 Operating Budget

Billing & Licensing

Jessica Davey, Billing & Licensing Director

Departmental Summary

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

Performance Measures & Strategic Plan

The City of Franklin is in process of revising its Strategic Plan. First established in 2013, the City of Franklin 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.

The new strategic plan has six major goals. They include:

- Safe Clean Livable City
- Sustainable Growth & Economic Vitality
- Fiscally Sound
- Quality Life Experiences
- Organizational Health
- Operational Excellence

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.

Specific departmental strategic plan measures will be refined as the budget process continues.

General Performance Measures

Billing & Licensing Financial Performance Measures

Output Measure	FY2020	FY2021	FY2022	FY2023	FY2024
Amount					
Average monthly irrigation bill.	$222	$213	$193	$287	$292
Average monthly water bill.	$50	$52	$55	$61	$62
Average monthly sewer bill.	$66	$68	$71	$77	$77
AMOUNT	**$338**	**$333**	**$318**	**$425**	**$431**

Billing & Licensing Non-Financial Performance Measures

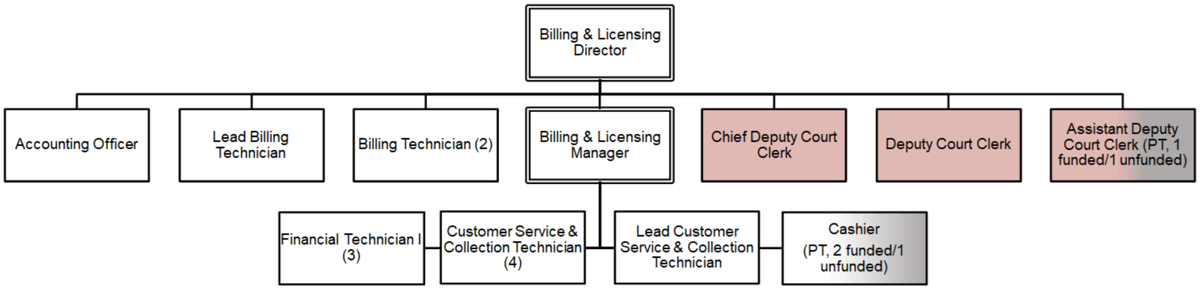
Output Measure	FY2020	FY2021	FY2022	FY2023	FY2024
Amount					
Number of property tax bills issued.	33,458	33,857	35,020	35,834	36,526
Utility collections as a percentage of utilities billed.	95.4	94.4	94.7	96.09	94.56
Number of lock box transactions.	79,776	70,348	55,753	48,450	41,208
Sustainable Franklin Measure: Percent of electronic versus manual payments. Goal: Increase by 1% by fiscal year ending.	92	93	95.1	95.41	95.7
Total percent of property tax collected within one year of levy.	98.8	99.1	99.1	99.1	99
Number of in-person transactions.	10,692	7,708	7,639	8,794	8,986
Percent of total transactions that were in person.	3.2	2.3	2.2	2.47	2.5
Number of bank draft transactions.	106,175	113,496	138,094	153,254	160,193
Percent of total transactions that were paper.	4.5	3.9	2.7	2.12	1.8
Number of delinquent notices.	2,575	2,906	6,231	5,921	6,039
Percent of total transactions that were electronic.	92.3	93.8	95.1	95.41	95.7
Total percent of property tax collected as a percentage of total levy.	99.9	99.1	99.1	99.1	99
Total number of transactions.	338,017	339,602	346,752	355,415	353,884
Number of water & sewer bills issued.	354,462	359,833	365,985	369,858	374,253
Total new requests for service.	2,395	2,524	2,335	2,036	2,016
Efficiency Measure: Maintain a utility billing error rate at or below 2%.	0.07	0.06	0.07	0.04	0.13
Number of ACH/RPPS transactions.	80,973	78,558	70,663	62,137	56,128
Number of drop box (2nd Avenue) & mail transactions.	15,273	13,272	9,499	7,523	6,248
Number of water shutoffs.	500	990	999	956	1,215
Number of web transactions.	45,128	56,220	65,104	75,257	81,121
AMOUNT	**1,069,910.17**	**1,079,799.66**	**1,104,562.07**	**1,125,924.74**	**1,128,305.39**

Citizens Survey

Revenue Management Department Citizen Survey Results

Measure	FY2016	FY2019	FY2022
Amount			
Percent rating the quality of utility billing services as excellent/good	79	80	81
Percent rating the quality of utility billing services as fair/poor	21	20	19
AMOUNT	**100**	**100**	**100**

Organizational Chart



Guide: White: Billing & Licensing | Salmon: Municipal Court | Grey: Unfunded

Staffing by Position

Budgeted Positions	**Pay Grade**	**FY 2022**		**FY 2023**		**FY 2024**		**FY 2025**		**FY 2026**	
		F-T	**P-T**	**F-T**	**P-T**	**F-T**	**P-T**	**F-T**	**P-T**	**F-T**	**P-T**
Billing & Licensing											
Billing & Licensing Director	K	0	0	0	0	0	0	1	0	1	0
Revenue & Licensing Manager	J	1	0	1	0	1	0	0	0	0	0
Billing & Licensing Manager	J	0	0	0	0	0	0	1	0	1	0
Customer Service Supervisor	H	1	0	1	0	1	0	0	0	0	0
Accounting Officer	G	1	0	1	0	1	0	1	0	1	0
Lead Billing/Collections Technician	---	1	0	0	0	0	0	0	0	0	0
Lead Customer Service & Collections Technician	F	0	0	1	0	1	0	1	0	1	0
Lead Billing Technician	F	0	0	1	0	1	0	1	0	1	0
Financial Technician I	E	3	0	3	0	3	0	3	0	3	0
Billing Technician	E	0	0	2	0	2	0	2	0	2	0
Customer Service & Collection Technician	E	0	0	4	0	4	0	4	0	4	0
Billing/Collections Technician	---	7	0	0	0	0	0	0	0	0	0
Cashier	D	0	2	0	2	0	2	0	2	0	2
Sub-Total - Budgeted Positions		**14**	**2**	**14**	**2**	**14**	**2**	**14**	**2**	**14**	**2**

Authorized, Unbudgeted Positions	**Pay Grade**	**FY 2022**		**FY 2023**		**FY 2024**		**FY 2025**		**FY 2026**	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Cashier	D	0	1	0	1	0	1	0	1	0	0
Sub-Total - Unbudgeted Positions		**1**	**1**	**0**	**1**	**0**	**1**	**0**	**1**	**0**	**0**

Total Authorized Positions	**14**	**3**	**14**	**3**	**14**	**3**	**14**	**3**	**14**	**2**

Budget Summary

Billing & Licensing

	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	EOY 2025	BUDGET 2026		
	FY2023	**FY2024**	**FY2025**	**FY2025**	**FY2026**	**25 v. 26 Difference $**	**25 v. 26 Difference %**
Expenses							
110 - GENERAL FUND							
PERSONNEL							
PERSONNEL (81000)	$1,321,113	$1,489,378	$1,454,609	$1,511,056	$1,529,704	$75,095	5.2%
PERSONNEL TOTAL	**$1,321,113**	**$1,489,378**	**$1,454,609**	**$1,511,056**	**$1,529,704**	**$75,095**	**5.2%**
OPERATIONS							
SERVICES (82000)	$23,864	$19,922	$32,690	$24,635	$24,740	($7,950)	(24.3%)
SUPPLIES (83000)	$36,479	$40,475	$49,425	$23,820	$42,350	($7,075)	(14.3%)
BUSINESS EXPENSES (85000)	$392,988	$429,832	$474,012	$463,202	$475,200	$1,188	0.3%
REIMBURSEMENT OF EXPENDITURES (87500)	($864,398)	($1,069,234)	($1,069,233)	($1,069,233)	($1,069,233)	$0	0.0%
OPERATIONS TOTAL	**($411,067)**	**($579,005)**	**($513,106)**	**($557,576)**	**($526,943)**	**($13,837)**	**2.7%**
CAPITAL	–	–	–	$0	$0	$0	–
110 - GENERAL FUND TOTAL	**$910,046**	**$910,373**	**$941,503**	**$953,480**	**$1,002,761**	**$61,258**	**6.5%**
EXPENSES TOTAL	**$910,046**	**$910,373**	**$941,503**	**$953,480**	**$1,002,761**	**$61,258**	**6.5%**

FY 2026 Billing & Licensing Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
Billing & Licensing Personnel									
REGULAR PAY	110-81110-41310		$920,857	$1,040,831	$1,029,391	$1,047,312	$1,069,248	$1,178,836	$1,235,391
ARPA - PREMIUM PAY	110-81111-41310		$0	$0	$0	$0	$0	$0	$0
ARPA - COVID19 LEAVE/ISOLATION	110-81112-41310		$0	$0	$0	$0	$0	$0	$0
FAMILY LEAVE PAY	110-81113-41310		$0	$0	$0	$0	$0	$0	$0
OVERTIME PAY	110-81120-41310		$5,354	$6,866	$5,250	$5,250	$5,750	$6,038	$6,339
TEMPORARY WORK BY NON-CITY EMPLOYEES	110-81150-41310		$0	$0	$0	$0	$0	$0	$0
VACANCY ADJUSTMENT	110-81199-41310		$0	$0	-$35,373	$0	-$37,424	-$41,259	-$43,239
FICA (EMPLOYER'S SHARE)	110-81410-41310		$67,599	$76,420	$77,155	$80,119	$85,861	$90,308	$94,873
ARPA - FICA PREMIUM PAY	110-81411-41310		$0	$0	$0	$0	$0	$0	$0
MEDICAL PREMIUMS	110-81420-41310		$228,366	$237,676	$214,388	$209,146	$230,061	$253,067	$278,374
NEAR-SITE CLINIC (URGENT TEAM)	110-81422-41310		$6,773	$6,175	$5,700	$5,460	$5,460	$5,460	$5,460
VISION PREMIUMS	110-81425-41310		$1,307	$1,448	$1,722	$1,620	$1,782	$1,960	$2,156
DENTAL INSURANCE PREMIUMS	110-81430-41310		$9,435	$9,711	$10,726	$10,229	$11,251	$12,377	$13,614
FSA ADMINISTRATION FEES	110-81431-41310		$141	$96	$116	$120	$126	$132	$139
GROUP INSURANCE PREMIUMS	110-81433-41310		$4,629	$4,680	$5,572	$5,759	$6,248	$6,506	$6,421
EE MEDICAL INSURANCE CONTRIBUTIONS	110-81440-41310		-$38,542	-$44,207	-$47,720	-$42,654	-$46,919	-$51,611	-$56,772
CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	110-81441-41310		$1,200	$2,400	$2,400	$1,200	$1,200	$1,200	$1,200
EE DENTAL INSURANCE CONTRIBUTIONS	110-81443-41310		-$1,786	-$2,031	-$2,118	-$2,033	-$2,236	-$2,460	-$2,706
EE VISION INSURANCE CONTRIBUTIONS	110-81444-41310		-$245	-$306	-$339	-$322	-$354	-$389	-$428
RETIREMENT HEALTH SAVINGS ACCOUNTS	110-81445-41310		$0	$0	$0	$0	$0	$0	$0
RETIREMENT CONTRIBUTIONS	110-81450-41310		$77,020	$104,767	$140,634	$140,634	$147,666	$155,049	$162,801
DEFINED CONTRIBUTION MATCH (CLOSED)	110-81455-41310		$6,230	$7,031	$7,105	$7,105	$7,460	$7,833	$8,225
DEFINED CONTRIBUTION MATCH (TCRS)	110-81456-41310		$30,610	$34,845	$35,285	$39,545	$41,544	$43,655	$45,878
ARPA-TCRS Contributions (City)	110-81457-41310		$0	$0	$0	$0	$0	$0	$0
Defined Cont Match (2017)	110-81458-41310		$0	$615	$0	$934	$980	$1,029	$1,081
UNEMPLOYMENT CLAIMS	110-81460-41310		$0	$0	$0	$0	$0	$0	$0
WORKERS COMPENSATION PREMIUMS	110-81470-41310		$2,166	$2,361	$4,715	$1,632	$2,000	$2,000	$2,000
WORKERS COMPENSATION CLAIMS	110-81475-41310		$0	$0	$0	$0	$0	$0	$0
Total Personnel			**$1,321,113**	**$1,489,378**	**$1,454,609**	**$1,511,056**	**$1,529,704**	**$1,669,731**	**$1,760,807**

FY 2026 Billing & Licensing Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
Billing & Licensing Operating									
MAILING & OUTBOUND SHIPPING SERVICES	110-82110-41310		$14,055	$8,036	$12,000	$10,000	$10,000	$10,000	$10,000
FREIGHT FOR INBOUND PURCHASED ITEMS	110-82120-41310		$0	$0	$0	$0	$0	$0	$0
VEHICLE LICENSES & TITLES	110-82130-41310		$0	$0	$0	$0	$0	$0	$0
PRINTING & COPYING SERVICES, OUTSOURCED	110-82210-41310		$0	$111	$500	$200	$200	$200	$200
TRANSCRIPTION FEES	110-82240-41310		$31	$0	$0	$0	$0	$0	$0
TESTING & PHYSICALS	110-82250-41310		$761	$231	$500	$500	$500	$500	$500
UNIFORM RENTAL & SERVICES	110-82260-41310		$0	$0	$0	$0	$0	$0	$0
OTHER OPERATING SERVICES	110-82299-41310		$1,025	$1,076	$1,000	$1,000	$1,000	$1,000	$0
LEGAL NOTICES	110-82310-41310		$0	$29	$500	$50	$500	$1,000	$1,000
DUES FOR MEMBERSHIPS	110-82350-41310		$100	$715	$740	$785	$790	$790	$870
DUES FOR MEMBERSHIPS	110-82350-41310	TGFOA x 3				$90	$90	$90	$120
DUES FOR MEMBERSHIPS	110-82350-41310	TN Bar Association				$345	$350	$350	$400
DUES FOR MEMBERSHIPS	110-82350-41310	GFOA				$150	$150	$150	$150
DUES FOR MEMBERSHIPS	110-82350-41310	Williamson Bar Association				$200	$200	$200	$200
PROFESSIONAL STANDARDS / ACCREDITATION	110-82355-41310		$0	$0	$0	$0	$0	$0	$0
EMERGENCY RELIEF	110-82371-41310		$0	$0	$0	$0	$0	$0	$0
RECRUITMENT	110-82373-41310		$316	$122	$0	$0	$150	$150	$150
PUBLICATIONS, NON-TRAINING	110-82390-41310		$0	$0	$500	$0	$500	$500	$500
WATER & SEWER SERVICE	110-82420-41310		$0	$0	$0	$0	$0	$0	$0
TELEPHONE SERVICE	110-82450-41310		$1,564	$600	$2,400	$1,800	$0	$0	$0
CELLULAR TELEPHONE SERVICE	110-82455-41310		$514	$1,818	$1,200	$1,000	$1,200	$1,200	$1,200
INTERNET & RELATED SERVICES	110-82470-41310		$2,342	$3,276	$3,250	$3,000	$0	$0	$0
COMPUTER SERVICES	110-82510-41310		$0	$0	$250	$0	$250	$250	$300
LEGAL SERVICES	110-82520-41310		$0	$0	$0	$0	$0	$0	$0
AUDIT SERVICES	110-82530-41310		$0	$0	$0	$0	$0	$0	$0
OTHER CONTRACTUAL SERVICES	110-82599-41310		$0	$0	$500	$0	$500	$2,000	$2,000
VEHICLE REPAIR & MAINTENANCE SERVICES	110-82610-41310		$0	$0	$0	$0	$0	$0	$0
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41310		$0	$0	$650	$0	$0	$0	$0
BUILDING REPAIR & MAINTENANCE SERVICES	110-82660-41310		$0	$0	$0	$0	$0	$0	$0
EMPLOYEE RECOGNITION/RECEPTIONS	110-82750-41310		$0	$0	$1,000	$1,000	$1,000	$1,000	$1,000
TRAINING, OUTSIDE	110-82780-41310		$50	$0	$1,200	$850	$1,200	$1,200	$1,200
TRAINING, IN-HOUSE	110-82790-41310		$336	$0	$250	$0	$250	$250	$300

FY 2026 Billing & Licensing Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
REGISTRATIONS	110-82810-41310		$2,467	$2,102	$4,100	$2,500	$4,100	$4,225	$4,500
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41310		$168	$107	$250	$200	$250	$275	$275
AIR TRAVEL	110-82830-41310		$0	$384	$750	$400	$750	$775	$800
LODGING	110-82840-41310		$135	$1,161	$750	$1,200	$1,200	$1,200	$1,200
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41310		$0	$155	$200	$150	$200	$225	$250
OTHER TRAVEL EXPENSES	110-82890-41310		$0	$0	$200	$0	$200	$225	$250
OFFICE SUPPLIES	110-83110-41310		$15,159	$12,328	$16,675	$14,270	$16,675	$17,175	$17,700
OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	110-83120-41310		$94	$226	$1,000	$210	$1,000	$1,100	$1,125
EMPLOYEE BENEVOLENCE ITEMS	110-83130-41310		$633	$537	$750	$750	$750	$750	$750
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41310		$1,396	$1,625	$1,100	$1,000	$1,200	$1,200	$1,200
TRAINING SUPPLIES	110-83210-41310		$0	$0	$0	$0	$0	$0	$0
SAFETY SUPPLIES	110-83250-41310		$0	$0	$0	$0	$0	$0	$0
UNIFORMS PURCHASED	110-83260-41310		$1,561	$1,672	$1,875	$1,500	$1,900	$1,900	$2,000
OTHER OPERATING SUPPLIES	110-83299-41310		$143	$140	$160	$150	$160	$160	$175
GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	110-83310-41310		$0	$0	$200	$0	$0	$0	$0
MILEAGE (INSIDE WILLIAMSON COUNTY)	110-83320-41310		$0	$0	$0	$0	$0	$0	$0
FURNITURE, FIXTURES (<$50,000)	110-83510-41310		$0	$1,694	$5,200	$1,700	$5,200	$5,600	$5,800
FURNITURE, FIXTURES (<$50,000)	110-83510-41310	Replacement chairs and/or desks				$1,500	$5,000	$5,400	$5,600
FURNITURE, FIXTURES (<$50,000)	110-83510-41310	Miscellaneous				$200	$200	$200	$200
MACHINERY & EQUIPMENT (<$50,000)	110-83530-41310		$1,666	$817	$2,000	$1,000	$2,000	$2,000	$2,000
COMPUTER HARDWARE (<$50,000)	110-83540-41310		$15,282	$21,158	$20,000	$3,000	$13,000	$22,000	$22,000
COMPUTER HARDWARE (<$50,000)	110-83540-41310	New Monitors				$1,000	$1,000	$5,000	$5,000
COMPUTER HARDWARE (<$50,000)	110-83540-41310	Scheduled Computer Replacements				$2,000	$11,000	$15,000	$15,000
COMPUTER HARDWARE (<$50,000)	110-83540-41310	Printers				$0	$1,000	$2,000	$2,000
COMPUTER SOFTWARE (<$50,000)	110-83550-41310		$230	$234	$300	$240	$300	$325	$350
EQUIPMENT PARTS & SUPPLIES	110-83620-41310		$315	$44	$165	$0	$165	$175	$175
PROPERTY INSURANCE	110-85110-41310		$1,448	$1,595	$1,675	$1,660	$0	$0	$0

FY 2026 Billing & Licensing Personnel, Operating, and Capital Budgets									
Account Name	**Account String**	**Itemizations**	**FY23 Actual**	**FY24 Actual**	**FY25 Budget**	**FY2025 EOY**	**FY2026 Budget**	**FY2027 Forecast**	**FY2028 Forecast**
FRAUD INSURANCE	110-85111-41310		$545	$0	$0	$20	$0	$0	$0
INLAND MARINE INSURANCE	110-85112-41310		$36	$38	$40	$40	$0	$0	$0
AUTO PHYSICAL DAMAGE INSURANCE	110-85113-41310		$19	-$665	$0	$0	$0	$0	$0
LIABILITY INSURANCE	110-85115-41310		$246	$1,741	$1,829	$1,350	$0	$0	$0
E&O LIABILITY INSURANCE	110-85116-41310		$304	$0	$0	$650	$0	$0	$0
VEHICLE LIABILITY INSURANCE	110-85117-41310		$327	$0	$0	$0	$0	$0	$0
LAW ENFORCEMENT LIABILITY INSURANCE	110-85118-41310		$0	$0	$0	$0	$0	$0	$0
UMBRELLA LIABILITY INSURANCE	110-85119-41310		$168	$255	$268	$320	$0	$0	$0
PROPERTY CLAIMS/DEDUCTIBLES	110-85120-41310		$0	$0	$0	$0	$0	$0	$0
SURETY/NOTARY COSTS	110-85140-41310		$100	$0	$0	$135	$0	$0	$0
STATE FEES	110-85320-41310		$0	$0	$0	$0	$0	$0	$0
UTILITY DISTRICT FEES	110-85330-41310		$16,200	$14,850	$16,200	$14,000	$16,200	$16,200	$16,200
RECORDING & FILING FEES	110-85340-41310		$0	$0	$0	$0	$0	$0	$0
BANKING FEES	110-85510-41310		$18,554	$17,688	$24,000	$15,000	$24,000	$24,000	$24,000
E-COMMERCE FEES	110-85530-41310		$0	$0	$0	$0	$0	$0	$0
BILLING SERVICES	110-85540-41310		$217,119	$219,018	$250,000	$250,000	$250,000	$250,000	$250,000
CASH SHORT/OVER	110-85550-41310		$6	$47	$0	$27	$0	$0	$0
PROPERTY TAX BILLINGS SERVICES	110-85555-41310		$137,916	$175,265	$180,000	$180,000	$185,000	$185,000	$185,000
BAD DEBT EXPENSE (NET OF RECOVERIES)	110-85570-41310		$0	$0	$0	$0	$0	$0	$0
LATE CHARGES	110-85580-41310		$0	$0	$0	$0	$0	$0	$0
MISCELLANEOUS	110-85990-41310		$0	$0	$0	$0	$0	$0	$0
REIMBURSEMENT OF INTERFUND SERVICES	110-87510-41310		-$864,398	-$1,069,234	-$1,069,233	-$1,069,233	-$1,069,233	-$1,101,309	-$1,134,349
Total Operating			**-$411,067**	**-$579,005**	**-$513,106**	**-$557,576**	**-$526,943**	**-$546,759**	**-$579,379**
Billing & Licensing Capital									
BUILDING DESIGN & CONSTRUCTION (>$100,000)	110-89220-41310		$0	$0	$0	$0	$0	$0	$0
MACHINERY & EQUIPMENT (>$50,000)	110-89530-41310		$0	$0	$0	$0	$0	$0	$0
COMPUTER HARDWARE (>$50,000)	110-89540-41310		$0	$0	$0	$0	$0	$0	$0
Total Capital			**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
Total Billing & Licensing Budget			**$910,046**	**$910,373**	**$941,503**	**$953,480**	**$1,002,761**	**$1,122,972**	**$1,181,428**

HISTORIC
FRANKLIN
TENNESSEE

FY 2026 Operating Budget

Municipal Court

Jessica Davey, Billing & Licensing Director

Departmental Summary

Department Mission

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

Department Vision

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

Performance Measures & Strategic Plan

The City of Franklin is in process of revising its Strategic Plan. First established in 2013, the City of Franklin 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.

The new strategic plan has six major goals. They include:

- Safe Clean Livable City
- Sustainable Growth & Economic Vitality
- Fiscally Sound
- Quality Life Experiences
- Organizational Health
- Operational Excellence

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.

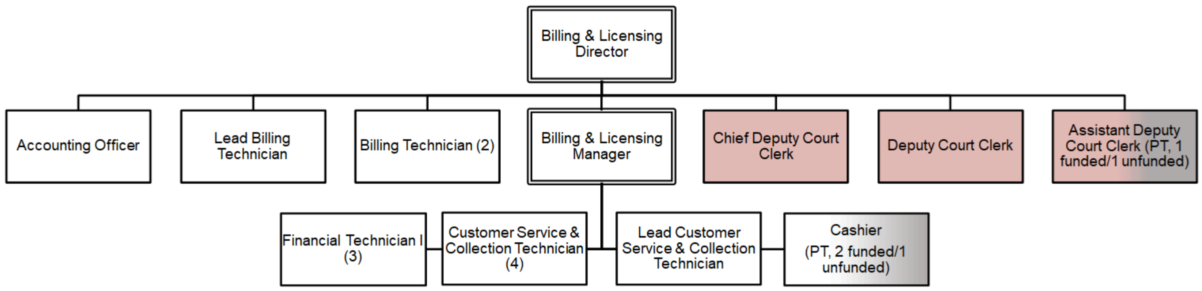
Specific departmental strategic plan measures will be refined as the budget process continues.

General Performance Measures

Court Non-Financial Performance Measures

Output Measure	FY2020	FY2021	FY2022	FY2023	FY2024
Amount					
Average number of days from issuance of a citation to resolution (non-traffic school).	43	41	40	40	40
Number of moving violation cases.	1,524	1,650	1,514	3,406	2,528
Sustainable Franklin Metric: Percentage of customer inquiries responded to within 2 business days.	100	100	100	100	100
Number of parking violations - cited cases.	3,863	1,930	1,009	2,053	2,122
Municipal Court collections as a percentage of municipal obligations billed.	89	88	90	90	90
Number of financial responsibility cases.	290	297	277	254	218
Number of seat belt cases.	39	28	46	42	45
Number of codes enforcement cases.	57	86	41	85	68
Number of license and registration cases.	511	570	578	716	462
Number of failure to appear cases.	256	188	133	169	177
Number of parking violations - warning cases.	547	392	750	3,161	6,691
Total cases filed.	7,087	5,141	3,886	5,543	5,620
AMOUNT	**14,406**	**10,511**	**8,464**	**15,659**	**18,161**

Organizational Chart



Guide: White: Billing & Licensing | Salmon: Municipal Court | Grey: Unfunded

Staffing by Position

Budgeted Positions	Pay Grade	FY 2022		FY 2023		FY 2024		FY 2025		FY 2026	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Municipal Court											
Chief Deputy Court Clerk	H	1	0	1	0	1	0	1	0	1	0
Deputy Court Clerk	E	1	0	1	0	1	0	1	0	1	0
Assistant Deputy Court Clerk	D	0	1	0	1	0	1	0	1	0	1
Sub-Total - Budgeted Positions		**2**	**1**	**2**	**1**	**2**	**1**	**2**	**1**	**2**	**1**

Authorized, Unbudgeted Positions	Pay Grade	FY 2022		FY 2023		FY 2024		FY 2025		FY 2026	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Assistant Deputy Court Clerk	D	0	1	0	1	0	1	0	1	0	1
Sub-Total - Unbudgeted Positions		**0**	**1**	**0**	**1**	**0**	**1**	**0**	**1**	**0**	**1**

Total Authorized Positions	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**	**2**

Budget Summary

Court

	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	EOY 2025	BUDGET 2026		
	FY2023	**FY2024**	**FY2025**	**FY2025**	**FY2026**	**25 v. 26 Difference $**	**25 v. 26 Difference %**
Expenses							
110 - GENERAL FUND							
PERSONNEL							
PERSONNEL (81000)	$236,268	$261,663	$289,197	$285,861	$283,998	($5,199)	(1.8%)
PERSONNEL TOTAL	**$236,268**	**$261,663**	**$289,197**	**$285,861**	**$283,998**	**($5,199)**	**(1.8%)**
OPERATIONS							
SERVICES (82000)	$12,154	$12,707	$16,584	$134,126	$13,136	($3,448)	(20.8%)
SUPPLIES (83000)	$9,574	$5,798	$16,850	$8,491	$16,500	($350)	(2.1%)
BUSINESS EXPENSES (85000)	$10,650	$11,016	$10,730	$12,010	$9,000	($1,730)	(16.1%)
DEBT SERVICE (86000)	–	$44,700	–	$0	$0	$0	–
OPERATIONS TOTAL	**$32,378**	**$74,221**	**$44,164**	**$154,627**	**$38,636**	**($5,528)**	**(12.5%)**
CAPITAL	–	$288,695	–	$0	$0	$0	–
110 - GENERAL FUND TOTAL	**$268,646**	**$624,579**	**$333,361**	**$440,488**	**$322,634**	**($10,727)**	**(3.2%)**
EXPENSES TOTAL	**$268,646**	**$624,579**	**$333,361**	**$440,488**	**$322,634**	**($10,727)**	**(3.2%)**

FY 2026 Municipal Court Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
Municipal Court Personnel									
REGULAR PAY	110-81110-41200		$147,470	$166,674	$216,608	$181,112	$181,183	$202,304	$213,178
FAMILY LEAVE PAY	110-81113-41200		$0	$0	$0	$0	$0	$0	$0
OVERTIME PAY	110-81120-41200		$2,102	$1,418	$1,575	$1,575	$1,575	$1,654	$1,736
VACANCY ADJUSTMENT	110-81199-41200		$0	$0	-$6,107	$0	-$7,216	-$7,956	-$8,336
CITY JUDGE	110-81220-41200		$22,917	$27,083	$0	$25,000	$25,000	$25,000	$25,000
JUDICIAL COMMISSION-WARRANTS	110-81250-41200		$0	$0	$0	$0	$0	$0	$0
FICA (EMPLOYER'S SHARE)	110-81410-41200		$12,527	$14,282	$15,256	$15,768	$16,557	$17,412	$18,288
MEDICAL PREMIUMS	110-81420-41200		$37,193	$37,193	$32,564	$32,563	$35,820	$39,402	$43,342
NEAR-SITE CLINIC (URGENT TEAM)	110-81422-41200		$840	$840	$840	$840	$840	$840	$840
VISION PREMIUMS	110-81425-41200		$216	$220	$238	$216	$237	$261	$287
DENTAL INSURANCE PREMIUMS	110-81430-41200		$1,374	$1,374	$1,511	$1,374	$1,511	$1,662	$1,828
FSA ADMINISTRATION FEES	110-81431-41200		$38	$38	$38	$40	$44	$48	$52
GROUP INSURANCE PREMIUMS	110-81433-41200		$680	$719	$1,069	$1,098	$1,187	$1,234	$1,218
EE MEDICAL INSURANCE CONTRIBUTIONS	110-81440-41200		-$6,066	-$6,593	-$6,962	-$6,330	-$6,963	-$7,659	-$8,425
CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	110-81441-41200		$0	$0	$0	$0	$0	$0	$0
EE DENTAL INSURANCE CONTRIBUTIONS	110-81443-41200		-$252	-$274	-$288	-$262	-$289	-$318	-$349
EE VISION INSURANCE CONTRIBUTIONS	110-81444-41200		-$39	-$42	-$44	-$41	-$45	-$49	-$54
RETIREMENT HEALTH SAVINGS ACCOUNTS	110-81445-41200		$0	$0	$0	$0	$0	$0	$0
RETIREMENT CONTRIBUTIONS	110-81450-41200		$12,837	$14,121	$28,127	$28,127	$29,533	$31,010	$32,561
DEFINED CONTRIBUTION MATCH (CLOSED)	110-81455-41200		$0	$0	$0	$0	$0	$0	$0
DEFINED CONTRIBUTION MATCH (TCRS)	110-81456-41200		$3,844	$4,182	$4,213	$4,351	$4,572	$4,806	$5,051
Defined Cont Match (2017)	110-81458-41200		$0	$0	$0	$0	$0	$0	$0
WORKERS COMPENSATION PREMIUMS	110-81470-41200		$587	$427	$559	$430	$452	$474	$498
WORKERS COMPENSATION CLAIMS	110-81475-41200		$0	$0	$0	$0	$0	$0	$0
Total Personnel			**$236,268**	**$261,663**	**$289,197**	**$285,861**	**$283,998**	**$310,125**	**$326,715**
Municipal Court Operating									
MAILING & OUTBOUND SHIPPING SERVICES	110-82110-41200		$514	$387	$500	$615	$750	$750	$750
PRINTING & COPYING SERVICES, OUTSOURCED	110-82210-41200		$252	$547	$1,000	$200	$500	$500	$500

FY 2026 Municipal Court Personnel, Operating, and Capital Budgets									
Account Name	**Account String**	**Itemizations**	**FY23 Actual**	**FY24 Actual**	**FY25 Budget**	**FY2025 EOY**	**FY2026 Budget**	**FY2027 Forecast**	**FY2028 Forecast**
FINGERPRINTING FEES	110-82245-41200		$0	$0	$0	$0	$0	$0	$0
TESTING & PHYSICALS	110-82250-41200		$0	$0	$250	$0	$250	$250	$250
OTHER OPERATING SERVICES	110-82299-41200		$32	$29	$50	$29	$50	$50	$50
LEGAL NOTICES	110-82310-41200		$0	$0	$0	$0	$0	$0	$0
DUES FOR MEMBERSHIPS	110-82350-41200		$0	$0	$234	$0	$234	$234	$234
DUES FOR MEMBERSHIPS	110-82350-41200	Various				$0	$200	$200	$200
DUES FOR MEMBERSHIPS	110-82350-41200	Amazon Prime				$0	$34	$34	$34
EMERGENCY RELIEF	110-82371-41200		$0	$0	$0	$0	$0	$0	$0
PUBLICATIONS, NON-TRAINING	110-82390-41200		$93	$94	$400	$100	$200	$200	$200
TELEPHONE SERVICE	110-82450-41200		$97	$200	$400	$250	$0	$0	$0
INTERNET & RELATED SERVICES	110-82470-41200		$781	$1,092	$850	$1,100	$0	$0	$0
COMPUTER SERVICES	110-82510-41200		$359	$379	$0	$123,000	$0	$0	$0
COMPUTER SERVICES	110-82510-41200	New Case Management Software				$123,000	$0	$0	$0
LEGAL SERVICES	110-82520-41200		$0	$0	$0	$0	$0	$0	$0
OTHER CONTRACTUAL SERVICES	110-82599-41200		$8,840	$5,976	$7,500	$6,852	$6,852	$6,852	$6,852
OTHER CONTRACTUAL SERVICES	110-82599-41200	Onsite Security				$6,552	$6,552	$6,552	$6,552
OTHER CONTRACTUAL SERVICES	110-82599-41200	Substitute Judge Compensation				$300	$300	$300	$300
VEHICLE REPAIR & MAINTENANCE SERVICES	110-82610-41200		$0	$0	$0	$0	$0	$0	$0
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41200		$282	$400	$550	$480	$550	$600	$600
OTHER REPAIR & MAINTENANCE SERVICES	110-82699-41200		$0	$0	$0	$0	$0	$0	$0
TRAINING, OUTSIDE	110-82780-41200		$0	$0	$0	$0	$600	$0	$0
TRAINING, IN-HOUSE	110-82790-41200		$0	$0	$500	$0	$0	$0	$0
REGISTRATIONS	110-82810-41200		$40	$975	$500	$500	$500	$500	$500
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41200		$410	$673	$900	$200	$300	$300	$300
AIR TRAVEL	110-82830-41200		$0	$0	$600	$0	$0	$0	$0
LODGING	110-82840-41200		$343	$1,092	$1,400	$500	$1,400	$1,400	$1,400
MEALS (OUTSIDE WILLIAMSON COUNTY)	110-82850-41200		$109	$325	$450	$300	$450	$475	$500
OTHER TRAVEL EXPENSES	110-82890-41200		$0	$539	$500	$0	$500	$500	$500
OFFICE SUPPLIES	110-83110-41200		$1,967	$2,162	$3,000	$2,200	$3,000	$3,200	$3,500
OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	110-83120-41200		$0	$0	$150	$0	$150	$175	$175
EMPLOYEE BENEVOLENCE ITEMS	110-83130-41200		$32	$0	$200	$100	$200	$200	$200

FY 2026 Municipal Court Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41200		$438	$0	$500	$250	$500	$500	$500
UNIFORMS PURCHASED	110-83260-41200		$472	$307	$300	$335	$400	$400	$400
UNIFORMS, SPECIALIZED	110-83265-41200		$0	$0	$0	$0	$0	$0	$0
CONSUMABLE TOOLS	110-83270-41200		$0	$0	$0	$0	$0	$0	$0
OTHER OPERATING SUPPLIES	110-83299-41200		$0	$0	$0	$0	$0	$0	$0
GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	110-83310-41200		$0	$0	$600	$0	$0	$0	$0
MILEAGE (INSIDE WILLIAMSON COUNTY)	110-83320-41200		$0	$0	$100	$0	$100	$100	$100
FURNITURE, FIXTURES (<$50,000)	110-83510-41200		$0	$0	$3,000	$500	$3,000	$3,000	$3,000
MACHINERY & EQUIPMENT (<$50,000)	110-83530-41200		$0	$0	$1,500	$1,000	$1,500	$1,500	$1,500
COMPUTER HARDWARE (<$50,000)	110-83540-41200		$6,665	$3,329	$7,000	$4,000	$7,000	$6,500	$6,500
COMPUTER SOFTWARE (<$50,000)	110-83550-41200		$0	$0	$0	$106	$150	$150	$150
EQUIPMENT PARTS & SUPPLIES	110-83620-41200		$0	$0	$500	$0	$500	$500	$500
PROPERTY INSURANCE	110-85110-41200		$1,456	$1,598	$1,679	$1,660	$0	$0	$0
FRAUD INSURANCE	110-85111-41200		$1,145	$0	$0	$10	$0	$0	$0
INLAND MARINE INSURANCE	110-85112-41200		$259	$270	$284	$285	$0	$0	$0
AUTO PHYSICAL DAMAGE INSURANCE	110-85113-41200		$0	$0	$0	$0	$0	$0	$0
LIABILITY INSURANCE	110-85115-41200		$518	$2,299	$2,414	$910	$0	$0	$0
E&O LIABILITY INSURANCE	110-85116-41200		$639	$0	$0	$435	$0	$0	$0
VEHICLE LIABILITY INSURANCE	110-85117-41200		$0	$0	$0	$0	$0	$0	$0
LAW ENFORCEMENT LIABILITY INSURANCE	110-85118-41200		$0	$0	$0	$0	$0	$0	$0
UMBRELLA LIABILITY INSURANCE	110-85119-41200		$353	$336	$353	$210	$0	$0	$0
PROPERTY CLAIMS/DEDUCTIBLES	110-85120-41200		$0	$0	$0	$0	$0	$0	$0
VEHICLE LIABILITY CLAIMS/DEDUCTIBLES	110-85127-41200		$0	$0	$0	$0	$0	$0	$0
STATE FEES	110-85320-41200		$0	$0	$0	$0	$0	$0	$0
RECORDING & FILING FEES	110-85340-41200		$0	$0	$0	$0	$0	$0	$0
E-COMMERCE FEES	110-85530-41200		$6,280	$6,513	$6,000	$8,500	$9,000	$10,000	$12,000
CASH SHORT/OVER	110-85550-41200		$0	$0	$0	$0	$0	$0	$0
BAD DEBT EXPENSE (NET OF RECOVERIES)	110-85570-41200		$0	$0	$0	$0	$0	$0	$0
MISCELLANEOUS	110-85990-41200		$0	$0	$0	$0	$0	$0	$0
PRINCIPAL	110-86100-41200		$0	$0	$0	$0	$0	$0	$0
INTEREST	110-86200-41200		$0	$0	$0	$0	$0	$0	$0

FY 2026 Municipal Court Personnel, Operating, and Capital Budgets									
Account Name	**Account String**	**Itemizations**	**FY23 Actual**	**FY24 Actual**	**FY25 Budget**	**FY2025 EOY**	**FY2026 Budget**	**FY2027 Forecast**	**FY2028 Forecast**
LEASE/LOAN PRINCIPAL	110-86600-41200		$0	$44,700	$0	$0	$0	$0	$0
LEASE/LOAN INTEREST	110-86700-41200		$0	$0	$0	$0	$0	$0	$0
Total Operating			**$32,378**	**$74,221**	**$44,164**	**$154,627**	**$38,636**	**$38,836**	**$41,161**
Municipal Court Capital									
Comp Software-Leased (>$50,000	110-89551-41200		$0	$288,695	$0	$0	$0	$0	$0
Total Capital			**$0**	**$288,695**	**$0**	**$0**	**$0**	**$0**	**$0**
Total Municipal Court Budget			**$268,646**	**$624,579**	**$333,361**	**$440,488**	**$322,634**	**$348,961**	**$367,876**

Program Enhancement Summary Form

Department/Division: 41200 COURT

Fund	Fiscal Year	Priority	Title	FTE	Comp.	Benefits	Operating	Capital	Total	Funded
110	FY2026	1	Deputy Court Clerk	1	$ 47,729	$ 22,831			$ 70,560	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
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									$ -	
			Totals	1	$ 47,729	$ 22,831	$ -	$ -	$ 70,560	$ -

Franklin*Forward* Requested Allocations for the Upcoming Budget Year

A Safe, Clean Livable City	$ -
Sustainable Growth & Economic Vitality	$ -
Fiscally Sound	$ -
Quality Life Experiences	$ -
Organizational Health	$ -
Operational Excellence	$ 70,560
Total Franklin Forward Allocations	$ 70,560

Fund	Function	Requested Amount	Funded
	Personnel	**$ 70,560**	
	Operations		
	Capital (Vehicles, Equipment, Buildings, etc.)		
	Total	$ 70,560	$ -

Program Enhancement Request Form - Personnel (PER-P)

Use this form to spell out your requst for additional personnel and associated costs.

Budget Year	FY2026	**Intended Year**	FY2026	**Priority**	1	of 1

Department-Division 41200 COURT

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

Title of Request: Deputy Court Clerk

Requested Funding				
Account Description	**FY2026 Costs**	**Future FY Costs**	**Total FY2026**	**Total Impact**
Compensation				
81110 REGULAR PAY	$ 47,729		$ 47,729	$ 47,729
			$ -	$ -
Benefits				
FICA/MEDI (7.65%)	$ 3,651		$ 3,651	$ 3,651
Pension (Current 7.62%)	$ 3,508		$ 3,508	$ 3,508
Holiday (Yes 108.28 for FY and 9 Month, No for ineligible, existing, or 6 Month)	$ 108		$ 108	$ 108
Supplemental Life (Existing Emp $0, New Emp FY $84, New Empl 9 Month $63, New Empl 6 $42)	$ 84		$ 84	$ 84
Basic (.001575/ AD&D .0003/ DISAB .00304)	$ 35		$ 35	$ 35
MED/DNT/VIS (Existing Emp. Reclass $0, New Emp. FY $15,444 , New Emp. 9 Month $11,583 , New Emp.6 Month $7,722)	$ 15,444		$ 15,444	$ 15,444
Operating Expenses				
			$ -	$ -
Capital Expenses				
			$ -	$ -
Total Personnel			$ 70,560	$ 70,560

Purpose (Description) and Service Implication (if the request is not funded)

This request is to add a full-time Deputy Court Clerk to the City Court department in pay grade E. Currently, City Court operates with a staff of two full-time clerks and one part-time clerk. City Court currently has one authorized, but unfunded part-time poisition that we would be willing to relinquish. As the city continues to grow, so does the workload handled by the City Court team. In FY22 the court team processed 3,886 citations and in FY24 they handled 5,620 citations. This is a 45% increase in just two years. We are on track to handle 6,268 citations in FY25, which is another 12% increase. The court team also manages three dockets a month with an average of 150 citations per docket and an average attendance of 50 defendants. The addition of a third full-time employee will help us maintain our efficiency levels of closing out citations within 40 days, and responding to customer inquiries within two business days. Further, having three full-time employees will allow for full office coverage when one employee is on leave. As a customer-facing department, we strive to have two employees available at all times to assist customers. Finally, with only two full-time employees, the department supervisor must work the front-line in addition to handling all managerial duties. If the request is not funded, this high level of efficiency and customer service will becoming increasingly difficult to maintain.

HISTORIC
FRANKLIN
TENNESSEE

FY 2026 Operating Budget

Project & Facilities Management

Brad Wilson, Project & Facilities Manager

Departmental Summary

Department Goals

The Facilities Department's mission is to manage all City facilities in a sustainable and economical environment wherever possible. The Department strives for a safe and healthy environment for all team and community members that use the facilities we manage. We continue to support other City departments such as Fire, Parks, Police, Public Works, Sanitation and Environmental Services, and Water Management when requested in keeping their facilities safe and functioning so that they can meet the needs of our citizens.

FY 2026 Outlook

In the coming fiscal year, our goal will remain to maintain a safe and healthy environment for City of Franklin staff and the community. Facility accessibility will continue to be a priority. Problems will continue to be a high priority to resolve and to get a department or area back up and running as quickly as possible.

Projects

Team meetings will continue on the development of a new City Hall located Downtown on the site of the current facility. The Facilities Department will continue to react daily to any and all assistance that is requested from outlying offices.
Facilities will be working with Engineering and Parks for the project to be located off Carothers in regards to pavilions and structures.

Performance Measures & Strategic Plan

The City of Franklin is in process of revising its Strategic Plan. First established in 2013, the City of Franklin 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.

The new strategic plan has six major goals. They include:

- Safe Clean Livable City
- Sustainable Growth & Economic Vitality
- Fiscally Sound
- Quality Life Experiences
- Organizational Health
- Operational Excellence

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.

Specific departmental strategic plan measures will be refined as the budget process continues.

Fac. & Maint. FranklinForward Non-Financial Perf. Measures

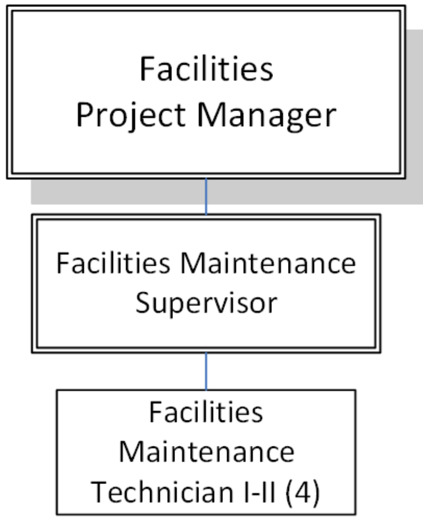
Output Measure	FY2020	FY2021	FY2022	FY2023	FY2024
Amount					
Government Agency use of electricity. Goal: Reduce use by 20% by 2020	24,705,955	24,307,916	24,537,753	0	0
AMOUNT	**24,705,955**	**24,307,916**	**24,537,753**	**0**	**0**

Performance Measures

Fac. & Maint. Non-Financial Performance Measures

Output Measure	FY2020	FY2021	FY2022	FY2023	FY2024
Amount					
Amount of G.S.F./average daily # of people.	0	0	0	65,600	0
Average daytime number of people in buildings.	390	390	350	656	0
Number of buildings/structures maintained.	18	18	31	33	0
Number of employee hours served.	10,700	10,700	10,700	0	0
Gross square footage of municipal buildings (general fund).	720,077	720,077	744,466	772,723	0
Amount of gas used.	95,958	98,421	99,253	1,056	0
Average time to complete a routine request.	4	4	6	6	0
Amount of people served to Facilities staff FTE.	0	0	0	0	0
Number of contractor hours served.	24	24	24	0	0
Number of requests taken.	557	557	557	948	0
Sustainable Franklin Measurement: Government agency use of electricity. Goal: Reduce use by 20% by 2020.	24,705,955	24,307,916	14,167,011	0	0
Amount of electricity (kW) used.	24,705,955	24,307,916	24,537,753	0	0
AMOUNT	**50,239,638**	**49,446,023**	**39,560,151**	**841,022**	**0**

Organizational Chart



Staffing by Position

Budgeted Positions	Pay Grade	FY 2022		FY 2023		FY 2024		FY 2025		FY 2026	
		F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T	F-T	P-T
Facilities Project Manager	J	1	0	1	0	1	0	1	0	1	0
Facilities Maintenance Supervisor	G	1	0	1	0	1	0	1	0	1	0
Lead Facilities Maintenance Worker	E	0	0	1	0	0	0	0	0	0	0
Facilities Maintenance Technician I-II	D-E	3	0	2	0	4	0	4	0	4	0
Custodian	D	1	0	1	0	0	0	0	0	0	0
Totals		**6**	**0**	**6**	**0**	**6**	**0**	**6**	**0**	**6**	**0**

Budget Summary

Project & Facilities Management

	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	EOY 2025	BUDGET 2026		
	FY2023	FY2024	FY2025	FY2025	FY2026	25 v. 26 Difference $	25 v. 26 Difference %
Expenses							
110 - GENERAL FUND							
PERSONNEL							
PERSONNEL (81000)	$531,800	$631,838	$620,661	$618,263	$620,902	$241	0.0%
PERSONNEL TOTAL	**$531,800**	**$631,838**	**$620,661**	**$618,263**	**$620,902**	**$241**	**0.0%**
OPERATIONS							
SERVICES (82000)	$1,995,566	$1,886,640	$1,371,983	$1,740,639	$1,615,487	$243,504	17.8%
SUPPLIES (83000)	$117,420	$141,844	$77,397	$106,097	$93,697	$16,300	21.1%
OPERATIONAL UNITS (84000)	–	–	–	$0	$0	$0	–
BUSINESS EXPENSES (85000)	$39,149	$33,428	$34,234	$32,650	$1,000	($33,234)	(97.1%)
REIMBURSEMENT OF EXPENDITURES (87500)	($208,508)	($209,238)	($209,239)	($209,239)	($209,239)	$0	0.0%
OPERATIONS TOTAL	**$1,943,628**	**$1,852,673**	**$1,274,375**	**$1,670,147**	**$1,500,945**	**$226,570**	**17.8%**
CAPITAL	–	–	–	$0	$0	$0	–
110 - GENERAL FUND TOTAL	**$2,475,428**	**$2,484,512**	**$1,895,036**	**$2,288,410**	**$2,121,847**	**$226,811**	**12.0%**
EXPENSES TOTAL	**$2,475,428**	**$2,484,512**	**$1,895,036**	**$2,288,410**	**$2,121,847**	**$226,811**	**12.0%**

FY 2026 Project & Facilities Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
Project & Facilities Personnel									
REGULAR PAY	110-81110-41320		$371,428	$383,787	$406,686	$400,058	$401,461	$442,434	$463,588
ARPA - COVID19 LEAVE/ISOLATION	110-81112-41320		$0	$0	$0	$0	$0	$0	$0
FAMILY LEAVE PAY	110-81113-41320		$0	$0	$0	$0	$0	$0	$0
OVERTIME PAY	110-81120-41320		$14,347	$25,745	$15,000	$16,850	$15,000	$15,750	$16,538
TEMPORARY WORK BY NON-CITY EMPLOYEES	110-81150-41320		$0	$0	$0	$0	$0	$0	$0
VACANCY ADJUSTMENT	110-81199-41320		$0	$0	-$12,878	$0	-$13,960	-$15,385	-$16,120
FICA (EMPLOYER'S SHARE)	110-81410-41320		$28,758	$29,493	$28,273	$30,604	$32,237	$33,912	$35,631
MEDICAL PREMIUMS	110-81420-41320		$56,830	$118,599	$124,658	$115,668	$127,235	$139,959	$153,954
NEAR-SITE CLINIC (URGENT TEAM)	110-81422-41320		$915	$3,055	$3,060	$2,880	$2,880	$2,880	$2,880
VISION PREMIUMS	110-81425-41320		$450	$689	$878	$747	$822	$904	$994
DENTAL INSURANCE PREMIUMS	110-81430-41320		$3,296	$3,371	$4,203	$3,544	$3,898	$4,288	$4,717
FSA ADMINISTRATION FEES	110-81431-41320		$13	$0	$77	$77	$85	$100	$100
GROUP INSURANCE PREMIUMS	110-81433-41320		$2,854	$2,594	$2,182	$2,394	$2,576	$2,681	$2,647
EE MEDICAL INSURANCE CONTRIBUTIONS	110-81440-41320		-$10,749	-$23,092	-$28,478	-$23,590	-$25,949	-$28,544	-$31,398
CONTRIBUTIONS TO HEALTH SAVINGS ACCOUNT	110-81441-41320		$1,200	$3,000	$0	$0	$0	$0	$0
EE DENTAL INSURANCE CONTRIBUTIONS	110-81443-41320		-$605	-$733	-$841	-$696	-$766	-$843	-$927
EE VISION INSURANCE CONTRIBUTIONS	110-81444-41320		-$80	-$150	-$175	-$147	-$162	-$178	-$195
RETIREMENT HEALTH SAVINGS ACCOUNTS	110-81445-41320		$0	$0	$0	$0	$0	$0	$0
RETIREMENT CONTRIBUTIONS	110-81450-41320		$51,347	$69,844	$56,253	$56,253	$60,472	$65,007	$69,883
DEFINED CONTRIBUTION MATCH (CLOSED)	110-81455-41320		$0	$0	$0	$0	$0	$0	$0
DEFINED CONTRIBUTION MATCH (TCRS)	110-81456-41320		$10,330	$14,049	$13,847	$10,874	$11,523	$12,114	$12,735
Defined Cont Match (2017)	110-81458-41320		$0	$613	$0	$1,000	$1,050	$1,103	$1,158
WORKERS COMPENSATION PREMIUMS	110-81470-41320		$1,467	$973	$7,916	$1,747	$2,500	$2,500	$2,500
WORKERS COMPENSATION CLAIMS	110-81475-41320		$0	$0	$0	$0	$0	$0	$0
Total Personnel			**$531,800**	**$631,838**	**$620,661**	**$618,263**	**$620,902**	**$678,682**	**$718,685**
Project & Facilities Operating									
MAILING & OUTBOUND SHIPPING SERVICES	110-82110-41320		$417	$0	$250	$0	$250	$20	$40

FY 2026 Project & Facilities Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
FREIGHT FOR INBOUND PURCHASED ITEMS	110-82120-41320		$0	$0	$0	$0	$0	$0	$0
VEHICLE LICENSES & TITLES	110-82130-41320		$21	$0	$100	$100	$100	$100	$100
PRINTING & COPYING SERVICES, OUTSOURCED	110-82210-41320		$7	$890	$500	$950	$250	$250	$250
PRINTING & COPYING SERVICES, OUTSOURCED	110-82210-41320	Plan Copying and scanning for misc. projects				$950	$250	$250	$250
ARCHIVING/RECORDS MANAGEMENT SERVICES	110-82230-41320		$8,074	$6,244	$8,000	$30,000	$4,200	$4,200	$4,200
ARCHIVING/RECORDS MANAGEMENT SERVICES	110-82230-41320	Shredding Services				$30,000	$4,200	$4,200	$4,200
TRANSCRIPTION FEES	110-82240-41320		$37	$0	$0	$0	$0	$0	$0
FINGERPRINTING FEES	110-82245-41320		$0	$0	$0	$0	$0	$0	$0
TESTING & PHYSICALS	110-82250-41320		$0	$0	$150	$150	$150	$150	$150
UNIFORM RENTAL & SERVICES	110-82260-41320		$0	$0	$1,500	$2,100	$2,100	$2,100	$2,100
OTHER OPERATING SERVICES	110-82299-41320		$64	$1,136	$500	$1,000	$1,000	$1,000	$1,000
LEGAL NOTICES	110-82310-41320		$0	$0	$0	$0	$0	$0	$0
DUES FOR MEMBERSHIPS	110-82350-41320		$15	$0	$120	$120	$120	$120	$120
PUBLIC RELATIONS & EDUCATION (CITY SPONSORED0	110-82360-41320		$0	$0	$0	$0	$0	$0	$0
EMERGENCY RELIEF	110-82371-41320		$0	$0	$0	$0	$0	$0	$0
PUBLICATIONS, NON-TRAINING	110-82390-41320		$0	$0	$0	$0	$0	$0	$0
ELECTRIC SERVICE	110-82410-41320		$170,241	$149,829	$105,000	$460,000	$420,000	$432,600	$445,578
ELECTRIC SERVICE	110-82410-41320	MTEMC				$460,000	$420,000	$432,600	$445,578
WATER & SEWER SERVICE	110-82420-41320		$12,005	$18,243	$13,500	$66,000	$70,000	$72,100	$74,263
WATER & SEWER SERVICE	110-82420-41320	Water and Sewer				$66,000	$70,000	$72,100	$74,263
STORMWATER SERVICE	110-82430-41320		$3,353	$3,682	$3,000	$16,000	$19,000	$19,570	$20,157
STORMWATER SERVICE	110-82430-41320	Stormwater				$16,000	$19,000	$19,570	$20,157
SANITATION & ENVIR SERVICES	110-82435-41320		$14,839	$15,829	$15,000	$22,000	$24,000	$24,720	$25,462
SANITATION & ENVIR SERVICES	110-82435-41320	SES				$22,000	$24,000	$24,720	$25,462
NATURAL GAS SERVICE	110-82440-41320		$30,805	$21,693	$23,000	$50,000	$57,000	$58,710	$60,471
NATURAL GAS SERVICE	110-82440-41320	Natural Gas				$50,000	$57,000	$58,710	$60,471
TELEPHONE SERVICE	110-82450-41320		$2,268	$2,552	$2,600	$1,500	$0	$0	$0
TELEPHONE SERVICE	110-82450-41320	Telephone Service				$1,500	$0	$0	$0
800 MHZ ACCESS LINE SERVICE	110-82451-41320		$0	$0	$0	$0	$0	$0	$0
CELLULAR TELEPHONE SERVICE	110-82455-41320		$5,460	$4,576	$11,500	$5,050	$4,850	$4,850	$4,850
CELLULAR TELEPHONE SERVICE	110-82455-41320	Facilities Staff				$3,300	$3,100	$3,100	$3,100
CELLULAR TELEPHONE SERVICE	110-82455-41320	Fire Alarm				$1,750	$1,750	$1,750	$1,750
INTERNET & RELATED SERVICES	110-82470-41320		$2,581	$3,384	$2,600	$3,900	$0	$0	$0
INTERNET & RELATED SERVICES	110-82470-41320	Internet				$3,900	$0	$0	$0

FY 2026 Project & Facilities Personnel, Operating, and Capital Budgets									
Account Name	**Account String**	**Itemizations**	**FY23 Actual**	**FY24 Actual**	**FY25 Budget**	**FY2025 EOY**	**FY2026 Budget**	**FY2027 Forecast**	**FY2028 Forecast**
CONNECTION CHARGES	110-82483-41320		$0	$0	$0	$0	$0	$0	$0
COMPUTER SERVICES	110-82510-41320		$0	$22	$0	$0	$0	$0	$0
ENGINEERING SERVICES	110-82540-41320		$0	$2,500	$0	$0	$0	$0	$0
CONSULTANT SERVICES	110-82560-41320		$0	$0	$0	$0	$0	$0	$0
OTHER CONTRACTUAL SERVICES	110-82599-41320		$312,240	$321,846	$331,609	$338,994	$347,513	$347,513	$351,163
OTHER CONTRACTUAL SERVICES	110-82599-41320	Public Restroom Heavy Cleaning PD, City Hall, PW, SES, WWP, WW				$4,250	$2,450	$2,450	$3,200
OTHER CONTRACTUAL SERVICES	110-82599-41320	Cinas Knockdown Floor Mats City Hall, Public Works				$7,540	$5,400	$5,400	$5,400
OTHER CONTRACTUAL SERVICES	110-82599-41320	Fire Systems Testing City Hall, PD				$13,750	$11,750	$11,750	$11,750
OTHER CONTRACTUAL SERVICES	110-82599-41320	Air Filter Changes				$9,534	$9,534	$9,534	$9,534
OTHER CONTRACTUAL SERVICES	110-82599-41320	Testing of Fire Extinguishers				$1,970	$1,750	$1,750	$1,750
OTHER CONTRACTUAL SERVICES	110-82599-41320	Pest Contol Services PD, PW, CH				$11,650	$8,250	$8,250	$8,250
OTHER CONTRACTUAL SERVICES	110-82599-41320	Fire Station HVAC Maintenance Agreement				$16,000	$16,000	$16,000	$18,000
OTHER CONTRACTUAL SERVICES	110-82599-41320	Alarm Monitoring and Repairs				$9,350	$8,100	$8,100	$9,000
OTHER CONTRACTUAL SERVICES	110-82599-41320	Grease Drainage Treatment at Fire Halls				$8,600	$8,600	$8,600	$8,600
OTHER CONTRACTUAL SERVICES	110-82599-41320	REA Maintenance at PD Fresh Air Handlers				$7,500	$7,500	$7,500	$7,500
OTHER CONTRACTUAL SERVICES	110-82599-41320	Turf Management				$127,400	$127,400	$127,400	$127,400
OTHER CONTRACTUAL SERVICES	110-82599-41320	Generator Maintenance Agreement				$83,475	$92,279	$92,279	$92,279
OTHER CONTRACTUAL SERVICES	110-82599-41320	PD Geothermal Maintenance				$4,300	$4,300	$4,300	$4,300
OTHER CONTRACTUAL SERVICES	110-82599-41320	Elevator Maintenance				$15,500	$17,600	$17,600	$17,600
OTHER CONTRACTUAL SERVICES	110-82599-41320	PD, PW Speed Gates Maintenance Agreement				$7,500	$7,500	$7,500	$7,500
OTHER CONTRACTUAL SERVICES	110-82599-41320	Temp City Hall Aramark coffee and vending machines				$6,000	$15,000	$15,000	$15,000
OTHER CONTRACTUAL SERVICES	110-82599-41320	SES, PW Gate Repairs				$4,675	$4,100	$4,100	$4,100
VEHICLE REPAIR & MAINTENANCE SERVICES	110-82610-41320		$3,352	$5,682	$3,500	$3,500	$3,500	$3,500	$3,500

FY 2026 Project & Facilities Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
VEHICLE REPAIR & MAINTENANCE SERVICES	110-82610-41320					$3,500	$3,500	$3,500	$3,500
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41320		$472,463	$433,151	$410,000	$317,400	$237,380	$235,880	$235,880
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41320	Mechanical System Maintenance				$75,000	$75,000	$75,000	$75,000
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41320	PD Green Roof Planting and Cleanup				$9,500	$9,500	$9,500	$9,500
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41320	City Window Cleaning PD and Parking Garage				$11,000	$11,000	$11,000	$11,000
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41320	Parking Garage Maintenance				$6,000	$6,000	$6,000	$6,000
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41320	Updating Equipment City Hall regarding blower equipment and alarm systems.				$1,500	$1,500	$0	$0
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41320	City Hall Roof Repairs				$92,400	$0	$0	$0
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41320	General Parking Maintenance Parking Garages				$7,000	$7,000	$7,000	$7,000
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41320	Electrical Systems Maintenance				$20,000	$20,000	$20,000	$20,000
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41320	Plumbing System Maintenance				$20,000	$20,000	$20,000	$20,000
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41320	Garage Door Maintenance				$75,000	$70,000	$70,000	$70,000
EQUIPMENT REPAIR & MAINTENANCE SERVICES	110-82620-41320	BAS (Building Automation Services)				$0	$17,380	$17,380	$17,380
PAVING & REPAIR SERVICES	110-82640-41320		$0	$0	$0	$7,500	$10,000	$10,000	$10,000
PAVING & REPAIR SERVICES	110-82640-41320	Fire Halls				$7,500	$10,000	$10,000	$10,000
PARK & FIELD MAINTENANCE SERVICES	110-82650-41320		$0	$0	$0	$0	$0	$0	$0
LANDSCAPING SERVICES	110-82652-41320		$16,351	$50,167	$0	$16,351	$15,500	$15,500	$15,500
IRRIGATION SERVICES	110-82653-41320		$11,003	$7,463	$11,554	$11,004	$11,554	$12,132	$12,738
GROUNDS MAINTENANCE SERVICES	110-82654-41320		$0	$0	$17,000	$35,620	$35,620	$35,620	$35,620
GROUNDS MAINTENANCE SERVICES	110-82654-41320	Turf Management				$35,620	$35,620	$35,620	$35,620
BUILDING REPAIR & MAINTENANCE SERVICES	110-82660-41320		$925,534	$837,750	$406,000	$336,000	$336,000	$336,000	$391,000
BUILDING REPAIR & MAINTENANCE SERVICES	110-82660-41320	Parking Garage Repairs				$15,000	$15,000	$15,000	$15,000
BUILDING REPAIR & MAINTENANCE SERVICES	110-82660-41320	Pressure Washing Parking Garage Stairwells				$20,000	$20,000	$20,000	$20,000

FY 2026 Project & Facilities Personnel, Operating, and Capital Budgets									
Account Name	**Account String**	**Itemizations**	**FY23 Actual**	**FY24 Actual**	**FY25 Budget**	**FY2025 EOY**	**FY2026 Budget**	**FY2027 Forecast**	**FY2028 Forecast**
BUILDING REPAIR & MAINTENANCE SERVICES	110-82660-41320	Floor Scrubbing PD, PW				$8,000	$8,000	$8,000	$8,000
BUILDING REPAIR & MAINTENANCE SERVICES	110-82660-41320	Roof Repairs PW, Fire, SES				$100,000	$75,000	$75,000	$75,000
BUILDING REPAIR & MAINTENANCE SERVICES	110-82660-41320	Public Works Cleaning Agrement				$70,000	$70,000	$70,000	$70,000
BUILDING REPAIR & MAINTENANCE SERVICES	110-82660-41320	City Hall Cleaning Agreement				$0	$0	$0	$55,000
BUILDING REPAIR & MAINTENANCE SERVICES	110-82660-41320	PD Cleaning Agreement				$73,000	$73,000	$73,000	$73,000
BUILDING REPAIR & MAINTENANCE SERVICES	110-82660-41320	Miscellenous Repairs				$50,000	$50,000	$50,000	$50,000
BUILDING REPAIR & MAINTENANCE SERVICES	110-82660-41320	Fire @ FSSD Cleaning					$25,000	$25,000	$25,000
WATER TANK MAINTENANCE SERVICES	110-82683-41320		$0	$0	$1,500	$1,500	$1,500	$1,500	$1,500
WATER TANK MAINTENANCE SERVICES	110-82683-41320	PD Cistern Tank Maintenance				$1,500	$1,500	$1,500	$1,500
OTHER REPAIR & MAINTENANCE SERVICES	110-82699-41320		$4,387	$0	$3,500	$3,500	$3,500	$3,500	$3,500
TUITION ASSISTANCE PROGRAM	110-82720-41320		$0	$0	$0	$0	$0	$0	$0
TRAINING, OUTSIDE	110-82780-41320		$0	$0	$0	$10,400	$10,400	$10,000	$0
GROUND TRANSPORTATION (OUTSIDE WILLIAMSON COUNTY)	110-82820-41320		$48	$0	$0	$0	$0	$0	$0
OFFICE SUPPLIES	110-83110-41320		$25,189	$7,359	$5,897	$5,897	$5,897	$2,500	$2,500
OFFICE DÉCOR ITEMS (OTHER THAN FURNITURE)	110-83120-41320		$1,014	$0	$0	$0	$0	$0	$0
EMPLOYEE BENEVOLENCE ITEMS	110-83130-41320		$33	$100	$0	$0	$0	$0	$0
MEALS & FOOD (INSIDE WILLIAMSON COUNTY)	110-83140-41320		$2,143	$5,047	$2,500	$2,500	$2,500	$2,500	$2,500
MEDICAL SUPPLIES	110-83240-41320		$0	$0	$0	$4,000	$9,000	$9,000	$9,000
MEDICAL SUPPLIES	110-83240-41320	Cintas First Aid Kits Temporary City Hall (5 Boxes @150 month)				$4,000	$9,000	$9,000	$9,000
SAFETY SUPPLIES	110-83250-41320		$0	$480	$500	$500	$500	$500	$500
UNIFORMS PURCHASED	110-83260-41320		$2,504	$2,547	$1,500	$2,000	$2,000	$2,000	$2,000
UNIFORMS PURCHASED	110-83260-41320	Miscelaneous Pants, Shirts, Jackets, Boots				$2,000	$2,000	$2,000	$2,000
CONSUMABLE TOOLS	110-83270-41320		$3,915	$0	$0	$0	$0	$0	$0
OTHER OPERATING SUPPLIES	110-83299-41320		$8,923	$12,367	$10,000	$12,000	$10,000	$0	$0

FY 2026 Project & Facilities Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
GASOLINE & DIESEL FOR FLEET (INSIDE WILLIAMSON COUNTY)	110-83310-41320		$3,580	$4,376	$2,000	$7,000	$7,000	$7,000	$7,000
FURNITURE, FIXTURES (<$50,000)	110-83510-41320		$2,586	$10,113	$0	$0	$0	$0	$0
MACHINERY & EQUIPMENT (<$50,000)	110-83530-41320		$6,414	$7,066	$2,500	$3,900	$2,500	$2,500	$2,500
COMPUTER HARDWARE (<$50,000)	110-83540-41320		$2,189	$5,798	$5,000	$5,000	$5,000	$5,000	$5,000
COMPUTER SOFTWARE (<$50,000)	110-83550-41320		$77	$0	$0	$0	$0	$0	$0
VEHICLE PARTS & SUPPLIES	110-83610-41320		$357	$388	$500	$500	$500	$500	$500
EQUIPMENT PARTS & SUPPLIES	110-83620-41320		$2,309	$3,036	$3,500	$3,500	$3,500	$3,500	$3,500
LANDSCAPING SUPPLIES	110-83652-41320		$38	$634	$800	$800	$800	$800	$800
IRRIGATION SUPPLIES	110-83653-41320		$25	$0	$0	$0	$0	$0	$0
GROUNDS MAINTENANCE SUPPLIES	110-83654-41320		$0	$0	$0	$0	$0	$0	$0
BUILDING MAINTENANCE SUPPLIES	110-83660-41320		$55,914	$76,533	$42,700	$58,500	$44,500	$44,500	$44,500
BUILDING MAINTENANCE SUPPLIES	110-83660-41320	Air and Water Filters PD, PW, CH				$10,500	$10,500	$10,500	$10,500
BUILDING MAINTENANCE SUPPLIES	110-83660-41320	House Keeping Equipment				$2,100	$2,100	$2,100	$2,100
BUILDING MAINTENANCE SUPPLIES	110-83660-41320	Cleaning Products				$21,000	$21,000	$21,000	$21,000
BUILDING MAINTENANCE SUPPLIES	110-83660-41320	LED Lights and Supplies				$17,500	$3,500	$3,500	$3,500
BUILDING MAINTENANCE SUPPLIES	110-83660-41320	City Flags				$3,900	$3,900	$3,900	$3,900
BUILDING MAINTENANCE SUPPLIES	110-83660-41320	PD Cistern Filters and Repairs				$3,500	$3,500	$3,500	$3,500
OTHER REPAIR & MAINTENANCE PARTS & SUPPLIES	110-83699-41320		$209	$6,000	$0	$0	$0	$0	$0
2ND AVE PARKING GARAGE OPERATIONS	110-84920-41320		$0	$0	$0	$0	$0	$0	$0
4TH AVE PARKING GARAGE OPERATIONS	110-84930-41320		$0	$0	$0	$0	$0	$0	$0
PROPERTY INSURANCE	110-85110-41320		$20,328	$22,496	$23,622	$22,497	$0	$0	$0
FRAUD INSURANCE	110-85111-41320		$3,248	$0	$0	$0	$0	$0	$0
INLAND MARINE INSURANCE	110-85112-41320		$188	$196	$206	$196	$0	$0	$0
AUTO PHYSICAL DAMAGE INSURANCE	110-85113-41320		$132	$244	$257	$244	$0	$0	$0
LIABILITY INSURANCE	110-85115-41320		$1,469	$6,018	$6,320	$6,019	$0	$0	$0
E&O LIABILITY INSURANCE	110-85116-41320		$1,812	$0	$0	$0	$0	$0	$0

FY 2026 Project & Facilities Personnel, Operating, and Capital Budgets

Account Name	Account String	Itemizations	FY23 Actual	FY24 Actual	FY25 Budget	FY2025 EOY	FY2026 Budget	FY2027 Forecast	FY2028 Forecast
VEHICLE LIABILITY INSURANCE	110-85117-41320		$1,310	$1,812	$1,904	$1,813	$0	$0	$0
LAW ENFORCEMENT LIABILITY INSURANCE	110-85118-41320		$0	$0	$0	$0	$0	$0	$0
UMBRELLA LIABILITY INSURANCE	110-85119-41320		$1,000	$880	$925	$881	$0	$0	$0
PROPERTY CLAIMS/DEDUCTIBLES	110-85120-41320		$0	$0	$0	$0	$0	$0	$0
VEHICLE LIABILITY CLAIMS/DEDUCTIBLES	110-85127-41320		$0	$0	$0	$0	$0	$0	$0
PROPERTY TAX-RENTAL PROPERTY	110-85220-41320		$0	$0	$0	$0	$0	$0	$0
EQUIPMENT RENTAL & LEASES	110-85240-41320		$9,197	$671	$500	$500	$500	$500	$500
PERMITS	110-85310-41320		$290	$0	$500	$500	$500	$500	$500
STATE FEES	110-85320-41320		$0	$1,110	$0	$0	$0	$0	$0
RECORDING & FILING FEES	110-85340-41320		$0	$0	$0	$0	$0	$0	$0
E-COMMERCE FEES	110-85530-41320		$176	$0	$0	$0	$0	$0	$0
LATE CHARGES	110-85580-41320		$0	$0	$0	$0	$0	$0	$0
MISCELLANEOUS	110-85990-41320		$0	$0	$0	$0	$0	$0	$0
REIMBURSEMENT OF INTERFUND SERVICES	110-87510-41320		-$208,508	-$209,238	-$209,239	-$209,239	-$209,239	-$215,516	-$221,981
Total Operating			**$1,943,628**	**$1,852,673**	**$1,274,375**	**$1,670,147**	**$1,500,945**	**$1,497,419**	**$1,558,461**
Project & Facilities Capital									
BUILDING DESIGN & CONSTRUCTION (>$100,000)	110-89220-41320		$0	$0	$0	$0	$0	$0	$0
BUILDING IMPROVEMENTS (>$100,000)	110-89230-41320		$0	$0	$0	$0	$0	$0	$0
DISTRIBUTION SYSTEMS (>$100,000)	110-89320-41320		$0	$0	$0	$0	$0	$0	$0
FURNITURE, FIXTURE (>$50,000)	110-89510-41320		$0	$0	$0	$0	$0	$0	$0
VEHICLES (>$50,000)	110-89520-41320		$0	$0	$0	$0	$0	$0	$0
MACHINERY & EQUIPMENT (>$50,000)	110-89530-41320		$0	$0	$0	$0	$0	$0	$0
Total Capital			**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
Total Project & Facilities Budget			**$2,475,428**	**$2,484,512**	**$1,895,036**	**$2,288,410**	**$2,121,847**	**$2,176,101**	**$2,277,146**

Program Enhancement Summary Form

HISTORIC FRANKLIN TENNESSEE

Department/Division: 41320 PROJECT AND FACILITIES MANAGEMENT

Fund	Fiscal Year	Priority	Title	FTE	Comp.	Benefits	Operating	Capital	Total	Funded
110	**FY2026**	1	Foundation Repairs Under St. 6	0			$ 77,485		$ 77,485	
110	**FY2026**	2	Generator Full Load Banking Test	0			$ 18,500		$ 18,500	
110	**FY2026**	3	Mack Hatcher Pavilion Roof	0			$ 13,650		$ 13,650	
110	**FY2026**	4	Station 5 Bathroom Remodel	0			$ 39,000		$ 39,000	
110	**FY2026**	5	Station 2 Kitchen Remodel	0			$ 65,000		$ 65,000	
110	**FY2026**	6	Station 5 Kitchen Remodel	0			$ 60,000		$ 60,000	
110	**FY2026**	7	Staion 4 Replacement Bay Door Units	0			$ 185,000		$ 185,000	
110	**FY2026**	8	Station 4 Window Replacements	0			$ 215,000		$ 215,000	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
									$ -	
			Totals	0	$ -	$ -	$ 673,635	$ -	$ 673,635	$ -

Franklin*Forward* Requested Allocations for the Upcoming Budget Year

A Safe, Clean Livable City	$ -
Sustainable Growth & Economic Vitality	$ -
Fiscally Sound	$ -
Quality Life Experiences	$ -
Organizational Health	$ -
Operational Excellence	$ 673,635.00
Total Franklin Forward Allocations	$ 673,635.00

Fund	Function	Requested Amount	Funded
	Personnel		
	Operations	**$ 673,635.00**	
	Capital (Vehicles, Equipment, Buildings, etc.)		
	Total	$ 673,635.00	$ -

Program Enhancement Request Form - Operating and Capital (PER-OC)

Use this form to spell out your request for operating and capital purchases.

Budget Year	FY2026	**Intended Year**	FY2026	**Priority**	1	of	8

Department-Division	41300 ADMINISTRATION
FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service
Title of Request:	Foundation Repairs Regarding Underpinning Station 6

Requested Funding

Account Description	FY2026 Costs	Future FY Costs	Total FY2026	Total Impact
Operating Expenses				
JILDING REPAIR & MAINTENANCE $	$ 77,485.00		$ 77,485	$ 77,485
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Capital Expenses				
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Total Operations			$ 77,485	$ 77,485

Purpose (Description) and Service Implication (if the request is not funded)

We are requesting funding for the underpinning around the apparatus bay area regarding the foundation system. Cracks (a few major) are and have been appearing and beginning to effect slabs, door openings etc. This project will be installed and the pricing is based on cooperative pricing. We have not seen in any exploratory work cracked foundations but rather settled due to the facial stone load on certain points of the building. The facility is rougly 20 years old and the facade was installed with full stone after the project began over what the original design was. This is only occuring at the bay area of the facility.

Program Enhancement Request Form - Operating and Capital (PER-OC)

Use this form to spell out your request for operating and capital purchases.

Budget Year	FY2026	**Intended Year**	FY2026	**Priority**	2	of 8

Department-Division	41300 ADMINISTRATION
FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service
Title of Request:	Generator Full Load Banking Test for Generator Units

Requested Funding				
Account Description	**FY2026 Costs**	**Future FY Costs**	**Total FY2026**	**Total Impact**
Operating Expenses				
JILDING REPAIR & MAINTENANCE S	$ 18,500.00		$ 18,500	$ 18,500
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Capital Expenses				
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Total Operations			$ 18,500	$ 18,500

Purpose (Description) and Service Implication (if the request is not funded)

Facilities is requesting a Full Load Bank test on the Fire Department Generator units along with Public Works and PD. This full load exercises and test the generator along with the switch gear. This test has never been done.

Program Enhancement Request Form - Operating and Capital (PER-OC)

Use this form to spell out your request for operating and capital purchases.

Budget Year FY2026 **Intended Year** FY2026 **Priority** 3 of 8

Department-Division 41300 ADMINISTRATION

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

Title of Request: Roof Replacement Mack Hatcher Pavilion

Requested Funding				
Account Description	**FY2026 Costs**	**Future FY Costs**	**Total FY2026**	**Total Impact**
Operating Expenses				
JILDING REPAIR & MAINTENANCE S			$ -	$ 13,650
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Capital Expenses				
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Total Personnel			$ -	$ 13,650

Purpose (Description) and Service Implication (if the request is not funded)

This is to replace the existing wood shingle roof system and structure that is rotting away underneath along with some painting. It will become a safety hazard.

Program Enhancement Request Form - Operating and Capital (PER-OC)

Use this form to spell out your request for operating and capital purchases.

Budget Year	FY2026	**Intended Year**	FY2026	**Priority**	4	of 8

Department-Division 41300 ADMINISTRATION

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

Title of Request: Station 5 Bathroom Remodel

Requested Funding				
Account Description	**FY2026 Costs**	**Future FY Costs**	**Total FY2026**	**Total Impact**
Operating Expenses				
JILDING REPAIR & MAINTENANCE $	$ 39,000.00		$ 39,000	$ 39,000
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Capital Expenses				
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Total Operations			$ 39,000	$ 39,000

Purpose (Description) and Service Implication (if the request is not funded)

This request is to replace the last of the camp shower systems within the Franklin Fire Department located at Station 5 Noah Drive. The removation would entail the demo of the shower units, walls and flooring within the shower area. New valves would be installed replacing any low flow pressure valve units currently installed, new tile showers epoxy coating on the floors and painting of the space. Included would be replacing the delaminating formica units along with valves.

Program Enhancement Request Form - Operating and Capital (PER-OC)

Use this form to spell out your request for operating and capital purchases.

Budget Year	FY2026	**Intended Year**	FY2026	**Priority**	5	of 8

Department-Division	42200 FIRE
FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service
Title of Request:	Kitchen Remodel Station 2

Requested Funding

Account Description	FY2026 Costs	Future FY Costs	Total FY2026	Total Impact
Operating Expenses				
JILDING REPAIR & MAINTENANCE	$ 65,000.00		$ 65,000	$ 65,000
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Capital Expenses				
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Total Operations			$ 65,000	$ 65,000

Purpose (Description) and Service Implication (if the request is not funded)

Renovation of the kitchen area is in need. The station opened in 2000 and this is the original kitchen. The station has the largest volumn of use due to staffing and the area is worn out. Door hardware has broken away from the cabinets, faces and fomica tops have delaminated, plumbing leaks have caused damage to the particle board cabinet bases. The same type of system woudl be installed such as we have at stations 1, 3 and 4. The systems at the stations mentioned have helded up extremly well since there introduction. Cabinets, tops, appliances except the range woudl be replaced.

Program Enhancement Request Form - Operating and Capital (PER-OC)

Use this form to spell out your request for operating and capital purchases.

Budget Year	FY2026	**Intended Year**	FY2026	**Priority**	6	of 8

Department-Division	41300 ADMINISTRATION
FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service
Title of Request:	Station 5 Kitchen Remodel

Requested Funding

Account Description	FY2026 Costs	Future FY Costs	Total FY2026	Total Impact
Operating Expenses				
JILDING REPAIR & MAINTENANCE S	$ 60,000.00		$ 60,000	$ 60,000
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Capital Expenses				
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Total Operations			$ 60,000	$ 60,000

Purpose (Description) and Service Implication (if the request is not funded)

Station 5 turned 24 this year and the kitchen such as Station 2 and is the original. The kitchen is old particle board boxes and with water damage and use the units are starting to disentergrate with useage. Work would entail removal of all cabinetry and tops. New units would be of the same design that have been installed at Stations 1, 3 and 4 that are designed for heavier use. Tops would be replaced if allowable with stainless steel units as the current formica tops are delaminating. The only appliance to be replaced would be the dishwasher.

Program Enhancement Request Form - Operating and Capital (PER-OC)

HISTORIC FRANKLIN TENNESSEE

Use this form to spell out your request for operating and capital purchases.

Budget Year	FY2026	**Intended Year**	FY2026	**Priority**	7	of	8

Department-Division: 41300 ADMINISTRATION

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

Title of Request: Replacement Apparatus Bay Door Units Fire Station 4

Requested Funding

Account Description	FY2026 Costs	Future FY Costs	Total FY2026	Total Impact
Operating Expenses				
JILDING REPAIR & MAINTENANCE $	$ 185,000.00		$ 185,000	$ 185,000
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Capital Expenses				
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Total Operations			$ 185,000	$ 185,000

Purpose (Description) and Service Implication (if the request is not funded)

Station 4 is roungly 38 years old and has the oldest set of apparatus bay doors. The doors are oversized and all glass causing a heavy weight load on the operator and the doors themselves. At times the doors come off the rails and hang precariously causing safety concerns not just for personnel but for equipment.

Program Enhancement Request Form - Operating and Capital (PER-OC)

Use this form to spell out your request for operating and capital purchases.

Budget Year	FY2026	**Intended Year**	FY2026	**Priority**	8	of 8

Department-Division	41300 ADMINISTRATION
FranklinForward Theme:	An Effective and Fiscally Sound City Government Providing High Quality Service
Title of Request:	Station 4 Window Replacements

Requested Funding

Account Description	FY2026 Costs	Future FY Costs	Total FY2026	Total Impact
Operating Expenses				
JILDING REPAIR & MAINTENANCE	$ 21,500.00		$ 21,500	$ 21,500
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Capital Expenses				
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
			$ -	$ -
Total Operations			$ 21,500	$ 21,500

Purpose (Description) and Service Implication (if the request is not funded)

Request is for the replacement of exterior window units that have reached end of life. The frames and sashes are beginning to rot causing the units to become unlevel that allow air filtration into the facility hence working against the utilities.