



City of Franklin

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

Meeting Minutes

Budget & Finance Committee

Thursday, December 4, 2025

3:00 PM

Eastern Flank Event Facility

CALL TO ORDER

Chair Clyde Barnhill called the meeting to order at 03:00 PM

Board Members Present: Clyde Barnhill, Ann Petersen, Greg Caesar, Matt Brown

Board Members Absent: None

Staff Present: Eric Stuckey, Kristine Brock, Margaret Wilson, Michael Walters Young, Angie Skarp

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**

Sponsors:

A motion was made by Alderman Matt Brown, seconded by Alderman Greg Caesar to Approve the Agenda as Submitted. The motion passed 4-0.

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.

APPROVAL OF MINUTES

2. **Consideration Of Approval Of Minutes**
October 16, 2025 Budget & Finance Committee Meeting

Sponsors:

A motion was made by Vice Chair Ann Petersen, seconded by Alderman Matt Brown to Approve the October 16, 2025 Budget & Finance Committee Minutes. The motion passed 4-0.

NEW BUSINESS

3. Election Of Chair And Vice-Chair, Effective 2026**Sponsors:**

A motion was made by Alderman Ann Petersen, seconded by Alderman Matt Brown to Nominate Alderman Clyde Barnhill as Chair of the Budget & Finance Committee. The motion passed 4-0.

A motion was made by Alderman Matt Brown, seconded by Alderman Greg Caesar to Nominate Alderman Ann Petersen as Vice-Chair of the Budget & Finance Committee. The motion passed 4-0.

4. Consideration Of DRAFT Procurement Award To Public Risk Insurors Of Franklin, Tennessee For Liability, Property, And Workers Compensation Insurance Products And Services For The Risk Management Division Of The Human Resources Department (Procurement Solicitation No. 2025-019; Funding To Be Budgeted In The City's Operating Departments Proportional To A Combination Of Losses And Exposure For Years 2026, 2027, 2028 And, Optionally, 2029 And 2030; Contract No. 2025-0486).

Sponsors: Kristine Brock, Kevin Townsel, Sara Sylvis

A motion was made by Alderman Greg Caesar, seconded by Alderman Matt Brown to Recommend Approval of the Procurement Award to the Board of Mayor and Aldermen. The motion passed 4-0.

5. Consideration Of DRAFT Procurement Award To P&A Administrative Services, Inc. Of Williamsville, New York In The Total Estimated Fee Of \$4,166.40 Per Year For Flexible Spending Account (FSA) And Dependent Care Services For A Term Of Award For The Human Resources Department (Solicitation No 2026-005; Contract No. 2025-0485).

Sponsors: Sara Sylvis, Kevin Townsel, Kristine Brock

A motion was made by Alderman Matt Brown, seconded by Alderman Greg Caesar to Recommend Approval of the Procurement Award to the Board of Mayor and Aldermen. The motion passed 4-0.

6. Report Of The City's External Auditor, Crosslin, PLLC, And Presentation Of The Fiscal Year 2025 Annual Comprehensive Financial Report

Sponsors: Kristine Brock, Margaret Wilson

The item was acknowledged.

7. Report Of The City's External Auditor, Crosslin, PLLC, And Presentation Of The Fiscal Year 2025 Annual Comprehensive Financial Report For Cool Springs Conference Center

Sponsors: Kristine Brock, Mike Lowe, Margaret Wilson

The item was acknowledged.

8. Consideration Of DRAFT Ordinance 2025-52, An Ordinance To Amend The Budget Of The City Of Franklin For Fiscal Year 2025-2026

Sponsors: Eric Stuckey, Michael Walters Young, Chris Franklin

A motion was made by Alderman Matt Brown, seconded by Vice Chair Ann Petersen to Recommend Approval of the Ordinance to the Board of Mayor and Aldermen. The motion passed 4-0. This item is planned for the December 9, 2025 Board of Mayor and Aldermen Meeting for First Reading.

9. Consideration Of DRAFT Resolution 2025-98, A Resolution Of The Board Of Mayor And Alderman For The City Of Franklin Adopting Budget Goals For The Fiscal Year 2026-2027

Sponsors: Eric Stuckey, Michael Walters Young

A motion was made by Alderman Greg Caesar, seconded by Alderman Matt Brown to Recommend Approval of the Resolution to the Board of Mayor and Aldermen. The motion passed 4-0. This item is planned for the December 9, 2025 Board of Mayor and Aldermen Work Session for discussion.

10. Monthly Reports For November 2025

Sponsors: Margaret Wilson

The item was acknowledged.

OTHER BUSINESS

11. Discussion Of Budget & Finance Committee Start Time For Calendar Year 2026

Sponsors: Kristine Brock, Angie Skarp

The item was acknowledged.

ADJOURN

Meeting Adjourned @ 04:35 PM



Clyde Barnhill, Chair

DRAFT Minutes Prepared by Sarah Schilling, Deputy City Recorder — City Recorder's Office — 12/26/2025, 3:48PM

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.